

**GOVERNOR'S OFFICE  
FISCAL YEAR 2019-20 BUDGET PRESENTATION**

**Governor's Office  
Fiscal Year 2019-20 Budget Presentation**

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THE UNIVERSITY OF CHICAGO  
DEPARTMENT OF CHEMISTRY

RESEARCH REPORT

1963

1. The following data were obtained from the study of the reaction of the following compounds with the following reagents under the following conditions:

Compound	Reagent	Conditions	Observations
1. 1,2-dibromoethane	1. Potassium cyanide	1. Acetone	1. Rapid reaction
2. 1,2-dibromoethane	2. Potassium cyanide	2. Acetone	2. Rapid reaction
3. 1,2-dibromoethane	3. Potassium cyanide	3. Acetone	3. Rapid reaction
4. 1,2-dibromoethane	4. Potassium cyanide	4. Acetone	4. Rapid reaction
5. 1,2-dibromoethane	5. Potassium cyanide	5. Acetone	5. Rapid reaction

GOVERNOR'S OFFICE 2019-20 BUDGET PRESENTATION					
Page # of Governor's Executive Budget: Pp. E1-3, E1-4, E1-5, E1-6, E1-7, I-3, I-6			Governor's Office 10648		
<b>I. SUMMARY FINANCIAL DATA</b> (\$ Amounts in Thousands)			<b>2017-18</b> <b>Actual</b>	<b>2018-19</b> <b>Available</b>	<b>2019-20</b> <b>Budgeted</b>
State Funds			\$6,548	\$6,548	\$6,872
Governor's Office (10648)			\$6,548	\$6,548	\$6,872
Total			\$6,548	\$6,548	\$6,872
<b>II. DETAIL BY MAJOR OBJECT</b> (\$ Amounts in Thousands)					
	<b>2017-18</b> <b>Actual</b>	<b>2018-19</b> <b>Available</b>	<b>2019-20</b> <b>Budgeted</b>	<b>Budgeted vs.</b> <b>Available</b>	<b>Percent</b> <b>Change</b>
<b>PERSONNEL</b>					
State Funds					
Gov Office (10648)	\$5,522	\$5,748	\$6,172	\$424	7.38%
Federal Funds	\$0	\$0	\$0	\$0	0.00%
Other Funds - Augmentations	\$0	\$0	\$0	\$0	0.00%
Total Personnel	\$5,522	\$5,748	\$6,172	\$424	7.38%
<b>OPERATING</b>					
State Funds					
Gov Office (10648)	\$273	\$800	\$700	(\$100)	-12.50%
Federal Funds	\$0	\$0	\$0	\$0	0.00%
Other Funds - Augmentations	\$0	\$0	\$0	\$0	0.00%
Total Operating	\$273	\$800	\$700	(\$100)	-12.50%
<b>BUDGETARY RESERVE</b>					
State Funds					
Gov Office (10648)	\$753	\$0	\$0	\$0	0.00%
Total Budgetary Reserve	\$753	\$0	\$0	\$0	0.00%
<b>TOTAL FUNDS</b>					
State Funds					
Gov Office (10648)	\$6,548	\$6,548	\$6,872	\$324	4.95%
Federal Funds	\$0	\$0	\$0	\$0	0.00%
Other	\$0	\$0	\$0	\$0	0.00%
Total Funds	\$6,548	\$6,548	\$6,872	\$324	4.95%
<b>III. HISTORY OF LAPSES</b> (\$ Amounts in Thousands)					
	<b>2016-17</b>	<b>2017-18</b>	<b>Estimated</b> <b>2018-19</b>		
State Funds					
Gov Office (10648)	\$0	\$0	\$0	\$0	\$0
<b>IV. COMPLEMENT INFORMATION</b>					
	<b>12/31/2017</b>	<b>12/31/2018</b>	<b>2019-20</b> <b>Budgeted</b>		
Benefit Factor (Governor's Office - 10648)					
State Funded	58.00%	106.70%	121.80%		
- Authorized	68	68	68		
- Filled	54	64	N/A		

**V. DERIVATION OF REQUEST/  
LEGISLATIVE CITATIONS**

Derivation of Request

(A) Personnel

All personnel costs were prepared on the complement planning layouts in the BPC system using instructions and factors provided by the Office of the Budget.

(B) Operating Expenses

Operating Funds will be used for continuing activities.

Additional Information

(1) 2017-18 Obligations rolled forward to 2018-19

(\$ Amount in Thousands)

State Funds	\$0
Federal Funds	\$0
Other Funds	\$0
<b>Total</b>	<b>\$0</b>

(2) 2018-19 Supplemental appropriation needs

The Governor's Office is not requesting a supplemental appropriation for the current fiscal year.

Date current appropriation will be exhausted: N/A

(3) Prior FY appropriations waived pursuant to Act 146 of 1980, used to support the 2018-19 appropriations.

(\$ Amount in Thousands)

Waiver is currently held in budgetary reserve and will be released for (personnel, unanticipated expenditures, etc)

State Funds	10648 BP2016	\$294
State Funds	10648 BP2017	\$753
<b>Total</b>		<b>\$1,047</b>

**VI. EXPLANATION OF CHANGES**

(\$ Amounts in Thousands)

	<u>State \$</u>	<u>Federal \$</u>	<u>Other \$</u>	<u>Total \$</u>
<b>PERSONNEL</b>				
A. Contractual salary and benefit Increases; fill (4) vacancies	\$424	\$0	\$0	\$424
Subtotal Personnel	\$424	\$0	\$0	\$424
<b>OPERATING</b>				
A. Operating decrease (10648)	(\$100)	\$0	\$0	(\$100)
Subtotal Operating	(\$100)	\$0	\$0	(\$100)
<b>TOTAL</b>	<b>\$324</b>	<b>\$0</b>	<b>\$0</b>	<b>\$324</b>

**PROGRAM STATEMENT**

The Pennsylvania Constitution vests the executive authority of the commonwealth in the governor. It is the duty of the governor to ensure that the laws of the commonwealth are faithfully executed. The governor also oversees the publication of public information including bulletins of the work of state government. The governor submits an annual budget to the general assembly and performs all other functions required of this office as delegated by the state constitution and in law.

This program also provides for the governor's residence. The residence is used for state functions and is available as a domicile for the governor and the first family. The expenses for official functions, as well as those essential to managing a household, are paid from the Governor's Office appropriation. The maintenance of the residence is primarily the responsibility of the Department of General Services. Equipment, supplies (except food) and housekeeping services are provided by the department.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is crucial for ensuring the integrity of the financial statements and for providing a clear audit trail. The text notes that any discrepancies or errors in the records can lead to significant complications during an audit and may result in the disallowance of certain expenses.

2. The second part of the document outlines the specific requirements for record-keeping. It states that all receipts, invoices, and other supporting documents must be retained for a minimum of three years. Additionally, it requires that these records be organized in a systematic and accessible manner, such as by date or by category, to facilitate the audit process. The document also mentions that digital records are acceptable, provided they are secure and can be easily accessed and verified.

3. The third part of the document provides guidance on how to handle common situations that may arise during the record-keeping process. For example, it addresses the issue of lost receipts, suggesting that a copy of the receipt should be made and the original should be replaced as soon as possible. It also discusses the importance of keeping records up-to-date and avoiding the accumulation of old, unused documents that may clutter the filing system.

4. Finally, the document concludes by reiterating the importance of compliance with these record-keeping requirements. It states that failure to maintain proper records can have serious consequences, including the denial of tax deductions and the imposition of penalties. Therefore, it encourages taxpayers to take the time to establish a robust record-keeping system to ensure they are in full compliance with the law.

**GOVERNOR'S OFFICE  
FISCAL YEAR 2019-20 BUDGET PRESENTATION**



**Lieutenant Governor  
Fiscal Year 2019-20 Budget Presentation**

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**LIEUTENANT GOVERNOR'S OFFICE 2019-20 BUDGET PRESENTATION**

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<b>I. SUMMARY FINANCIAL DATA</b> (\$ Amounts in Thousands)		<b>2017-18</b> <b>Actual</b>	<b>2018-19</b> <b>Available</b>	<b>2019-20</b> <b>Budgeted</b>	
State Funds		\$1,682	\$1,813	\$1,980	
Lt. Governor's Office (10667)		\$1,001	\$1,043	\$1,043	
Board of Pardons (10666)		\$681	\$770	\$937	
<b>Total</b>		<b>\$1,682</b>	<b>\$1,813</b>	<b>\$1,980</b>	
<b>II. DETAIL BY MAJOR OBJECT</b> (\$ Amounts in Thousands)					
	<b>2017-18</b> <b>Actual</b>	<b>2018-19</b> <b>Available</b>	<b>2019-20</b> <b>Budgeted</b>	<b>Budgeted vs.</b> <b>Available</b>	<b>Percent</b> <b>Change</b>
<b>PERSONNEL</b>					
State Funds					
Lt. Gov. (10667)	\$801	\$850	\$852	\$2	0.24%
BOP (10666)	\$530	\$678	\$823	\$145	21.39%
<b>Total Personnel</b>	<b>\$1,331</b>	<b>\$1,528</b>	<b>\$1,675</b>	<b>\$147</b>	<b>9.62%</b>
<b>OPERATING</b>					
State Funds					
Lt. Gov. (10667)	\$142	\$193	\$191	(\$2)	-1.04%
BOP (10666)	\$90	\$92	\$114	\$22	23.91%
<b>Total Operating</b>	<b>\$232</b>	<b>\$285</b>	<b>\$305</b>	<b>\$20</b>	<b>7.02%</b>
<b>BUDGETARY RESERVE</b>					
State Funds					
Lt. Gov. (10667)	\$58	\$0	\$0	\$0	0.00%
BOP (10666)	\$61	\$0	\$0	\$0	0.00%
<b>Total Budgetary Reserve</b>	<b>\$119</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
<b>TOTAL FUNDS</b>					
State Funds					
Lt. Gov. (10667)	\$1,001	\$1,043	\$1,043	\$0	0.00%
BOP (10666)	\$681	\$770	\$937	\$167	21.69%
<b>Total Funds</b>	<b>\$1,682</b>	<b>\$1,813</b>	<b>\$1,980</b>	<b>\$167</b>	<b>9.21%</b>
<b>III. HISTORY OF LAPSES</b> (\$ Amounts in Thousands)					<b>Estimated</b> <b>2018-19</b>
		<b>2016-17</b>	<b>2017-18</b>		
State Funds		\$77	\$0	\$0	\$0
Lt. Governor's Office (10667)		\$77	\$0	\$0	\$0
Board of Pardons (10666)		\$0	\$0	\$0	\$0
<b>IV. COMPLEMENT INFORMATION</b>					<b>2019-20</b> <b>Budgeted</b>
		<b>12/31/2017</b>	<b>12/31/2018</b>		
Benefit Factor (Lt. Governor's Office - 10667)		58.20%	58.80%	61.20%	
State Funded	- Authorized	6	6	6	
	- Filled	6	6	N/A	
Benefit Factor (Board of Pardons - 10666)		98.10%	89.10%	92.10%	
State Funded	- Authorized	8	9	10	
	- Filled	4	6	N/A	
<b>Total</b>	- Authorized	14	15	16	
	- Filled	10	12	N/A	

**V. DERIVATION OF REQUEST/  
LEGISLATIVE CITATIONS**

Derivation of Request

(A) Personnel

All personnel costs were prepared on the complement planning layouts in the BPC system using instructions and factors provided by the Office of the Budget.

(B) Operating Expenses

Operating Funds will be used for continuing activities.

Legislative Citations: PA Constitution and PA Code (as amended by Act 15 of 1995)

Additional Information

(1) 2017-18 Obligations rolled forward to 2018-19

(\$ Amount in Thousands)

State Funds	\$0
Federal Funds	\$0
Other Funds	\$0
<b>Total</b>	<b>\$0</b>

(2) 2018-19 Supplemental appropriation needs

The Lieutenant Governor's Office is not requesting a supplemental appropriation for the current fiscal year.

Date current appropriation will be exhausted: N/A

(3) Prior FY appropriations waived pursuant to Act 146 of 1980, used to support the 2018-19 appropriations.

(\$ Amount in Thousands)

Waiver is currently held in budgetary reserve and will be released for (personnel, unanticipated expenditures, etc) |

State Funds	10666 BP2014	\$18
State Funds	10666 BP2015	\$64
State Funds	10666 BP2016	\$106
State Funds	10666 BP2017	\$61
State Funds	10667 BP2016	\$1
State Funds	10667 BP2017	\$58
<b>Total</b>		<b>\$308</b>

**VI. EXPLANATION OF CHANGES**

(\$ Amounts in Thousands)

	State \$	Federal \$	Other \$	Total \$
<b>PERSONNEL</b>				
A. Contractual salary and benefit increases (10667)	\$2	\$0	\$0	\$2
B. Contractual salary and benefit Increases; addition of 1 position (10666)	\$145	\$0	\$0	\$145
Subtotal Personnel	\$147	\$0	\$0	\$147
<b>OPERATING</b>				
A. Operating decrease (10667)	(\$2)	\$0	\$0	(\$2)
B. Operating increase (10666)	\$22	\$0	\$0	\$22
Subtotal Operating	\$20	\$0	\$0	\$20
<b>BUDGETARY RESERVE</b>				
A. No change (10667)	\$0	\$0	\$0	\$0
B. No change (10666)	\$0	\$0	\$0	\$0
Subtotal Budgetary Reserve	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$167</b>	<b>\$0</b>	<b>\$0</b>	<b>\$167</b>

**PROGRAM STATEMENT**

The Lieutenant Governor serves as President of the Senate and Chairman of the Board of Pardons, which is responsible for the review of applications for the reprieve, commutation of sentences and pardons. Additional duties, as set by the State Constitution, include assuming the Office of the Governor for the remainder of the Governor's term as a result of the death of the Governor; conviction or impeachment; failure to qualify; or resignation of the Governor. He is also a member of the Pennsylvania Military Community Enhancement Commission and was chosen chairman by the other commissioners. Serving in that role for the past two years, he leads the state's efforts to enhance the military value of, and advocate for, all installations, organizations, and defense-related stakeholders in the Commonwealth, while defending them from mission reduction or closure in the future federal BRAC rounds. He was appointed by Gov. Wolf to chair the Pennsylvania Emergency Management Council. He also chairs the Local Government Advisory Commission.

The mission of the Board of Pardons (Board), which was created by the addition of Article IV, §9 to the Pennsylvania Constitution in 1872, is to exercise exclusive jurisdiction over all requests for executive clemency, i.e., any applicant seeking a pardon or commutation of a sentence from the Governor must first secure a favorable recommendation from the Board before the Governor may even consider the request.

In addition to the Constitution itself, the Board operates under authority of §909 of the Pennsylvania Administrative Code, 71 P.S. §299 (as amended most recently by Act 15 of 1995) and the Pennsylvania Board of Pardons regulations, 37 Pa. Code §81.1 et seq., which contain the specific and detailed operating procedures to which the Board must adhere in carrying out its constitutional mission.

In achieving its mission, the Board furthers the constitutional objective of placing reasonable limitations on the executive pardoning power and ensuring that only applicants that have been thoroughly vetted and found to be meritorious following a public hearing are recommended to the Governor for executive clemency.



**EXECUTIVE OFFICES  
FISCAL YEAR 2019-20 BUDGET PRESENTATION**

**OFFICE OF ADMINISTRATION**

**OFFICE OF THE BUDGET**

**OFFICE OF STATE INSPECTOR GENERAL**

**OFFICE OF GENERAL COUNSEL**

**PENNSYLVANIA HUMAN RELATIONS COMMISSION**

**PENNSYLVANIA COUNCIL ON THE ARTS**

**JUVENILE COURT JUDGES' COMMISSION**

**COMMISSION ON CRIME AND DELINQUENCY**

**Executive Offices  
Fiscal Year 2018-19 Budget Presentation**

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## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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Office of Administration

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10601, 10605, 10620, 10979, 26434, 80568, 82898

### I. SUMMARY FINANCIAL DATA

(\$ Amounts in Thousands)

	2017-18 Actual	2018-19 Available	2019-20 Budgeted
State Funds Total	\$65,420	\$24,284	\$9,822
Office of Administration (10620)	\$9,718	\$6,156	\$9,822 (a)
Medicare Part B Penalties (10601)	\$100	\$100	\$0 (a)
Commonwealth Technology Services (CTS) (10605)	\$54,275	\$16,954	\$0 (a)
Commonwealth Technology Services (CTS-MLF) (10979)	\$1,327	\$1,074	\$0
Federal Funds Total	\$949	\$1,198	\$575
NSTIC Grant	\$225	\$225	\$0
Information Sharing Initiative	\$246	\$246	\$0
JNET MARIS Federated Person Search (EA)	\$42	\$0	\$0
JNET Inter-County Case Transfer (EA)	\$45	\$45	\$0
JNET Electronic Reporting Improvements (EA)	\$107	\$107	\$0
JNET JFRS - Messaging Queue (EA)	\$150	\$0	\$0
JNET AOPC E-Filing Rewrite (EA) (80568)	\$0	\$441	\$441
Homeland Security Grant Program (EA) (82898)	\$134	\$134	\$134
Other Funds - Augmentations/Restricted EA	\$87,761	\$369,418	\$392,335
Other Funds Itemized			
(A) HR Shared Services	\$19,628	\$76,649	\$86,630
(A) IT Shared Services	\$13,636	\$235,380	\$249,041
(A) Integrated Enterprise System	\$39,000	\$41,261	\$39,048
(A) Temporary Clerical Pool (TCP)	\$4,683	\$4,594	\$5,971
(A) Agency Services	\$1,894	\$2,102	\$2,212
(A) Benefit Administration	\$893	\$1,064	\$1,065
(A) CDL Drug and Alcohol Testing	\$194	\$310	\$310
(A) Managing for Government Responsiveness Training (MGR)	\$89	\$325	\$325
(A) Group Life Insurance Program Commissions	\$100	\$100	\$100
(A) Leadership Development Institute (LDI)	\$92	\$80	\$80
(A) External HR Services	\$52	\$53	\$53
(R) Agency IT Projects (EA) (26434)	\$7,500	\$7,500	\$7,500
<b>Total</b>	<b>\$154,130</b>	<b>\$394,900</b>	<b>\$402,732</b>

(a) This budget proposes funding Office of Administration, Medicare Part B Penalties and Commonwealth Technology Services as Office of Administration.

**II. DETAIL BY MAJOR OBJECT**

(\$ Amounts in Thousands)

	2017-18 Actual	2018-19 Available	2019-20 Budgeted	Budgeted vs. Available	Percent Change
<b>PERSONNEL</b>					
State Funds	\$32,821	\$4,271	\$3,770	(\$501)	-11.73%
Federal Funds	\$0	\$0	\$0	\$0	0.00%
Other Funds	\$30,007	\$264,886	\$280,293	\$15,407	5.82%
Total Personnel	\$62,828	\$269,157	\$284,063	\$14,906	5.54%
<b>OPERATING</b>					
State Funds	\$28,442	\$11,512	\$5,787	(\$5,725)	-49.73%
Federal Funds	\$813	\$1,001	\$575	(\$426)	-42.56%
Other Funds	\$52,326	\$94,564	\$103,608	\$9,044	9.56%
Total Operating	\$81,581	\$107,077	\$109,970	\$2,893	2.70%
<b>FIXED ASSETS</b>					
State Funds	\$3,432	\$1,208	\$165	(\$1,043)	-86.34%
Federal Funds	\$0	\$0	\$0	\$0	0.00%
Other Funds	\$5,428	\$9,968	\$8,434	(\$1,534)	-15.39%
Total Fixed Assets	\$8,860	\$11,176	\$8,599	(\$2,577)	-23.06%
<b>GRANT &amp; SUBSIDY</b>					
State Funds	\$100	\$100	\$100	\$0	0.00%
Federal Funds	\$0	\$0	\$0	\$0	0.00%
Other Funds	\$0	\$0	\$0	\$0	0.00%
Total Grant & Subsidy	\$100	\$100	\$100	\$0	0.00%
<b>BUDGETARY RESERVE</b>					
State Funds	\$625	\$7,193	\$0	(\$7,193)	-100.00%
Federal Funds	\$136	\$197	\$0	(\$197)	-100.00%
Other Funds	\$0	\$0	\$0	\$0	0.00%
Total Budgetary Reserve	\$761	\$7,390	\$0	(\$7,390)	-100.00%
<b>TOTAL FUNDS</b>					
State Funds	\$65,420	\$24,284	\$9,822	(\$14,462)	-59.55%
Federal Funds	\$949	\$1,198	\$575	(\$623)	-52.00%
Other Funds	\$87,761	\$369,418	\$392,335	\$22,917	6.20%
Total Funds	\$154,130	\$394,900	\$402,732	\$7,832	1.98%

**III. HISTORY OF LAPSES**

(\$ Amounts in Thousands)

	2016-17	2017-18	Estimated 2018-19
State Funds	\$268	\$364	\$0
Office of Administration (10620)	\$0	\$0	\$0
Medicare Part B (10601)	\$76	\$13	\$0
Commonwealth Technology Services (CTS) (10605)	\$0	\$0	\$0
Commonwealth Technology Services (CTS-MLF) (10979)	\$192	\$351	\$0

**IV. COMPLEMENT INFORMATION**

	<u>12/31/2017</u>	<u>12/31/2018</u>	<b>2019-20 Budgeted</b>
Benefit Factor			
(1) Office of Administration (OA) (10620)	59.00%	68.50%	70.30%
(2) Commonwealth Technology Services (CTS) (10605)	66.90%	67.40%	n/a
Total Funds (State and Other)			
(1) Office of Administration (OA) (10620)			
- Authorized	694	716	2,537
- Filled	646	637	n/a
(2) Commonwealth Technology Services (CTS) (10605)			
- Authorized	1488	1496	n/a
- Filled	1404	1372	n/a

**V. DERIVATION OF REQUEST/  
LEGISLATIVE CITATIONS**

Derivation of Request:

(A) Personnel

All personnel costs were prepared on the complement planning layouts in the BPC system using instructions and factors provided by the Office of the Budget.

(B) Operating Expenses

Operating Funds will be used for continuing activities.

(C) Fixed Assets

Fixed Asset Funds will be used for the purchase of equipment necessary to provide services to the Commonwealth.

Legislative Citations: The Office of Administration was established within the Governor's Office in 1955. Reorganized by Executive Resolution #OR-15-002, February 18, 2015 and reorganized by Executive Resolution #OR-15-021, December 15, 2015.

Additional Information

(1) 2017-18 Obligations rolled forward to 2018-19  
(\$ Amounts in Thousands)

State Funds	\$0	
Federal Funds	\$0	
Other Funds	\$0	
Total	\$0	

(2) 2018-19 Supplemental appropriation needs

(\$ Amounts in Thousands) \$0  
Date current appropriation will be exhausted: N/A

The Office of Administration (10620) is not requesting a supplemental appropriation for the current fiscal year.

(3) Prior FY appropriations waived pursuant to Act 146 of 1980 used to support the 2018-19 appropriation.  
(\$ Amounts in Thousands)

State Funds		
1062000000 (BP 2014)	\$30	SCSC transition, NeoGov, & EEO Case Mgmt Sys
1062000000 (BP 2015)	\$156	SCSC transition, NeoGov, & EEO Case Mgmt Sys
1062000000 (BP 2016)	\$337	SCSC transition, NeoGov, & EEO Case Mgmt Sys
1062000000 (BP 2017)	\$416	SCSC transition, NeoGov, & EEO Case Mgmt Sys
1060500000 (BP 2016)	\$451	Telecom transition
1060500000 (BP 2017)	\$238	Telecom transition
Total	\$1,628	

Waiver is currently held in budgetary reserve and will be released as needed for the HR/IT consolidation and telecom transition.

**VI. EXPLANATION OF CHANGES**

(\$ Amounts in Thousands)

	State \$	Federal \$	Other \$	Total \$
<b>PERSONNEL</b>				
A. Increase to continue current program	\$636	\$0	\$6,487	\$7,123
B. Reduction of Complement	(\$1,137)	\$0	\$0	(\$1,137)
C. SCSC Consolidation	\$0	\$0	\$8,920	\$8,920
Subtotal Personnel	(\$501)	\$0	\$15,407	\$14,906
<b>OPERATING</b>				
A. Increase/(Decrease) to continue current program	(\$6,418)	\$0	\$7,064	\$646
B. EEO project funded in FY18/19	(\$350)	\$0	\$0	(\$350)
C. Transfers between Operating and Fixed Assets	\$1,043		\$1,534	\$2,577
D. SCSC Consolidation	\$0	\$0	\$446	\$446
E. Federal grants ended in FY2018-19	\$0	(\$426)	\$0	(\$426)
Subtotal Operating	(\$5,725)	(\$426)	\$9,044	\$2,893
<b>FIXED ASSETS</b>				
A. Decrease in Fixed Assets for use in Operating	(\$1,043)	\$0	(\$1,534)	(\$2,577)
Subtotal Fixed Assets	(\$1,043)	\$0	(\$1,534)	(\$2,577)
<b>GRANT &amp; SUBSIDY</b>				
A. No Change	\$0	\$0	\$0	\$0
Subtotal Grant & Subsidy	\$0	\$0	\$0	\$0
<b>BUDGETARY RESERVE</b>				
A. 2018-19 Budgetary Reserve.	(\$7,193)	(\$197)	\$0	(\$7,390)
Subtotal Budgetary Reserve	(\$7,193)	(\$197)	\$0	(\$7,390)
<b>TOTAL</b>	(\$14,462)	(\$623)	\$22,917	\$7,832

**PROGRAM STATEMENT**

The *Office of Administration (OA)* was established within the Governor's Office in 1955. OA provides policy direction and support to all commonwealth agencies for human resources, information technology, continuity of government, and records/directives management to help improve the results, reduce costs, and enhance customer service of all agencies under the Governor's jurisdiction.

Effective July 1, 2017, all HR and IT employees were transferred to the Office of Administration, as part of the Shared Services Transformation initiative. Included in this project was the creation of a new structure to provide all HR and IT services inclusive of six Delivery Centers (DCs) designed to provide HR / IT services organized along similar lines of business. The purpose of this reorganization was to take advantage of increased efficiency through resource consolidation (personnel, processes and technology). Effective July 1, 2018, personnel costs along with associated operating costs to support the organization are being billed to agencies.

The *Deputy Secretary for Human Resources and Management* provides policy direction and support for centralized human resource services, ensuring equity by maintaining the classification, pay, benefits, and workers compensation systems; negotiating and administering collective bargaining agreements; recruiting for all commonwealth positions; training in management and supervisory skills; and administering the commonwealth's equal employment opportunity program for all agencies under the Governor's jurisdiction. OA also manages the HR Service Center, the central point of contact for employees and managers for common human resource, benefits and payroll services and information.

These responsibilities are carried out through the Office of the Deputy Secretary for Human Resources and Management which is comprised of three organizational units and six delivery centers:

1) Employee Relations and Workforce Support Office negotiates and administers collective bargaining agreements between the commonwealth and the various unions representing state employees; investigates and responds to employee grievances; represents the commonwealth at arbitration hearings; provides assistance to agencies in the day-to-day administration of collective bargaining agreements; conducts labor relations training for supervisory and management personnel; advises agencies on implementing consolidations, closures and other administration initiatives. The office also administers an employee benefit package with the goal of maintaining and further developing the excellent and highly competitive benefits for state employees and retirees. Additionally, it oversees the commonwealth's EEO policies and programs. Provides guidance to help ensure the fair and equitable treatment of employees. Provides training to educate all employees about EEO laws and commonwealth policies. Investigates and reviews appeals of internal complaints alleging discriminatory behavior. Finally the office provides employee assistance benefits and services to commonwealth employees and agencies. Enhances the safety and wellness of the workforce by providing policies, procedures and guidance on workplace violence prevention, work release requests, maintaining a substance-free workplace and the provision of CDL drug/alcohol testing services.

2) Talent Management Office establishes policies and procedures for selecting and appointing candidates to all commonwealth positions in agencies under the Governor's jurisdiction; receives and evaluates resumes; applies veterans' preference, where appropriate, refers qualified applicants to agencies for consideration for vacant positions in accordance with established job standards and equal employment opportunity guidelines; administers the furlough placement process; manages the assignment of temporary clerical employees to state offices in the Capitol Complex and Dauphin County area to address emergency clerical work needs. This office also establishes and maintains policies and procedures for a comprehensive organization management program; develops and administers job classification and pay standards; provides leadership and technical assistance to agencies on position classification, organizational and staffing matters, and employee compensation; manages a classification grievance program for employees covered by collective bargaining agreements; administers the pay schedules and pay rules; provides support in the management of agency salary and wage complements; and assures compliance with the federal regulations of the Fair Labor Standards Act. This office also administers the Commonwealth's workforce and succession planning, performance management, employee recognition, and training and development programs for executive, management, and supervisory personnel. Finally, the Talent Management Office provides consultative services to agencies to improve organizational efficiency and effectiveness and administers the commonwealth's learning management system.

3) Human Resources Service Center provides common human resources, benefits and payroll services and information to employees and agencies under the governor's jurisdiction; administers the enterprise new employee onboarding and orientation program; advises the Secretary of Administration on the best use of technology to support current or future human resource needs; supports central system activities; provides assistance on the use of the commonwealth's human resources systems; manages the commonwealth employee financial disclosure requirements for agencies under the governor's' jurisdiction; manages the human resources data and information access policies while supporting commonwealth human resources reporting needs; and publishes the Governor's annual workforce report. This organization also administers the Commonwealth's employee absences, workers' compensation, unemployment compensation and safety programs.

4) Human Resource Delivery Centers Office oversees the six Human Resource Delivery Centers and ensures the consistent and efficient delivery of human resource services to all agencies served. The six Human Resource Delivery Centers are:

*General Government* serves the HR needs of OA, Office of the Budget, Office of State Inspector General, Council on the Arts, General Services, Office of General Counsel, Juvenile Court Judges' Commission, PA Human Relations Commission, PA Department of Education, Lieutenant Governor's Office & Board of Pardons, PA Historical & Museum Commission, State Ethics Commission, State Civil Service Commission, PA Infrastructure Investment Authority, Port of Pittsburgh Commission, PA Health Care Cost Containment Council and PA Municipal Retirement System.

*Public Safety* serves the HR needs of Corrections, JNET, Probation & Parole, and State Police.

*Employment, Banking, and Revenue* serves the HR needs of Labor & Industry, Revenue, State, Banking & Securities, and Insurance.

*Health & Human Services* serves the HR needs of Human Services, Health, Drug & Alcohol Programs, Aging, and Military & Veterans Affairs.

*Conservation and Environment* serves the HR needs of Conservation & Natural Resources, Environmental Protection, Agriculture, Milk Marketing Board, and Environmental Hearing Board.

*Infrastructure and Economic Development* serves the HR needs of Community & Economic Development, Transportation, and PA Emergency Management (PEMA).

The Deputy Secretary for Information Technology/State Chief Information Officer (CIO) is responsible for developing and administering statewide policies and standards governing the management and use of the commonwealth's IT resources. The deputy oversees the management of the OIT Bureaus and provides direct oversight for large, enterprise-wide initiatives such as on-demand compute services, commonwealth shared services, and cyber security, as well as enterprise IT technology support.

The *Enterprise Delivery Center* is comprised of four core areas: the Strategy and Management Office; the Enterprise Information Security Office; the Bureau of Enterprise Solutions; and the Enterprise Technology Service Office.

The Strategy and Management Office (SAMO) provides direction and guidance on IT strategy, the annual strategic planning process, project management, performance management, OIT service portfolio health, service quality assurance, continual service improvement, financial management regarding the OIT services, IT policy, training and outreach. SAMO provides the following services:

**1. Project Management** services to establish and maintain IT project management standards across the commonwealth, improving project management maturity through education, and oversight and management of commonwealth information technology projects. This includes responsibility for coordinating the approval of all strategic IT projects to ensure alignment with the commonwealth's IT strategic direction and plan and to ensure existing assets are being leveraged. Lastly, this includes oversight over the commonwealth's Enterprise Project, Portfolio Management tool, which is used for project intake and prioritization, project portfolio management, reporting and time tracking.

**2. IT Policy Management** services focused on reviewing, analyzing, and maintaining IT policies and standard frameworks for the commonwealth, overseeing the process to administer waivers to existing IT policy, managing commonwealth's audit and compliance initiatives, and application risk program.

**3. IT Training Services** focus administering the commonwealth's IT training and leadership development programs while serving as a liaison to business and IT partners in order to gain a broad understanding of industry trends and innovations, and their potential impacts on business/IT capabilities, operations, and enterprise services.

**4. IT Performance Metrics** which are maintained and monitored to ensure performance targets are met and that trends that provide an ongoing evaluation of how well the IT service organizations are effectively meeting predefined performance levels and objectives.

**5. IT Service Management** services include establishing consistent processes for IT operational processes as well as the automated solution to enable those processes in alignment with an ITIL based approach. This service includes established metrics to ensure the health of the overall IT operating environment.

**6. IT Financial Management** services ensure that OIT is implementing a fair and sustainable funding model for all OIT services funded by agencies. This includes ensuring that a consistent funding methodology is documented and ensuring that all funding formulas are documented and reviewed on an annual basis for relevancy and accuracy. This service includes processing supplier/vendor invoices relating to the enterprise contracts managed by OIT.

**7. IT Supplier Management** services to ensure contract compliance activities for enterprise contracts including management of key performance indicators and dispute resolution. This includes interaction with vendors on a regular basis to ensure positive relationships are maintained with suppliers who do or want to do business with the agency.

The *Enterprise Information Security Office (EISO)* establishes the commonwealth's cyber security strategy, standards, and enterprise cyber security posture. The high-level objectives of the organization are to prevent and defend against cyber-attacks on critical infrastructures, to reduce the commonwealth's vulnerability to cyber-attacks, to minimize damage and recovery time from attacks that may occur, and to continuously promote security awareness through education and information sharing thereby limiting risks and exposure. The EISO is responsible for cyber security governance, auditing, monitoring and compliance across the enterprise and provides a host of security services and functions encompassing enterprise risk management, vulnerability and threat management, incident management, auditing monitoring and compliance, forensic investigations, security awareness - outreach and education, identity and access management, and agency assistance. The EISO organization serves as a central point for coordination and communication among agency cyber security officers and provides guidance and direction involving information security architecture, policies, directives, standards, and guidelines.

**1. Governance** serves to set enterprise policies, processes, and standards. These are based on enterprise needs, federal and state requirements, and best practices. They are constantly reviewed in light of the ever-changing cyber security environment.

**2. Risk Management** serves to identify and document known risks, threats, and vulnerabilities for the enterprise and delivery center infrastructure. It catalogs them, categorizing them in terms of severity and likelihood of being exploited. It works with the Vulnerability Management team and the agencies to prioritize these risks and work on their mitigation. It serves as a central clearinghouse for incidents at the enterprise, the delivery centers, and the agencies.



**3. Vulnerability and Threat Management** works with the Risk Management team to categorize known risks, threats, and vulnerabilities based on impact and likelihood of being exploited. By inventorying IT infrastructure and data assets and matching this against these known vulnerabilities, it provides an enterprise picture of our overall security posture and provides guidance to the enterprise, the delivery centers, and the agencies on remediating or mitigating these vulnerabilities.

**4. Incident Management** responds to active incidents. Despite the efforts of the EISO and delivery center teams, incidents will occur, even if it's something as simple as a lost or stolen smart phone. The Incident Management team intakes such incidents from a variety of sources within the commonwealth as well as third-party services such as Verizon SOC, MS-ISAC, and the FBI. These incidents are triaged and responded to, managing the enterprise, delivery center, and agency activities as appropriate.

**5. Auditing, Monitoring, and Compliance** serves to identify vulnerabilities in enterprise or agency systems and processes. These, in turn, are fed to the Risk Management and the Vulnerability and Threat Management teams to help establish the enterprise security posture. These activities may be done on in response to a state or federal requirement or as part of a mandated, regularly scheduled security assessment of the enterprise or agencies.

**6. Forensic Investigations** are provided as a service to the enterprise and agencies in cases where there is suspected or known abuse of IT infrastructure and data assets in violation of Management Directives or state and federal law. This team works in concert with HR and Legal. In the case of suspected criminal misconduct the team will work with state and federal authorities as appropriate.

**7. Security Awareness** is an important first line of defense against in cyber security. By training and making users of our IT systems aware of the hazards of clicking on phishing emails, sending data to unsecured systems for convenience, and so on, we can head off many threats before they become an incident. The team works with HR on annual cyber security awareness training, distributes security awareness posters, and works with the agencies on specialized training relevant to their business needs.

**8. Identity Access and Management (IAM)** provides control of user identities and accounts in three main populations – employees and contractors, business partners, and citizens. This embodies several functions:

- Directory Services** – these are the repositories of user account information, with separate ones for each of the three populations.
- Provisioning** – this function serves to manage the lifecycle of a user's account: creation, information updates, password management, and finally retirement or “de-provisioning” the account when it's no longer needed.
- Identity Verification** – in many cases it is necessary to determine that John Smith that is registering for an account is indeed the John Smith and not someone else trying to impersonate John Smith and create an account in John Smith's name. This is addressed as needed through processes involving both internal and external data resources.
- Authentication and Authorization** – these processes go hand-in-hand, first validating the user account is valid and that the login is successfully executed, second being sure that the user account is actually allowed to access the system or data they are attempting to get into.
- Multi-factor Authentication** – in some cases, a simple user account and password is not sufficient and additional information such as a one-time text message may be needed to complete the login attempt.

**9. Agency Assistance** is provided through the ServiceNow service catalog. The expertise of EISO staff is made available to the agencies in all of the above areas and will work with delivery center staff and agency business units to provide secure solutions to their needs.

The Office of Enterprise Solutions (OES) offers enterprise backend client/server and web-based software and application development and support for OA, and the Delivery Centers. OES provides augmented aid to the General Government Delivery Center OB, PHMC, PHRC, Governor's Office, Lt. Governor's Office, Office of the First Lady, Board of Pardons and OGC. The OES operating and fixed asset FY 19-20 budget includes funding for personnel and operating expenditures to support this mission. Some specific programs and initiatives included in the budget are:

- Enterprise Solutions-- Provides funding for enterprise services for MS SharePoint, MS Dynamics CRM, TFS, , analytics tools, Payeezy and several other services. These are products and services leveraged by all Commonwealth Delivery Centers.
- Governance – Working with key vendors to establish Commonwealth tenants which comply with Commonwealth policies, but also allow for inter-agency collaboration of data and code. BES holds primary responsibility for the software series of Commonwealth IT policies.
- Transparency Reporting – Maintain a central system and environment to coordinate the gathering of data required for transparency; develop and maintain the PennWATCH.pa.gov website Pursuant to Act 18 of 2011, which includes data and content to further our transparency efforts related to how Commonwealth agencies spend appropriated funds, both federal and state dollars; continue to work with agencies in gathering requirements for the federal government, Pennsylvania oversight committee and agency reporting to Pennsylvania citizens.
- Business Objects – Maintain and support a Business Objects environment for agencies to use, develop and host executive reporting and decision support solutions.
- Shared Services – Support the implementation of enterprise shared service offerings (ex: Identity Access Management) that will allow agencies to focus on the development of business solutions while avoiding the need to make expensive investments in the underlying core IT infrastructure necessary to support these services.
- OES also provides a suite of geospatial, managed file transfers, communication lists, content management (document management), IT service management, and legacy application support services to both commonwealth and external organizations. These services entail the selection of vendors, software, infrastructure, applications, designs, policies and procedures needed to configure and provide services required by the agencies.

The Enterprise Technology Services Office (ETSO) provides direction and guidance on the establishment of enterprise wide technology services. As such, the Office is responsible for the architecture, design & development, security, operational integrity, system support and maintenance across the bureaus engaged in providing mainframe systems support, server-class/distributed systems support, telecommunications, database design, software development, enterprise service desk, end-user compute, and shared IT services to all agencies in the commonwealth. The ETSO is responsible for delivering IT solutions with a focus on planning, directing, evaluating, and controlling the technical operations.

**1. Service Delivery and Operations** services includes direction, design, implementation, and management of Enterprise network, compute, and security operations technology services supporting both agency and external customers. This responsibility includes oversight for planning, directing, evaluating, and controlling the technology and operations of the Service Delivery and Service Operations Managers and associated staff engaged in Enterprise network, compute, and security operations technology services and ensures alignment to the vision, strategy, and roadmap established by the Commonwealth's CIO and CTO and that the provided solutions meet agreed agency and external customer requirements and service levels.

**2. Managed Compute Services** is responsible for management of the Commonwealth's Enterprise Managed Compute Strategy program portfolio, focusing on service strategy, service design, service transition, and service improvement. Its program portfolio services include, but are not limited to, Catalog of Services provided by all managed compute suppliers, manage the definition and standardization of Service Offerings across all the program portfolio providers, source and manage internal and external service providers, govern the ETSO Change Management Process, support and assist auditing activities for the services and systems within the program portfolio (IRS, SSA, GAAP, SOC, Etc.), and leads Continuous Service Improvement activities for the Program and related services.

**3. Managed Network and Telecommunications Services** is responsible for management of the Commonwealth's Enterprise Telecommunication Strategy program portfolio, focusing on service strategy, service design, service transition, and service improvement. Program portfolio services include, but are not limited to, data network services, VoIP services, Unified Communications, core enterprise security services, and Last User Connectivity services to help identify demand, prioritize demand and track the health of the Telecommunication Strategy program portfolio along with contract compliance monitoring.

**4. Customer Support Services** is responsible for administration and management of all client computing endpoint devices; these devices include personal computers, printers, desktop applications, and select mobile devices and apps. Responsibilities involve the setup, configuration, and ongoing administration and support to ensure that employees have a secure and reliable computing environment to support the Commonwealth. Service Desk services are also a key component of in providing the services needed to resolve issues related to the services provided by OA/OIT. Included in this bureau is day-to-day support for the Governor's Office, the Lieutenant Governor's Office, the Office of General Counsel, the Governor's residence, and several satellite Offices.

**5. Service Architecture** is responsible for the technical architecture strategies and the underpinning target architecture and transition states. The bureau provides and drives enterprise architecture direction for working with key stakeholders (both leadership and subject matter experts) and build a holistic view of the Commonwealth's strategy, processes, information, and technology assets. leads the program to develop, maintain and govern the technology architecture across the Commonwealth enterprise. This bureau is also responsible for defining the architecture review process, and for leading the integration of those processes with the Delivery Centers and core enterprise functions.

A Delivery Center ("DC") CIO's primary responsibility is to deliver IT services across all agencies assigned within their DC to meet business needs. In addition to day-to-day operational activities, they are tasked with the coordination of major initiatives and requirements -- working to enhance service delivery by looking for common platforms and services that eliminate duplication among customer agencies.

*General Government* serves the IT needs of OA, Office of the Budget, Office of General Counsel, Governor's Office, Lieutenant Governor's Office, Historical and Museum Commission, Education, General Services, and Office of State Inspector General.

*Public Safety* serves the IT needs of Corrections, JNET, Probation & Parole, PCCD, and State Police.

*Employment, Banking, and Revenue* serves the IT needs of Labor & Industry, Revenue, State, Banking & Securities, and Insurance.

*Health & Human Services* serves the IT needs of Human Services, Health, Drug & Alcohol Programs, Aging, and Military & Veterans Affairs.

*Conservation and Environment* serves the IT needs of Conservation & Natural Resources, Environmental Protection, Agriculture, Milk Marketing Board, and Environmental Hearing Board.

*Infrastructure and Economic Development* serves the IT needs of Community & Economic Development, Transportation, and PA Emergency Management (PEMA).

*Office of Continuity and Records Information Management* ensures the continuance of essential government services during or shortly after a disruption or emergency. This office creates and implements policy, provides subject matter expertise and technical support, and conducts multi-agency exercises to ensure readiness and resilience and serves as a liaison to independent agencies, the legislature, and the judiciary. This office is also responsible for the efficient and systematic control of the creation, receipt, maintenance, use, and disposition of records and information, and manages the process for policy development for the Commonwealth through the maintenance of the Directives Management System and Executive Board Review process.

*Office of Communications and Legislative Affairs* is responsible for communicating news and information about the Office of Administration to various internal and external constituencies and for the overall Office of Administration web presence and direction, media questions and resolution, and public affairs; and coordinates with the Governor's Communication Office so that all communication aligns with the Governor's Office direction and policies. This office is also responsible for coordinating the relationship between the House and Senate with the Office of Administration and the Governor's Legislative Office and works with the Secretary of Administration, the Office of Human Resources and Management, and the Office for Information Technology in driving legislation that aligns with the Office of Administration's and the Governor's Office policies.

#### MEDICARE PART B PENALTIES

Beginning in 1992, commonwealth retirees with health care coverage paid for by the commonwealth were required to sign up for Medicare Part B if eligible as a condition of coverage. Many incurred a late enrollment penalty from the Federal Government as a result. First enacted July 1, 1992, this appropriation rebates annuitants penalized by the Federal Government and ameliorates the financial impact of selecting Part B coverage.

**EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION**

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**Office of the Budget**  
10622, 10711, 10616

**I. SUMMARY FINANCIAL DATA**

(\$ Amounts in Thousands)

	<b>2017-18 Actual</b>	<b>2018-19 Available</b>	<b>2019-20 Budgeted</b>
State Funds	\$20,676	\$22,903	\$22,903
(1) Office of the Budget (10622)	\$17,577	\$19,903	\$19,903
(2) Audit of the Auditor General (10711)	\$99	\$0	\$0
(3) Law Enforcement Activities (10616)	\$3,000	\$3,000	\$3,000
Other Funds	\$50,095	\$52,065	\$54,140
Augmentations			
(1) AAS Support Services (000)	\$51	\$80	\$80
(2) Support for PLCB Comptroller's Office (100)	\$6,363	\$5,690	\$6,025
(3) Support for Commonwealth Payroll Operations (200)	\$6,589	\$6,713	\$6,713
(4) BOA Single Audit (300)	\$728	\$704	\$800
(5) Comptroller Single Audit (400)	\$3,715	\$2,809	\$3,334
(6) Support for Comptroller Services (000, 500)	\$32,305	\$35,909	\$37,028
(7) RCAP - eGrant System	\$344	\$160	\$160
<b>Total</b>	<b>\$70,771</b>	<b>\$74,968</b>	<b>\$77,043</b>

**II. DETAIL BY MAJOR OBJECT**

(\$ Amounts in Thousands)

	<b>2017-18 Actual</b>	<b>2018-19 Available</b>	<b>2019-20 Budgeted</b>	<b>Change Budgeted vs. Available</b>	<b>Percent Change</b>
<b>PERSONNEL</b>					
State Funds					
(1) OB - 10622	\$15,188	\$15,761	\$15,494	(\$267)	-1.69%
Subtotal	\$15,188	\$15,761	\$15,494	(\$267)	-1.69%
Other Funds					
Augmentations					
(1) AAS - 000	\$11	\$80	\$80	\$0	0.00%
(2) PLCB - 100	\$5,371	\$4,892	\$5,100	\$208	4.25%
(3) BCPO - 200	\$5,029	\$4,792	\$4,916	\$124	2.59%
(4) BOA SA - 300	\$669	\$640	\$709	\$69	10.78%
(5) CO SA - 400	\$236	\$236	\$239	\$3	1.27%
(6) CO - 000, 500	\$28,928	\$30,136	\$31,147	\$1,011	3.35%
Subtotal	\$40,244	\$40,776	\$42,191	\$1,415	3.47%
<b>Total Personnel</b>	<b>\$55,432</b>	<b>\$56,537</b>	<b>\$57,685</b>	<b>\$1,148</b>	<b>2.03%</b>
<b>OPERATING</b>					
State Funds					
(1) OB - 10622	\$2,389	\$4,142	\$4,409	\$267	6.45%
(2) AAG - 10711	\$99	\$0	\$0	\$0	0.00%
Subtotal	\$2,488	\$4,142	\$4,409	\$267	6.45%
Other Funds					
Augmentations					
(1) AAS - 000	\$40	\$0	\$0	\$0	0.00%
(2) PLCB - 100	\$992	\$798	\$925	\$127	15.91%
(3) BCPO - 200	\$1,560	\$1,921	\$1,797	(\$124)	-6.45%
(4) BOA SA - 300	\$59	\$64	\$91	\$27	42.19%
(5) CO SA - 400	\$3,479	\$2,573	\$3,095	\$522	20.29%
(6) CO - 000, 500	\$3,299	\$5,773	\$5,881	\$108	1.87%
(7) RCAP - eGrant System	\$344	\$160	\$160	\$0	0.00%
Subtotal	\$9,773	\$11,289	\$11,949	\$660	5.85%
<b>Total Operating</b>	<b>\$12,261</b>	<b>\$15,431</b>	<b>\$16,358</b>	<b>\$927</b>	<b>6.01%</b>

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<b>II. DETAIL BY MAJOR OBJECT (continued)</b> (\$ Amounts in Thousands)					
	<u>2017-18 Actual</u>	<u>2018-19 Available</u>	<u>2019-20 Budgeted</u>	<u>Change Budgeted vs. Available</u>	<u>Percent Change</u>
<b>FIXED ASSETS</b>					
Augmentations					
(1) CO - 500	\$78	\$0	\$0	\$0	0.00%
<b>Total Fixed Assets</b>	<b>\$78</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
<b>GRANT &amp; SUBSIDY</b>					
State Funds - LEA (10616)	\$3,000	\$0	\$3,000	\$3,000	N/A
<b>Total Grant &amp; Subsidy</b>	<b>\$3,000</b>	<b>\$0</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>N/A</b>
<b>BUDGETARY RESERVE</b>					
State Funds	\$0	\$3,000	\$0	(\$3,000)	-100.00%
<b>Total Budgetary Reserve</b>	<b>\$0</b>	<b>\$3,000</b>	<b>\$0</b>	<b>(\$3,000)</b>	<b>-100.00%</b>
<b>TOTAL FUNDS</b>					
State Funds	\$20,676	\$22,903	\$22,903	\$0	0.00%
Augmentation Funds	\$50,095	\$52,065	\$54,140	\$2,075	3.99%
<b>Total Funds</b>	<b>\$70,771</b>	<b>\$74,968</b>	<b>\$77,043</b>	<b>\$2,075</b>	<b>2.77%</b>
<b>III. HISTORY OF LAPSES</b> (\$ Amounts in Thousands)					
		<u>2016-17</u>	<u>2017-18</u>	<u>Estimated 2018-19</u>	
State Funds		\$0	\$0	\$0	
Total		\$0	\$0	\$0	
<b>IV. COMPLEMENT INFORMATION</b>					
		<u>12/31/2017</u>	<u>12/31/2018</u>	<u>2019-20 Budgeted</u>	
Benefit Factor		76.40%	73.60%	75.20%	
Total					
	- Authorized	522	522	522	
	- Filled	485	466	n/a	
<b>V. DERIVATION OF REQUEST/ LEGISLATIVE CITATIONS</b>					
Derivation of Request					
(A) Personnel					
All personnel costs were prepared on the complement planning layouts in the BPC system using instructions and factors provided by the Office of the Budget.					
(B) Operating Expenses					
Operating Funds will be used for continuing activities necessary to meet the program's mission.					
<u>Additional Information</u>					
(1) 2017-18 Obligations rolled forward to 2018-19 (\$ Amounts in Thousands)					
	Total	\$0			
(2) Supplemental appropriation needs					
	(\$ Amounts in Thousands)	\$0			
	Date current appropriation will be exhausted:	N/A			
(3) Prior FY appropriations waived pursuant to Act 146 of 1980, used to support the 2018-19 appropriation. (\$ Amounts in Thousands)					
State Funds					
	1062200000 (BP 2015)	\$58			
	1062200000 (BP 2016)	\$2,648			
	1062200000 (BP 2017)	\$4,831			
	Total	\$7,537			

**VI. EXPLANATION OF CHANGES**  
(\$ Amounts in Thousands)

	<u>State \$</u>	<u>Federal \$</u>	<u>Other \$</u>	<u>Total \$</u>
<b>PERSONNEL</b>				
A. Comptroller/BOA Budget Allocation Change	(\$267)	\$0	\$670	\$403
B. Increase to continue current program	<u>\$0</u>	<u>\$0</u>	<u>\$745</u>	<u>\$745</u>
Subtotal Personnel	(\$267)	\$0	\$1,415	\$1,148
<b>OPERATING</b>				
A. Comptroller/BOA Budget Allocation Change	\$267	\$0	(\$670)	(\$403)
B. Comptroller/Increase in Single Audit costs	\$0	\$0	\$549	\$549
C. Increase to continue current program	<u>\$0</u>	<u>\$0</u>	<u>\$781</u>	<u>\$781</u>
Subtotal Operating	\$267	\$0	\$660	\$927
<b>GRANT &amp; SUBSIDY</b>				
A. 2018-19 in Budgetary Reserve	<u>\$3,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$3,000</u>
Subtotal Grant & Subsidy	\$3,000	\$0	\$0	\$3,000
<b>BUDGETARY RESERVE</b>				
A. 2018-19 Budgetary Reserve	<u>(\$3,000)</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$3,000)</u>
Subtotal Budgetary Reserve	(\$3,000)	\$0	\$0	(\$3,000)
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,075</b>	<b>\$2,075</b>

**PROGRAM STATEMENT**

The budgeting and accounting oversight responsibilities for Commonwealth funds under the Governor's jurisdiction are maintained by the following three Office of the Budget organizations.

**Governor's Budget Office:**

The Governor's Budget Office (GBO) prepares the Governor's Executive budget annually and is responsible for administering and carrying out the various phases of the budget process. Budget Office functions include: directing and overseeing the Commonwealth's operating and capital budget processes; developing the Governor's program policy guidelines; reviewing revision requests and initiatives; preparing legislation to implement the budget; analyzing legislation and preparing fiscal notes; conducting policy analyses, program evaluations, fiscal analyses and special studies; analyzing revenue estimates and tracking revenue trends throughout the fiscal year; preparing cash flow analyses; and scheduling and conducting sales of bonds, tax anticipation notes and other forms of short term debt.

**Agency Administrative Services:**

Agency Administrative Services-Executive Offices (AAS) provides agency fiscal management, purchasing, and payment clearance support services for the Executive Offices. AAS places an emphasis on standardized, streamlined business processes, and leverages specialized teams that become intricately involved in various business process re-engineering and policy setting initiatives within the Executive Offices and throughout the Enterprise. AAS includes two divisions, i.e. Budget & Fiscal Management and Purchasing & Payment.

**Comptroller Operations:**

The Office of Comptroller Operations (OCO) provides for a cost-effective uniform system of accounting and financial controls to ensure accountability of government funds by developing and implementing leading edge technologies; adopting innovative and dynamic business practice; providing proactive guidance, direction and support; and facilitating agency operations within the parameters of laws, regulations, policies and standards.

**EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION**

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Office of State Inspector General  
10595, 10600, 70369, 70370, 70372, 70373

**I. SUMMARY FINANCIAL DATA**  
(\$ Amounts in Thousands)

	<b>2017-18 Actual</b>	<b>2018-19 Available</b>	<b>2019-20 Budgeted</b>
State Funds	\$15,231	\$15,953	\$16,272
Office of State Inspector General (10595)	\$4,042	\$4,070	\$4,151
OSIG/ Office of Welfare Fraud (10600)	\$11,189	\$11,883	\$12,121
Federal Funds Total	\$14,405	\$14,905	\$14,905
Food Stamps- Program Accountability (70369)	\$7,000	\$7,000	\$7,000
Med Assistance- Program Accountability (70370)	\$5,000	\$5,500	\$5,500
TANFBG- Program Accountability (70372)	\$1,500	\$1,500	\$1,500
Subsidized Day Care (70373)	\$905	\$905	\$905
Other Funds	\$1,111	\$1,111	\$1,111
Other Funds Itemized			
Reimbursements for Special Fund Investigation	\$1,111	\$1,111	\$1,111
<b>Total</b>	<b>\$30,747</b>	<b>\$31,969</b>	<b>\$32,288</b>

**II. DETAIL BY MAJOR OBJECT**

	<b>2017-18 Actual</b>	<b>2018-19 Available</b>	<b>2019-20 Budgeted</b>	<b>Budgeted vs. Available</b>	<b>Percent Change</b>
<b>PERSONNEL</b>					
State Funds	\$11,472	\$12,220	\$12,184	(\$36)	-0.29%
OSIG (10595)	\$2,991	\$3,422	\$3,499	\$77	2.25%
OSIG Welfare (10600)	\$8,481	\$8,798	\$8,685	(\$113)	-1.28%
Federal Funds	\$7,526	\$8,453	\$9,165	\$712	8.42%
Food Stamps (70369)	\$3,548	\$4,311	\$4,674	\$363	8.42%
Med Asst (70370)	\$3,335	\$2,620	\$2,841	\$221	8.44%
TANFBG (70372)	\$442	\$930	\$1,008	\$78	8.39%
Subsrd Day (70373)	\$201	\$592	\$642	\$50	8.45%
Other Funds - OSIG (10595)	\$980	\$980	\$980	\$0	0.00%
<b>Total Personnel</b>	<b>\$19,978</b>	<b>\$21,653</b>	<b>\$22,329</b>	<b>\$676</b>	<b>3.12%</b>
<b>OPERATING</b>					
State Funds	\$337	\$3,733	\$4,088	\$355	9.51%
OSIG (10595)	\$494	\$648	\$652	\$4	0.62%
OSIG Welfare (10600)	(\$157)	\$3,085	\$3,436	\$351	11.38%
Federal Funds	\$3,075	\$2,816	\$3,038	\$222	7.88%
Food Stamps (70369)	\$1,450	\$1,436	\$1,550	\$114	7.94%
Med Asst (70370)	\$1,362	\$873	\$942	\$69	7.90%
TANFBG (70372)	\$181	\$310	\$334	\$24	7.74%
Subsrd Day (70373)	\$82	\$197	\$212	\$15	7.61%
Other Funds - OSIG (10595)	\$131	\$131	\$131	\$0	0.00%
<b>Total Operating</b>	<b>\$3,543</b>	<b>\$6,680</b>	<b>\$7,257</b>	<b>\$577</b>	<b>8.64%</b>
<b>FIXED ASSETS</b>					
State Funds	\$47	\$0	\$0	\$0	0.00%
OSIG (10595)	\$0	\$0	\$0	\$0	0.00%
OSIG (10600)	\$47	\$0	\$0	\$0	0.00%
<b>Total Fixed Assets</b>	<b>\$47</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>



**EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION**

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Office of State Inspector General  
10595, 10600, 70369, 70370, 70372, 70373

**BUDGETARY RESERVE**

State Funds	\$3,375	\$0	\$0	\$0	0.00%
OSIG (10595)	\$557	\$0	\$0	\$0	0.00%
OSIG Welfare (10600)	\$2,818	\$0	\$0	\$0	0.00%
Federal Funds	\$3,804	\$3,636	\$2,702	(\$934)	-25.69%
Food Stamps (70369)	\$2,002	\$1,253	\$776	(\$477)	-38.07%
Med Asst (70370)	\$303	\$2,007	\$1,717	(\$290)	-14.45%
TANFBG (70372)	\$877	\$260	\$158	(\$102)	-39.23%
Subszd Day (70373)	\$622	\$116	\$51	(\$65)	-56.03%
Total Budgetary Reserve	\$7,179	\$3,636	\$2,702	(\$934)	-25.69%

**TOTAL FUNDS**

State Funds	\$15,231	\$15,953	\$16,272	\$319	2.00%
Federal Funds	\$14,405	\$14,905	\$14,905	\$0	0.00%
Other Funds	\$1,111	\$1,111	\$1,111	\$0	0.00%
Total Funds	\$30,747	\$31,969	\$32,288	\$319	1.00%

**III. HISTORY OF LAPSES**

(\$ Amounts in Thousands)

	<u>2016-17</u>	<u>2017-18</u>	<u>Estimated 2018-19</u>
State Funds	\$817	\$0	\$0
Federal Funds	\$4,924	\$3,804	\$0

**IV. COMPLEMENT INFORMATION**

		<u>12/31/2017</u>	<u>12/31/2018</u>	<u>2019-20 Budgeted</u>
Benefit Factor				
OSIG (10595)		66.40%	66.00%	65.50%
OSIG Welfare (10600)		85.80%	79.80%	80.60%
State Funded				
OSIG (10595)	- Authorized	38	38	38
	- Filled	32	35	NA
OSIG Welfare (10600)	- Authorized	185	185	185
	- Filled	153	155	NA

**V. DERIVATION OF REQUEST/**

Derivation of Request

(A) Personnel

All personnel costs were prepared on the complement planning layouts in the BPC system using instructions and factors provided by the Office of the Budget.

(B) Operating Expenses

Operating Funds will be used for continuing activities.

Legislative Citations: Act of July 20, 2017, P.L. 328, No. 29 [Act 29] C1. 71

**EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION**

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**Office of State Inspector General**  
10595, 10600, 70369, 70370, 70372, 70373

Additional Information

(1) 2017-18 Obligations rolled forward to 2018-19  
(\$ Amounts in Thousands)

Total            \$0

(2) 2018-19 Supplemental appropriation needs  
(\$ Amounts in Thousands)

\$0

Date current appropriation will be exhausted:

N/A

(3) Prior FY appropriations waived pursuant to Act 146 of 1980, used to support the 2018-19 appropriation.  
(\$ Amounts in Thousands)

State Funds

1059500000 (BP2016)	\$719
1059500000 (BP2017)	\$557
1060000000 (BP2016)	\$686
1060000000 (BP2017)	<u>\$2,822</u>

Total            \$4,784

**VI. EXPLANATION OF CHANGES**

	State \$	Federal \$	Other \$	Total \$
<b>PERSONNEL</b>				
A. Personnel - total increase due to benefit packages and salary increases	(\$36)	\$712	\$0	\$676
Subtotal Personnel	<u>(\$36)</u>	<u>\$712</u>	<u>\$0</u>	<u>\$676</u>
<b>OPERATING</b>				
A. Increases in recurring and non-recurring costs to include Shared HR and IT service billing	\$355	\$222	\$0	\$577
Subtotal Operating	<u>\$355</u>	<u>\$222</u>	<u>\$0</u>	<u>\$577</u>
<b>BUDGETARY RESERVE</b>				
A. Reduction in budgetary reserve to offset expenditure increases	\$0	(\$934)	\$0	(\$934)
Subtotal Budgetary Reserve	<u>\$0</u>	<u>(\$934)</u>	<u>\$0</u>	<u>(\$934)</u>
<b>TOTAL</b>	\$319	\$0	\$0	\$319

## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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Office of State Inspector General

10595, 10600, 70369, 70370, 70372, 70373

### VII. PROGRAM STATEMENT

The Office of Inspector General was created by Executive Order 1987-7. Act 29 of 2017 subsequently created the Office of State Inspector General. The mission of the Office of State Inspector General is:

- To initiate, supervise, and coordinate investigative activities relating to fraud, waste, misconduct, or abuse in executive agencies, and when invited, in independent agencies.
- To investigate allegations of American Recovery and Reinvestment Act fraud.
- To recommend policies for and to conduct, supervise, and coordinate activities designed to deter, detect, prevent, and eradicate fraud, waste, misconduct, and abuse in executive agencies.
- To refer violations of criminal law or matters requiring civil actions by the Commonwealth involving executive agencies to the General Counsel.
- To cooperate with federal, state, and local law enforcement agencies in the prosecution of criminal violations of federal and state benefit programs.
- To prevent, detect, and deter fraud prior to authorization of program benefits.
- To recover overpaid program benefits.
- To promote public awareness of effective government.
- To ensure proper distribution of benefits to citizens in need.

The Office of State Inspector General is responsible for conducting welfare fraud investigations and performing collection activities for programs administered by the Department of Human Services. The Office of State Inspector General is responsible for ensuring accountability and integrity in these programs including Temporary Assistance for Needy Families, Medical Assistance, Supplemental Nutrition Assistance Program, and Subsidized Day Care programs.

The Office of State Inspector General's investigative and collection activities generate revenues that are used to reduce state fund appropriations and also help prevent unnecessary revenue expenditures through a fraud prevention program.

The Office of State Inspector General's welfare fraud investigation programs include field investigations, fraud investigations, and Supplemental Assistance Program (SNAP) Trafficking:

- **Field Investigations** - The Department of Human Services submits applicant and recipient referrals to the Office of State Inspector General for investigation when there is suspected fraud or inaccurate, incomplete, or inconsistent information relating to an application for benefits. Based on the Office of State Inspector General's investigative findings, the Department of Human Services is able to make an informed and more accurate determination of eligibility for benefits. Findings of fraud result in cost savings to the Commonwealth by preventing ineligible applicants from receiving benefits and helps prevent unnecessary revenue expenditures by closing benefits for ineligible recipients and reducing benefits for partially ineligible recipients
- **Fraud Investigations** - The Office of State Inspector General investigates Department of Human Services overpayment referrals to determine if benefits were received fraudulently. Based on the Office of State Inspector General's investigative findings, overpayments are prosecuted through the criminal court system, processed through the administrative disqualification hearing system, or processed through the collection program. Criminal findings of fraud and administrative disqualification hearing findings of intentional program violations result in cost savings through disqualification from benefits. Revenue is generated through court-ordered restitution of overpaid benefits, through Bureau of Hearings and Appeals' decisions ordering repayment of benefits, and through other collection methods.
- **Supplemental Nutrition Assistance Program (SNAP) Trafficking** - The Office of State Inspector General investigates recipients who illegally sell or exchange their SNAP benefits and vendors who traffick benefits in exchange for items such as cash, services, or anything other than eligible food items. The office of State Inspector General partners with the United States Department of Agriculture's Food and Nutrition Services and local, state, and federal law enforcement agencies as a State Law Enforcement Bureau to combat SNAP trafficking in the Commonwealth

## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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**Office of State Inspector General**  
10595, 10600, 70369, 70370, 70372, 70373

The Office of State Inspector General's means of collections include reimbursement, restitution, recoupment, and federal treasury offsets:

- Reimbursement is obtained from recipients who were eligible to receive benefits but later acquired resources to repay the Commonwealth for those benefits. The Office of State Inspector General receives reimbursement from delayed resources, such as Supplemental Security Income, unemployment compensation, tort recoveries, inheritance, and other sources.
- Restitution is obtained from active or inactive recipients who have been overpaid benefits. The Office of State Inspector General receives restitution through court-ordered payments, installment payments, and other methods.
- Recoupment is obtained by reducing the monthly benefit allotment of active recipients who have been overpaid benefits. Recoupment can be court-ordered, federally or state mandated, or voluntary.
- Federal treasury offsets are intercepts of available federal payments to repay delinquent food stamp overpayments for inactive recipients.

The 2018-19 Budget incorporates the most recent program and financial data available and represents the best planning efforts of the Office of State Inspector General in order to maintain the current level of services while incorporating agency changes that resulted from the passing of Act 29.

### PROGRAM PERFORMANCE

Under Appropriation 600, the Office of State Inspector General estimates the following program performance for Fiscal Years 2019-20 and 2020-

	FY 2019-20	FY 2020-21
<b>Collections</b>	\$28,600,000	\$28,600,000
<b>Fraud Investigations*</b>	6,000	6,000
<b>Field Investigations**</b>	25,000	25,000
<b>Average Cost Savings per Welfare Fraud Investigator</b>	\$1,100,000	\$1,100,000
<b>The Ratio of Cost Savings and Collections to Investigative Expenditures*</b>	\$10.30	\$10.30

\* Includes all intentional program violation investigations of overpayments.

\*\* Referrals from the Department of Human Services on applicants and recipients.

The Office of State Inspector General generates cost-savings for the Commonwealth based on intentional program violation disqualifications and ineligibility determinations as a result of its investigative findings. The Office of State Inspector General generates revenues for the Commonwealth based on the various means used to collect benefit overpayments. For each dollar spent on investigative and collection activities, the Office of State Inspector General projects that it will realize a cost-benefit of \$10.30.

## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

Page # of Governor's Executive Budget: Pp. E2-1, E2-2, E2-3, E2-6, E2-11	Office of General Counsel 10599					
<b>I. SUMMARY FINANCIAL DATA</b> (\$ Amounts in Thousands)						
	<u>2017-18 Actual</u>	<u>2018-19 Available</u>	<u>2019-20 Budgeted</u>			
State Funds	\$3,772	\$4,222	\$4,973			
Other Funds CLE Registration fees	\$138	\$121	\$121			
Total	<u>\$3,910</u>	<u>\$4,343</u>	<u>\$5,094</u>			
<b>II. DETAIL BY MAJOR OBJECT</b> (\$ Amounts in Thousands)						
	<u>2017-18 Actual</u>	<u>2018-19 Available</u>	<u>2019-20 Budgeted</u>	<u>Change Budgeted vs. Available</u>	<u>Percent Change</u>	
<b>PERSONNEL</b>						
State Funds	\$3,455	\$3,642	\$4,431	\$789	21.66%	
Other Funds	\$0	\$0	\$0	\$0	0.00%	
Total Personnel	<u>\$3,455</u>	<u>\$3,642</u>	<u>\$4,431</u>	<u>\$789</u>	<u>21.66%</u>	
<b>OPERATING</b>						
State Funds	\$317	\$580	\$542	(\$38)	-6.55%	
Other Funds	\$138	\$121	\$121	\$0	0.00%	
Total Operating	<u>\$455</u>	<u>\$701</u>	<u>\$663</u>	<u>(\$38)</u>	<u>-5.42%</u>	
<b>TOTAL FUNDS</b>						
State Funds	\$3,772	\$4,222	\$4,973	\$751	17.79%	
Other Funds	\$138	\$121	\$121	\$0	0.00%	
Total Funds	<u>\$3,910</u>	<u>\$4,343</u>	<u>\$5,094</u>	<u>\$751</u>	<u>17.29%</u>	
<b>III. HISTORY OF LAPSES</b> (\$ Amounts in Thousands)				<u>2016-17</u>	<u>2017-18</u>	<u>Estimated 2018-19</u>
State Funds			\$0	\$0	\$0	
<b>IV. COMPLEMENT INFORMATION</b>				<u>12/31/2017</u>	<u>12/31/2018</u>	<u>2019-20 Budgeted</u>
Benefit Factor			66.70%	174.30%	157.40%	
State Funded	- Authorized		49	51	51	
	- Filled		52	47	N/A	

**EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION**

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**Office of General Counsel**

**10599**

**V. DERIVATION OF REQUEST/  
LEGISLATIVE CITATIONS**

Derivation of Request

(A) Personnel

All personnel costs were prepared on the complement planning layouts in the BPC system using instructions and factors provided by the Office of the Budget.

(B) Operating Expenses

Operating Funds will be used for continuing activities.

Legislative Citations: Act 164 of 1980

Additional Information

- (1) 2017-18 Obligations rolled forward to 2018-19  
(\$ Amounts in Thousands)

Total \$0

- (2) 2018-19 Supplemental appropriation needs

The Office of General Counsel (10599) is not requesting a supplemental appropriation for the current fiscal year.

Date current appropriation will be exhausted: N/A

- (3) Prior FY appropriations waived pursuant to Act 146 of 1980, used to support the 2018-19 appropriation.

(\$ Amounts in Thousands)

State Funds	10599 (BP2016)	\$0
State Funds	10599 (BP2017)	\$0
<b>Total</b>		<b>\$0</b>

**VI. EXPLANATION OF CHANGES**

(\$ Amounts in Thousands)

	<u>State \$</u>	<u>Federal \$</u>	<u>Other \$</u>	<u>Total \$</u>
<b>PERSONNEL</b>				
A. To continue current program	\$727	\$0	\$0	\$727
B. Redistribution of parking costs	\$62	\$0	\$0	\$62
Subtotal Personnel	<u>\$789</u>	<u>\$0</u>	<u>\$0</u>	<u>\$789</u>
<b>OPERATING</b>				
A. Reduction to offset increased personnel costs	(\$38)	\$0	\$0	(\$38)
Subtotal Operating	<u>(\$38)</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$38)</u>
<b>TOTAL</b>	<b>\$751</b>	<b>\$0</b>	<b>\$0</b>	<b>\$751</b>

## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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Office of General Counsel

10599

### PROGRAM STATEMENT

The Office of General Counsel provides legal advice to the Governor and the Cabinet, and supervises, coordinates and administers legal services provided to each executive agency under the Governor's jurisdiction.

#### **Program: Legal Services**

The General Counsel serves as the chief legal advisor to the Governor, heads the Office of General Counsel, and appoints deputies general counsel, chief counsel and assistant counsel to assist in the performance of the responsibilities of OGC. OGC represents the Commonwealth, the Governor, members of his Cabinet, and more than 30 agencies that conduct the business of the Commonwealth.

OGC renders legal advice and representation concerning matters and issues arising in connection with the operation of executive agencies under the Governor's jurisdiction. OGC reviews and approves for form and legality all Commonwealth deeds, leases, contracts, rules and regulations. OGC provides advice to the Governor on pending legislative matters and issues, and reviews for constitutionality and legality all legislation presented to the Governor for approval.

The Office of General Counsel is responsible for initiating appropriate actions or defending the Commonwealth when the Attorney General declines to initiate appropriate proceedings or delegates that responsibility to OGC. Upon request by the Governor, OGC also has the authority to intervene in any action by or against an agency under the Governor's jurisdiction.

The General Counsel administers the operations of the Juvenile Court Judges Commission and supervises the legal representation for this agency as well as that of the Pennsylvania Employee Retirement Commission, Council on the Arts, the Pennsylvania Commission for Women, the Pennsylvania Commission on LGBTQ Affairs, Governor's Advisory Commission on African-American Affairs, the Governor's Advisory Commission on Asian Pacific American Affairs, the Governor's Advisory Commission on Latino Affairs, Pennsylvania Rural Development Council, the Patient Safety Authority, the Pennsylvania Higher Educational Facilities Authority, State Public School Building Authority, the State Board of Education, the Board of Pardons, and the Tax Equalization Division.

## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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PA Human Relations Commission  
10633, 70403, 70404

### I. SUMMARY FINANCIAL DATA (\$ Amounts in Thousands)

	2017-18 Actual	2018-19 Available	2019-20 Budgeted
State Funds	\$8,684	\$10,301	\$10,507
Federal Funds Total	\$1,600	\$1,400	\$1,400
HUD-Cooperative Agreement 70403	\$600	\$500	\$500
EEOC-Cooperative Agreement 70404	\$1,000	\$900	\$900
<b>Total</b>	<b>\$10,284</b>	<b>\$11,701</b>	<b>\$11,907</b>

### II. DETAIL BY MAJOR OBJECT

	2017-18 Actual	2018-19 Available	2019-20 Budgeted	Budgeted vs. Available	Percent Change
<b>PERSONNEL</b>					
State Funds	\$7,100	\$8,689	\$9,101	\$412	4.74%
Federal Funds					
HUD-70403	\$226	\$225	\$226	\$1	0.44%
EEOC-70404	\$569	\$594	\$646	\$52	8.75%
Subtotal	\$795	\$819	\$872	\$53	6.47%
<b>Total Personnel</b>	<b>\$7,895</b>	<b>\$9,508</b>	<b>\$9,973</b>	<b>\$465</b>	<b>4.89%</b>
<b>OPERATING</b>					
State Funds	\$1,194	\$1,597	\$1,406	(\$191)	-11.96%
Federal Funds					
HUD-70403	\$122	\$125	\$159	\$34	27.20%
EEOC-70404	\$3	\$0	\$0	\$0	0.00%
Subtotal	\$125	\$125	\$159	\$34	27.20%
<b>Total Operating</b>	<b>\$1,319</b>	<b>\$1,722</b>	<b>\$1,565</b>	<b>(\$157)</b>	<b>-9.12%</b>
<b>NON-EXP ITEMS</b>					
State Funds	\$0	\$15	\$0	(\$15)	-100.00%
<b>Total Non-Exp Items</b>	<b>\$0</b>	<b>\$15</b>	<b>\$0</b>	<b>(\$15)</b>	<b>-100.00%</b>
<b>BUDGETARY RESERVE</b>					
State Funds	\$390	\$0	\$0	\$0	0.00%
Federal Funds					
HUD-70403	\$252	\$150	\$115	(\$35)	-23.33%
EEOC-70404	\$428	\$306	\$254	(\$52)	-16.99%
Subtotal	\$680	\$456	\$369	(\$87)	-19.08%
<b>Total Budgetary Reserve</b>	<b>\$1,070</b>	<b>\$456</b>	<b>\$369</b>	<b>(\$87)</b>	<b>-19.08%</b>
<b>TOTAL FUNDS</b>					
State Funds	\$8,684	\$10,301	\$10,507	\$206	2.00%
Federal Funds	\$1,600	\$1,400	\$1,400	\$0	0.00%
<b>Total Funds</b>	<b>\$10,284</b>	<b>\$11,701</b>	<b>\$11,907</b>	<b>\$206</b>	<b>1.76%</b>



## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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**PA Human Relations Commission**  
10633, 70403, 70404

### III. HISTORY OF LAPSES

(\$ Amounts in Thousands)

	2016-17	2017-18	Estimated 2018-19
State Funds	\$0	\$0	\$0
Federal Funds	\$610	\$680	\$0

### IV. COMPLEMENT INFORMATION

	12/31/2017	12/31/2018	2019-20 Budgeted
Benefit Factor	81.10%	63.70%	77.10%
State Funded			
- Authorized	84	84	96
- Filled	77	76	n/a

### V. DERIVATION OF REQUEST/ LEGISLATIVE CITATIONS

Derivation of Request

(A) Personnel

All personnel costs were prepared on the complement planning layouts in the BPC system using instructions and factors provided by the Office of the Budget.

(B) Operating Expenses

Operating Funds will be used for continuing activities.

Legislative Citations: Human Relations Act of 1955 amended by Act 34 of 1997; Pennsylvania Fair Educational Opportunities Act of 9161 amended by Act 187 of 1992

Additional Information

- (1) 2017-18 Obligations rolled forward to 2018-19  
(\$ Amounts in Thousands)

Total                    \$0

- (2) 2018-19 Supplemental appropriation needs  
(\$ Amounts in Thousands)

\$0

Date current appropriation will be exhausted:                    N/A

- (3) Prior FY appropriations waived pursuant to Act 146 of 1980, used to support the 2018-19 appropriation.  
(\$ Amounts in Thousands)

State Funds

1063300000 (BP2016)	\$1,673
1063300000 (BP2017)	\$390
Total	\$2,063

Walver is currently held in budgetary reserve and will be released for personnel, CMS project related expenditures, and unanticipated opportunities.

## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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**PA Human Relations Commission**  
10633, 70403, 70404

### VI. EXPLANATION OF CHANGES

	State \$	Federal \$	Other \$	Total \$
<b>PERSONNEL</b>				
A. Increase to enhance the PHRC mission	\$412	\$0	\$0	\$412
B. Anticipated increase in federal	\$0	\$53	\$0	\$53
Subtotal Personnel	\$412	\$53	\$0	\$465
<b>OPERATING</b>				
A. Decrease due to nonrecurring costs	(\$820)	\$0	\$0	(\$820)
B. Increase to enhance the PHRC mission	\$629	\$0	\$0	\$629
C. Anticipated increase in federal	\$0	\$34	\$0	\$34
Subtotal Operating	(\$191)	\$34	\$0	(\$157)
<b>NON-EXP ITEMS</b>				
A. One-time settlement payment in FY 2018-19	(\$15)	\$0	\$0	(\$15)
Subtotal Non-Exp Items	(\$15)	\$0	\$0	(\$15)
<b>BUDGETARY RESERVE</b>				
A. Reduction in BR due to anticipated increase in federal expenditures	\$0	(\$87)	\$0	(\$87)
Subtotal Budgetary Reserve	\$0	(\$87)	\$0	(\$87)
<b>TOTAL</b>	\$206	\$0	\$0	\$206

### PROGRAM STATEMENT

The Pennsylvania Human Relations Commission, or PHRC, enforces the Commonwealth's primary anti-discrimination statutes. In general, the statutes prohibit discrimination based on race, color, religious creed, ancestry, age, sex, national origin, handicap or disability, familial status (only in housing) and the use, handling or training of support or guide animals for people with disabilities.

The Commission's jurisdiction covers employment, housing, commercial property, public accommodations, education and community tension.

The three key principles used to implement the law are: (1) the receipt, investigation, resolution, conciliation, and litigation of formal discrimination complaints whether filed by harmed individuals, the Pennsylvania Attorney General, or the Commission itself; (2) providing community outreach and technical assistance to organizations and individuals to promote and encourage voluntary compliance with the laws; and (3) the publication of regulations and guidelines.

The Commission's statutory authority includes the authority to encourage settlements involving monetary compensation for unlawful discrimination and non-monetary measures intended to end unlawful discrimination and prevent it in the future. Non-monetary settlement terms include changes in policies or practices, employee and management training, and building modifications or other accommodations for people with disabilities.

## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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PA Human Relations Commission  
10633, 70403, 70404

### PROGRAM PERFORMANCE

The commission's settlement rate of 38% significantly exceeds the average rates of other state Fair Employment Practices Agencies and is about 22% higher than that of the federal Equal Employment Opportunity Commission's settlement rate of 16%. The 520 settlements executed in 2016-17 provided monetary benefits of \$3,073,948 for alleged victims of discrimination.

Unfortunately for two consecutive years, PHRC has continued to experience an increase in the average age of its pending cases (from 496 to 527 days old), which is the opposite effect the commission desires. This increased average case age is due to the persistent lack of staff and budget needed to sustain at least 101 employees to do the work of the commission.

Completing investigations timely affects our federal funding and gets relief to victims of discrimination and those unjustly accused more quickly. With a current filled complement of 79 PHRC cannot maximize federal revenues for Pennsylvania or reduce overall case processing time needed to bring timely justice to those adversely impacted.

## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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**PA Council on the Arts**  
10619, 10621, 70366

**I. SUMMARY FINANCIAL DATA**  
(\$ Amounts in Thousands)

	2017-18 Actual	2018-19 Available	2019-20 Budgeted
State Funds	\$10,429	\$10,464	\$10,481
Grants to the Arts (10619)	\$9,590	\$9,590	\$9,590
PA Council on the Arts (10621)	\$839	\$874	\$891
Federal Funds			
NEA-Grants to the Arts-Admin (70366)	\$980	\$980	\$980
<b>Total</b>	\$11,409	\$11,444	\$11,461

**II. DETAIL BY MAJOR OBJECT**  
(\$ Amounts in Thousands)

	2017-18 Actual	2018-19 Available	2019-20 Budgeted	Change Budgeted vs. Available	Percent Change
<b>PERSONNEL</b>					
State Funds					
PA Council on the Arts (10621)	\$601	\$839	\$682	(\$157)	-18.71%
Federal Funds					
NEA-Grants to the Arts-Admin (70366)	\$635	\$436	\$682	\$246	56.42%
<b>Total Personnel</b>	\$1,236	\$1,275	\$1,364	\$89	6.98%
<b>OPERATING</b>					
State Funds					
PA Council on the Arts (10621)	\$96	\$35	\$209	\$174	497.14%
Federal Funds					
NEA-Grants to the Arts-Admin (70366)	\$267	\$495	\$209	(\$286)	-57.78%
<b>Total Operating</b>	\$363	\$530	\$418	(\$112)	-21.13%
<b>BUDGETARY RESERVE</b>					
State Funds					
PA Council on the Arts (10621)	\$142	\$0	\$0	\$0	0.00%
Federal Funds					
NEA-Grants to the Arts (70366)	\$78	\$49	\$89	\$40	81.63%
<b>Total Budgetary Reserve</b>	\$220	\$49	\$89	\$40	81.63%
<b>GRANT &amp; SUBSIDY</b>					
State Funds					
Grants to the Arts (10619)	\$9,590	\$9,590	\$9,590	\$0	0.00%
<b>TOTAL FUNDS</b>					
State Funds	\$10,429	\$10,464	\$10,481	\$17	0.16%
Federal Funds	\$980	\$980	\$980	\$0	0.00%
<b>Total Funds</b>	\$11,409	\$11,444	\$11,461	\$17	0.15%

**III. HISTORY OF LAPSES**

(\$ Amounts in Thousands)	2016-17	2017-18	Estimated 2018-19
State Funds			
Grants to the Arts (10619)	\$25	\$2	\$0
Federal Funds			
NEA-Grants to the Arts Admin (70366)	\$200	\$78	\$0
NEA-Grants to the Arts Admin (70366)	\$0	\$78	\$0
Grants to the Arts (70367) Paymt to DCED-16/17	\$200	\$0	\$0

**IV. COMPLEMENT INFORMATION**

	12/31/2017	12/31/2018	2019-2020 Budgeted
Benefit Factor	65.00%	66.00%	70.70%
State Funded			
- Authorized	10	11	11
- Filled	10	9	N/A

<b>Page # of Governor's Executive Budget:</b> Pp. E2-1, E2-2, E2-4, E2-5, E2-6, E2-14	<b>PA Council on the Arts</b> 10619, 10621, 70366								
<b>V. DERIVATION OF REQUEST/ LEGISLATIVE CITATIONS</b>  Derivation of Request  (A) Personnel  All personnel costs were prepared on the complement planning layouts in the BPC system using instructions and factors provided by the Office of the Budget.  (B) Operating Expenses  Operating Funds will be used for continuing activities.  Legislative Citations: Act 538 (1/25/66)  Additional Information  (1) 2017-18 Obligations rolled forward to 2018-19 (\$ Amounts in Thousands)  <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">Total</td> <td style="text-align: right;">\$0</td> </tr> </table> (2) 2018-19 Supplemental appropriation needs  The Grants to the Arts (10619) is not requesting a supplemental appropriation for the current fiscal year. The PA Council on the Arts (10621) is not requesting a supplemental appropriation for the current fiscal year.  Date current appropriations will be exhausted: N/A  (3) Prior FY appropriations waived pursuant to Act 146 of 1980, used to support the 2018-19 appropriation. (\$ Amounts in Thousands)  Waiver is currently held in budgetary reserve and will be released for( personnel, unanticipated expenditures, etc.)  <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">State Funds 1062100000 (BP2016)</td> <td style="text-align: right;">\$8</td> </tr> <tr> <td>State Funds 1062100000 (BP2017)</td> <td style="text-align: right;"><u>\$142</u></td> </tr> <tr> <td>Total</td> <td style="text-align: right;"><u>\$150</u></td> </tr> </table>		Total	\$0	State Funds 1062100000 (BP2016)	\$8	State Funds 1062100000 (BP2017)	<u>\$142</u>	Total	<u>\$150</u>
Total	\$0								
State Funds 1062100000 (BP2016)	\$8								
State Funds 1062100000 (BP2017)	<u>\$142</u>								
Total	<u>\$150</u>								
<b>VI. EXPLANATION OF CHANGES</b> (\$ Amounts in Thousands)									
	<table style="width: 100%; border: none;"> <thead> <tr> <th style="width: 80%;"></th> <th style="text-align: center; border-bottom: 1px solid black;">State \$</th> <th style="text-align: center; border-bottom: 1px solid black;">Federal \$</th> <th style="text-align: center; border-bottom: 1px solid black;">Other \$</th> <th style="text-align: center; border-bottom: 1px solid black;">Total \$</th> </tr> </thead> </table>		State \$	Federal \$	Other \$	Total \$			
	State \$	Federal \$	Other \$	Total \$					
<b>PERSONNEL</b>									
A. To continue current program	\$89	\$0	\$0	\$89					
B. Change to budget allocation methodology to reflect 50/50 split between state and federal	(\$246)	\$246	\$0	\$0					
Subtotal Personnel	<u>(\$157)</u>	<u>\$246</u>	<u>\$0</u>	<u>\$89</u>					
<b>OPERATING</b>									
A. Reduction in operating to offset personnel increase	(\$112)	\$0	\$0	(\$112)					
B. Change to budget allocation methodology to reflect 50/50 split between state and federal	\$286	(\$286)	\$0	\$0					
Subtotal Operating	<u>\$174</u>	<u>(\$286)</u>	<u>\$0</u>	<u>(\$112)</u>					
<b>BUDGETARY RESERVE</b>									
A. Increase in BR due to budget allocation methodology change	<u>\$0</u>	<u>\$40</u>	<u>\$0</u>	<u>\$40</u>					
Subtotal Budgetary Reserve	<u>\$0</u>	<u>\$40</u>	<u>\$0</u>	<u>\$40</u>					
<b>TOTAL</b>	<u>\$17</u>	<u>\$0</u>	<u>\$0</u>	<u>\$17</u>					

**PROGRAM STATEMENT****I. MISSION STATEMENT**

By leveraging the immense potential of Pennsylvania's arts sector, the Pennsylvania Council on the Arts (PCA) supports jobs, builds community, motivates learning, promotes the Commonwealth nationally and internationally, and sparks innovation. The arts are part of a vibrant and livable Pennsylvania that is competitive for retaining youth, workforce, and attracting businesses.

Established by the General Assembly in 1966, the PCA was charged with ascertaining how Pennsylvania's artistic and cultural resources, "including those already in existence and those which should be brought to existence," are to serve the cultural needs and aspirations of the citizens of the State and assisting the communities within the State in originating and creating their own cultural and artistic programs.

The PCA's new long range strategic plan includes objectives to engage the full potential of the arts. PCA will support community strategies with arts at their core to help enhance quality of life, and support local economic and revitalization efforts. New national research from the U.S. Department of Agriculture strongly connects a thriving local arts community with an innovative business economy in both rural and urban areas. The cultural sector is increasingly recognized for its contributions and value, not only to the welfare and well-being of our citizens in a deeply personal way, but also as a major contributor to the economic and social health of the Commonwealth.

**II. ARTS AND CULTURAL INDUSTRIES' WORKFORCE**

The Bureau of Economic Analysis (BEA) at the U.S. Department of Commerce now collects and tracks the annual economic impact of arts and cultural production from 35 industries, both commercial and nonprofit. The new Arts and Cultural Production Satellite Account (ACPSA) reports that Pennsylvania's arts and culture industries contribute \$23 billion to the state's economy, employing nearly 173,000 workers who earn \$11 billion. For reference, it is reported in the Americans for the Arts' national study Arts & Economic Prosperity V: the Economic Impact of Nonprofit Arts Organizations and their Audiences (AEP V) that more than 55,000 Full-Time Equivalent (FTE) jobs were directly supported by Pennsylvania nonprofit arts and culture organizations in Fiscal Year 2015.

**III. CONTRIBUTING TO DEVELOPMENT OF ESSENTIAL SKILLS**

The PCA's goals and objectives support study of the arts to provide key skills that lead to success in school and the workplace, building Pennsylvania's future pool of innovators and creative thinkers. Creativity is reported to be among the top five skills sought by corporate leaders.

**IV. OPERATIONAL PRIORITIES**

Directly and through regional partnerships, the PCA addresses its mission through a combinations of awarding state grant funds, supporting teaching artist residencies in schools and community settings, and offering valuable information services on a range of topics including marketing, capacity building, and community development through art strategies.

The PCA reaches all 67 Pennsylvania counties with more than 1,400 grants and services per year. A rigorous review process for grant applications utilizes citizen review panels to ensure informed local and state perspectives and facilitate sound decision making. Regional partners act as multi-county service providers to re-grant state arts funds, place teaching artists in residencies in schools and community settings and promote the commonwealth's rich folk and traditional arts heritage.

Experienced teaching artists bring their knowledge of the arts and creative practices to work with educators, in alignment with standards, to benefit students of all abilities and learning styles. The PCA also successfully leverages its arts in education infrastructure and teaching artists, through inter-agency collaborations. "Art Sparks," a collaboration with the Pennsylvania Turnpike Commission, installs student-created works of public art in service plazas across the 550-mile roadway. And, a PCA partnership with the Department of Military and Veterans Affairs, modeled on earlier work with the Department of Aging, developed Creative Communities of Care, training veterans' homes activities staff at all six Pennsylvania Veterans' Homes to conduct arts activities tailored to residents with dementia.

## V. COMMITMENT TO DIVERSITY AND SUSTAINABILITY

The PCA's Preserving Diverse Cultures (PDC) Division is the most comprehensive program serving diverse communities in the nation. Established in 1979, the Division supports the creation, development, and stabilization of organizations, programs, and projects whose mission is deeply rooted in and reflective of the African American, Latinx, Asian, Native American, and Hispanic (ALANAH) perspectives. PDC provides much-needed leverage to stabilize and advance Pennsylvania's ALANAH organizations as leaders in the nation.

The agency also seeks ways – outside of its grantmaking portfolio – to support and sustain Pennsylvania arts and cultural organizations. A partnership with Americans for the Arts' National Arts Marketing Project, developed and implemented a training initiative to build robust marketing and audience engagement skills and cultivate a statewide network of participants. The innovative program provides tools to attract new audiences and increase earned income while raising the capacity of valuable anchor organizations to contribute to community vitality and business and youth attraction.

## VI. ECONOMIC ACTIVITY BY REGION

According to the research conducted for Arts & Economic Prosperity V: the Economic Impact of Nonprofit Arts Organizations and their Audiences (AEP V):

- Allegheny County reported total expenditures of \$1 billion and more than 32,000 FTE jobs supported.
- Berks County reported expenditures of \$18.9 million and 625 FTE jobs supported.
- Erie County reported expenditures of \$42.2 million and 1,456 FTE jobs supported.
- Greater Harrisburg (Cumberland, Dauphin, and York) reported expenditures of \$20 million and 763 FTE jobs supported.
- Greater Philadelphia (Bucks, Chester, Delaware, Montgomery and Philadelphia counties) reported expenditures of \$1.8 billion in total industry expenditures and 55,225 FTE jobs supported.
- Lehigh Valley (Carbon, Lehigh and Northampton counties) reported \$186.3 million in total industry expenditures and 6,908 jobs supported.
- Southwestern Pennsylvania (City of Johnstown and the Boroughs of Ebensburg, Jennerstown, and Windber (a multi-city region) \$40.7 million in expenditures and 1,160 FTE jobs supported.

Data was collected for AEP V from 1,077 organizations in Pennsylvania. Each provided detailed budget information about more than 40 expenditure categories as well as attendance figures. Project economists customized input/output analysis models for each study region to provide specific and reliable economic impact data.

## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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**Juvenile Court Judges' Commission**  
10596, 11005, 80550

### I. SUMMARY FINANCIAL DATA

(\$ Amounts in Thousands)

	2017-18 Actual	2018-19 Available	2019-20 Budgeted
State Funds	\$21,780	\$21,940	\$22,019
Juvenile Court Judges' Commission (10596)	\$2,835	\$2,995	\$3,074
Juvenile Probation Services (11005)	\$18,945	\$18,945	\$18,945
Federal Funds			
JCMS Assessment Evaluation (80550)	\$156	\$200	\$0
<b>Total</b>	<b>\$21,936</b>	<b>\$22,140</b>	<b>\$22,019</b>

### II. DETAIL BY MAJOR OBJECT

(\$ Amounts in Thousands)

	2017-18 Actual	2018-19 Available	2019-20 Budgeted	Change Budgeted vs. Available	Percent Change
<b>PERSONNEL</b>					
State Funds					
Juvenile Court Judges' Comm (10596)	\$2,489	\$2,649	\$2,728	\$79	2.98%
<b>Total Personnel</b>	<b>\$2,489</b>	<b>\$2,649</b>	<b>\$2,728</b>	<b>\$79</b>	<b>2.98%</b>
<b>OPERATING</b>					
State Funds					
Juvenile Court Judges' Comm (10596)	\$346	\$346	\$346	\$0	0.00%
<b>Total Operating</b>	<b>\$346</b>	<b>\$346</b>	<b>\$346</b>	<b>\$0</b>	<b>0.00%</b>
<b>GRANT &amp; SUBSIDY</b>					
State Funds					
Juvenile Probation Services (11005)	\$18,945	\$18,945	\$18,945	\$0	0.00%
Federal Funds					
JCMS Assessment Evaluation (80550)	\$156	\$200	\$0	(\$200)	-100.00%
<b>Total Grants and Subsidy</b>	<b>\$19,101</b>	<b>\$19,145</b>	<b>\$18,945</b>	<b>(\$200)</b>	<b>-1.04%</b>
<b>TOTAL FUNDS</b>					
State Funds	\$21,780	\$21,940	\$22,019	\$79	0.36%
Federal Funds	\$156	\$200	\$0	(\$200)	-100.00%
<b>Total Funds</b>	<b>\$21,936</b>	<b>\$22,140</b>	<b>\$22,019</b>	<b>(\$121)</b>	<b>-0.55%</b>

### III. HISTORY OF LAPSES

(\$ Amounts in Thousands)

	2016-17	2017-18	Estimated 2018-19
State Funds			
Juvenile Court Judges' Commission (10596)	\$211	\$170	\$0
Fed Funds			
PA JCMS Assesmnt Eval (80550)	\$156	\$25	\$0

### IV. COMPLEMENT INFORMATION

	12/31/2017	12/31/2018	2019-20 Budgeted
Benefit Factor	71.62%	71.03%	71.90%
State Funded			
- Authorized	22	22	22
- Filled	21	22	N/A



## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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**Juvenile Court Judges' Commission**

10596, 11005, 80550

**V. DERIVATION OF REQUEST/  
LEGISLATIVE CITATIONS**

Derivation of Request

**(A) Personnel**

All personnel costs were prepared on the complement planning layouts in the BPC system using instructions and factors provided by the Office of the Budget.

**(B) Operating Expenses**

Operating Funds will be used for continuing activities.

**(C) Grants**

Grants will be used to continue to provide funding to offset juvenile probation salary costs and the implementation of evidence-based probation practices pursuant to the purpose clause of the Juvenile Act 42 PA. C.S.&6301 (b).

Legislative Citations: Re-established by Act 33 of Special Session No. 1 of 1995.

Additional Information

(1) 2017-18 Obligations rolled forward to 2018-19 (\$ Amounts in Thousands)	\$0
Date current appropriation will be exhausted:	6/30/2019

Total

(2) 2018-19 Supplemental appropriation needs (\$ Amounts in Thousands)	\$0
---	-----

Date current appropriation will be exhausted: N/A

(3) Prior FY appropriations waived pursuant to Act 146 of 1980, used to support the 2018-19 appropriation.

(\$ Amounts in Thousands)

Waiver is currently held in budgetary reserve and will be released for (personnel, unanticipated expenditures, etc.)

State Funds 1059600000 (BP2016)	\$0
State Funds 1059600000 ( BP2017)	\$0
<b>Total</b>	<b>\$0</b>

**VI. EXPLANATION OF CHANGES**

(\$ Amounts in Thousands)

	State \$	Federal \$	Other \$	Total \$
<b>PERSONNEL</b>				
A. Contractual pay raises/benefit increases.	\$79	\$0	\$0	\$79
Subtotal Personnel	\$79	\$0	\$0	\$79
<b>OPERATING</b>				
A. Level funding for operating	\$0	\$0	\$0	\$0
Subtotal Operating	\$0	\$0	\$0	\$0
<b>GRANT &amp; SUBSIDY</b>				
A. Grant expired (80550)	\$0	(\$200)	\$0	(\$200)
Subtotal Grant & Subsidy	\$0	(\$200)	\$0	(\$200)
<b>TOTAL</b>	<b>\$79</b>	<b>(\$200)</b>	<b>\$0</b>	<b>(\$121)</b>

## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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Juvenile Court Judges' Commission

10596, 11005, 80550

### GOALS AND KEY OBJECTIVES

The enactment of Act 33 of Special Session No. 1 of 1995 statutorily established Balanced and Restorative Justice (BARJ) as the mission of Pennsylvania's juvenile justice system. BARJ provides the Juvenile Court Judges' Commission (JCJC) with a clear foundation upon which to execute its responsibilities: The mission of the JCJC is to provide leadership, advice, training, and support to enable Pennsylvania's juvenile justice system to achieve its balanced and restorative justice mandates related to community protection, offender accountability, restoration of crime victims, and youth competency development.

Pennsylvania's juvenile justice system, as set forth in The Juvenile Act (42 Pa.C.S. §6301 et seq.), is premised on the belief that victims of crime, communities, and juvenile offenders must all be regarded as clients and that each should receive balanced attention and gain tangible benefits from their interactions with the system. The JCJC devotes significant resources required to achieve balanced and restorative justice within the Commonwealth's juvenile justice system. In achieving its mission, the JCJC further supports and advances the Governor's goals of protecting the safety of the Commonwealth's citizens and delivering greater value and efficiency in government.

Consistent with JCJC's performance planning efforts several areas will receive priority consideration during fiscal year 2019/2020. These include but are not limited to the following:

- To provide leadership, advice, training, and support to juvenile court judges and juvenile probation departments. Specifically, the JCJC will continue to work with juvenile courts and juvenile probation departments to ensure the proper administration of the juvenile court system.
- To implement and sustain Pennsylvania's Juvenile Justice System Enhancement Strategy (JJSES) to advance our mandated balanced and restorative justice mission. Specifically, the JCJC will continue to advance the use of evidence-based and best practices supported by research in all stages of the juvenile justice process.

Subsequent to these priority considerations, the JCJC's objectives are as follows:

- To increase the likelihood that those involved in the juvenile justice system will acquire the knowledge and skills they need to become productive, connected, and law-abiding members of their communities.
- To reduce the likelihood that those involved in the juvenile justice system will commit delinquent acts in the future.
- To increase the percentage of juvenile offenders who are held accountable for repairing the harm cause to the victims of their crimes and their communities.

### APPROPRIATION 10596: General Operating

#### PROGRAM STATEMENT

The Juvenile Court Judge's Commission's (JCJC) enabling legislation (42 Pa.C.S. §6373 et seq.) provides that JCJC:

- Advise the juvenile court judges of the Commonwealth in all matters pertaining to the proper care and maintenance of delinquent and dependent children.
- Examine the administrative methods and judicial procedure used in juvenile courts throughout the Commonwealth, establish standards and make recommendations on the same to courts presiding over juvenile proceedings within this Commonwealth.
- Examine the personnel practices and employment standards used in probation offices in the Commonwealth, establish standards and make recommendations on the same to courts presiding over juvenile proceedings within this Commonwealth.
- Collect and analyze data to identify trends and to determine the effectiveness of programs and practices to ensure the reasonable and efficient administration of the juvenile court system, make recommendations concerning evidence-based programs and practices to judges, the Administrative Office of Pennsylvania Courts (AOPC) and other appropriate entities and post related information on the Commission's publicly accessible Internet website.

## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

Page # of Governor's Executive Budget:

Juvenile Court Judges' Commission

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10596, 11005, 80550

Identified below are most, although not all, of the key activities and services provided by the JCJC.

### Legislation

The JCJC serves in a liaison capacity with the juvenile courts, the Governor's Office, and the General Assembly regarding legislative proposals affecting Pennsylvania's juvenile justice and child welfare systems. The JCJC works in close partnership with the Supreme Court's Office of Children and Families in the Courts (OCFC) and the Department of Human Service (DHS) to achieve goals relating to improving outcomes for children and families involved in Pennsylvania's child welfare system as defined by the JCJC's enabling legislation. The JCJC provides juvenile courts, probation departments, and the legislature with information regarding the status, provisions, and anticipated impact of relevant pending and recently enacted legislation.

### Juvenile Court Standards

The JCJC is responsible for developing standards governing the administrative practices and judicial procedures of juvenile courts and juvenile probation departments. JCJC staff work collaboratively with the Pennsylvania Council of Chief Juvenile Probation Officers in the ongoing review and refinement of all standards.

### Consultant Services

The JCJC staff advise juvenile court judges of the Commonwealth through quarterly meetings with Commission Members appointed by the Governor to serve on the JCJC, bi-annual participation by the JCJC at meetings of the Juvenile Court Section of the Pennsylvania Conference of State Trial Judges, and regular provision of legislative updates to all juvenile court judges and chief juvenile probation officers.

On an annual basis, the JCJC staff provide on-site consultant and technical assistance services to juvenile court judges and chief juvenile probation officers in all 67 counties in the Commonwealth. This provides the JCJC an opportunity to observe juvenile court proceedings, monitor the application of the Pennsylvania Rules of Juvenile Court Procedure, and appraise best practices related to these proceedings. This comprehensive assessment also provides an opportunity to review policies and practices utilized by juvenile probation departments and monitor county activities related to the Juvenile Probation Services Grant Program. This technical assistance and support enables counties to achieve the goals set forth in the Juvenile Act.

### Information and Technology

As statutorily mandated the JCJC collects, analyzes, and publishes juvenile court data for the Commonwealth. These data are used to analyze juvenile court trends, develop plans to improve court operations, and support ongoing research.

- Collects - The JCJC develops and maintains the Pennsylvania Juvenile Case Management System (PaJCMS), a robust case management and data collection system that interfaces with the other critical databases within the Commonwealth. The PaJCMS is actively utilized in all 67 counties to maintain electronic records of juvenile offenders, process allegations of delinquency, monitor compliance with conditions of supervision, and maintain juvenile-specific information. Various reports, dashboards, and other quality assurance measures are also contained within the PaJCMS. This PaJCMS provides a critically important means to measure the effectiveness of the Pennsylvania juvenile justice system for virtually all juvenile justice related research.

- Analyzes - The JCJC is responsible for the important task of interpreting the meaning of the data collected by juvenile probation departments through the PaJCMS. This analysis includes ensuring data integrity and fidelity through multiple quality assurance and statistical evaluation processes. The JCJC also validates and verifies individual juvenile delinquency records and shares this information with AOPC. Additionally, the JCJC utilizes the Pennsylvania Justice Network (JNET) to match Pennsylvania State Police arrest information with confidential juvenile court disposition information submitted by county juvenile probation departments.

- Publishes - The JCJC develops and publishes information on current trends and issues from both the state and national perspectives. Current legislative information and a wide variety of materials related to the principles of Balanced and Restorative Justice (BARJ) and the Juvenile Justice System Enhancement Strategy (JJSES) have also been made available. Monthly, the JCJC publishes its newsletter, *Pennsylvania Juvenile Justice*. These materials can be accessed on the JCJC website.

## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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Juvenile Court Judges' Commission

10596, 11005, 80550

### Research

The JCJC partners with various entities to conduct research on a wide range of juvenile justice matters, including but not limited to major research in risk reduction among juvenile offenders, the disproportionate involvement of minority youth in the system, and recidivism among Pennsylvania's delinquent youth. Additionally, the JCJC publishes an Annual Report containing county-specific and statewide aggregate juvenile justice data and an annual Outcome Measures Report.

The JCJC's recidivism report highlights how juvenile offender characteristics and juvenile recidivism trends, in Pennsylvania, have changed since 2007. The development of statewide and county-specific baseline recidivism rates is a particularly noteworthy accomplishment of the JJSES and Pennsylvania is one of the few states with the capacity to develop information of this type.

### Professional Development

The JCJC annually sponsors professional development opportunities, a statewide conference, and, in conjunction with Shippensburg University, a graduate education program providing juvenile probation officers an opportunity to earn graduate degrees.

- Judicial Mentorship & Training - The JCJC coordinates the training of juvenile court judges and juvenile court hearing officers through the Juvenile Court Section of the Pennsylvania Conference of State Trial Judges and provides ongoing JCJC-developed and delivered training through which judges and attorneys may receive Continuing Judicial Education (CJE) and Continuing Legal Education (CLE) credits. Judges serving on the JCJC provide support and advice to juvenile court judges as requested through their Judicial Mentorship Program. In addition, a Juvenile Justice Academy, supported by the AOPC, is held on a regular basis. The Academy provides juvenile court judges with details regarding current juvenile justice trends and best-practices, as well as recent legislative changes impacting the juvenile justice system.

- Juvenile Justice Training Events - The JCJC coordinates and presents training seminars each year to juvenile probation officers, other juvenile justice professionals, and stakeholders. Programs are designed to enhance the skills, knowledge, and abilities of juvenile justice practitioners throughout the Commonwealth.

- James E. Anderson Pennsylvania Conference on Juvenile Justice – Hosted annually by the JCJC, the conference includes innovative plenary sessions, workshops, and networking opportunities for juvenile justice professionals and stakeholders. This conference is recognized as one of the premier juvenile justice related events in the nation.

- Graduate Education Program – In conjunction with Shippensburg University, the JCJC provides the opportunity for juvenile probation officers to earn a Master of Science degree in Administration of Juvenile Justice. This program is designed to provide juvenile probation officers with the specialized skills and education essential for personal and professional growth.

The Commission has been recognized as a national leader in providing quality training programs and a graduate education program to juvenile probation officers.

### Detention Monitoring

The JCJC monitors compliance with federal and state requirements governing secure holding practices. This is accomplished by conducting annual audits of secure holding facilities, reviewing documentation related to admission to secure detention, and providing technical assistance to juvenile courts and juvenile detention center staff.

## APPROPRIATION 11005: Juvenile Probation Services

### PROGRAM STATEMENT

The Juvenile Court Judge's Commission's (JCJC) enabling legislation (42 Pa.C.S. §6374 et seq.) provides that:

- The Commission shall have the power, and its duty shall be to make annual grants to political subdivisions for the development and improvement of probation services for juveniles.

### Grant Administration

The most critical services within the Commonwealth's juvenile justice system are those provided by county juvenile probation departments; the operations of these departments remain the focal point of the Commonwealth's juvenile justice system. The Commission's enabling legislation provides for the JCJC to offer direct financial support to counties to offset juvenile probation salary costs as well as impact grants designed to advance juvenile probation services statewide.

## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

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**Juvenile Court Judges' Commission**

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Funding eligibility is conditioned on each county's compliance with specific standards and conditions developed by the JCJC. Annual grants are awarded upon assurance the county will comply with the JCJC Standards; participation in the JCJC's Statewide Juvenile Court Statistical Program, Outcome Measures Reporting Program, and Detention Monitoring Program; and to show progression in the implementation and sustainability of the Juvenile Justice System Enhancement Strategy (JJSES).

Through the JJSES comprehensive reform effort, the JCJC works in partnership with system stakeholders to enhance the capacity of Pennsylvania's juvenile justice system to achieve its balanced and restorative justice mission by employing evidence-based practices, collecting and analyzing data, and striving to continuously improve the quality of decisions, services, and programs. The goal of the JJSES is to enhance public safety by improving juvenile justice system outcomes for, and recidivism by, delinquent children, thereby reducing costs in both the juvenile and criminal justice systems. Pennsylvania's JJSES is one of the most comprehensive juvenile justice reform efforts in the nation; each annual county grant allocation is focused to support the continued implementation and sustainability of this reform.

FY 2019-20

COMMISSION ON CRIME AND DELINQUENCY

APPROPRIATION COMMITTEES  
OF THE  
PENNSYLVANIA HOUSE AND SENATE

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## EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

### PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY SUMMARY OF FINANCIAL DATA

	2017-18 Actual	2018-19 Available	2019-20 Budgeted
Commission on Crime and Delinquency	\$11,766	\$7,350	\$8,499
Federal Funds	\$133,755	\$158,902	\$184,885
Other Funds	\$2,359	\$2,327	\$698
<b>Total</b>	<b>\$147,880</b>	<b>\$168,579</b>	<b>\$194,082</b>
 Victims of Juvenile Offenders	 \$1,300	 \$1,300	 \$1,300
 Delinquency Prevention Programs	 \$3,989	 \$3,989	 \$3,989
Other Funds	\$4,907	\$5,628	\$3,190
<b>Total</b>	<b>\$8,896</b>	<b>\$9,617</b>	<b>\$7,179</b>
 Intermediate Punishment Treatment Programs	 \$18,167	 \$18,167	 \$18,167
 Other Funds:			
General Fund:			
Victim/Witness Services	\$5,582	\$6,000	\$6,000
Crime Victims Reimbursements	\$9,176	\$11,190	\$11,190
Constables Education and Training	\$2,766	\$2,458	\$2,953
Sheriff & Deputy Sheriff Education & Training	\$4,463	\$4,540	\$5,047
Children's Advocacy Centers	\$2,400	\$2,000	\$2,000
First Chance Trust Fund	\$0	\$445	\$445
<b>Total</b>	<b>\$24,387</b>	<b>\$26,633</b>	<b>\$27,635</b>
 Justice Reinvestment Fund:			
Victim Services	\$500	\$250	\$0
Innovative Policing Grant	\$0	\$0	\$357
County Probation Grants	\$0	\$0	\$0
<b>Total</b>	<b>\$500</b>	<b>\$250</b>	<b>\$357</b>
 Monetary Penalty Endowments Trust Fund			
NCAA-Penn State Settlement	\$4,800	\$4,800	\$4,800
 Substance Abuse Education and Demand Reduction Fund:			
Programs	\$8,000	\$8,000	\$7,042
Administration	\$300	\$300	\$300
<b>Total</b>	<b>\$8,300</b>	<b>\$8,300</b>	<b>\$7,342</b>
 School Safety and Security Fund:			
School Safety and Security (EA)	\$0	\$60,000	\$45,000
 Total State	 \$35,222	 \$30,806	 \$31,955
Total Federal	\$133,755	\$158,902	\$184,885
Total Other	\$45,253	\$107,938	\$89,022
<b>Total Funds</b>	<b>\$214,230</b>	<b>\$297,646</b>	<b>\$305,862</b>

## Pennsylvania Commission on Crime and Delinquency Goals and Key Objectives

PCCD's mission is to enhance the quality, coordination and planning within the criminal and juvenile justice systems, to facilitate the delivery of services to victims of crime, and to increase the safety of communities. The work in support of this mission continues to be informed by advisory groups and planning committees who provide insight in specific areas such as services to victims of crime, juvenile justice and delinquency prevention, public safety, the use of multi-disciplinary teams and child advocacy centers, evaluation, providing services to justice-involved individuals with mental health and/or substance abuse issues, providing training to Sheriffs and Deputy Sheriffs, providing training to Pennsylvania Constables and most recently school safety.

PCCD stays engaged with system stakeholders to remain current on system issues which informs decision-making and is reflected in the agency's current strategic framework. From this framework, several areas will receive priority consideration during fiscal year 2019-20, including but not limited to the following:

- Agency Objective: Reduce the impact of crime on child and adult victims – PCCD continues to use strategic planning to direct federal Victims of Crime Act (VOCA) funding to new and existing direct victim services. During the year, PCCD will continue to analyze and investigate the application of resources appropriate to the needs of victims. As part of this effort PCCD will work with system stakeholders to build systems that address the issues associated with Human Trafficking.
- Agency Objective: Engage schools, communities and families in violence prevention and increase the support services provided to those who have been victims of violence – PCCD will continue to implement the School Safety and Security program as required in Act 44 of 2018. To date PCCD and the School Safety and Security Committee (SSSC) have developed and published the criteria that should be included in the completion of a school safety and security assessment and have also developed and published the qualifications that should be associated with individuals completing these assessments. The SSSC also approved the content of a safety survey that was issued to every school entity in Pennsylvania, reviewed those responses and issued reports back to each participating school. The grant program was also approved by the SSSC and each school district that submitted a meritorious application was awarded \$25,000. The review process associated with the awarding of the balance of these funds is pending, however the total off the requests surpassed \$300M.
- Agency Objective: Assisting communities in responding to the growing opioid abuse epidemic –In partnership with DDAP and PDE, PCCD will support a pilot program in ten communities to implement a public health campaign and two evidence-based prevention programs. PCCD will focus on this pilot effort as well as expanding the implementation of evidence-based violence and delinquency prevention programs in PA communities. PCCD will also continue the Naloxone for First Responders program which resulted in a reported 5,000 overdose reversals.
- Agency Objective: Increase the overall knowledge and skills among victim service, criminal and juvenile justice practitioners through training and accreditation – PCCD is responsible for providing training to all PA Sheriffs, Deputy Sheriffs and Constables in Pennsylvania. The surcharge that supports each respective training program is no longer sufficient to cover the training costs. PCCD supports a fee increase for both programs based on the efforts undertaken to operate within the limits of the available funding, the quality of the training being provided and the time since a surcharge fee increase last occurred.



# EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

## APPROPRIATION NAME

Commission on Crime and Delinquency (10624)

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I. SUMMARY FINANCIAL DATA (\$ Amounts in Thousands)	2017-18 <u>Actual</u>	2018-19 <u>Available</u>	2019-20 <u>Budgeted</u>
State Funds	\$11,766	\$7,350	\$8,499
Federal Funds Total	\$133,755	\$158,902	\$184,885
Plan for Juvenile Justice	\$150	\$150	\$150
Justice Assistance Grants	\$12,000	\$12,000	\$10,000
Justice Assistance Grants - Admin	\$1,300	\$1,100	\$1,100
Statistical Analysis Center	\$200	\$200	\$250
Criminal Identification Technology	\$1,500	\$1,500	\$4,000
Crime Victims Compensation Services	\$8,500	\$8,500	\$8,500
Crime Victims Assistance	\$85,000	\$110,000	\$130,000
Violence Against Women	\$7,000	\$7,000	\$7,000
Violence Against Women - Admin	\$600	\$600	\$600
Residential Substance Abuse Treat Prg	\$1,300	\$1,300	\$1,400
Crime Victims Assist (VOCA) - Admin	\$4,000	\$4,000	\$5,000
Juvenile Accountability Incentive Prog	\$200	\$0	\$0
Juvenile Justice&Delinquency Prevention	\$3,000	\$3,000	\$3,000
Assault Services Program	\$600	\$600	\$600
Second Chance Act-Juv Off Reentry	\$1,000	\$1,000	\$1,000
Project Safe Neighborhoods	\$0	\$300	\$750
Forensic Science Programs	\$1,000	\$1,000	\$1,500
Justice Reinvestment Initiative	\$1,000	\$1,000	\$1,000
Adam Walsh Implementation Support	\$750	\$750	\$750
Byrne Competitive Program	\$2,000	\$150	\$300
Comprehensive Opioid	\$0	\$300	\$1,200
PA NCS-X-1	\$0	\$200	\$550
Body Worn Camera Policy	\$0	\$400	\$1,400
Justice and Mental Health Collaboration	\$250	\$0	\$600
VOCA Training	\$900	\$900	\$0
Prosecutor and Defender Incentives	\$0	\$57	\$117
PA Youth Survey-DDAP	\$50	\$0	\$50
Substance Abuse Prevention-DDAP	\$205	\$284	\$202
Drug Court Operations	\$1,000	\$1,000	\$1,000
Children's Justice Act	\$250	\$286	\$166
State Opioid Response	\$0	\$1,325	\$2,700
Other Funds	\$2,359	\$2,327	\$698
Interagency MOUs	\$2,359	\$2,327	\$698
External Grants Nongovernmental	\$0	\$0	\$0
<b>Total</b>	<b>\$147,880</b>	<b>\$168,579</b>	<b>\$194,082</b>

**APPROPRIATION NAME**

Commission on Crime and Delinquency (10624)

<b>II. DETAIL BY MAJOR OBJECT</b>					
(\$ Amounts in Thousands)					
	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>Change</u>	<u>Percent</u>
	<u>Actual</u>	<u>Available</u>	<u>Budgeted</u>	<u>Budgeted vs.</u>	<u>Change</u>
				<u>Available</u>	
<b>PERSONNEL</b>					
State Funds	\$3,182	\$3,290	\$3,702	\$412	12.52%
Federal Funds	\$3,236	\$4,320	\$3,778	(\$542)	-12.55%
Other Funds	\$290	\$290	\$295	\$5	1.72%
Total Personnel	\$6,708	\$7,900	\$7,775	(\$125)	-1.58%
<b>OPERATING</b>					
State Funds	\$5,802	\$1,260	\$1,797	\$537	42.62%
Federal Funds	\$4,073	\$2,787	\$4,282	\$1,495	53.64%
Other Funds	\$82	\$82	\$103	\$21	25.61%
Total Operating	\$9,957	\$4,129	\$6,182	\$2,053	49.72%
<b>GRANT &amp; SUBSIDY</b>					
State Funds	\$2,782	\$1,915	\$3,000	\$1,085	56.66%
Federal Funds	\$124,257	\$149,589	\$175,155	\$25,566	17.09%
Other Funds	\$1,987	\$1,955	\$300	(\$1,655)	-84.65%
Total Grant & Subsidy	\$129,026	\$153,459	\$178,455	\$24,996	16.29%
<b>OTHER</b>					
Federal Funds	\$1,470	\$920	\$1,670	\$750	81.52%
Other Funds	\$0	\$0	\$0	\$0	0.00%
Total Other	\$1,470	\$920	\$1,670	\$750	81.52%
<b>BUDGETARY RESERVE</b>					
State Funds	\$0	\$885	\$0	(\$885)	-100.00%
Federal Funds	\$719	\$1,286	\$0	(\$1,286)	-100.00%
Total Budgetary Reserve	\$719	\$2,171	\$0	(\$2,171)	-100.00%
<b>TOTAL FUNDS</b>					
State Funds	\$11,766	\$7,350	\$8,499	\$1,149	15.63%
Federal Funds	\$133,755	\$158,902	\$184,885	\$25,983	16.35%
Other Funds	\$2,359	\$2,327	\$698	(\$1,629)	-70.00%
Total Funds	\$147,880	\$168,579	\$194,082	\$25,503	15.13%
<b>III. HISTORY OF LAPSES</b>					
(\$ Amounts in Thousands)					
			<u>2016-17</u>	<u>2017-18</u>	<u>Estimated</u>
					<u>2018-19</u>
State Funds			\$0	\$111	\$0
<b>IV. COMPLEMENT INFORMATION</b>					
			<u>12/31/2017</u>	<u>12/31/2018</u>	<u>2019-20</u>
					<u>Budgeted</u>
Benefit Factor - This information to be provided centrally by GBO.			74.40%	75.60%	76.40%
State Funded	- Authorized		70	70	69
	- Filled		63	58	57
Federally Funded	- Authorized		18	21	21
	- Filled		14	15	15
Total	- Authorized		88	91	90
	- Filled		77	73	72

**APPROPRIATION NAME**

Commission on Crime and Delinquency (10624)

**V. DERIVATION OF REQUEST/  
LEGISLATIVE CITATIONS**

Derivation of Request

(A) Personnel

All personnel costs were prepared in the budget preparation system using SAP Business Planning and Consolidation (BPC) software and following instructions and factors provided by the Office of the Budget.

(B) Operating Expenses

Operating Funds will be used for continuing activities necessary to meet the program's mission.

Legislative Citations: 71 P.S. 1190.21 et seq., 18 P.S. 11.101 et seq., Title 35, Chapter 47

Additional Information

(1) 2017-18 Obligations rolled forward to 2018-19

State Funds	\$0.00
Federal Funds	\$0.00
Other Funds	<u>\$0.00</u>
<b>Total</b>	<b>\$0.00</b>

(2) 2018-19 Supplemental appropriation needs

Supplemental appropriations are not requested for the current fiscal year.

Date current appropriation will be exhausted: N/A

(3) Prior FY appropriations waived pursuant to Act 146 of 1980, used to support relevant projects and services.

(\$ Amounts in Thousands)

State Funds	\$2,760
Other Funds	<u>\$0</u>
<b>Total</b>	<b>\$2,760</b>

**VI. EXPLANATION OF CHANGES**

(\$ Amounts in Thousands)

	<u>State \$</u>	<u>Federal \$</u>	<u>Other \$</u>	<u>Total \$</u>
<b>PERSONNEL</b>				
A. Increase in personnel costs.	\$412	\$0	\$5	\$417
B. Decrease in personnel costs.	<u>\$0</u>	<u>(\$542)</u>		<u>(\$542)</u>
Subtotal Personnel	\$412	(\$542)	\$5	(\$125)
<b>OPERATING</b>				
A. Increase in operating funds	\$537	\$1,495	\$21	\$2,053
B. Decrease in operating funds.	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Subtotal Operating	\$537	\$1,495	\$21	\$2,053
<b>GRANT &amp; SUBSIDY</b>				
A. Increase in grants and subsidies.	\$1,085	\$25,566	\$0	\$26,651
B. Decrease in grants and subsidies.	<u>\$0</u>	<u>\$0</u>	<u>(\$1,655)</u>	<u>(\$1,655)</u>
Subtotal Grant & Subsidy	\$1,085	\$25,566	(\$1,655)	\$24,996
<b>OTHER</b>				
A. Increase in nonexpense/interagency	\$0	\$750	\$0	\$750
<b>BUDGETARY RESERVE</b>				
A. Effect of SFY 2017-18 budget reserve.	<u>(\$885)</u>	<u>(\$1,286)</u>	<u>\$0</u>	<u>(\$2,171)</u>
<b>TOTAL</b>	<b>\$1,149</b>	<b>\$25,983</b>	<b>(\$1,629)</b>	<b>\$25,503</b>

## **APPROPRIATION: Commission on Crime and Delinquency – 10624 (SAP)**

### **VII: PROGRAM STATEMENT**

The Pennsylvania Commission on Crime and Delinquency (PCCD) which is authorized under state Act 274 of 1978, as amended, serves as a catalyst for the prevention and reduction of crime and delinquency within the Commonwealth and assists victims of crime through support for direct services and by alleviating the financial burdens resulting from the commission of a crime (Legislative Citations; 71 P.S. 1190.21 et.seq., 18 P.S. 11.101 et.seq.). PCCD works to improve the criminal and juvenile justice systems by examining problems, proposing solutions and monitoring and evaluating the impact of those solutions. PCCD assists the criminal and juvenile justice systems to function more productively by fostering interagency coordination and cooperation; by developing and coordinating policy issues; by providing statewide criminal statistical and analytical services; and by granting federal and state funds to provide monies for new efforts or to supplement existing efforts in the areas of victim services, criminal and juvenile justice, delinquency prevention and school safety.

PCCD is comprised of five program offices who are responsible for informing the work of Commission and its five main Advisory Committees. The program offices and their corresponding Advisory Committees are as follows:

Office of Research, Evaluation and Strategic Policy Development -- PCCD is responsible for providing thorough, accurate, and timely analyses of factors causing change in the criminal justice system, including legislation that may have impact on the dynamics of the system. This office is also responsible for providing objective, independent and comprehensive policy-relevant data analysis. This office oversees special project implementation which currently includes the management of the School Safety and Security Program, the expansion of the Child Advocacy Center infrastructure in Pennsylvania, and the administration of Endowment Act (Act 1 of 2013) funding for child victims and adult survivors of childhood sexual abuse. Staff provide support to the School Safety and Security Committee, the Child Advocacy Center Advisory Committee and the Criminal Justice Population Projections Committee.

Office of Juvenile Justice and Delinquency Prevention – The PCCD is responsible for the development of policy recommendations and the administration of federal and state funds to support programs designed to improve the Commonwealth's juvenile justice system, and to prevent violence (committed by and against children and youth), delinquency, substance abuse, school dropout, and related problem behaviors among children and youth. Staff provide support to the Juvenile Justice and Delinquency Prevention Committee and its subcommittees which focus on juvenile justice system improvement, delinquency prevention and legislative and policy issues.

Office of Criminal Justice System Improvements – The Office of Criminal Justice System Improvements (OCJSI) advances the criminal justice system by coordinating with all levels of criminal justice agencies in identifying their issues, developing policies and programs and implementing innovative justice improvement solutions that enhance public safety. Staff provide support to the Criminal Justice Advisory Committee and the Mental Health and Justice Advisory Committee:

Office of Victim Services – PCCD is responsible for the administration of, the Victim's Compensation Assistance Program and the Victim's Services Program. These programs provide services and financial support to individuals that have been victims of crime. OVS is responsible for assuring that the voices, needs and perspectives of all crime victims/survivors will be considered in the development of services, service standards, policies, funding priorities, legislation and outcomes. Staff provide support to the Victim Services Advisory Committee.

Services to victims of crime are an important responsibility of PCCD under the provisions of Act 1995-27S which transferred administration of the state's Crime Victims' Compensation Fund to the agency. In addition to compensating victims of crime for their losses, PCCD also administers funding support for direct and procedural victims' services. Collectively this funding supports services to over 350,000 victims and nearly

8,000 individuals who receive financial assistance for losses experienced as a result of a crime being committed.

Office of the Safe Schools Advocate – This office monitors the reporting of individual school-based security incidents in the Philadelphia School District to the District's central internal incident control unit as well as to the Pennsylvania Information Management System administered by the Department of Education. The office also provides services to victims of school violence which includes attending disciplinary and court hearings, serving as a liaison between the victim and the school district and assisting victims in receiving services.

This appropriation provides partial funding for personnel and operating costs for the complement of 70 full-time personnel which includes four new positions that are connected to the management of the school safety and security program. In the event that this program continues to receive annual funding, additional staff resources will be needed to facilitate planning and grant administration. In addition to the GGO complement PCCD has 21 positions that are funded with federal funds. Funding is included to support the provision of Naloxone to First Responders and Drug Court Operations. The Naloxone First Responder program has accounted for the distribution of 45,288 doses of the overdose antidote, through 1,116 agencies resulting in over 5,000 overdose reversals. In 2018 eleven drug courts received additional funding with recipients reporting 10,714 individuals served during fiscal year 17-18. A number of significant federal grant programs are also administered as PCCD has been designated as the State Administering Agency for justice related grant programs. These federal grants support the overall operation and improvement of several areas of the justice system.

Administration of federal and state funding programs continues to be a significant responsibility of the agency. Listed below are the federal awards that are administered by the agency:

### **Federal Funds**

**Edward Byrne Memorial Justice Assistance Grant (JAG) Program** - The JAG program provides seed money to assist state and local government entities in implementing a wide range of drug enforcement, correctional treatment/supervision, victim services, juvenile justice and criminal justice system improvement projects throughout the Commonwealth. Funds are also used to provide technical assistance to state, county and local units of government; as well as coordinate regional and statewide training events. The Advisory committees identify problems and needs within the criminal justice system and, to the extent possible, use JAG funds to address those issues as defined in the PCCD Strategic Framework where other funding is not available.

**Statistical Analysis Center (SAC)** – PCCD is designated as Pennsylvania's SAC, which is responsible for maintaining and enhancing each state's capacity to address criminal justice issues through the collection and analysis of data. SAC funding is currently used to partially support GIS-mapping activities undertaken by the agency, and support an initiative to improve county jail data collection and a project to automate recidivism calculations.

**National Criminal History Improvement Program (NCHIP)** -- The primary objective of NCHIP is to enhance the quality, completeness and accessibility of the Commonwealth's criminal justice record information. A significant use of these funds is to collect the information and develop the procedures necessary to ensure the accurate and timely identification of individuals who are ineligible to purchase a firearm and to provide for the safety of the citizens of the Commonwealth.

**Victims of Crime Act Victim Compensation Program (VOCA Comp)** -- This program provides payments to victims for expenses that include medical expenses, counseling, crime-scene clean-up, and relocation. In the case of a homicide, funeral expenses, and loss of support may be compensated to those who qualify. The maximum award is \$35,000 including \$20,000 for loss of support and \$15,000 for loss of earnings. Payments for counseling, crime-scene clean-up, and the forensic rape exam inclusive of related medications can exceed the \$35,000 maximum award.

**Victims of Crime Act Grant Program** -- This program provides funding for the provision of direct services to victims of crime as well as financial support, via the Victims Compensation Assistance, to victims of crime. Victims of Crime Act funding is distributed primarily to community-based victim services agencies, although several system-based programs also receive this funding. Victims of Crime Act funding is distributed to all 67 counties in the Commonwealth.

**The STOP Violence Against Women Formula Grant Program** --This program provides support to improve the criminal justice system's response to violence against women and enhance the services available to women who have been victims of violent crime. STOP funding is distributed on a competitive basis to counties and the money is used to implement program plans that incorporate a law enforcement, prosecutorial and victim services component to address violence against women at the local level. By federal requirement, 25% of funds must be used for prosecution; 25% for law enforcement; 30% for victim services; 5% for judiciary and 15% discretionary. Of the 30% allocated to victim services, 10% must be used for the underserved populations. A portion of these funds also support activities that contribute to Pennsylvania's compliance with the Prison Rape Elimination Act.

**Residential Substance Abuse Treatment** -- The overall program purpose of these federal funds is to assist states and county government in developing and implementing residential substance abuse treatment programs in which prisoners are incarcerated for a period of time sufficient to permit substance abuse treatment. Upon successful completion of the residential program, participants are released on parole with appropriate follow-up and intensive aftercare services. For county programs, the funding provides intensive aftercare treatment for inmates and provides funds to support reentry efforts. Linkages are encouraged to be made with the local workforce investment board to provide intensive job referral, training and education in order to assist with the transition processes of these individuals.

**Juvenile Accountability Block Grant (JABG)** -- The JABG Program Funds are available for use only by units of local government and the state to implement programs/projects that make improvements in one or more of the following 17 program purposes areas: graduated sanctions; corrections/detention facilities; court staffing and pretrial services; prosecution (staffing/funding); training for law enforcement and court personnel; juvenile gun courts; juvenile drug courts; juvenile records systems; information sharing strategies; aftercare; accountability-based programs for offenders; programs to conduct risk and needs assessments of juvenile offenders; accountability-based programs to enhance school safety; restorative justice programs; programs that enable juvenile courts/juvenile probation to be more effective/efficient in holding offenders accountable and reducing recidivism; and detention/corrections facilities staffing. This award program was eliminated in 2012.

**Juvenile Justice and Delinquency Prevention (JJDP) Formula Grant** -- These funds are made available to private non-profit community-based agencies/organizations and units of local/state government to support juvenile justice and delinquency prevention projects/programs. Eligibility for federal JJDP Formula Grant Funds requires states to comply fully with federal requirements prohibiting the placement of status offenders and dependent, neglected or abused juveniles in secure detention facilities or correctional facilities; removing juvenile offenders from adult jails/lock-ups; and addressing the disproportionate number of minorities who come into contact with the juvenile justice system. A portion of these funds also support activities that contribute to Pennsylvania's compliance with the Prison Rape Elimination Act.

**Sexual Assault Services Program** -- This funding may be used to establish and maintain rape crisis centers for direct services to victims of sexual assault and allow for the establishment, maintenance and expansion of culturally specific programs to assist and advocate for victims of sexual assault in racial and ethnic communities.

**Second Chance Act-Juvenile Offender Reentry** - Provides funding to help transform lives and build safer communities by helping juvenile and adult offenders who are returning to society break cycles of crime and start new lives. Additionally, the Second Chance Act enhances drug treatment, mentoring, and transitional services for ex-offenders through partnerships with local correction agencies and faith-based and community organizations.

**Project Safe Neighborhoods** - The purpose of the Project Safe Neighborhoods (PSN) initiative is to bring together federal, state and local agencies to focus community attention and energy on reducing gun violence. The initiative utilizes the United States Attorney's Offices to implement or enhance innovative and collaborative efforts to address public safety issues related to gun violence. Each U.S. Attorney is required to establish a task force to develop a comprehensive gun violence reduction strategy and assess how new resources can impact resolution of the problem. PCCD acts as the Fiscal Agent for these funds to the United States Attorney in the Middle and Western Districts of Pennsylvania.

**Paul Coverdell National Forensic Science Improvement Act (NFSIA) Grant Program** -- This program provides funding for projects designed to improve the quality, timeliness and credibility of forensic science services for criminal justice purposes. The program permits funding for expenses related to facilities, personnel, computerization, equipment, supplies, accreditation, certification, education and training.

**Justice Reinvestment Initiative** – This is a competitive grant program that will pilot a project that is based on the success experienced with the Intermediate Punishment Program. This project will look to divert eligible offenders into treatment programming immediately after arrest, while in pretrial status, as compared to involving them in treatment following sentencing.

**Adam Walsh Act Implementation** – The Support for Adam Walsh Act (AWA) Implementation Grant Program assists jurisdictions with developing and/or enhancing programs designed to implement requirements of SORNA. In summary, SORNA requires 1) all states, the District of Columbia, the principal U.S. territories and participating federally recognized Indian tribes to maintain a sex offender registry; and 2) sex offenders to register and maintain a current registration in each jurisdiction where the offender resides, is an employee or is a student. SORNA also sets forth requirements for sex offender registries, to include specified information, duration of registration and in-person verification of sex offender registration information, as well as participation in the National Sex Offender Public Website (NSOPW) and inter-jurisdictional notification of relocating offenders.

**Justice Assistance Grant Prison Rape Elimination Act Reallocation Funds (PREA)** – These funds are removed from the overarching Justice Assistance Grant when states are unable to certify compliance with the Prison Rape Elimination Standards. These funds must be used to support the state in coming into compliance with the standards.

**Comprehensive Opioid Abuse Site-based Program** - This is a competitive grant program intending to support the planning and implementation of comprehensive programs in response to the growing opioid epidemic. Pennsylvania was awarded funding to support state-wide planning and coordination which will encourage counties to undergo strategic planning efforts and to then implement evidence-based programs to address the epidemic.

**National Crime Statistics Exchange (NCS-X)** – This program supports the efforts of local law enforcement agencies to report incident-based crime data to the FBI's National Incident-Based Reporting System (NIBRS). Funding is used to support the transition to incident-based reporting among Law Enforcement (LE) agencies selected for participation in the National Crime Statistics Exchange (NCS-X).

**Body-worn Camera Policy and Implementation Program** – This program supports the implementation of body-worn camera programs in law enforcement agencies across the county. The BSE PIP addresses the development and implementation of policies and practices for effective program adoption and includes factors such as the purchase, deployment, and maintenance of camera systems and equipment; data storage and access; and privacy considerations.

**Justice and Mental Health Collaboration** - The Justice and Mental Health Collaboration Program (JMHCP) supports innovative cross-system collaboration for individuals with mental illnesses or co-occurring mental health and substance abuse disorders who come into contact with the justice system. This funding supports collaborative projects between criminal justice and mental health partners to plan, implement, or expand a justice and mental health collaboration program.

**John R Justice (JRJ)** -- PCCD was selected by the Governor to apply for funding and to administer this program, which provides law school loan repayment assistance to eligible full-time assistant public defenders and district attorneys as a means of retaining their services in the public sector. Funds are split evenly between the assistant district attorneys and public defenders as per the federal funding guidelines. Selected individuals that receive loan repayment assistance are obligated to provide at least three more years of continued employment or repay their repayment award to the program.



**EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION**

**APPROPRIATION NAME**

Victims of Juvenile Offenders (11-045)

<b>Page # of Governor's Executive Budget:</b>					
Pp. E2-4, E2-15, E2-16					
<b>I. SUMMARY FINANCIAL DATA</b> (\$ Amounts in Thousands)		<b>2016-17</b> <b>Actual</b>	<b>2017-18</b> <b>Available</b>	<b>2018-19</b> <b>Budgeted</b>	
State Funds		\$1,300	\$1,300	\$1,300	
<b>II. DETAIL BY MAJOR OBJECT</b> (\$ Amounts in Thousands)					
	<b>2016-17</b> <b>Actual</b>	<b>2017-18</b> <b>Available</b>	<b>2018-19</b> <b>Budgeted</b>	<b>Change</b> <b>Budgeted vs.</b> <b>Available</b>	<b>Percent</b> <b>Change</b>
<b>GRANT &amp; SUBSIDY</b>					
State Funds	\$1,300	\$1,300	\$1,300	\$0	0.00%
<b>TOTAL FUNDS</b>					
State Funds	\$1,300	\$1,300	\$1,300	\$0	0.00%
<b>III. HISTORY OF LAPSES</b> (\$ Amounts in Thousands)		<b>2016-17</b>	<b>2017-18</b>	<b>Estimated</b> <b>2018-19</b>	
State Funds		\$0	\$90	\$0	
<b>IV. COMPLEMENT INFORMATION</b>		<b>12/31/2017</b>	<b>12/31/2018</b>	<b>2019-20</b> <b>Budgeted</b>	
Benefit Factor		0.00%	0.00%	0.00%	
State Funded	- Authorized	0	0	0	
	- Filled	0	0	0	
<b>V. DERIVATION OF REQUEST/ LEGISLATIVE CITATIONS</b>					
Legislative Citations: 18 P.S. 11.101 et seq.					
<u>Additional Information</u>					
(1) 2017-18 Obligations rolled forward to 2018-19.					
N/A					
(2) 2018-19 Supplemental appropriation needs					
Supplemental appropriations are not requested for the current fiscal year.					
Date current appropriation will be exhausted: N/A					
(3) Prior FY appropriations waived pursuant to Act 146 of 1980, used to support the 2018-19 appropriation.					
State Funds		\$0.00			
Other Funds		\$0.00			
Total		\$0.00			
<b>VI. EXPLANATION OF CHANGES</b> (\$ Amounts in Thousands)					
	<b>State \$</b>	<b>Federal \$</b>	<b>Other \$</b>	<b>Total \$</b>	
<b>TOTAL</b>	\$0	\$0	\$0	\$0	

**APPROPRIATION: Victims of Juvenile Offenders – 11045 (SAP)**

**VII: PROGRAM STATEMENT**

This program provides financial support, training and technical assistance using state funds as statutorily created by the Commonwealth's Crime Victims Act specifically for victims whose offenders are under the age of 18. PCCD provides grants and technical assistance to District Attorney's Offices, Juvenile Probation offices and community-based victim service programs to carry out mandated victims' rights to victims of juvenile offenders. Currently, 66 of the 67 counties in the Commonwealth participate in this program. In 2017, these funds supported the provision of services to approximately 42,000 victims, witnesses and significant others of victims of juvenile offenders. Legislative Citation: 18 P.S. 11.101 et seq.

# EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

## APPROPRIATION NAME

Violence and Delinquency Prevention Programs (11-003)

**Page # of Governor's Executive Budget:**  
Pp. E2-4, E2-15, E2-16

I. SUMMARY FINANCIAL DATA (\$ Amounts in Thousands)	<u>2017-18 Actual</u>	<u>2018-19 Available</u>	<u>2019-20 Budgeted</u>		
State Funds	\$3,989	\$3,989	\$3,989		\$3,989
Other Funds	\$4,907	\$5,628	\$3,190		\$3,190
<b>Total</b>	<u>\$8,896</u>	<u>\$9,617</u>	<u>\$7,179</u>		<u>\$7,179</u>
<b>II. DETAIL BY MAJOR OBJECT</b> (\$ Amounts in Thousands)					
	<u>2017-18 Actual</u>	<u>2018-19 Available</u>	<u>2019-20 Budgeted</u>	<u>Change Budgeted vs. Available</u>	<u>Percent Change</u>
<b>PERSONNEL</b>					
State Funds	\$377	\$405	\$386	(\$19)	-4.69%
<b>OPERATING</b>					
State Funds	\$100	\$100	\$100	\$0	0.00%
<b>GRANT &amp; SUBSIDY</b>					
State Funds	\$3,512	\$2,784	\$3,503	\$719	25.83%
Other Funds	\$4,907	\$5,628	\$3,190	(\$2,438)	-43.32%
<b>Total Grant &amp; Subsidy</b>	<u>\$8,419</u>	<u>\$8,412</u>	<u>\$6,693</u>	<u>(\$1,719)</u>	<u>-20.44%</u>
<b>BUDGETARY RESERVE</b>					
State Funds	\$0	\$700	\$0	(\$700)	-100.00%
<b>TOTAL FUNDS</b>					
State Funds	\$3,989	\$3,989	\$3,989	\$0	0.00%
Other Funds	\$4,907	\$5,628	\$3,190	(\$2,438)	-43.32%
<b>Total Funds</b>	<u>\$8,896</u>	<u>\$9,617</u>	<u>\$7,179</u>	<u>(\$2,438)</u>	<u>-25.35%</u>
<b>III. HISTORY OF LAPSES</b> (\$ Amounts in Thousands)					
	<u>2016-17</u>	<u>2017-18</u>	<u>Estimated 2018-19</u>		
State Funds	\$153	\$157	\$0		
<b>IV. COMPLEMENT INFORMATION</b>					
	<u>12/31/2017</u>	<u>12/31/2018</u>	<u>Budgeted 2019-20</u>		
Benefit Factor - This information to be provided centrally by GBO.	74.90%	68.90%	69.30%		
State Funded	2	2	2		
- Authorized	2	2	2		
- Filled	2	2	2		

**APPROPRIATION NAME**

Violence and Delinquency Prevention Programs (11-003)

**V. DERIVATION OF REQUEST/  
LEGISLATIVE CITATIONS**

Derivation of Request  
(A) Personnel

All personnel costs were prepared in the budget preparation system using SAP Business Planning and Consolidation (BPC) software and following instructions and factors provided by the Office of the Budget.

(B) Operating Expenses

Operating Funds will be used for continuing activities necessary to meet the program's mission.

Legislative Citations: 71 P.S. 1190.21 et.seq.

Additional Information

(1) 2017-18 Obligations rolled forward to 2018-19

State Funds	\$0.00
Federal Funds	\$0.00
Other Funds	<u>\$0.00</u>
<b>Total</b>	<b>\$0.00</b>

(2) 2018-19 Supplemental appropriation needs

Supplemental appropriations are not requested for the current fiscal year.

Date current appropriation will be exhausted: N/A

(3) Prior FY appropriations waived pursuant to Act 146 of 1980, used to support the 2018-19 appropriation.

(\$ Amounts in Thousands)

State Funds	\$78
Other Funds	<u>\$0</u>
<b>Total</b>	<b>\$78</b>

**VI. EXPLANATION OF CHANGES**

(\$ Amounts in Thousands)

	<u>State \$</u>	<u>Federal \$</u>	<u>Other \$</u>	<u>Total \$</u>
<b>PERSONNEL</b>				
A. Decrease in personnel costs.	(\$19)	\$0	\$0	(\$19)
<b>OPERATING</b>				
A. Decrease in operating costs.	\$0	\$0	\$0	\$0
<b>GRANT &amp; SUBSIDY</b>				
A. Decrease in grant and subsidy.	\$0	\$0	(\$2,438)	(\$2,438)
B. Increase in grant and subsidy.	<u>\$719</u>	<u>\$0</u>	<u>\$0</u>	\$719
Subtotal Grant & Subsidy	\$719	\$0	(\$2,438)	(\$1,719)
<b>BUDGETARY RESERVE</b>				
A. Effect of SFY 2016-17 budget reserve.	<u>(\$700)</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$700)</u>
<b>TOTAL</b>	\$0	\$0	(\$2,438)	(\$2,438)

## **APPROPRIATION: Violence and Delinquency Prevention Programs – 11003 (SAP)**

### **VII: PROGRAM STATEMENT**

The overall purpose of this state appropriation is to support evidence-based delinquency and violence prevention and intervention programs. This is accomplished through the funding of high-quality and effective programs that are cost-effective and produce positive outcomes for youth, families and communities. Funded programs are targeted at the specific risks and needs of youth in local communities. Community mobilization efforts are supported through the Communities That Care (CTC) risk-focused prevention planning process, which includes the Pennsylvania Youth Survey (PAYS). There were approximately 254,000 youth surveyed during the 2017 PAYS administration including 379 school districts and 39 additional schools. The data gathered in PAYS provides critical information to stakeholders regarding harmful substances and risk and protective factors. The information helps policy leaders to direct prevention resources to areas that will have the greatest impact. Funding is provided to private non-profit community-based agencies/organizations and units of local government, including schools, through a competitive grant application process. Examples of the types of outcomes achieved through the utilization of this initiative include improved academic performance, improved school attendance, decreased anti-social behaviors, improved social skills and improved family relations. These initiatives yield an average of \$4.50 dollar return for every dollar invested through reductions of delinquency, violence and substance use. Over 5,000 individuals received services in 2017-18.

PCCD and the Penn State Prevention Research Center continue to work with the PEW Foundation on the production of a summary report that will detail the return-on-investment for the PCCD-supported evidenced-based programs. In addition to the Pennsylvania-specific Return-on-Investment information, the report will contain outcomes data collected from PCCD grantees, information about the level of evidence for each program from various program listings, and other program outcomes that the developers have found. Legislative Citations: Act of June 22, 2001 (P.L. 396, No. 30)

# EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

## APPROPRIATION NAME

Intermediate Punishment Treatment Programs (11-004)

**Page # of Governor's Executive Budget:**  
Pp. E2-5, E2-15, E2-16

I. SUMMARY FINANCIAL DATA (\$ Amounts in Thousands)		<u>2017-18 Actual</u>	<u>2018-19 Available</u>	<u>2019-20 Budgeted</u>	
State Funds		\$18,167	\$18,167	\$18,167	
<b>II. DETAIL BY MAJOR OBJECT</b> (\$ Amounts in Thousands)					
	<u>2017-18 Actual</u>	<u>2018-19 Available</u>	<u>2019-20 Budgeted</u>	<u>Change Budgeted vs. Available</u>	<u>Percent Change</u>
<b>PERSONNEL</b>					
State Funds	\$100	\$127	\$95	(\$32)	-25.20%
<b>OPERATING</b>					
State Funds	\$202	\$184	\$180	(\$4)	-2.17%
<b>GRANT &amp; SUBSIDY</b>					
State Funds	\$17,865	\$17,856	\$17,892	\$36	0.20%
<b>OTHER</b>					
State Funds	\$0	\$0	\$0	\$0	0.00%
<b>BUDGETARY RESERVE</b>					
State Funds	\$0	\$0	\$0	\$0	0.00%
<b>TOTAL FUNDS</b>					
State Funds	\$18,167	\$18,167	\$18,167	\$0	0.00%
<b>III. HISTORY OF LAPSES</b> (\$ Amounts in Thousands)					<u>Estimated 2018-19</u>
State Funds		<u>2016-17</u>	<u>2017-18</u>	\$44	\$404
<b>IV. COMPLEMENT INFORMATION</b>					<u>2019-20 Budgeted</u>
Benefit Factor		<u>12/31/2017</u>	<u>12/31/2018</u>	0	0
State Funded	- Authorized	0	0	0	0
	- Filled	0	0	0	0

**APPROPRIATION NAME**

Intermediate Punishment Treatment Programs (11-004)

**V. DERIVATION OF REQUEST/  
LEGISLATIVE CITATIONS**

Derivation of Request

(A) Personnel

All personnel costs were prepared in the budget preparation system using SAP Business Planning and Consolidation (BPC) software and following instructions and factors provided by the Office of the Budget.

(B) Operating Expenses

Operating funds will be used for continuing activities necessary to meet the program's mission.

Legislative Citations: Title 42, Chapter 98

Additional Information

(1) 2017-18 Obligations rolled forward to 2018-19

State Funds	\$0.00
Federal Funds	\$0.00
Other Funds	<u>\$0.00</u>
<b>Total</b>	<b>\$0.00</b>

(2) 2018-19 Supplemental appropriation needs

Supplemental appropriations are not requested for the current fiscal year.

Date current appropriation will be exhausted: N/A

(3) Prior FY appropriations waived pursuant to Act 146 of 1980, used to support the 2018-19 appropriation.

(\$ Amounts in Thousands)

State Funds	\$1,408
Other Funds	<u>\$0</u>
<b>Total</b>	<b>\$1,408</b>

**VI. EXPLANATION OF CHANGES**

(\$ Amounts in Thousands)

	<u>State \$</u>	<u>Federal \$</u>	<u>Other \$</u>	<u>Total \$</u>
<b>PERSONNEL</b>				
A. Decrease in personnel costs.	(\$32)	\$0	\$0	(\$32)
Subtotal Personnel	<u>(\$32)</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$32)</u>
<b>OPERATING</b>				
A. Increase in Operating	(\$4)	\$0	\$0	(\$4)
Subtotal Operating	<u>(\$4)</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$4)</u>
<b>GRANT &amp; SUBSIDY</b>				
A. Decrease in grant and subsidy.	<u>\$36</u>	<u>\$0</u>	<u>\$0</u>	<u>\$36</u>
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**APPROPRIATION: Intermediate Punishment Treatment Programs – 11004 (SAP)**

**VII: PROGRAM STATEMENT**

The County Intermediate Punishment Act, 42 Pa. C.S. 9801 et. seq., provides for various intermediate punishment program options for non-violent offenders. Eligible offenders are placed in intermediate punishment programs in lieu of incarceration. Counties must submit intermediate punishment plans to PCCD to be eligible for funding and they must agree to comply with minimum program standards. The number of jail days averted through the utilization of intermediate punishment programs projects is a significant cost saving measure for both the counties and the Commonwealth. The goal of these programs is to reduce confinement costs by providing alternatives to incarceration and secure placement for low-risk offenders and by enhancing opportunities for offenders to successfully reintegrate into society. Ongoing research on the participants receiving Drug and/or Alcohol treatment as part of their IP sentence has demonstrated a significant reduction in recidivism and that only 25.7% of participants recidivate within three years of receiving an IP sentence. Close to 17,000 individuals participate in County Intermediate programs annually with approximately 4,000 individuals receiving this sentence each year. Using this sentencing alternative helps alleviate a burden on the county jail system and provides treatment services and enhanced supervision. Legislative Citation: 71 P.S. 1190.21 et.seq., Title 42, Chapter 98



# EXECUTIVE OFFICES 2019-20 BUDGET PRESENTATION

## APPROPRIATION NAME

Other Funds

**Page # of Governor's Executive Budget:**  
Pp. E2-5

I. SUMMARY FINANCIAL DATA (\$ Amounts in Thousands)	2017-18 Actual	2018-19 Available	2019-20 Budgeted		
<b>Other Funds</b>					
<b>General Fund:</b>					
Victim/Witness Services	\$5,582	\$6,000	\$6,000		
Crime Victims Reimbursements	\$9,176	\$11,190	\$11,190		
Constables Education and Training Account	\$2,766	\$2,458	\$2,953		
Sheriff & Deputy Sheriff Education and Training Account	\$4,463	\$4,540	\$5,047		
Children's Advocacy Centers	\$2,400	\$2,000	\$2,000		
First Chance Trust Fund	\$0	\$445	\$445		
<b>Total</b>	<b>\$24,387</b>	<b>\$26,633</b>	<b>\$27,635</b>		
<b>Juvenile Reinvestment Fund:</b>					
Victim Services	\$500	\$250	\$0		
Innovative Policing Grant	\$0	\$0	\$357		
County Probation Grants	\$0	\$0	\$0		
<b>Total</b>	<b>\$500</b>	<b>\$250</b>	<b>\$357</b>		
<b>School Safety and Security Fund:</b>					
School Safety and Security (EA)	\$0	\$60,000	\$45,000		
<b>Monetary Penalty Endowments Trust Fund:</b>					
NCAA-Penn State Settlement	\$4,800	\$4,800	\$4,800		
<b>Substance Abuse Education and Demand Reduction Fund:</b>					
Programs	\$8,000	\$8,000	\$7,042		
Administration	\$300	\$300	\$300		
<b>Total</b>	<b>\$8,300</b>	<b>\$8,300</b>	<b>\$7,342</b>		
<b>Total</b>	<b>\$37,987</b>	<b>\$99,983</b>	<b>\$85,134</b>		
<b>II. DETAIL BY MAJOR OBJECT</b> (\$ Amounts in Thousands)					
	<b>2017-18 Actual</b>	<b>2018-19 Available</b>	<b>2019-20 Budgeted</b>	<b>Change Budgeted vs. Available</b>	<b>Percent Change</b>
<b>PERSONNEL</b>					
Other Funds	\$2,817	\$3,496	\$3,495	(\$1)	-0.03%
<b>OPERATING</b>					
Other Funds	\$7,975	\$7,463	\$8,672	\$1,209	16.20%
<b>FIXED ASSETS</b>					
Other Funds	\$0	\$0	\$0	\$0	0.00%
<b>GRANT &amp; SUBSIDY</b>					
Other Funds	\$26,695	\$88,524	\$72,467	(\$16,057)	-18.14%
<b>OTHER</b>					
Other Funds	\$500	\$500	\$500	\$0	0.00%
<b>TOTAL FUNDS</b>					
Other Funds	\$37,987	\$99,983	\$85,134	(\$14,849)	-14.85%

**APPROPRIATION NAME**

Other Funds

<b>III. HISTORY OF LAPSES</b> (\$ Amounts in Thousands)	<u>2016-17</u>	<u>2017-18</u>	<u>Estimated 2018-19</u>
State Funds	N/A	N/A	N/A
<b>IV. COMPLEMENT INFORMATION</b>			
	<u>12/31/2017</u>	<u>12/31/2018</u>	<u>2019-20 Budgeted</u>
Benefit Factor (Victim/Witness Services)	90.00%	86.00%	87.00%
Benefit Factor (Crime Victim Payments)	87.27%	85.20%	84.90%
Benefit Factor (Constables' Education & Training)	78.30%	76.30%	76.70%
Benefit Factor (Sheriff & Deputy Sheriff Education & Training)	78.60%	74.40%	74.80%
Other Funded - Authorized	15	15	15
- Filled	13	12	15
<b>V. DERIVATION OF REQUEST/ LEGISLATIVE CITATIONS</b>			
Derivation of Request			
(A) Personnel			
All personnel costs were prepared in the budget preparation system using SAP Business Planning and Consolidation (BPC) software and following instructions and factors provided by the Office of the Budget.			
(B) Operating Expenses			
Operating Funds will be used for continuing activities necessary to meet the program's mission.			
Legislative Citations:			
Victim/Witness Services - 60-135 --- 18 P.S. 11.101 <u>et seq.</u>			
Crime Victim Payments - 60-136 --- 18 P.S. 11.101 <u>et seq.</u>			
Constables' Education and Training Account - 60-137 --- 42 P.S. 2941 <u>et seq.</u>			
Sheriff & Deputy Sheriff Education and Training Account - 60-291 -- Title 71, Chapter 22			
Substance Abuse Ed&Dem Red Fund - 20-308, 20-309 --- 18 P.S. 7508.1 <u>et seq.</u>			
Justice Reinvestment Fund: Victim Services - 11-082 --- 71 P.S. § 1190.28a(f)			
Justice Reinvestment Fund: Innovative Policing - 11-083--- 71 P.S. § 1190.28a(f)			
Monetary Penalty Endowments Trust Fund: NCAA Settlement - 26-420			
School Safety and Security Fund: 2018, P.L. 327, No. 44			
<u>Additional Information</u>			
(1) 2017-18 Obligations rolled forward to 2018-19			
N/A			
(2) 2018-19 Supplemental appropriation needs			
N/A			
(3) Prior FY appropriations waived pursuant to Act 146 of 1980, used to support the 2018-19 appropriation.			
State Funds	\$0.00		
Other Funds	\$0.00		
Total	\$0.00		

**APPROPRIATION NAME**

Other Funds

<b>VI. EXPLANATION OF CHANGES</b>				
(\$ Amounts in Thousands)				
	<u>State \$</u>	<u>Federal \$</u>	<u>Other \$</u>	<u>Total \$</u>
<b>PERSONNEL</b>				
A. Decrease in personnel costs.	\$0	\$0	(\$1)	(\$1)
<b>OPERATING</b>				
A. Increase in operating costs.	\$0	\$0	\$1,209	\$1,209
<b>GRANT &amp; SUBSIDY</b>				
A. Decrease in grants and subsidies.	\$0	\$0	(\$16,057)	(\$16,057)
<b>TOTAL</b>	\$0	\$0	(\$14,849)	(\$14,849)

**COMPARATIVE FINANCIAL STATEMENT**  
**Commission on Crime and Delinquency**  
**Restricted Revenue Funds**

(in thousands)

	2017-18 ACTUAL	2018-19 AVAILABLE	2019-20 BUDGET	2020-21 ESTIMATE	2021-22 ESTIMATE	2022-23 ESTIMATE	2023-24 ESTIMATE
<b>Victim/Witness Services</b>							
Beginning Balance	\$4,423	4,896	4,896	4,896	4,896	4,896	4,896
Revenue:	6,055	6,000	6,000	6,000	6,000	6,000	6,000
Funds Available	10,478	10,896	10,896	10,896	10,896	10,896	10,896
Expenditures:							
PCCD	5,582	6,000	6,000	6,000	6,000	6,000	6,000
Ending Balance	4,896	4,896	4,896	4,896	4,896	4,896	4,896
<b>Crime Victim Payments</b>							
Beginning Balance	12,233	12,326	12,419	11,829	11,389	10,949	10,509
Revenue:	9,269	9,269	10,600	10,600	10,600	10,600	10,600
Funds Available	21,502	21,595	23,019	22,429	21,989	21,549	21,109
Expenditures:							
PCCD	9,176	9,176	11,190	11,040	11,040	11,040	11,040
Ending Balance	12,326	12,419	11,829	11,389	10,949	10,509	10,069

**COMPARATIVE FINANCIAL STATEMENT  
Commission on Crime and Delinquency  
Restricted Revenue Funds**

(in thousands)

	<b>2017-18 ACTUAL</b>	<b>2018-19 AVAILABLE</b>	<b>2019-20 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 ESTIMATE</b>	<b>2022-23 ESTIMATE</b>	<b>2023-24 ESTIMATE</b>
<b>Constables Education &amp; Training Account</b>							
<b>Beginning Balance</b>	2,767	1,762	1,035	-217	-1,597	-3,107	-4,751
<b>Revenue:</b>	1,761	1,731	1,701	1,671	1,643	1,614	1,614
<b>Funds Available</b>	4,528	3,493	2,736	1,454	46	-1,493	-3,137
<b>Expenditures:</b>							
<b>PCCD</b>	2,766	2,458	2,953	3,051	3,153	3,258	3,258
<b>Ending Balance</b>	1,762	1,035	-217	-1,597	-3,107	-4,751	-6,395
<b>Deputy Sheriffs Education and Training Account</b>							
<b>Beginning Balance</b>	1,721	986	107	264	-2,144	-4,734	-7,507
<b>Revenue:</b>	3,728	3,661	3,596	3,531	3,468	3,406	3,406
<b>Funds Available</b>	5,449	4,647	3,703	3,795	1,324	-1,328	-4,101
<b>Expenditures:</b>							
<b>PCCD</b>	4,463	4,540	5,047	5,939	6,058	6,179	6,179
<b>Ending Balance</b>	986	107	-1,344	-2,144	-4,734	-7,507	-10,280

**COMPARATIVE FINANCIAL STATEMENT**  
**Commission on Crime and Delinquency**  
**Restricted Revenue Funds**

(in thousands)

	2017-18 ACTUAL	2018-19 AVAILABLE	2019-20 BUDGET	2020-21 ESTIMATE	2021-22 ESTIMATE	2022-23 ESTIMATE	2023-24 ESTIMATE
<b>NCAA-Penn State Settlement</b>							
<b>Beginning Balance</b>	44,776	41,716	37,876	33,975	30,074	26,095	22,036
<b>Revenue:</b>	624	960	899	899	821	741	730
<b>Funds Available</b>	45,400	42,676	38,775	34,874	30,895	26,836	22,766
<b>Expenditures:</b>							
<b>PCCD</b>	3,684	4,800	4,800	4,800	4,800	4,800	4,800
<b>Ending Balance</b>	41,716	37,876	33,975	30,074	26,095	22,036	17,966
 <b>Child Advocacy Centers</b>							
<b>Beginning Balance</b>	2,274	2,269	2,264	2,659	2,659	3,054	3,449
<b>Revenue:</b>	2,395	2,395	2,395	2,395	2,395	2,395	2,395
<b>Funds Available</b>	4,669	4,664	4,659	5,054	5,054	5,449	5,844
<b>Expenditures:</b>							
<b>PCCD</b>	2,400	2,400	2,000	2,000	2,000	2,000	2,000
<b>Ending Balance</b>	2,269	2,264	2,659	3,054	3,054	3,449	3,844

## APPROPRIATION: Other Funds

### VII: PROGRAM STATEMENT

**Victim/Witness Services Program** -- This program provides funding to support the full range of rights, services and responsibilities within the criminal justice system as outlined in the Crime Victims Act. Under the provisions of the Crime Victims Act, PCCD provides grants and technical assistance to District Attorney's Offices and community-based victim service programs to carry out mandated victims' rights as established by the Crime Victims Act. Currently, all 67 of the counties in the Commonwealth participate in this program. In 2018, funds from the Victim/Witness Services Program supported the provision of services to nearly 186,658 victims, witnesses and significant others of crime victims.

**Victims Compensation Assistance Program** - The Victims Compensation Assistance Program (VCAP), created by Act 139 of 1976, responds to financial losses incurred by victims of crime. Payments to victims are made for medical expenses, counseling, crime-scene clean-up, relocation expenses, loss of earnings and monies that are stolen or defrauded from individuals on fixed incomes. In the case of a homicide, funeral expenses and loss of support may be compensated to those who qualify. The maximum award is \$35,000 including \$20,000 for loss of support and \$15,000 for loss of earnings. Payments for counseling, crime-scene clean-up and the forensic rape exam (with related medications) are over and above the \$35,000 maximum award. The Victims Compensation Assistance Program is the payer of last resort for crime victims' losses and is required to verify all aspects of each claim prior to payment. During the period of July 1, 2017 to June 30, 2018, the program made payments on 8,418 claims for financial assistance in excess of \$12.1 million.

**Constables' Training Program** -- Under Act 2009-49 (formerly 1994-44), PCCD provides basic training, continuing education and firearms training for constables and deputy constables through the Constables' Education and Training Board. The Board and its training programs are supported solely by a surcharge on fees for constable services. During the 2018 calendar year, 1,220 constables and deputy constables attended the 20-hour annual continuing education course, and 1,005 constables successfully completed the 20-hour or advanced firearms training course.

**Sheriff and Deputy Sheriffs' Training Program** -- Under Act 1984-2, PCCD is required to provide basic and continuing education training to sheriff and deputy sheriffs through the Sheriff and Deputy Sheriffs' Education and Training Board. The Board, its staff, and training programs are supported through a surcharge of \$10.00 on each fee levied by sheriffs for every legal service executed. Deputy Sheriff basic training consists of a 760-hour curriculum with the possibility of waivers being awarded based on a deputy's prior education, training, experience, and a waiver examination. Mandatory continuing education training consists of a curriculum of modules, each 20-hours in duration. During the 2018 calendar year, 1,272 active sheriffs and deputy sheriffs out of 2,276 in the Commonwealth were trained and certified/re-certified by the Board.

**Substance Abuse Education and Demand Reduction Fund (SAEDRF)** -- Established by Act 2002-198 and amended by Act 2006-36, the Substance Abuse Education and Demand Reduction Fund (SAEDRF) provides funding: to develop projects that provide research-based approaches to prevention, intervention, training, treatment and education services to reduce substance abuse; to create statewide programs to educate about the dangers of substance abuse and increase public awareness of the benefits of a drug-free Pennsylvania; to support development, enhancement, or maintenance of victim impact panels; and to devise statewide programs to educate employers, unions, and employees about the dangers of substance abuse in the workplace. The fund is generated from costs imposed on individuals who violate the Controlled Substance, Drug, Device and Cosmetic Act or laws relating to driving under the influence of alcohol or a controlled substance. SAEDRF is administered by PCCD and 50% of the costs collected under the Act are placed in this fund; the other 50% collected is retained by the counties for use in developing local programs and services.

**Child Advocacy Centers (CACs) – Act 28 of 2014** - The overall purpose of this restricted revenue fund is to support the on-going operation and development of CACs and multidisciplinary investigative teams (MDITs) throughout the Commonwealth. CACs are child-focused, facility-based programs for child victims of sexual abuse and physical abuse. The number of National Children's Alliance member CACs and MDIT's operating in Pennsylvania increased from 31 to 39 during the year, a 26% increase in NCA-member CAC services throughout Pennsylvania. These centers provided services to nearly 15,000 children in FY17-18.

**NCAA-Penn State Settlement – Act 1 of 2013** -- According to the Institution of Higher Education Monetary Penalty Endowment Act, an endowment shall be established as a separate trust fund in the State Treasury and the monies of the trust fund are appropriated to the Commission to carry out the provisions of the Act. The funds may only be used within the Commonwealth for the benefit of the residents of the Commonwealth. The funds may be used to support programs or projects preventing child sexual abuse and/or assisting the victims of child sexual abuse; multidisciplinary investigative teams; child advocacy centers; victim service organizations that provide services to children subjected to sexual abuse; and training of persons who are mandated by law to report child sexual abuse or to treat victims of child sexual abuse. Since 2015, nearly 200 organizations have received a total of \$11.4 million in Endowment Act funding to provide services to over 35,000 child victims of sexual abuse and adult survivors of childhood sexual abuse.

**Medical Marijuana Program Fund Enforcement Costs – Act 16 of 2016** - Five percent of the revenue in the Medical Marijuana Program Fund, which is based on fees and taxes payable under the Act, is made available to PCCD to support police department costs associated with enforcing the Act.

**First Chance Trust Fund – Act 44 of 2017** -- The Commission was required to establish a grant program and a scholarship program for children and students in regions of this Commonwealth which have statistically higher high school dropout rates, high incarceration rates or are in areas of high crime, which shall be used by the Commission in determining eligibility for allocation of funds. Funding is derived through contributions to the PA Department of Corrections.

**School Safety and Security Grant Program – Act 44 of 2018** – The Act established a grant program to make school entities within this Commonwealth safer places. Funding can be used on one or more of 22 enumerated activities listed within the Act. Further, not more than 12.5% of the funding can be used to support community violence prevention/reduction grants for municipalities, institutions of higher education and community organizations. To help illustrate the impact of this program PCCD will track the number of school entities awarded funding, the percentage of school entities that have undertaken and school safety and security assessment, the number of School Police or Resource Officers (SPO/SRO) employed, the number of school entities employing SPOs and SROs.



## **Request for Fee Increase**

### **Constables Education Training Fund**

The Legislature created the Constables' Education and Training Board, within the Pennsylvania Commission on Crime and Delinquency ("PCCD"), in 1994 under Act 44. It was updated in 2009 as Act 49. Act 49 (Title 44§ 7141-7149) requires training and certification of constables to perform judicial work. The Fund was established in 1994 when the original Act was passed. The Act established a \$5 surcharge (Title 44 §7149 (a) & (b)) on each criminal docket and per defendant named in a civil case). This surcharge has not been increased since 1994. The cost of training over the last 25 years has slowly increased and despite the best efforts of the Board and PCCD, the Fund continues to be depleted.

The Constables' Education and Training Act ("CETA") surcharge has not increased since 1994, while similar courts fees or surcharges get an annual increase based on the Consumer Price Index, which over the last 25 years has averaged over 2% per year. The Board and its training programs are supported solely by the surcharge on fees for constable services. During the 2018 calendar year, 1,220 constables and deputy constables attended the 20-hour annual continuing education course, and 1,005 constables successfully completed the 20-hour or advanced firearms training course.

In 2014 a Joint State Government Commission Study on Constables (HR 138 of 2013) recommended an increase in the surcharge, from \$5 to \$9.50. PCCD recommends the surcharge should be increased to \$10, in 2020. A graduated rate of increase could also be utilized which would include annual increases that coincide with the Consumer Price Index.

Current Revenues total approximately \$1.5 million per year, a \$10 surcharge should generate approximately \$3.0 million per year over time.

### **Sheriff & Deputy Sheriffs Education and Training Fund**

The Deputy Sheriffs' Education and Training Board (Board) was created as an advisory board to the Pennsylvania Commission on Crime and Delinquency (PCCD) by Act 1984-2, the Deputy Sheriffs' Education and Training Act. Act 1984-2 was amended by Act 2014-114 in September 2014. The Board was renamed the Sheriff and Deputy Sheriff Education and Training Board. The 10-member Board is composed of two Common Pleas Court judges, two sheriffs, three current or former deputy sheriffs, one educator, one county commissioner and the Pennsylvania Attorney General.

Act 1984-2 directed the Board to establish, implement and administer a program of basic and continuing education training for sheriffs and deputy sheriffs. The Act requires that newly hired deputy sheriffs attend basic training to be certified as a deputy sheriff.

PCCD is required to provide basic and continuing education training to sheriff and deputy sheriffs through the Sheriff and Deputy Sheriffs' Education and Training Board. The Board, its staff, and training programs are supported solely through a surcharge of \$10.00 on each fee levied by sheriffs for every legal service executed. Deputy Sheriff basic training consists of a 760-hour curriculum with the possibility of waivers being awarded based on a deputy's prior education, training, experience, and a waiver examination. Sheriffs (in general) must be certified within their first term. In addition, all sheriffs and deputies are required to renew their certification through biennial continuing education. Mandatory continuing education training consists of a curriculum of modules, each 20-hours in duration. During the 2018 calendar year, 1,272 active sheriffs and deputy sheriffs out of 2,276 in the Commonwealth were trained and certified/re-certified by the Board.

In addition to paying for the training program, the statute requires that counties be reimbursed the salaries and expenses of their sheriffs and deputy sheriffs while they are attending training. The training board recommended, and the Commission approved the suspension of this reimbursement until such time as the training fund could support both costs. This is an ongoing liability of approximately \$2M per year that will need to be accounted for and paid to the counties at some point. The current liability totals \$2,104,533.

Absent a fee increase drastic changes will need to be made to the overall training program which will include a reduction in the total number of training hours.

PCCD recommends that the surcharge be increased to \$20 beginning in 2020. A graduated rate of increase could also be utilized which would include annual increases that coincide with the Consumer Price Index. Current revenues total approximately \$3.8 million per year, a \$20 surcharge should generate approximately \$7.6 million per year over time.

