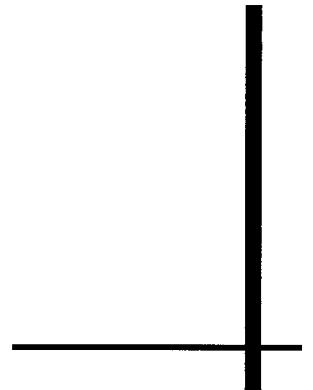


GOVERNMENT-WIDE SUPPORT



VARIANCE REPORT

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	1,667.28	1,453.28	- 214.00	13	1,700.78	1,448.28	- 252.50	15	1,700.78	1,643.28	- 57.50	3
EXPENDITURES (\$1000's)	1,056,262	969,078	- 87,184	8	311,719	256,538	- 55,181	18	949,934	991,503	+ 41,569	4
TOTAL COSTS												
POSITIONS	1,667.28	1,453.28	- 214.00	13	1,700.78	1,448.28	- 252.50	15	1,700.78	1,643.28	- 57.50	3
EXPENDITURES (\$1000's)	1,056,262	969,078	- 87,184	8	311,719	256,538	- 55,181	18	949,934	991,503	+ 41,569	4
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AVG ANNUAL RATE OF RETURN ON INVESTMENTS	.50	.30	- 0.2	40	.30	.30	+ 0	0				
2. AV PRE-BID CONSTRUCTION EST AS % OF AV BID PRICE	100	162	+ 62	62	100	100	+ 0	0				
3. PERCENTAGE OF SATISFIED CUSTOMERS	40	40	+ 0	0	50	50	+ 0	0				

**VARIANCE REPORT NARRATIVE
FY 2013 AND FY 2014**

PROGRAM TITLE: GOVERNMENT-WIDE SUPPORT

11

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT

PROGRAM TITLE: EXEC DIRECTN, COORD, & POLICY DEVELOPMENT

12/12/13

PROGRAM-ID:

PROGRAM STRUCTURE NO: 1101

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	127.00	117.00	- 10.00	8	128.00	117.00	- 11.00	9	128.00	128.00	+ 0.00	0
EXPENDITURES (\$1000's)	41,487	26,188	- 15,299	37	13,605	6,673	- 6,932	51	44,550	46,047	+ 1,497	3
TOTAL COSTS												
POSITIONS	127.00	117.00	- 10.00	8	128.00	117.00	- 11.00	9	128.00	128.00	+ 0.00	0
EXPENDITURES (\$1000's)	41,487	26,188	- 15,299	37	13,605	6,673	- 6,932	51	44,550	46,047	+ 1,497	3
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO MEASURES HAVE BEEN DEVELOPED FOR THIS PROGRAM.	NO DATA	NO DATA	+ 0	0	NO DATA	NO DATA	+ 0	0				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT

PROGRAM TITLE: OFFICE OF THE GOVERNOR
 PROGRAM-ID: GOV-100
 PROGRAM STRUCTURE NO: 110101

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	25.00	25.00	+ 0.00	0	24.00	24.00	+ 0.00	0	24.00	24.00	+ 0.00	0
EXPENDITURES (\$1000's)	3,008	3,519	+ 511	17	1,083	1,244	+ 161	15	3,251	3,058	- 193	6
TOTAL COSTS												
POSITIONS	25.00	25.00	+ 0.00	0	24.00	24.00	+ 0.00	0	24.00	24.00	+ 0.00	0
EXPENDITURES (\$1000's)	3,008	3,519	+ 511	17	1,083	1,244	+ 161	15	3,251	3,058	- 193	6
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NOT APPLICABLE	NO DATA	NO DATA	+ 0	0	NO DATA	NO DATA	+ 0	0				

**VARIANCE REPORT NARRATIVE
FY 2013 AND FY 2014**

PROGRAM TITLE: OFFICE OF THE GOVERNOR

**11 01 01
GOV 100**

PART I - EXPENDITURES AND POSITIONS

For FY 13, the variance for the remaining three quarters is attributed to the 5% contingency reserve restrictions imposed on departments.

The Office shall strive to enhance the well-being of the citizens of Hawaii by ensuring that State Government programs are effectively managed within and between departments and that Executive Branch policies are executed through laws, executive orders, policy statements, and memoranda, and that these policies are clearly and concisely articulated to the public.

PART II - MEASURES OF EFFECTIVENESS

Not applicable.

PART III - PROGRAM TARGET GROUPS

Not applicable.

PART IV - PROGRAM ACTIVITIES

Not applicable.

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	3.00	3.00	+ 0.00	0	3.00	3.00	+ 0.00	0	3.00	3.00	+ 0.00	0
EXPENDITURES (\$1000's)	630	714	+ 84	13	317	331	+ 14	4	952	938	- 14	1
TOTAL COSTS												
POSITIONS	3.00	3.00	+ 0.00	0	3.00	3.00	+ 0.00	0	3.00	3.00	+ 0.00	0
EXPENDITURES (\$1000's)	630	714	+ 84	13	317	331	+ 14	4	952	938	- 14	1
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. TTL REV FRM SALES AS % OF COST OF PUBLICATION	80	0	- 80	100	105	0	- 105	100				
PART III: PROGRAM TARGET GROUP												
1. TOTAL DE FACTO POPULATION (THOUSANDS)	1447	1447	+ 0	0	1447	1447	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. NO. OF APPLCNTS FOR CHANGE OF NAMES BY INDIVIDUAL	1300	2210	+ 910	70	1900	2000	+ 100	5				
2. NO. REQ FOR HRS, SESS LAWS, SUPPLEMENTS (000)	2.2	844	+ 841.8	38264	2.2	800	+ 797.8	36264				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

PROGRAM TITLE: OFFICE OF THE LIEUTENANT GOVERNOR

**11 01 02
LTG 100**

PART I - EXPENDITURES AND POSITIONS

The variance in expenditures for FY 13 is due to actual expenditures higher than initially budgeted amounts. An emergency appropriation was made for FY 13 due to a change in administration, which required vacation payout and other unanticipated costs.

individuals, offices, agencies and department opt for electronic over hard copy publications.

PART II - MEASURES OF EFFECTIVENESS

The 80% revenue from sales as a percentage of cost of publication is no longer the method used to set prices for publications. Prices are set based on what the state pays to print and ship publications and varies each year and depending upon whether a new volume is necessary. Our office sets the retail price of publications based on these factors plus shipping and handling costs. Departments get their copies free of charge, which comprises an overwhelming portion of the publications ordered. The revenue as a % of cost will differ each year depending on Department orders and outside requests.

PART III - PROGRAM TARGET GROUPS

No significant change.

PART IV - PROGRAM ACTIVITIES

The variance is due to effort by staff to respond and resolve inquiries and requests made to the office by agencies and the public. The increase in anticipated name change requests for FY 13 comes from a change in Federal requirements to match names on all legal documents. The decreased estimate for FY 14 is based on the presumption that the number of requests will taper off since the implementation of the legal presence law in March 2012 and many will have obtained the necessary name change to comply with the law.

The variance in the number of publications is based on the actual requests for paid publications, which is far lower than the amount of requests by departments or agencies that are not charged a fee. The number of requests has also seen a decrease over time as many

VARIANCE REPORT

PROGRAM TITLE: POLICY DEVELOPMENT & COORDINATION
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110103

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	76.00	68.00	- 8.00	11	80.00	70.00	- 10.00	13	80.00	80.00	+ 0.00	0
EXPENDITURES (\$1000's)	22,026	18,551	- 3,475	16	11,668	4,630	- 7,038	60	29,249	36,223	+ 6,974	24
TOTAL COSTS												
POSITIONS	76.00	68.00	- 8.00	11	80.00	70.00	- 10.00	13	80.00	80.00	+ 0.00	0
EXPENDITURES (\$1000's)	22,026	18,551	- 3,475	16	11,668	4,630	- 7,038	60	29,249	36,223	+ 6,974	24
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO MEASURES HAVE BEEN DEVELOPED FOR THIS PROGRAM	NO DATA	NO DATA	+ 0	0	NO DATA	NO DATA	+ 0	0				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

PROGRAM TITLE: STATEWIDE PLANNING & COORDINATION
 PROGRAM-ID: BED-144
 PROGRAM STRUCTURE NO: 11010302

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	17.00	16.00	- 1.00	6	18.00	14.00	- 4.00	22	18.00	18.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,773	3,250	- 2,523	44	2,932	2,399	- 533	18	2,979	3,512	+ 533	18
TOTAL COSTS												
POSITIONS	17.00	16.00	- 1.00	6	18.00	14.00	- 4.00	22	18.00	18.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,773	3,250	- 2,523	44	2,932	2,399	- 533	18	2,979	3,512	+ 533	18

	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14			
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS								
1. # OF PLANS/STUDIES PREPARED IN TIMELY MANNER	3	4	+ 1	33	3	3	+ 0	0
2. #LUC DECISIONS UPPLDNG OP POS AS %TOT LUC DECSNS	100	88	- 12	12	100	100	+ 0	0
3. # ACRES INVOLVED IN LUC DECISIONS SPPRTG OP POSTN	600	1280	+ 680	113	600	600	+ 0	0
4. # RVIEWES OF FED ACTIV PROPSD/CONDUCTD IN CZM AREA	40	32	- 8	20	40	40	+ 0	0
5. #STATE/CNTY PROGS AIMG TO ATTN OBJ OF CZM PROG	11	11	+ 0	0	11	11	+ 0	0
6. #AGENCIES PARTICPTING IN STATE GIS USER GROUP	10	11	+ 1	10	12	12	+ 0	0
7. # OF STATE AGENCIES CONTRIB DATA	5	9	+ 4	80	10	10	+ 0	0
PART III: PROGRAM TARGET GROUP								
1. STATE RESIDENT POPULATION (THOUSANDS)	1420	1420	+ 0	0	1420	1420	+ 0	0
2. NO. OF APPLICANTS FOR FEDERAL PERMITS & LICENSES	60	54	- 6	10	60	60	+ 0	0
3. NUMBER OF APPLICANTS FOR LAND USE REVIEWS	6	8	+ 2	33	6	10	+ 4	67
PART IV: PROGRAM ACTIVITY								
1. # SPECIAL PLANS/PLNGG REPORTS DEVELOPED/REVIEWED	3	2	- 1	33	3	3	+ 0	0
2. # OF COUNTY GENERAL & DEV PLANS/AMENDMTS REVUED	25	4	- 21	84	25	5	- 20	80
3. # LU BOUNDARY AMDT PETITIONS, OTH LUC ITEMS REVWD	7	9	+ 2	29	7	10	+ 3	43
4. # STATE POSN STATEMTS PREP FOR LU BOUNDRY CHG PETS	6	8	+ 2	33	6	10	+ 4	67
5. NUMBER OF FEDERAL CONSISTENCY REVIEWS	85	86	+ 1	1	85	100	+ 15	18
6. STATE PERMITS/APPROVALS REVIEWED BY CZM PROGRAM	14	8	- 6	43	14	10	- 4	29
7. # OF NEW DATA LAYERS IN STATE GIS DB	10	11	+ 1	10	10	10	+ 0	0
8. # OF UPDATED LAYERS IN STATE GIS DB	20	22	+ 2	10	25	25	+ 0	0
9. % DATA LAYERS COMPLIANT W/FED STDS	50	10	- 40	80	80	80	+ 0	0

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 01 03 02
BED 144

PROGRAM TITLE: STATEWIDE PLANNING & COORDINATION

PART I - EXPENDITURES AND POSITIONS

Position variances are due to delays in hiring, such as difficulties in finding qualified planners.

FY 13: The expenditure variances are due to the following: 1) the delays in hiring for general funded positions; 2) Federal funds were not expended as anticipated due to vacancies/delays in hiring and difficulties in obtaining matching funds; and 3) there was no activity in the Brownfields Cleanup Revolving Loan Fund (BCRLF) because the funds were loaned out and repayment will occur in FY 14. A restriction on general funds of \$57,848 was also applied.

First Quarter of FY 14: Expenditure variance due to the following: 1) vacancies/delays in hiring for general funded positions; 2) Federal funds were not expended as anticipated due to vacancies/delays in hiring, time required for procurement and contracting and difficulties in obtaining matching funds; and 3) anticipated expenditures for BCRLF not occurring as soon as anticipated.

PART II - MEASURES OF EFFECTIVENESS

Item 1. The number of plans and studies prepared in any fiscal year is variable, as it is dependent on a number of factors beyond the control of the Office, including studies requested by the Legislature, funding constraints for projects and/or personnel, and variability in grant deliverables.

Item 2. Decrease due to one Land Use Commission (LUC) decision (of eight total LUC decisions) in which Office of Planning (OP) recommendations were only partially adopted.

Item 3. Increase due to one proposal for the designation of Important Agricultural Lands which totaled 854 acres. It is difficult to predict the acreage of petitions expected to be submitted in any given year.

Item 4. The actual number of federal activities reviewed (32) was less

than planned (40). The Coastal Zone Management Program (CZM) does not have any control over the number of federal activities that will be submitted for review. The differences between planned and actual numbers are subject to variation because CZM federal consistency review is a regulatory function that does not have any control over the number of applicants submitting reviews.

Item 6. This is not considered a significant variance.

Item 7. The positive variance in the number of agencies contributing data is due to increased outreach activities by the State Geographic Information Systems (GIS) Program.

PART III - PROGRAM TARGET GROUPS

Item 2. The actual number of applicants for federal permits and licenses (54) was less than planned (60). The differences between planned and actual numbers are subject to variation because CZM federal consistency review is a regulatory function that does not have any control over the number of applicants submitting reviews.

Item 3. Increase in the number of applicants for land use reviews occurred, possibly due to the improving economy, but a difficult number to predict with any accuracy regardless.

PART IV - PROGRAM ACTIVITIES

Item 1. The number of plans and reports reviewed in any fiscal year is variable, as it is dependent on a number of factors beyond the control of the Office, including issuance of such plans and reports by other agencies, studies requested by the Legislature, funding constraints for projects and/or personnel, and engagement in tasks to accomplish other grant priorities.

Item 2. During the fiscal year, counties were mostly undertaking county-initiated general, community and development plan reviews which resulted in only a few amendments initiated by private landowners and

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 01 03 02
BED 144

PROGRAM TITLE: STATEWIDE PLANNING & COORDINATION

developers. Going forward, it is anticipated that the planned number of such amendments should generally be less than 6 per year.

Item 3. It is difficult to predict the number of petitions expected to be submitted in any given year, so these are simply best estimates based on early consultations and preliminary environmental assessment reviews.

Item 4. The Land Use Commission (LUC) docket items that staff reviews in any given fiscal year are determined by petitioners' responses to changing market conditions and subsequent project adjustments. Thus, the number of LUC items reviewed can vary dramatically from year to year depending on the nature of the requests being made to the LUC. OP does not have any control over the filing of petitions as these are applicant driven.

Item 5. The differences between planned and actual numbers are subject to variation because CZM federal consistency review is a regulatory function that does not have any control over the number of applicants submitting reviews.

Item 6. The number (14) of planned Special Management Area Permits (SMA) reviewed by the CZM Program for 2012-2013 was based on trends from past years. The actual number was (7) even with one review and determination on Supplemental Environmental Impact Statement. The reason could be:

(1) the effect of transfer of land ownership from the Hawaii Community Development Authority to the Office of Hawaiian Affairs for about 30 acres of Kakaako makai by Act 015, SLH 2012; and

(2) the issued blanket SMA permit (SMA/10-13) for installation of fencing and gates, and storage of construction materials and equipment.

The difference between planned and actual numbers is subject to variation because the SMA permit review is a regulatory function that does not have control over the number of applicants submitting permit applications.

The number of planned SMA permits reviewed by the CZM Program for 2013-2014 is adjusted to ten given the trends from the past two years.

Item 7. This is not considered a significant variance.

Item 8. This is not considered a significant variance.

Item 9. The variance is due to a delay in contract execution, and a resulting delay in completion of tasks in the contract statement of work. The Office of Information Management and Technology has entered into a Technical Assistance Agreement with the University of Hawaii, Managing Partner of the Pacific Disaster Center. Based upon requirements developed by the Statewide GIS Program in the OP, conversion of the State's metadata to a format that is in compliance with the federal Content Standard for Geospatial Metadata is a yet-to-be-completed deliverable under that Technical Assistance Agreement, which runs from April 1, 2013 to March 15, 2014. Pacific Disaster Center has assured the State that this deliverable will be completed prior to March 15, 2014.

VARIANCE REPORT

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	5.00	4.00	- 1.00	20	6.00	5.00	- 1.00	17	6.00	6.00	+ 0.00	0
EXPENDITURES (\$1000's)	477	448	- 29	6	117	117	+ 0	0	415	415	+ 0	0
TOTAL COSTS												
POSITIONS	5.00	4.00	- 1.00	20	6.00	5.00	- 1.00	17	6.00	6.00	+ 0.00	0
EXPENDITURES (\$1000's)	477	448	- 29	6	117	117	+ 0	0	415	415	+ 0	0
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NUMBER OF BOUNDARY AMENDMENT PETITIONS AND SPECIAL	7	13	+ 6	86	6	8	+ 2	33				
2. NUMBER OF ACCEPTED BOUNDARY AMENDMENT PETITIONS AN	8	6	- 2	25	10	12	+ 2	20				
3. NUMBER OF ACRES REVIEWED FOR RECLASSIFICATION.	NO DATA	11000	+ 11000	0	3000	14000	+ 11000	367				
4. NUMBER OF ACRES REVIEWED FOR SPECIAL PERMIT.	250	166	- 84	34	250	92	- 158	63				
5. NUMBER OF INDIVIDUALS, BUSINESSES OR ORGANIZATIONS	600	1020	+ 420	70	600	1000	+ 400	67				
6. 6. NUMBER OF CONTESTED PROGRAM DECISIONS PROCESSED	2	4	+ 2	100	2	3	+ 1	50				
7. NUMBER OF MOTIONS PROCESSED	20	22	+ 2	10	20	18	- 2	10				
8. NUMBER OF DRAFT EIS RESPONSES ISSUED	NO DATA	5	+ 5	0	NO DATA	4	+ 4	0				
PART III: PROGRAM TARGET GROUP												
1. NUMBER OF APPLICANTS FOR LAND USE REVIEW	40	17	- 23	58	40	20	- 20	50				
2. INDIVIDUALS OR BUSINESSES/ORGANIZATIONS INTERESTED	1300	1100	- 200	15	1300	1500	+ 200	15				
PART IV: PROGRAM ACTIVITY												
1. LAND USE DISTRICT BOUNDARY AMENDMENT PETITIONS PRO	7	6	- 1	14	6	8	+ 2	33				
2. SPECIAL PERMIT APPLICATIONS PROCESSED.	160	166	+ 6	4	150	93	- 57	38				
3. LAND USE DISTRICT BOUNDARY INTERPRETATIONS PROCESS	1400	1200	- 200	14	1400	1300	- 100	7				
4. MOTIONS PROCESSED.	NO DATA	22	+ 22	0	NO DATA	18	+ 18	0				
5. SUPPORT OF PUBLIC & PRIVATE SECTOR REQUESTS FOR LA	NO DATA	1020	+ 1020	0	NO DATA	1000	+ 1000	0				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 01 03 03
BED 103

PROGRAM TITLE: STATEWIDE LAND USE MANAGEMENT

PART I - EXPENDITURES AND POSITIONS

The variance is due to increased expenditures. Because of economic drivers, all of the boundary amendment petitions and the special use permit applications filed this fiscal year have been on the neighbor islands. Enforcement motions have also been filed that Land Use Commission (LUC) cannot re-coup costs on. Rule revisions and amendment hearings added additional costs.

PART II - MEASURES OF EFFECTIVENESS

Items 1 & 2. The variance in the number of cases processed and the number of cases accepted is a reflection of market conditions. As the LUC is a regulatory body, it does not control the number of cases filed and has to respond to what has been submitted by private landowners and developers. While the number of filings has been more than projected, the complexity of the cases may slow down final processing and extend into subsequent fiscal years.

Item 3. The amount exceeds the expected amount of acreage reviewed and/or reclassified, The actual acreage reviewed reflects that which is submitted to the LUC's jurisdiction for the reporting period. The LUC does not control the timing of when petitions are submitted. Many of these applications are in the preliminary stages. Important Agricultural Land filings tend to be large and result in increased volume.

Item 4. Special use permit applications are also subject to market pressures and cannot be controlled by the LUC. Acreage impacted is lower due to the nature of petitions submitted for processing, rather than any action on the part of the LUC.

Item 5. Increased real estate activity due to an improving economy has resulted in a significant uptick in public requests for boundary interpretations and opinions regarding boundary certification requirements.

Item 6. The LUC does not control this item. As larger and larger lots are reclassified, the issues associated with reclassification become more

hotly contested and issues regarding development are more likely to be contested in court. Recent decisions such as Hoopili and Koa Ridge, as well as Piilani Promenade on Maui, have resulted in actual and anticipated increases.

Item 7. As set forth above, the LUC does not control the number of motions filed as the complexity of various cases, the level of public opposition and the actions of developers and landowners dictate the volume of activity. Planned volume is based on averages in prior years. Actual volume varies from year to year.

Item 8. See item 7. The number of Environmental Impact Statement (EIS) responses depends on larger economic indicators and resulting activity.

PART III - PROGRAM TARGET GROUPS

This measure is no longer relevant to the current process in that the number of members of the target group is not ascertainable and could arguably be considered entire communities in the case of some petitions.

PART IV - PROGRAM ACTIVITIES

Item 1. The LUC has no control over the actual number of petitions submitted for processing. During the past six years, the average number of petitions processed during the year has been ten. Regardless of the actual number submitted for processing, all petitions received by the LUC and deemed complete are processed within 365 calendar days. Entitlement activities at the LUC remain active. A significant increase in the number of acres processed is a result of the new process for Important Agricultural Land Designation. This significantly increased the number of acres re-classified.

Item 2. The Commission does not control the filing of pleadings; the number of submittals are estimates based on past experience. The number of applications in this category by private developers has been below projected estimates.

**VARIANCE REPORT NARRATIVE
FY 2013 AND FY 2014**

PROGRAM TITLE: STATEWIDE LAND USE MANAGEMENT

**11 01 03 03
BED 103**

Item 3. The number of boundary interpretations processed for FY 12 was approximately 1,200. This variance is attributable to an unforeseen increase in the number of boundary interpretations initiated by the general public and processed by the LUC via the Internet.

Item 4. The Commission does not control the filing of pleadings; the number of submittals are estimates based on past experience. The number of applications in this category by private developers has been below projected estimates.

VARIANCE REPORT

PROGRAM TITLE: ECONOMIC PLANNING & RESEARCH
 PROGRAM-ID: BED-130
 PROGRAM STRUCTURE NO: 11010304

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14						
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%			
PART I: EXPENDITURES & POSITIONS															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES (\$1,000's)															
OPERATING COSTS	14.00	11.00	-	3.00	21	14.00	12.00	-	2.00	14	14.00	14.00	+	0.00	0
POSITIONS	861	719	-	142	16	247	183	-	64	26	741	741	+	0	0
EXPENDITURES (\$1000's)															
TOTAL COSTS	14.00	11.00	-	3.00	21	14.00	12.00	-	2.00	14	14.00	14.00	+	0.00	0
POSITIONS	861	719	-	142	16	247	183	-	64	26	741	741	+	0	0
EXPENDITURES (\$1000's)															
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14										
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%							
PART II: MEASURES OF EFFECTIVENESS															
1. PROG. OUTPUTS CITED IN MAJOR MEDIA (AVE. MONTHLY#)	10	10	+	0	0	10	10	+	0	0			0	0	
2. ACCURACY OF ECON FORECASTS (% ERROR)	5	5	+	0	0	5	5	+	0	0			0	0	
PART III: PROGRAM TARGET GROUP															
1. VISITS TO PROGRAM WEBSITE (AVE PER MONTH, THOUS.)	15	15	+	0	0	15	15	+	0	0			0	0	
PART IV: PROGRAM ACTIVITY															
1. DATA SERIES MAINTAINED ON-LINE (X 100)	50	50	+	0	0	50	50	+	0	0			0	0	
2. OTHER ECONOMIC AND STATISTICAL REPORTS ISSUED (#)	40	40	+	0	0	40	40	+	0	0			0	0	

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

PROGRAM TITLE: ECONOMIC PLANNING & RESEARCH

**11 01 03 04
BED 130**

PART I - EXPENDITURES AND POSITIONS

The expenditure variance in FY 13 due to vacancies.

The position variance is based on five vacancies:

- 1) Economist V, vacant since 9/27/2012.
- 2) Research and Statistics Officer, vacant for the entire FY 2013.
- 3) Economics Research Program Manager, vacant for 6.5 months in FY 2013.
- 4) Economist V, vacant for 9 months in FY 2013.
- 5) Research Statistician IV, vacant for 3 months in FY 2013.

PART II - MEASURES OF EFFECTIVENESS

No significant variances.

PART III - PROGRAM TARGET GROUPS

No significant variances.

PART IV - PROGRAM ACTIVITIES

No significant variances.

VARIANCE REPORT

PROGRAM TITLE: DEPARTMENTAL ADMINISTRATION & BUDGET DIV
 PROGRAM-ID: BUF-101
 PROGRAM STRUCTURE NO: 11010305

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	40.00	37.00	- 3.00	8	42.00	39.00	- 3.00	7	42.00	42.00	+ 0.00	0
EXPENDITURES (\$1000's)	14,915	14,134	- 781	5	8,372	1,931	- 6,441	77	25,114	31,555	+ 6,441	26
TOTAL COSTS												
POSITIONS	40.00	37.00	- 3.00	8	42.00	39.00	- 3.00	7	42.00	42.00	+ 0.00	0
EXPENDITURES (\$1000's)	14,915	14,134	- 781	5	8,372	1,931	- 6,441	77	25,114	31,555	+ 6,441	26

	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14			
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS								
1. % OF RECOMMNTNS ON DEPT REQSTS COMPLTD BY DUE DATE	90	85	- 5	6	90	90	+ 0	0
2. PERCENTAGE OF VENDOR PAYMENTS MADE WITHIN 30 DAYS	84	80	- 4	5	84	84	+ 0	0
3. % VAR IN EXP FIXED COST/ENTITLMTS VS ANNL ALLTMNT	8	5	- 3	38	8	8	+ 0	0
4. %PAYRLL-REL HRMS TRANS COMPL W/IN 5 DAYS OF APRVLT	92	90	- 2	2	92	92	+ 0	0
5. % USER IT TROUBLSHTG REQ RESPND TO W/IN 2 WKG DAYS	95	90	- 5	5	95	95	+ 0	0
6. % PC/LAN MALFUNCTNS RESPONDED TO WITHIN 6 WKG DAYS	95	95	+ 0	0	95	95	+ 0	0

PART III: PROGRAM TARGET GROUP								
1. GOVERNOR AND EXECUTIVE AGENCIES	20	20	+ 0	0	20	20	+ 0	0

PART IV: PROGRAM ACTIVITY								
1. NO. OF DEPT PROGRAM PLANS REVIEWED AND PROCESSED	265	NO DATA	- 265	100	265	NO DATA	- 265	100
2. NO. OF PROGRM BUDGET REQUESTS REVIEWED & PROCESSED	1000	NO DATA	- 1000	100	1000	NO DATA	- 1000	100
3. NUMBER OF PROGRAM MEMORANDA PREPARED	11	NO DATA	- 11	100	0	NO DATA	+ 0	0
4. NUMBER OF VARIANCE REPORTS REVIEWED AND PROCESSED	265	NO DATA	- 265	100	265	NO DATA	- 265	100
5. NO. OF EXPEND PLANS & ALLOTMENT REQUESTS PROCESSED	4000	NO DATA	- 4000	100	4000	NO DATA	- 4000	100
6. NUMBER OF REFERRALS PROCESSED	1700	NO DATA	- 1700	100	1700	NO DATA	- 1700	100
7. NO. OF LEGISLATIVE PROPOSALS REVIEWED FOR GOVERNOR	250	NO DATA	- 250	100	250	NO DATA	- 250	100
8. NO. BILLS PASSED BY LEGISLATURE REVIEWED FOR GOV	260	NO DATA	- 260	100	260	NO DATA	- 260	100
9. NO. OF REORGANIZATN PROPOSALS REVIEWED & PROCESSED	12	NO DATA	- 12	100	12	NO DATA	- 12	100
10. NO. OF CIP ALLOTMENT REQUESTS REVIEWED & PROCESSED	600	NO DATA	- 600	100	600	NO DATA	- 600	100

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 01 03 05
BUF 101

PROGRAM TITLE: DEPARTMENTAL ADMINISTRATION & BUDGET DIV

PART I - EXPENDITURES AND POSITIONS

FY 12-13: The variance in positions was due to three vacant Program Budget Analyst (PBA) positions.

FY 12-13: The variance in expenditures was primarily due to a combination of general fund restrictions and lower than anticipated expenditures for court appointed counsel and witness fees, which are beyond the program's control.

FY 13-14: The variance in positions is due to two vacant PBA positions and a newly established Accountant position. One of the PBA positions is being re-described to a different series and the other is under recruitment. The Accountant position is also under recruitment.

FY 13-14: The variance in expenditures is due to amounts that are reflected in the budget for collective bargaining and salary commission adjustments for departments statewide that need to be transferred to other departments. These adjustments tend to skew the amounts that are reflected for the program when compared against the 1st quarter actual program operational expenditures. The program intends to fill the three vacant positions before the fiscal year end and funds are anticipated to be expended as planned.

PART II - MEASURES OF EFFECTIVENESS

Item 3: The variance was due to the unpredictable and dynamic variables that are associated with these expenditures.

PART III - PROGRAM TARGET GROUPS

No variances.

PART IV - PROGRAM ACTIVITIES

There is no data available. The program is currently re-evaluating each program activity.

VARIANCE REPORT

PROGRAM TITLE: VOTING RIGHTS AND ELECTIONS
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110104

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	23.00	21.00	- 2.00	9	21.00	20.00	- 1.00	5	21.00	21.00	+ 0.00	0
EXPENDITURES (\$1000's)	15,823	3,404	- 12,419	78	537	468	- 69	13	11,098	5,828	- 5,270	47
TOTAL COSTS												
POSITIONS	23.00	21.00	- 2.00	9	21.00	20.00	- 1.00	5	21.00	21.00	+ 0.00	0
EXPENDITURES (\$1000's)	15,823	3,404	- 12,419	78	537	468	- 69	13	11,098	5,828	- 5,270	47
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % OF WORK PRODUCT ALIGNED W/5-YEAR STRATEGIC PLAN	95	95	+ 0	0	25	25	+ 0	0				
2. % OF COMM & CORP FILING FIN DISCLOSURE RPTS TIMELY	85	85	+ 0	0	85	95	+ 10	12				
3. # ELIG PERSONS REGIS AS % TOTAL ELIG TO VOTE	81	83	+ 2	2	81	84	+ 3	4				
4. # REG VOTERS WHO VOTE AS % OF REGISTERED VOTERS	60	61	+ 1	2	0	0	+ 0	0				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

PROGRAM TITLE: CAMPAIGN SPENDING COMMISSION
 PROGRAM-ID: AGS-871
 PROGRAM STRUCTURE NO: 11010401

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	5.00	5.00	+ 0.00	0	5.00	5.00	+ 0.00	0	5.00	5.00	+ 0.00	0
EXPENDITURES (\$1000's)	4,657	747	- 3,910	84	270	150	- 120	44	838	968	+ 130	16
TOTAL COSTS												
POSITIONS	5.00	5.00	+ 0.00	0	5.00	5.00	+ 0.00	0	5.00	5.00	+ 0.00	0
EXPENDITURES (\$1000's)	4,657	747	- 3,910	84	270	150	- 120	44	838	968	+ 130	16
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % OF WORK PRODUCT ALIGNED W/5-YEAR STRATEGIC PLAN	95	95	+ 0	0	25	25	+ 0	0				
2. % OF COMM & CORP FILING FIN DISCLOSURE RPTS TIMELY	85	85	+ 0	0	85	95	+ 10	12				
3. % OF ALL STAT REQ RPTS FILED BY COMM/CORP REVIEWED	100	100	+ 0	0	100	100	+ 0	0				
4. NO. OF STRATEGIES/MECHANISMS TO EDUC COMM/CORP/RES	12	12	+ 0	0	12	12	+ 0	0				
5. NO. OF ENFORCMT ACTION TAKEN TO ACHIEVE COMPLIANCE	100	95	- 5	5	50	50	+ 0	0				
6. NO. OF STRATEGIES/PRGMS EMPLOYD TO INCR TRANSPARCY	6	6	+ 0	0	6	6	+ 0	0				
7. AMOUNT OF PUBLIC FINANCING PROVIDED	400000	159277	- 240723	60	20000	20000	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. CANDIDATE COMMITTEES	425	425	+ 0	0	300	425	+ 125	42				
2. NONCANDIDATE COMMITTEES	200	200	+ 0	0	200	225	+ 25	13				
3. CORPORATIONS	125	135	+ 10	8	125	145	+ 20	16				
4. STATE OF HAWAII RESIDENTS	1360000	1390000	+ 30000	2	1370000	1410000	+ 40000	3				
PART IV: PROGRAM ACTIVITY												
1. NO. OF STATUTORILY REQUIRED REPORTS REVIEWED	4000	4000	+ 0	0	1500	1500	+ 0	0				
2. NO. OF COMMUNICATION OUTREACH TO COMM/CORP/RESIDNS	100000	100000	+ 0	0	50000	50000	+ 0	0				
3. NO. OF EDUC/TRG/ASSIST PROV TO COMM/CORP/RESIDENS	125000	125000	+ 0	0	75000	75000	+ 0	0				
4. NO. OF ADVISORY OPINIONS RENDERED	2	2	+ 0	0	3	3	+ 0	0				
5. NO. OF ENFORCEMENT ACTIONS TAKEN	100	95	- 5	5	50	50	+ 0	0				
6. NO. OF CANDIDATES WHO QUALIFD & REC PUBLIC FUNDING	30	30	+ 0	0	1	3	+ 2	200				
7. NO. OF \$3 HAWAII INCOME TAX CHECK-OFFS	65773	54381	- 11392	17	65000	52000	- 13000	20				
8. INDENTIF &/OR EMPLOYMT OF STRATE TO INCR TRANSPNCY	6	6	+ 0	0	6	6	+ 0	0				
9. NO. OF CAMPGN SPEND RELATED BILLS INTROD & PASSED	1	4	+ 3	300	1	1	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 01 04 01
AGS 871

PROGRAM TITLE: CAMPAIGN SPENDING COMMISSION

PART I - EXPENDITURES AND POSITIONS

The variance is due to the unpredictability in the amount of public funding that is realized, the overestimation of contracts, and the salary adjustments resulting from labor union agreements.

PART II - MEASURES OF EFFECTIVENESS

Item 7: The variance in FY 13 is due to the unpredictability in the number of candidates that will qualify for and accept public funding. No candidate is mandated to accept public funding; however, any candidate with an opponent may qualify for public funding.

PART III - PROGRAM TARGET GROUPS

The variance is due to the unpredictability in the number of candidates who will run for office and the number of noncandidate committees and corporations that register during an election year.

PART IV - PROGRAM ACTIVITIES

Item 6: The variance is due to the unpredictability in the number of candidates that will qualify for and accept public funding.

Item 7: The variance is due to the number of state income tax check-offs for the Hawaii Election Campaign Fund have been steadily declining almost since inception in the 1980s, and effective January 1, 2009, the check-off increased from \$2 to \$3, so the number people willing to check-off \$3 has decreased.

Item 9: The variance is due to the staff's underestimation in the number of bills that was introduced and passed.

PROGRAM TITLE: OFFICE OF ELECTIONS
 PROGRAM-ID: AGS-879
 PROGRAM STRUCTURE NO: 11010402

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	18.00	16.00	- 2.00	11	16.00	15.00	- 1.00	6	16.00	16.00	+ 0.00	0
EXPENDITURES (\$1000's)	11,166	2,657	- 8,509	76	267	318	+ 51	19	10,260	4,860	- 5,400	53
TOTAL COSTS												
POSITIONS	18.00	16.00	- 2.00	11	16.00	15.00	- 1.00	6	16.00	16.00	+ 0.00	0
EXPENDITURES (\$1000's)	11,166	2,657	- 8,509	76	267	318	+ 51	19	10,260	4,860	- 5,400	53
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. # ELIG PERSONS REGIS AS % TOTAL ELIG TO VOTE	81	83	+ 2	2	81	84	+ 3	4				
2. # REG VOTERS WHO VOTE AS % OF REGISTERED VOTERS	60	61	+ 1	2	0	0	+ 0	0				
3. % OF MANUAL AUDIT PRECNTS MATCH COMP GEN RESULTS	100	100	+ 0	0	0	0	+ 0	0				
4. % POLL BOOK AUDIT PRECNTS MATCH COMP GEN RESULTS	100	100	+ 0	0	0	0	+ 0	0				
5. # COMPLAINTS & CHALLENGES TO ELECTION SYSTEM	0	0	+ 0	0	0	0	+ 0	0				
6. # COMPLAINTS FILED & RESLVD AS % TOT COMPL RECD	100	100	+ 0	0	100	100	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. RESIDENTS ELIGIBLE TO VOTE (THOUSANDS)	848	850	+ 2	0	848	850	+ 2	0				
PART IV: PROGRAM ACTIVITY												
1. PRVD VTR REGIS SVCS TO QUAL CITIZENS (000'S)	691	706	+ 15	2	691	712	+ 21	3				
2. PROVIDE VOTER EDUCATION SERVICES (000'S)	691	706	+ 15	2	691	712	+ 21	3				
3. PROVIDE VOTER ORIENTATION TO NTRLZD CITS (000'S)	0	0	+ 0	0	0	0	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 01 04 02
AGS 879

PROGRAM TITLE: OFFICE OF ELECTIONS

PART I - EXPENDITURES AND POSITIONS

The position variance for FY 13 and the first quarter of FY 14 is due to a delay in the conversion of 11 exempt positions to civil service that was approved during the 2007 Legislative Session.

The variance for FY 13 expenditures and estimated expenditures in FY 14 is due to an appropriation in special funds of approximately \$7,474,555; however, actual expenditures did not approach this amount. Budgeted general funds are expected to be expended in its entirety.

PART II - MEASURES OF EFFECTIVENESS

There are no significant variances in the measures of effectiveness.

PART III - PROGRAM TARGET GROUPS

There are no significant variances in the program target group.

PART IV - PROGRAM ACTIVITIES

There are no significant variances in the program activities.

VARIANCE REPORT

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	444.00	360.00	- 84.00	19	446.00	351.00	- 95.00	21	446.00	446.00	+ 0.00	0
EXPENDITURES (\$1000's)	329,334	322,033	- 7,301	2	97,618	95,787	- 1,831	2	268,916	268,273	- 643	0
TOTAL COSTS												
POSITIONS	444.00	360.00	- 84.00	19	446.00	351.00	- 95.00	21	446.00	446.00	+ 0.00	0
EXPENDITURES (\$1000's)	329,334	322,033	- 7,301	2	97,618	95,787	- 1,831	2	268,916	268,273	- 643	0
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AVG ANNUAL RATE OF RETURN ON INVESTMENTS	.5	.30	- 0.2	40	.30	.30	+ 0	0				
2. AVG LENGTH OF TIME BETWEEN AUDITS	6	6	+ 0	0	6	6	+ 0	0				
3. AV IN-HSE TIME FOR PAYMTS TO VENDORS-GOAL 5 WK DAY	5	5	+ 0	0	5	5	+ 0	0				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII
PROGRAM TITLE: REVENUE COLLECTION
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110201

VARIANCE REPORT

REPORT V61
12/12/13

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	383.00	300.00	- 83.00	22	382.00	293.00	- 89.00	23	382.00	382.00	+ 0.00	0
EXPENDITURES (\$1000's)	22,765	18,422	- 4,343	19	6,082	4,957	- 1,125	18	18,468	17,225	- 1,243	7
TOTAL COSTS												
POSITIONS	383.00	300.00	- 83.00	22	382.00	293.00	- 89.00	23	382.00	382.00	+ 0.00	0
EXPENDITURES (\$1000's)	22,765	18,422	- 4,343	19	6,082	4,957	- 1,125	18	18,468	17,225	- 1,243	7
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % AUDITS RESULTING IN ADJUSTMENTS	65	48	- 17	26	65	50	- 15	23				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII
PROGRAM TITLE: COMPLIANCE
PROGRAM-ID: TAX-100
PROGRAM STRUCTURE NO: 11020101

VARIANCE REPORT

REPORT V61
12/12/13

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	189.00	149.00	- 40.00	21	189.00	145.00	- 44.00	23	189.00	189.00	+ 0.00	0
EXPENDITURES (\$1000's)	8,811	7,018	- 1,793	20	2,235	1,919	- 316	14	6,828	6,611	- 217	3
TOTAL COSTS												
POSITIONS	189.00	149.00	- 40.00	21	189.00	145.00	- 44.00	23	189.00	189.00	+ 0.00	0
EXPENDITURES (\$1000's)	8,811	7,018	- 1,793	20	2,235	1,919	- 316	14	6,828	6,611	- 217	3
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % OF RETURNS AUDITED AS % OF RETURNS FILED	1.01	2.30	+ 1.29	128	1.01	1.00	- 0.01	1				
2. % OF RETURNS AUDITED RESULTING IN ADJUSTMENTS	65	48.00	- 17	26	65	50.00	- 15	23				
3. % INCR/DECR IN TOTAL DELINQUENT TAXES OUTSTANDING	4	5	+ 1	25	4	5	+ 1	25				
PART III: PROGRAM TARGET GROUP												
1. NO. OF ACTIVE BUSINESS LICENSES DURING FISCAL YEAR	575000	600283	+ 25283	4	575000	600000	+ 25000	4				
2. TOTAL DELINQUENT TAXES OUTSTANDING DURING THE FY	478	435	- 43	9	478	440	- 38	8				
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF RETURNS AUDITED	12700	15663	+ 2963	23	12700	16125	+ 3425	27				
2. NUMBER OF ASSESSMENTS MADE	9000	7563	- 1437	16	9000	7700	- 1300	14				
3. TOTAL AMOUNT OF COLLECTION MADE WITH ASSESSMENTS	21	23	+ 2	10	21	23	+ 2	10				
4. AMOUNT OF DELINQUENT TAXES COLLECTED	200	193	- 7	4	200	200	+ 0	0				
5. NUMBER OF TAX LIENS FILED	7000	3399	- 3601	51	7000	4200	- 2800	40				
6. NUMBER OF LEVIES PROCESSED	15000	20690	+ 5690	38	15000	21000	+ 6000	40				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 02 01 01
TAX 100

PROGRAM TITLE: COMPLIANCE

PART I - EXPENDITURES AND POSITIONS

The variance in positions is due to a delay in filling vacancies when vacant positions are filled with internal applicants, then the internal positions will be filled by obtaining a list from Department of Human Resources Development (DHRD). Most of the vacant positions are either on the recruiting list or pending interviews and selections among qualified candidates.

The variance in expenditures is due to the vacant positions and spending restrictions.

PART II - MEASURES OF EFFECTIVENESS

Item 1. Decrease in the number of tax returns filed was over 200,000 while audits and examinations increased. Examination of the Renewable Energy credit filings in addition to the Special Enforcement Section commencing assessments.

Item 2. The examination of renewable energy credit filings started during the fiscal year. There were many returns that did not warrant any audit adjustments.

Item 3. The overall reduction in staff over these many years caused by the state of our economy and the conditions of our nation's economy has left us under staffed. The effort to fill vacancies has increase the number of new and inexperienced collectors. Also, the adjustments we made to the posting of payments to assessed taxes. i.e., E-Filing (ELF) payments applied to assessed tax to a degree are no longer counted as delinquent accounts. Regarding the "planned" number of 400 million, we believe this is an acceptable projection of the anticipated amount of "total delinquent taxes outstanding". The dollar amount has been in decline and will probably decline further if we are able to establish a more realistic figure of our total delinquent taxes outstanding. We stated previously that the treatment of ELF payments in our estimation had a direct affect on these amount, but further adjustments will further affect these amounts if we are able to implement them.

PART III - PROGRAM TARGET GROUPS

No significant variances.

PART IV - PROGRAM ACTIVITIES

Item 1. In addition to the previously mentioned impact of the renewable energy credit and Special Enforcement Section, there was an increase to the audits of Non-filers.

Item 2. Number of assessments is contingent on the volume and type of audits performed. When the staff vacancies are filled, this will provide more coverage in the array of audit areas.

Item 3. The variance is attributable to cash settlements for assessments issued in prior years, which at any time is hard to estimate.

Item 5. The fact that the variance in lien filing for both years 2012 and 2013 were excessively below the planned rate of 7,000 is most likely a reflection of the fact that the planned number is unrealistic. Taking into consideration the problems already stated regarding staffing, the number of liens filed has been affected. Also we should draw attention to the fact that collectors were discouraged from filing liens on deminimus outstanding accounts. A more realistic planned number of liens to be filed in 2014 is 4200 liens for FY 14. This takes into account our current staffing and where we think we might like to be; and it is a more realistic target to shoot for.

Item 6. Regarding the number of levies processed, the percent variance is going in the direction opposite to what we would like. We would wish to see an increase in the number of levies served by our employees. The planned number of levies to be served of 15,000 is too low. The total number of levies served in FY12 & FY13 are too low. We do not keep statistics on the number of installment agreements issued in a given fiscal year as opposed to the number of defaulted installment agreements we have in a given year.

PROGRAM TITLE: TAX SERVICES AND PROCESSING
PROGRAM-ID: TAX-105
PROGRAM STRUCTURE NO: 11020103

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	122.00	93.00	- 29.00	24	118.00	89.00	- 29.00	25	118.00	118.00	+ 0.00	0
EXPENDITURES (\$1000's)	6,020	4,779	- 1,241	21	1,468	1,198	- 270	18	4,588	4,094	- 494	11
TOTAL COSTS												
POSITIONS	122.00	93.00	- 29.00	24	118.00	89.00	- 29.00	25	118.00	118.00	+ 0.00	0
EXPENDITURES (\$1000's)	6,020	4,779	- 1,241	21	1,468	1,198	- 270	18	4,588	4,094	- 494	11
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AVE BUSINESS DAYS TO DEPOSIT CHECKS FROM TAXPAYERS	6	10	+ 4	67	6	7	+ 1	17				
2. % NON-WORKLISTED REFUNDS COMPLETED IN 45 BUS DAYS	90	52	- 38	42	90	75	- 15	17				
3. AVERAGE CALL ANSWER RATE	60	59	- 1	2	60	65	+ 5	8				
4. AVE CAL DAYS TO RESPOND TO PAPR/ELEC CORRESPNDNCE	5	12	+ 7	140	5	7	+ 2	40				
5. % INC/DEC ELECTRONIC FILINGS OVER PRIOR FISCAL YR	8	7	- 1	13	8	8	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. NUMBER OF TAXPAYERS FILING SELECTED KEY RETURNS	1040000	834493	- 205507	20	1040000	1000000	- 40000	4				
2. NUMBER OF CALLERS REQUESTING PERSONAL ASSISTANCE	250000	233570	- 16430	7	250000	250000	+ 0	0				
3. NO. OF PAPER & ELECTRONIC CORRESPONDENCE RECEIVED	28000	25668	- 2332	8	28000	27000	- 1000	4				
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF TAX RETURNS FILED	700000	666666	- 33334	5	700000	700000	+ 0	0				
2. NO. TELEPHONE CALLS SERVICED BY CUSTOMER SVC REP	150000	127528	- 22472	15	150000	135000	- 15000	10				
3. NO. OF PAPER & ELECTRONIC CORRESPONDENCE RECEIVED	26500	25021	- 1479	6	26500	26000	- 500	2				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 02 01 03
TAX 105

PROGRAM TITLE: TAX SERVICES AND PROCESSING

PART I - EXPENDITURES AND POSITIONS

The variance in positions is due to a delay in filling vacancies when vacant positions are filled with internal applicants, then the internal positions will be filled by obtaining a list from Department of Human Resources Development (DHRD). Most of the vacant positions are either on the recruiting list or pending interviews and selections among qualified candidates.

The variance in expenditures is due to the vacant positions and spending restrictions.

PART II - MEASURES OF EFFECTIVENESS

Item 1. Staffing shortages throughout the Document Processing Branch significantly contributed to the increase in the number of business days to deposit checks from taxpayers. As a result, the concerted efforts supporting the staffing level in Monetary Control Section in FY12 was not feasible in FY13, resulting in a 67% increase in the number of days to deposit checks.

Item 2. Staffing shortages in the Document Processing Branch, compounded by an increase in paper returns filed in FY13 due to issues with the change in the electronic filing program by the Internal Revenue Service in the 2013 filing season, resulted in significant processing delays and affected the issuance of refunds in FY13.

Item 4. The average calendar days to respond to paper and electronic correspondences increased from 5 days in FY12 to 12 days in FY 2013, resulting in a 140% variance. Although re-prioritization and reorganization of the work assignments was implemented in FY12, the lack of sufficient staffing resources severely affected productivity in FY13.

Item 5. A major change during the 2013 tax filing season of the electronic filing program utilized by the Internal Revenue Service caused electronic filings of Hawaii's Individual Income Tax returns to decline slightly from FY12 to FY13. This resulted in an overall -13% variance in FY13.

PART III - PROGRAM TARGET GROUPS

Item 1. The number of selected key returns filed by taxpayers declined from 1,038,250 in FY12 to 834,493 in FY13, resulting in a -20% variance over the projected volume. This had a direct correlation to staffing shortages in the Document Processing Branch as overall processing was delayed and significant backlogs resulted.

PART IV - PROGRAM ACTIVITIES

Item 2. Due to lack of sufficient experienced staffing and the inability to recruit suitable temporary staffing in the Call Center during the 2013 filing season, the number of calls serviced by our customer service representatives declined from 177,367 in FY12 to 127,528 in FY13, and resulted in a -15% variance.

VARIANCE REPORT

PROGRAM TITLE: SUPPORTING SERVICES - REVENUE COLLECTION
 PROGRAM-ID: TAX-107
 PROGRAM STRUCTURE NO: 11020104

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	72.00	58.00	- 14.00	19	75.00	59.00	- 16.00	21	75.00	75.00	+ 0.00	0
EXPENDITURES (\$1000's)	7,934	6,625	- 1,309	16	2,379	1,840	- 539	23	7,052	6,520	- 532	8
TOTAL COSTS												
POSITIONS	72.00	58.00	- 14.00	19	75.00	59.00	- 16.00	21	75.00	75.00	+ 0.00	0
EXPENDITURES (\$1000's)	7,934	6,625	- 1,309	16	2,379	1,840	- 539	23	7,052	6,520	- 532	8
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO MEASURES HAVE BEEN ESTABLISHED FOR THIS PROG	NO DATA	NO DATA	+ 0	0	NO DATA	NO DATA	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF TAX LAW CHANGES		12	19	+ 7	58	12	16	+ 4	33			

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 02 01 04
TAX 107

PROGRAM TITLE: SUPPORTING SERVICES - REVENUE COLLECTION

PART I - EXPENDITURES AND POSITIONS

The variance in positions is partly due to the four (4) new positions to assist in the preparation of Tax Credit Studies and the Tax System Modernization initiative. In addition, faced challenges in filling nine (9) Information Technology Specialist positions. All positions are on continuous recruitment and are awaiting qualified candidates.

The variance in expenditures is due to the vacant positions, spending restrictions, and an overestimation of special fund expenditures.

PART II - MEASURES OF EFFECTIVENESS

No Measures of Effectiveness.

PART III - PROGRAM TARGET GROUPS

No Program Target Groups.

PART IV - PROGRAM ACTIVITIES

Item 1. Number of tax law changes depends on the Legislature. The variance is due to under estimation of the number of tax law changes.

VARIANCE REPORT

PROGRAM TITLE: FISCAL PROCEDURES AND CONTROL
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110202

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	39.00	39.00	+ 0.00	0	41.00	39.00	- 2.00	5	41.00	41.00	+ 0.00	0
EXPENDITURES (\$1000's)	2,754	2,600	- 154	6	752	736	- 16	2	2,174	2,084	- 90	4
TOTAL COSTS												
POSITIONS	39.00	39.00	+ 0.00	0	41.00	39.00	- 2.00	5	41.00	41.00	+ 0.00	0
EXPENDITURES (\$1000's)	2,754	2,600	- 154	6	752	736	- 16	2	2,174	2,084	- 90	4
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV IN-HSE TIME PRCSS PYMTS TO VENDORS-GOAL 5 WKDYS	5	5	+ 0	0	5	5	+ 0	0				
2. AV LENGTH OF TIME BETWEEN AUDITS	6	6	+ 0	0	6	6	+ 0	0				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

PROGRAM TITLE: ACCOUNTING SYSTEM DEVELOPMENT & MAINTENANCE

PROGRAM-ID: AGS-101

PROGRAM STRUCTURE NO: 11020201

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14						
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%			
PART I: EXPENDITURES & POSITIONS															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES (\$1,000's)															
OPERATING COSTS															
POSITIONS	6.00	6.00	+	0.00	0	6.00	6.00	+	0.00	0	6.00	6.00	+	0.00	0
EXPENDITURES (\$1000's)	499	464	-	35	7	111	109	-	2	2	403	370	-	33	8
TOTAL COSTS															
POSITIONS	6.00	6.00	+	0.00	0	6.00	6.00	+	0.00	0	6.00	6.00	+	0.00	0
EXPENDITURES (\$1000's)	499	464	-	35	7	111	109	-	2	2	403	370	-	33	8
					FISCAL YEAR 2012-13				FISCAL YEAR 2013-14						
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%			
PART II: MEASURES OF EFFECTIVENESS															
1. % PROJECTS COMPL FOR NEW SYSTEMS/ENHANCE-GOAL 75%					75	81	+	6	8	75	75	+	0	0	
2. % PROJECTS COMPL FOR ACCTG MANUALS/FORMS-GOAL 80%					80	63	-	17	21	80	80	+	0	0	
PART III: PROGRAM TARGET GROUP															
1. NO. OF REQUESTS TO DEV NEW SYSTEMS/MODIFY EXISTING					8	20	+	12	150	20	20	+	0	0	
2. NO. REQUESTS NEW/CHANGES TO ACCOUNTNG MANUALS/FORM					15	5	-	10	67	8	8	+	0	0	
PART IV: PROGRAM ACTIVITY															
1. NO. OF HOURS - DEV OF NEW SYTEMS/MODIFY EXISTING					1800	4795	+	2995	166	3000	4400	+	1400	47	
2. NO. OF HOURS - MAINT/MGMT ACCOUNTING MANUALS/FORMS					1800	108	-	1692	94	400	400	+	0	0	

**VARIANCE REPORT NARRATIVE
FY 2013 AND FY 2014**

11 02 02 01
AGS 101

PROGRAM TITLE: ACCOUNTING SYSTEM DEVELOPMENT & MAINTENANCE

PART I - EXPENDITURES AND POSITIONS

For the remaining 3 quarters of FY 14, the variance in expenditures is due to the 5% contingency reserve restriction imposed by the Governor.

PART II - MEASURES OF EFFECTIVENESS

Items 1 and 2: The variances for FY 13 are due to the actual completion of projects that are attributed to availability of staff.

PART III - PROGRAM TARGET GROUPS

Items 1 and 2: The variances for FY 13 are due to the actual number of requests for development and modifications of accounting systems, and maintenance of accounting manuals and forms.

PART IV - PROGRAM ACTIVITIES

Items 1 and 2: The variances for FY 13 are due to actual staff hours expended on development and modifications of accounting systems, and maintenance of accounting manuals and forms. The variances for FY 14 are due to projected hours to be expended on development and modifications of accounting systems, and maintenance of accounting manuals and forms.

PROGRAM TITLE: EXPENDITURE EXAMINATION
 PROGRAM-ID: AGS-102
 PROGRAM STRUCTURE NO: 11020202

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	16.00	16.00	+ 0.00	0	16.00	16.00	+ 0.00	0	16.00	16.00	+ 0.00	0
EXPENDITURES (\$1000's)	1,074	1,020	- 54	5	252	244	- 8	3	847	798	- 49	6
TOTAL COSTS												
POSITIONS	16.00	16.00	+ 0.00	0	16.00	16.00	+ 0.00	0	16.00	16.00	+ 0.00	0
EXPENDITURES (\$1000's)	1,074	1,020	- 54	5	252	244	- 8	3	847	798	- 49	6
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV IN-HSE TIME FOR PAYMTS TO VENDORS-GOAL 5 WK DAY	5	5	+ 0	0	5	5	+ 0	0				
2. % OF LATE PAYMENTS-GOAL 5% STATEWIDE	8	8	+ 0	0	7	7	+ 0	0				
3. % OF PAYMT VOUCHER PROCESSED W/ NO ERRORS-GOAL 90%	98	99	+ 1	1	98	98	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. NO. OF PAYMENT VOUCHERS PROCESSED (IN THOUSANDS)	75	75	+ 0	0	75	75	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. NO. OF CONTRACTS EXAMINED	1240	867	- 373	30	1240	1000	- 240	19				
2. NO. OF PAYCHECKS ISSUED (IN THOUSANDS)	210	237	+ 27	13	210	230	+ 20	10				
3. NO. OF CHECKS (NON-PAYROLL) ISSUED (IN THOUSANDS)	1225	1046	- 179	15	1200	1100	- 100	8				
4. NO. OF PAYMENTS MADE ELECTRONICALLY (IN THOUSANDS)	400	277	- 123	31	400	300	- 100	25				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 02 02 02
AGS 102

PROGRAM TITLE: EXPENDITURE EXAMINATION

PART I - EXPENDITURES AND POSITIONS

For FY 13, the variance in budgeted expenditures resulted from filling of positions in the prior year with employees who did not have the salary range steps for which the positions were budgeted.

PART II - MEASURES OF EFFECTIVENESS

There are no significant variances in the measures of effectiveness.

PART III - PROGRAM TARGET GROUPS

There are no significant variances in the program target group.

PART IV - PROGRAM ACTIVITIES

Item 1: Anticipated number of contracts was overstated.

Item 2: The increase in the number of paychecks issued is directly related to the retroactive refund of medical premiums and the retroactive pay adjustments due the favored nations for Hawaii Government Employees Association (HGEA) current and former employees.

Item 3: The number of checks decreased due to the change in the period for which individuals could receive unemployment compensation benefits.

Item 4: The decrease in electronic payments was due to Hawaii Employee Union Trust Fund (EUTF) issuing payments through Bank of Hawaii from the December, 2012 quarter.

PROGRAM TITLE: RECORDING AND REPORTING
 PROGRAM-ID: AGS-103
 PROGRAM STRUCTURE NO: 11020203

12/12/13

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	11.00	11.00	+ 0.00	0	13.00	11.00	- 2.00	15	13.00	13.00	+ 0.00	0
EXPENDITURES (\$1000's)	753	710	- 43	6	282	277	- 5	2	589	597	+ 8	1
TOTAL COSTS												
POSITIONS	11.00	11.00	+ 0.00	0	13.00	11.00	- 2.00	15	13.00	13.00	+ 0.00	0
EXPENDITURES (\$1000's)	753	710	- 43	6	282	277	- 5	2	589	597	+ 8	1
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV TIME TO ISSUANCE OF CAFR-GOAL 6 MONTHS	8	7	- 1	13	8	7	- 1	13				
2. AV TIME TO ISSUANCE OF QTRLY FIN RPTS-GOAL 4 WEEKS	4	4	+ 0	0	4	4	+ 0	0				
3. AV TIME TO POST ALLOTMENT DOCUMENTS-GOAL 3 WK DAYS	4	4	+ 0	0	4	4	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. NO. OF DEPTS/AGENCIES RECEIVING FINANCIAL REPORTS	36	36	+ 0	0	36	36	+ 0	0				
2. NO. OF FINANCIAL REPORTS DISTRIBUTED TO DEPTS	11	11	+ 0	0	11	11	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. NO. OF ALLOTMENT DOCUMENTS PROCESSED	3800	3775	- 25	1	3800	4400	+ 600	16				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 02 02 03
AGS 103

PROGRAM TITLE: RECORDING AND REPORTING

PART I - EXPENDITURES AND POSITIONS

The FY 13 variance in total expenditures is due primarily to the 5% budget restriction. The FY 14 first quarter variance in total positions is due to two positions authorized by Act 134, SLH 2013 that were funded, and are anticipated to be filled, beginning the 3rd quarter of FY 14.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The favorable variance on the issuance of the Comprehensive Annual Financial Report (CAFR) in FY 13 and FY 14 is due to the program's ability to contract for accounting services to assist in the preparation of the CAFR.

PART III - PROGRAM TARGET GROUPS

There are no significant variances in the program target group.

PART IV - PROGRAM ACTIVITIES

The projected FY 14 increase in number of allotment vouchers is due to the federal grant project. The number of allotment vouchers is anticipated to increase by 16% based on the actual increase in the first quarter of FY 14 compared with the first quarter of FY 13.

PROGRAM TITLE: INTERNAL POST AUDIT
PROGRAM-ID: AGS-104
PROGRAM STRUCTURE NO: 11020204

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	6.00	6.00	+ 0.00	0	6.00	6.00	+ 0.00	0	6.00	6.00	+ 0.00	0
EXPENDITURES (\$1000's)	428	406	- 22	5	107	106	- 1	1	335	319	- 16	5
TOTAL COSTS												
POSITIONS	6.00	6.00	+ 0.00	0	6.00	6.00	+ 0.00	0	6.00	6.00	+ 0.00	0
EXPENDITURES (\$1000's)	428	406	- 22	5	107	106	- 1	1	335	319	- 16	5
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO. OF STATUTORY AUDITS COMP AS % OF TOTAL PLANNED	100	100	+ 0	0	100	100	+ 0	0				
2. NO. SELF-ASSESS IC QUEST COMPL AS % OF TOTAL REQ	100	0	- 100	100	100	100	+ 0	0				
3. NO. FIN AUDIT RPTS REV AS % TOTAL BY OFFICE OF AUD	100	100	+ 0	0	100	100	+ 0	0				
4. NO. COMPLIANCE AUD RPTS REV AS % TTL BY OFF OF AUD	100	100	+ 0	0	100	100	+ 0	0				
5. AV LENGTH OF TIME BETWEEN AUDITS	6	6	+ 0	0	6	6	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. NUMBER OF STATUTORY REQUIRED AUDITS	259	259	+ 0	0	259	259	+ 0	0				
2. NO. OF EXEC DEPTS SUB TO COMPTROLLER ACCT POLICIES	17	17	+ 0	0	17	17	+ 0	0				
3. NO. OF FINANCIAL AUDITS PLANNED BY OFF OF AUDITOR	8	8	+ 0	0	8	8	+ 0	0				
4. NO. OF COMPLIANCE AUDITS PLANNED BY OFF OF AUDITOR	12	12	+ 0	0	12	12	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. MONITOR IC & ACCTG SYS THROUGH STATUTORY REQ AUDIT	10	10	+ 0	0	10	10	+ 0	0				
2. MONITOR DEP IC THROUGH SELF-ASSMT IC QUESTIONNAIRE	17	0	- 17	100	17	17	+ 0	0				
3. MONITOR IC BY REV OFFICE OF AUDITOR FIN AUDIT RPTS	8	8	+ 0	0	8	8	+ 0	0				
4. MONITOR DEPT BY REV OFF OF AUDITOR COMPLIANCE RPTS	12	12	+ 0	0	12	12	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 02 02 04
AGS 104

PROGRAM TITLE: INTERNAL POST AUDIT

PART I - EXPENDITURES AND POSITIONS

There are no significant variances in the number of positions in FY 13 and FY 14. The 5% variance in expenditures in FY 13 is due to a 5% restriction. The anticipated 5% variance in expenditures in FY 14 is due to a 5% restriction.

PART II - MEASURES OF EFFECTIVENESS

Item 2: The variance in FY 13 is due to a change in policy requiring State departments to complete the Self-assessment of Internal Control questionnaire from annually to every other year. The policy change is due to a shortage of human resources at the State departments to complete the questionnaire. No significant variance is anticipated in FY 14 as the questionnaire is required to be completed.

PART III - PROGRAM TARGET GROUPS

There is no significant variance in the program target group for FY 13 and FY 14.

PART IV - PROGRAM ACTIVITIES

Item 2: The variance in FY 13 is due to a change in policy requiring State departments to complete the Self-assessment of Internal Control questionnaire from annually to every other year. The policy change is due to a shortage of human resources at the State departments to complete the questionnaire. No significant variance is anticipated for FY 14 as the questionnaire is required to be completed.

VARIANCE REPORT

PROGRAM TITLE: FINANCIAL ADMINISTRATION
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110203

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	22.00	21.00	- 1.00	5	23.00	19.00	- 4.00	17	23.00	23.00	+ 0.00	0
EXPENDITURES (\$1000's)	303,815	301,011	- 2,804	1	90,784	90,094	- 690	1	248,274	248,964	+ 690	0
TOTAL COSTS												
POSITIONS	22.00	21.00	- 1.00	5	23.00	19.00	- 4.00	17	23.00	23.00	+ 0.00	0
EXPENDITURES (\$1000's)	303,815	301,011	- 2,804	1	90,784	90,094	- 690	1	248,274	248,964	+ 690	0
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO MEASURES HAVE BEEN DEVELOPED FOR THIS PROGRAM	NO DATA	NO DATA	+ 0	0	NO DATA	NO DATA	+ 0	0				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

PROGRAM TITLE: FINANCIAL ADMINISTRATION
PROGRAM-ID: BUF-115
PROGRAM STRUCTURE NO: 11020301

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	22.00	21.00	- 1.00	5	23.00	19.00	- 4.00	17	23.00	23.00	+ 0.00	0
EXPENDITURES (\$1000's)	8,885	7,357	- 1,528	17	3,241	2,551	- 690	21	5,721	6,411	+ 690	12
TOTAL COSTS												
POSITIONS	22.00	21.00	- 1.00	5	23.00	19.00	- 4.00	17	23.00	23.00	+ 0.00	0
EXPENDITURES (\$1000's)	8,885	7,357	- 1,528	17	3,241	2,551	- 690	21	5,721	6,411	+ 690	12
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV ANN RATE OF RETURN ON STATE TREASRY INVSTMTS	.50	.30	- 0.2	40	.30	.30	+ 0	0				
2. RATE OF INT PD ON STATE BONDS REL TO BOND INDEX(%)	90	NO DATA	- 90	100	90	NO DATA	- 90	100				
3. % TREASURY TRANSACTNS UNRECONCILED AFTER 30 DAYS	8	7	- 1	13	6	5	- 1	17				
4. %INCR IN NEW UNCLAIMED PROP HOLDER REPTS FILED	4	1	- 3	75	1	1	+ 0	0				
5. % INCR IN UNCLAIMED PROPERTY AMOUNTS REPORTED	1	39	+ 38	3800	1	1	+ 0	0				
6. %INCR IN RETURNS OF UNCLMD PROP TO RIGHTFUL OWNERS	5	-34	- 39	780	6	6	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. STATE DEPARTMENTS	20	21	+ 1	5	21	21	+ 0	0				
2. STATE INVESTMENT ACCOUNTS	9	9	+ 0	0	9	9	+ 0	0				
3. STATE FUND INVESTMENTS (\$ MILLIONS)	1497	4961	+ 3464	231	5011	5011	+ 0	0				
4. LOCAL AND MAINLAND FINANCIAL INSTITUTIONS	11	15	+ 4	36	15	15	+ 0	0				
5. UNCLAIMED PROPERTY HOLDERS	11800	15889	+ 4089	35	16000	16000	+ 0	0				
6. OWNERS OF UNCLAIMED PROPERTY	95000	1420525	+ 1325525	1395	1421000	1421000	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. NO. OF STATE BOND ISSUES UNDERTAKEN	7	8	+ 1	14	8	8	+ 0	0				
2. # STATE BOND CALLS AND/OR REDEMPTIONS INITIATED	0	2	+ 2	0	2	2	+ 0	0				
3. NO. OF STATE BOND ACCOUNTS/HOLDERS SERVICED	30	NO DATA	- 30	100	30	NO DATA	- 30	100				
4. AMOUNT OF STATE FUNDS MANAGED (IN MILLIONS)	4200	5300	+ 1100	26	5000	5000	+ 0	0				
5. NO. OF STATE AGENCY ACCOUNTS SERVICED	368	NO DATA	- 368	100	368	NO DATA	- 368	100				
6. NO. OF UNCLAIMED PROPERTY CLAIMS PAID	9750	6623	- 3127	32	7000	7000	+ 0	0				
7. AMOUNT OF UNCLAIMED PROPERTY CLAIMS PAID (000'S)	5940	5432	- 508	9	5700	5700	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 02 03 01
BUF 115

PROGRAM TITLE: FINANCIAL ADMINISTRATION

PART I - EXPENDITURES AND POSITIONS

FY 14: Position variance is due to retirements and the addition of a position authorized by the Legislature.

FY 13 & FY 14: Expenditure variance is due to lower than anticipated fees for contract services and payments for unclaimed property.

PART II - MEASURES OF EFFECTIVENESS

Item 1: Investment yields are determined by fluctuating market conditions which are not under the control of the State treasury. Investment yields dropped below projections.

Item 2: Data is unavailable - the measure will be re-evaluated next fiscal year.

Item 3: Working with the Uniform Accounting and Reporting Branch (UARB) to clear off minor but long-outstanding items.

Item 4: The variance is the result of increased industry awareness and holder compliance.

Item 5: The variance is the result of increased industry awareness and holder compliance.

Item 6: The vacancy is due to major staffing vacancies and absences and the complexities of claims that increase the review process.

PART III - PROGRAM TARGET GROUPS

Item 3: Applicable amount reported should be investments from all State fund types going forward. Prior/planned amount reflected only general funds.

Item 4: The variance is due to the inclusion of paying agent banks which will produce more relevant data.

Item 5: The variance is due to nationwide awareness of unclaimed property and holder compliance.

Item 6: The variance is due to nationwide awareness of unclaimed property and holder compliance.

PART IV - PROGRAM ACTIVITIES

Item 1: State bond issues are undertaken on an "as needed" basis and may also be dependent upon the tax-exempt bond market conditions. Planned sales were based on historical experience; actual sales were based on need and resulted in one less bond sale being issued than planned.

Item 2: Actual amount was higher than anticipated for the period.

Item 3: Data is unavailable - the measure will be re-evaluated next fiscal year.

Item 4: Fund balances maintained by departments and agencies were higher than anticipated (including total cash and investment accounts for more relevant data).

Item 5: Data is unavailable - the measure will be re-evaluated next fiscal year.

Item 6: Planned number of claims paid was based on prior year's experience; however, the Unclaimed Property program has no direct control over the numbers of claims submitted on an annual basis and the complexity or difficulty of the claims being submitted.

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
12/12/13

PROGRAM TITLE: DEBT SERVICE PAYMENTS
PROGRAM-ID: BUF-721
PROGRAM STRUCTURE NO: 11020303

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0
EXPENDITURES (\$1000's)	294,930	293,654	- 1,276	0	87,543	87,543	+ 0	0	242,553	242,553	+ 0	0
TOTAL COSTS												
POSITIONS	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0
EXPENDITURES (\$1000's)	294,930	293,654	- 1,276	0	87,543	87,543	+ 0	0	242,553	242,553	+ 0	0
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. TO PROVIDE FUNDS FOR DEBT SERVICE FOR STATE CIP	NO DATA	NO DATA	+ 0	0	NO DATA	NO DATA	+ 0	0				

**VARIANCE REPORT NARRATIVE
FY 2013 AND FY 2014**

**11 02 03 03
BUF 721**

PROGRAM TITLE: DEBT SERVICE PAYMENTS

PART I - EXPENDITURES AND POSITIONS

FY 13: The variance is due to the difference in the interest rate used to calculate the budgeted debt service versus the actual interest rate obtained on the issuance of the bonds in December 2012; and savings in debt service as a result of the refunding in December 2012.

PART II - MEASURES OF EFFECTIVENESS

Item 1: No values are provided for this program. Payments are budgeted on projections for principal and interest on bonded debt for capital improvement projects.

PART III - PROGRAM TARGET GROUPS

Not applicable.

PART IV - PROGRAM ACTIVITIES

Not applicable.

VARIANCE REPORT

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	1,096.28	976.28	- 120.00	11	1,126.78	980.28	- 146.50	13	1,126.78	1,069.28	- 57.50	5
EXPENDITURES (\$1000's)	685,441	620,857	- 64,584	9	200,496	154,078	- 46,418	23	636,468	677,183	+ 40,715	6
TOTAL COSTS												
POSITIONS	1,096.28	976.28	- 120.00	11	1,126.78	980.28	- 146.50	13	1,126.78	1,069.28	- 57.50	5
EXPENDITURES (\$1000's)	685,441	620,857	- 64,584	9	200,496	154,078	- 46,418	23	636,468	677,183	+ 40,715	6
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO. OF APPROVED RECORDS RETENTION SCHEDULES	5311	5290	- 21	0	5320	5295	- 25	0				
2. PERCENTAGE OF SATISFIED CUSTOMERS	40	40	+ 0	0	50	50	+ 0	0				
3. % CUSTOMERS REQ SVCD IN A TIMELY/ACCURATE MANNER	95	95	+ 0	0	95	95	+ 0	0				
4. AV PRE-BID CONSTRUCTION EST AS % OF AV BID PRICE	100	162	+ 62	62	100	100	+ 0	0				
5. PERCENTAGE UTILIZATION OF PARKING SPACES	90	80	- 10	11	105	90	- 15	14				
6. COST SAVINGS OF HEPS AWARDS (THOUSANDS OF DOLLARS)	10000	29377	+ 19377	194	10000	10000	+ 0	0				
7. AV LENGTH OF TIME TO PROCESS PROP LOSS CLAIM REQ	15	11	- 4	27	15	15	+ 0	0				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT

STATE OF HAWAII

REPORT V61

PROGRAM TITLE: LEGAL SERVICES

12/12/13

PROGRAM-ID: ATG-100

PROGRAM STRUCTURE NO: 110301

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	317.28	260.28	- 57.00	18	316.78	260.28	- 56.50	18	316.78	270.28	- 46.50	15
EXPENDITURES (\$1000's)	45,464	37,074	- 8,390	18	11,366	9,946	- 1,420	12	33,670	32,000	- 1,670	5
TOTAL COSTS												
POSITIONS	317.28	260.28	- 57.00	18	316.78	260.28	- 56.50	18	316.78	270.28	- 46.50	15
EXPENDITURES (\$1000's)	45,464	37,074	- 8,390	18	11,366	9,946	- 1,420	12	33,670	32,000	- 1,670	5
FISCAL YEAR 2012-13												
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
FISCAL YEAR 2013-14												
PART II: MEASURES OF EFFECTIVENESS												
1. # OF CASES SETTLED, TRIED OR DECIDED	13835	13306	- 529	4	13835	14500	+ 665	5				
2. # OF INVESTIGATIONS COMPLETED	4300	4429	+ 129	3	4300	4700	+ 400	9				
3. # LEGAL OPINIONS & ADVICE ISSUED	2200	2488	+ 288	13	2200	2400	+ 200	9				
4. #CONTRACTS, RULES REVIEWED AND/OR APPROVED	4617	4584	- 33	1	4617	4619	+ 2	0				
5. # OF LEGISLATIVE BILLS REVIEWED	8000	5343	- 2657	33	8000	8000	+ 0	0				
6. \$ AMOUNT OF JUDGMENTS COLLECTED FOR THE STATE	191450	37418	- 154032	80	31000	19000	- 12000	39				
7. CIV RECOVERIES DIV EFF RATNG:COLL OVER EXPENSE (%)	12	4	- 8	67	12	12	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. EMPLOYEES AND OFFICERS OF STATE GOVERNMENT	73000	73000	+ 0	0	73000	73000	+ 0	0				
2. PEOPLE OF HAWAII (MILLIONS)	1.300	1.300	+ 0	0	1.300	1.300	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. # HOURS-PREP/APPR FOR ADMIN HRG, PUB MTG, CT APP	78000	74570	- 3430	4	78000	75000	- 3000	4				
2. # HOURS - LEGAL RESEARCH, FACT GATHERING/DISCOVERY	82000	83126	+ 1126	1	82000	82000	+ 0	0				
3. # HOURS-LEGAL OPINIONS, ADVICE ISSUED	31000	30568	- 432	1	31000	31000	+ 0	0				
4. # HOURS-REVIEW, APPROVAL OF RULES	30000	34641	+ 4641	15	30000	30000	+ 0	0				
5. # HOURS-MATTERS RELATING TO CONTRACTS	12000	12532	+ 532	4	12000	12000	+ 0	0				
6. # HOURS-MATTERS RELATING TO LEGISLATION	10000	10058	+ 58	1	10000	10000	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 01
ATG 100

PROGRAM TITLE: LEGAL SERVICES

PART I - EXPENDITURES AND POSITIONS

In FY 2013, the total position variance of ninety-six (96) positions consisted of fifty-seven (57) permanent and thirty-nine (39) temporary positions unfilled at the end of the fiscal year as a result of the need to meet budgeted vacancy savings levels. Vacancies consisted of fifteen (15) Deputy Attorneys General, fifty (50) Investigators, Twelve (12) professionals, and Nineteen (19) clerical positions.

The FY 2014 total position variance of ninety-eight vacancies is similarly distributed with forty-six and one-half (46.5) permanent and Fifty-one and one-half (51.5) temporary positions vacant.

In FY 2013, the expenditure variance is due to: 1) Labor Savings (\$1.3) and 2) Savings in Trust Funds attributable to Asset Forfeiture (\$3.0); and Deferred federal spending.

PART II - MEASURES OF EFFECTIVENESS

Item 3: The actual number of Legal Opinions & Advice in FY 2013 was 2,488 (13%) higher than planned due mostly to an increase in activity from the Department of Hawaiian Home Lands and the Department of Education. We expect this trend to continue for FY 2014.

Item 5: Number of legislative bills actually reviewed was significantly lower than projected due a decrease in bills proposed versus prior sessions.

Item 6: FY 2013 reflects a shortfall of \$154.0 million in judgments collected for the State. This is due to a delay in final settlement with the on-line travel companies. While \$247 million was transferred to the State, it is in a Trust fund (invested by Budget & Finance) awaiting appeal. In addition \$19.0 million had been collected by our Civil Recoveries Division attributable to an insurance settlement related to the September 11, 2001 terrorists attacks.

Item 7: The Civil Recoveries efficiency rate increased in FY 2013 to only

cost of 4% of monies collected. This is due to the large settlement mentioned above.

PART III - PROGRAM TARGET GROUPS

No significant variances.

PART IV - PROGRAM ACTIVITIES

Item 4: The actual hours for Review, approval of rules in FY 2013 was above plan by 15% due to an increase in review of rules for the Department of Education.

VARIANCE REPORT

PROGRAM TITLE: INFORMATION TECH & COMMUNICATION SVCS
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110302

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	157.00	140.00	- 17.00	11	174.00	140.00	- 34.00	20	174.00	167.00	- 7.00	4
EXPENDITURES (\$1000's)	26,084	24,166	- 1,918	7	17,247	8,537	- 8,710	51	45,449	52,597	+ 7,148	16
TOTAL COSTS												
POSITIONS	157.00	140.00	- 17.00	11	174.00	140.00	- 34.00	20	174.00	167.00	- 7.00	4
EXPENDITURES (\$1000's)	26,084	24,166	- 1,918	7	17,247	8,537	- 8,710	51	45,449	52,597	+ 7,148	16
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % OF CUSTOMER SATISFATN MEETS/EXCEEDS EXPECTATIONS	40	40	+ 0	0	50	50	+ 0	0				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
12/12/13

PROGRAM TITLE: INFORMATION MGMT AND TECHNOLOGY SVCS
PROGRAM-ID: AGS-130
PROGRAM STRUCTURE NO: 11030201

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS					37.00	9.00	- 28.00	76	37.00	30.00	- 7.00	19
EXPENDITURES (\$1000's)					12,285	5,098	- 7,187	59	33,080	39,301	+ 6,221	19
TOTAL COSTS												
POSITIONS					37.00	9.00	- 28.00	76	37.00	30.00	- 7.00	19
EXPENDITURES (\$1000's)					12,285	5,098	- 7,187	59	33,080	39,301	+ 6,221	19
					FISCAL YEAR 2012-13				FISCAL YEAR 2013-14			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS												
1. % OF CUSTOMER SATISFATN MEETS/EXCEEDS EXPECTATIONS					40	40	+ 0	0	50	50	+ 0	0
2. % OF INFRASTRUCTURE UPTIME					97	97	+ 0	0	98	98	+ 0	0
3. % OF SERV LEVEL AGRMT RATED MEETS/EXCEEDS EXPECTNS					40	40	+ 0	0	50	50	+ 0	0
4. AVE NO. OF DAYS TO PROCESS CUSTOMER ORDER (PROCURE					14	14	+ 0	0	12	12	+ 0	0
5. % OF PROJECTS DELIV W/ SCOPE, ON-TIME, & W/ BUDGET					75	75	+ 0	0	80	80	+ 0	0
6. NO. OF ONLINE SERVICES PROVIDED					10	10	+ 0	0	20	20	+ 0	0
PART III: PROGRAM TARGET GROUP												
1. NO. OF DEPTS & ATTACH AGEN SERVED W/IT SHARED SERV					20	20	+ 0	0	50	50	+ 0	0
2. NO. OF APPRV BUS PROC REENG REQ FOR DEPTS & ATTCH					4	4	+ 0	0	8	8	+ 0	0
3. NO. OF APPRV NEW APPL DEV REQ FOR DEPTS & ATT AGEN					4	4	+ 0	0	8	8	+ 0	0
4. NO. OF OPEN DATA PAGE VIEWS (IN 1000'S)					20	20	+ 0	0	30	30	+ 0	0
5. NO. OF UNIQUE VISITORS TO STATE WEBSITES (IN MILL)					3	3	+ 0	0	4	4	+ 0	0
PART IV: PROGRAM ACTIVITY												
1. AVE MONTHLY VOLUME OF HELP DESK CALLS					60	60	+ 0	0	90	90	+ 0	0
2. AVE MO VOL OF DATA STORAGE					0.10	.10	+ 0	0	0.15	.15	+ 0	0
3. TOTAL NO. OF IT TRAINING COURSES PROV TO ST EMPL					50	50	+ 0	0	25	25	+ 0	0
4. TOTAL NO. OF IT PROCUREMENT REQUESTS					100	100	+ 0	0	150	150	+ 0	0
5. TOTAL NO. OF BUSINESS REENGINEERING PROJECTS					4	4	+ 0	0	8	8	+ 0	0
6. TOTAL NO. OF APPLICATION DEVELOPMENT PROJECTS					4	4	+ 0	0	8	8	+ 0	0
7. TOTAL NO. OF ENTERPRISE APPLICATIONS SUPPORTED					12	12	+ 0	0	18	18	+ 0	0
8. TOTAL NO. OF EXECUTIVE BRANCH USERS SUPPTD (IN K)					5	5	+ 0	0	10	10	+ 0	0

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 02 01
AGS 130

PROGRAM TITLE: INFORMATION MGMT AND TECHNOLOGY SVCS

PART I - EXPENDITURES AND POSITIONS

The position count was increased by 32 positions as of the FY14 appropriation. Many of the positions were only funded for 6 months and will be filled beginning Jan 2, 2014. Some of the full-year funded positions still need to be established and recruited for. All positions are subject to the hiring freeze in effect until Jan 2, 2014. The variance in expenditures is due to the allotment of the \$25M U-Fund ceiling and because the program has not yet collected any revenue in the U-Fund by charging departments for services. Collections under the U-Fund are scheduled to occur next fiscal quarter. The allotment amount per quarter may need to be adjusted.

PART II - MEASURES OF EFFECTIVENESS

No variances in the Measures of Effectiveness.

PART III - PROGRAM TARGET GROUPS

No variances in the Program Target Group.

PART IV - PROGRAM ACTIVITIES

No variances in the Program Activities.

VARIANCE REPORT

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	157.00	140.00	- 17.00	11	137.00	131.00	- 6.00	4	137.00	137.00	+ 0.00	0
EXPENDITURES (\$1000's)	26,084	24,166	- 1,918	7	4,962	3,439	- 1,523	31	12,369	13,296	+ 927	7
TOTAL COSTS												
POSITIONS	157.00	140.00	- 17.00	11	137.00	131.00	- 6.00	4	137.00	137.00	+ 0.00	0
EXPENDITURES (\$1000's)	26,084	24,166	- 1,918	7	4,962	3,439	- 1,523	31	12,369	13,296	+ 927	7
				FISCAL YEAR 2012-13				FISCAL YEAR 2013-14				
				PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%	
PART II: MEASURES OF EFFECTIVENESS												
1. REQ FOR IP SVCS CMP WITHIN TIMEFRAME AS %TTL CMP	83	85	+ 2	2	83	83	+ 0	0				
2. % OF MAINFRAME PRODUCTION JOBS RUN AS SCHEDULED	99	99	+ 0	0	99	99	+ 0	0				
3. MFRAME PROD JOBS RERUN AS % OF TTL MFRAME PROD JOB	1	.22	- 0.78	78	1	.22	- 0.78	78				
4. MAINFRAME DOWNTIME AS % OF TOTAL OPERATIONAL TIME	1	.06	- 0.94	94	1	.09	- 0.91	91				
5. # TROUBLE CALLS RESOLVED AS % CALLS RECD BY NCU	98	98	+ 0	0	98	98	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. # OF STATE USER AGENCIES	21	21	+ 0	0	21	21	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. # OF DEVICES AT STATE'S CENTRAL COMP FACILITY	1186	1080	- 106	9	1186	1080	- 106	9				
2. NUMBER OF IP APPLICATIONS MAINTAINED	72	71	- 1	1	72	72	+ 0	0				
3. AVERAGE MO CALL VOLUME REC'D BY ASSISTANCE CNTR	650	607	- 43	7	650	607	- 43	7				
4. TOTAL NO. OF VIDEO CONF HOURS SCHEDULED	3000	2328	- 672	22	3000	2500	- 500	17				
5. TOTAL NUMBER OF WEB SITES SUPPORTED	75	60	- 15	20	75	80	+ 5	7				
6. TOTAL NUMBER OF MICROWAVE RADIO PATHS ESTABLISHED	46	46	+ 0	0	46	48	+ 2	4				
7. AV MO VOL OF DATA BACKED UP FOR OFFSITE STORAGE	43	43	+ 0	0	43	43	+ 0	0				
8. TOTAL NUMBER OF EXEC BR E-MAIL ACCOUNTS ADMINISTRD	5881	6142	+ 261	4	5881	6142	+ 261	4				
9. TOTAL NUMBER OF CYBER SECURITY ALERTS BROADCAST	200	372	+ 172	86	200	450	+ 250	125				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 02 02
AGS 131

PROGRAM TITLE: INFORMATION PROCESSING & COMM SERVICES

PART I - EXPENDITURES AND POSITIONS

The reduction of 20 positions in AGS-131, Information and Communication Services Division (ICSD) between Fiscal Year 2012-13 and Fiscal Year 2013-14 is due to: 1) seven positions transferred to AGS-130 Office of Information Management and Technology (OIMT) for housekeeping purposes to properly place these positions under OIMT's newly-created User Program ID; and 2) thirteen positions were abolished and corresponding funds transferred to AGS-130 to establish new positions under OIMT's authority.

PART II - MEASURES OF EFFECTIVENESS

Item 3 - While it appears that there is more than a 10% variance between planned and actual measures, this is not the case since the eVariance reporting system rounded up the 0.26 value to 1 for last year's data input entry. Since this year's value is 0.22 and less than a 10% variance, no explanation is needed.

Item 4 - While it appears that there is more than a 10% variance between planned and actual measures, this is not the case since the eVariance reporting system rounded up the 0.06 value to 1 for last year's data input entry. Since this year's value is the same as last year's at 0.06, no explanation is needed.

PART III - PROGRAM TARGET GROUPS

No variances in the program target group.

PART IV - PROGRAM ACTIVITIES

Item 4 - The reduced number of scheduled video conference hours may be attributed to: 1) permanent closure of the heavily used downtown video conference center in the Keoni Ana Building in March 2013; 2) disruption of Internet service at the Kapolei Video Conference Center from April 2013 to October 2013; and 3) increased department and

agency adoption of alter-native Internet-based video conference technologies that do not require use of dedicated video conferencing facilities.

Item 5 - Since the last fiscal year, the state adopted a new web site content management program, which permitted consolidating separate web sites into unified departmental web sites and reduced the number of active state web sites from 75 to 60. This redesign simplified maintenance of departmental websites and improved their usability.

Item 7 - Note: The storage listed is in terabytes.

Item 9 - The increased number of cyber security alerts broadcast is due to: 1) acquisition of new security equipment and services which improved cyber threat prevention, monitoring, detection, and response; and 2), the overall increase of cyber threat activities on communication networks worldwide.

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 03
AGS 111

PROGRAM TITLE: ARCHIVES - RECORDS MANAGEMENT

PART I - EXPENDITURES AND POSITIONS

The variance in position count and expenditures for FY 13 is due to budget restrictions.

The variance in expenditures for FY 14 is due to the five percent budget restriction.

PART II - MEASURES OF EFFECTIVENESS

No variance.

PART III - PROGRAM TARGET GROUPS

Item 2: An increase in university student researchers and greater exposure of archives on-line records to the public accounts for increased numbers in FY 13 and a similar trend is expected in FY 14.

Item 3: Unexpected vacancy savings used for disposal of records in FY 13 allowed us to dispose more records than anticipated and the same is expected for FY 14.

Item 4: As the number of records grow on-line, the number of users also increase which accounts for the variance for FY 13 and FY 14. The change in number of users is difficult to predict.

PART IV - PROGRAM ACTIVITIES

Item 2: The variance for FY 13 is due to the reduction of staff whose primary function was to schedule records. For FY 14, the branch will concentrate on conducting records management training for executive branch staff and identifying records that need scheduling.

Item 3: The variance for FY 13 and projected for FY 14 is due to two agencies, previous heavy users of the State Records Center facility no longer storing their highly-requested records. Staff cutbacks in 2009 which we have been unable to reinstate resulted in our limiting retrieval

hours and agencies who need quick response now store elsewhere.

Item 4: Although the Archives no longer has budgeted funds for records disposals, the number of disposals in FY 13 increased due to using vacancy savings for disposal.

Item 6: The variance for FY 13 was due to a staff re-shelving special project that resulted in updating and adding to holdings. No variance is expected for FY 14.

Item 7: The variance for FY 13 is due to a special project. For FY 14, a reduction is expected.

Item 8: The variance for FY 13 is due to more accessions received. For FY 14, a slightly higher number is expected.

Item 9: The variance for FY 13 is due to staff shortages due to Standard Time Off Without Pay (STOWOP) coverage and RIF positions that we have been unable to restore. A similar variance for FY 14 is expected.

Item 10: The variance for FY 13 is due to staff shortages due to STOWOP coverage and RIF positions that we have been unable to restore. A similar variance for FY 14 is expected.

PROGRAM TITLE: WIRELESS ENHANCED 911 BOARD
PROGRAM-ID: AGS-891
PROGRAM STRUCTURE NO: 110304

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0
EXPENDITURES (\$1000's)	9,000	7,399	- 1,601	18	2,000	802	- 1,198	60	7,000	8,198	+ 1,198	17
TOTAL COSTS												
POSITIONS	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0
EXPENDITURES (\$1000's)	9,000	7,399	- 1,601	18	2,000	802	- 1,198	60	7,000	8,198	+ 1,198	17
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO. OF WIRLES/VOIP/WIRELINE 911 CALLS COUNTY PSAP	1262310	1258200	- 4110	0	1268622	1260200	- 8422	1				
2. NO. OF EDUCATIONAL OUTREACH PROGRAMS DURING THE FY	1	1	+ 0	0	2	1	- 1	50				
3. % OF E911 FUNDS DISBURSED FOR NEW TECHLGY FOR PSAP	16	14	- 2	13	19	18	- 1	5				
PART III: PROGRAM TARGET GROUP												
1. NO. OF PUBLIC SAFETY ANSWERING POINTS	8	8	+ 0	0	8	8	+ 0	0				
2. NO. OF WIRELESS/VOIP/WIRELINE PROVIDERS	20	30	+ 10	50	21	35	+ 14	67				
PART IV: PROGRAM ACTIVITY												
1. TTL \$ AMT OF SURCHGE COLLECTED FISC YR (IN THOUS)	8900	9091	+ 191	2	8900	9090	+ 190	2				
2. TTL \$ AMT DISBURSED TO PSAPS IN FISC YR (IN THOUS)	6929	6234	- 695	10	7619	7700	+ 81	1				
3. TTL \$ AMT DISBUR TO WSPS IN THE FISC YR (IN THOUS)	178	169	- 9	5	150	140	- 10	7				
4. TTL \$ AMT DISB TO BD ADMIN MATTERS IN FY (IN THOU)	1271	996	- 275	22	1381	1160	- 221	16				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 04
AGS 891

PROGRAM TITLE: WIRELESS ENHANCED 911 BOARD

PART I - EXPENDITURES AND POSITIONS

The variance for FY 13 was due to the following:

1. Lower hardware (H/W) and software (S/W) maintenance expenses resulting from the delayed implementation of the upgrade of the existing Computer Aided Design (CAD) systems of the Honolulu Police Department.
2. Delayed implementation of the Kauai PSAP's alternate dispatch center.
3. The replacement of the GeoComm H/W until next year.
4. The anticipated Board expansion costs associated with the additional responsibilities from Act 168 did not materialize.

The variance for the first quarter of FY 14 and the remaining three quarters are due to the shift in expenditures from the first quarter to the remaining three quarters.

PART II - MEASURES OF EFFECTIVENESS

There are no significant variances in the measures of effectiveness.

PART III - PROGRAM TARGET GROUPS

There are no significant variances in the program target group.

PART IV - PROGRAM ACTIVITIES

Item 4: The variance in Board admin matters was the result of lower administrative assessments resulting from lower disbursements to Public Service Answering Points (PSAPs) as explained in Part 1, items 1,2 & 3 and lower costs as explained in Part 1. item 4.

STATE OF HAWAII
PROGRAM TITLE: PERSONNEL SERVICES
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110305

VARIANCE REPORT

REPORT V61
12/12/13

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	92.00	86.00	- 6.00	7	96.00	88.00	- 8.00	8	96.00	96.00	+ 0.00	0
EXPENDITURES (\$1000's)	19,804	13,963	- 5,841	29	2,779	2,779	+ 0	0	17,793	17,652	- 141	1
TOTAL COSTS												
POSITIONS	92.00	86.00	- 6.00	7	96.00	88.00	- 8.00	8	96.00	96.00	+ 0.00	0
EXPENDITURES (\$1000's)	19,804	13,963	- 5,841	29	2,779	2,779	+ 0	0	17,793	17,652	- 141	1
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. # OF GRV PER 1000 EMPLOYEE IN BRGNING UNITS UNDR HRD	15	15	+ 0	0	15	15	+ 0	0				
2. % CERT ISSD WTHN 95 DAYS WHR LST ELGBLES DNT EXIST	58	58	+ 0	0	65	60	- 5	8				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
12/12/13

PROGRAM TITLE: WORKFORCE ATTR, SELECT, CLASS & EFFECTIVENES
PROGRAM-ID: HRD-102
PROGRAM STRUCTURE NO: 11030501

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	81.00	75.00	- 6.00	7	85.00	77.00	- 8.00	9	85.00	85.00	+ 0.00	0
EXPENDITURES (\$1000's)	18,379	12,726	- 5,653	31	2,678	2,678	+ 0	0	16,450	16,322	- 128	1
TOTAL COSTS												
POSITIONS	81.00	75.00	- 6.00	7	85.00	77.00	- 8.00	9	85.00	85.00	+ 0.00	0
EXPENDITURES (\$1000's)	18,379	12,726	- 5,653	31	2,678	2,678	+ 0	0	16,450	16,322	- 128	1

	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14			
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS								
1. % CERTIF ISSUD WIN 5 CALNDR DAYS WHERE LIST EXIST	92	84	- 8	9	93	90	- 3	3
2. % CERTIF ISSUD WIN 95 CALNDR DAYS LIST NOT EXIST	58	58	+ 0	0	65	60	- 5	8
3. % OF SELECTION ACTIONS TAKEN CHANGED BY APPEAL	1	0	- 1	100	1	1	+ 0	0
4. % OF CLASSIF ACTNS FOR FILLED PSNS COMPLTD IN 6 MO	95	90	- 5	5	95	95	+ 0	0
5. % OF CLASSF ACTNS FOR NEW & VAC PSNS COMPL IN 3 MO	90	88	- 2	2	90	90	+ 0	0
6. % CLASSIFICATION ACTIONS TAKEN CHANGED BY APPEAL	0	0	+ 0	0	0	0	+ 0	0
7. EMPLOYEES TRAINED AS A % OF TOTAL WORKFORCE	26	35	+ 9	35	26	72	+ 46	177
8. % CONTRACT GRIEVANCES SETTLED W/O 3RD PARTY ASSTNC	90	99	+ 9	10	90	90	+ 0	0
9. # GRIEV PER 1,000 EMPLYEES IN BU'S UNDR DHRD JURIS	15	15	+ 0	0	15	15	+ 0	0
10. RATIO OF WRKRS COMP OPEN VS CLOSED CLAIMS DURNG FY	1	1	+ 0	0	1	1	+ 0	0

PART III: PROGRAM TARGET GROUP								
1. VACANCIES TO BE FILLED BY ELIGIBLES	900	1322	+ 422	47	1000	1000	+ 0	0
2. NUMBER OF CIVIL SERVICE POSITIONS	16500	16497	- 3	0	16600	16500	- 100	1
3. NUMBER OF NEW CIVIL SERVICE POSITIONS	200	307	+ 107	54	100	250	+ 150	150
4. EMPLOYEES IN THE CENTRALIZED MANAGEMENT GROUP	15774	16130	+ 356	2	15850	16160	+ 310	2
5. NUMBER OF CIVIL SERVICE CLASSES	1500	1471	- 29	2	1500	1500	+ 0	0
6. CIVIL SERVICE EMPLOYEES	13326	13669	+ 343	3	13400	13700	+ 300	2
7. EXEMPT SERVICE EMPLOYEES	1948	1961	+ 13	1	1950	1960	+ 10	1
8. MIDDLE MANAGEMENT EMPLOYEES	348	356	+ 8	2	350	360	+ 10	3
9. FIRST-LINE SUPERVISORY EMPLOYEES	1268	1271	+ 3	0	1270	1270	+ 0	0
10. NON-MANAGEMENT EMPLOYEES	13658	14003	+ 345	3	13730	14030	+ 300	2

PART IV: PROGRAM ACTIVITY								
1. NUMBER OF APPLICATIONS RECEIVED	25000	24415	- 585	2	25000	24000	- 1000	4
2. NUMBER OF APPLICATIONS EXAMINED	17000	25637	+ 8637	51	18000	18000	+ 0	0
3. # QUAL APPS REFRRD FOR PLACEMENT(ELIGBLS REFERRED)	23000	49672	+ 26672	116	24000	24000	+ 0	0
4. NUMBER OF POSITION CLASSIFICATION ACTIONS TAKEN	2000	1921	- 79	4	2000	2000	+ 0	0
5. NUMBER OF CLASSIFICATION SPECIFICATIONS COMPLETED	200	303	+ 103	52	120	200	+ 80	67
6. NO. OF EXEMPT POSITION REQUESTS ANALYZED/REVIEWED	1800	3039	+ 1239	69	1800	2000	+ 200	11
7. PRICE/REPRICE DETERMINATIONS (NO. CLASSES REVIEWD)	100	58	- 42	42	100	75	- 25	25
8. NUMBER OF PERSONNEL ACTIONS PROCESSED	69030	71341	+ 2311	3	69000	71000	+ 2000	3
9. NUMBER OF TRAINING PROGRAMS CONDUCTED/COORDINATED	132	259	+ 127	96	150	350	+ 200	133
10. NUMBER OF FORMAL GRIEVANCES REVIEWED	200	200	+ 0	0	200	200	+ 0	0

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 05 01
HRD 102

PROGRAM TITLE: WORKFORCE ATTR, SELECT, CLASS & EFFECTIVENES

PART I - EXPENDITURES AND POSITIONS

The variance in FY 2013 is due to budget restrictions and lower workers compensation and unemployment benefits expenditures for employees in non-general funded positions.

The variance in FY 2014 is due to collective bargaining augmentation and restrictions.

PART II - MEASURES OF EFFECTIVENESS

Item 3. There was no selection action taken changed by appeal.

Item 7. The variance is due to the department's renewed emphasis on providing and publicizing training opportunities. In addition to the publication of the State of Hawaii Executive Branch Training Catalog and offering of new classes, there was also an increase in requests for specialized classes.

Item 8. The variance is attributed to the efforts of the labor relations program working with the unions and departments to facilitate the informal resolution of complaints.

PART III - PROGRAM TARGET GROUPS

Item 1. The variance is attributed to adjustments made to the recruitment workflow process to improve the program's ability to generate lists of eligible candidates in a more efficient and expeditious manner.

Item 3. The variance is due to the establishment of a larger than projected number of new civil service positions. The number of new civil service positions that are established is a function of the number of new positions authorized, and whether the positions are established on a civil service or exempt from civil service basis.

PART IV - PROGRAM ACTIVITIES

Items 2 and 3. The increase in the number of applications examined and

number of qualified applicants referred for placement are attributed to adjustments made to the recruitment workflow process to improve the program's ability to generate lists of eligible candidates in a more efficient and expeditious manner.

Item 5. The variance is due to an underestimation in the number of class specifications and minimum qualification requirements (MQs) that would need to be amended in an effort to update the MQs in conjunction with recruitment announcements.

Item 6. The variance is attributed to an underestimation of the number of exempt position actions that would be taken.

Item 7. The variance is due to the difficulty in projecting the number of new classes that will be established by the other jurisdictions.

Item 9. The variance is due to the department's renewed emphasis on providing and publicizing training opportunities. In addition to the publication of the State of Hawaii Executive Branch Training Catalog and offering of new classes, there was also an increase in requests for specialized classes.

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
12/12/13PROGRAM TITLE: SUPPORTING SERVICES - HUMAN RESOURCES DEV
PROGRAM-ID: HRD-191
PROGRAM STRUCTURE NO: 11030502

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	11.00	11.00	+ 0.00	0	11.00	11.00	+ 0.00	0	11.00	11.00	+ 0.00	0
EXPENDITURES (\$1000's)	1,425	1,237	- 188	13	101	101	+ 0	0	1,343	1,330	- 13	1
TOTAL COSTS												
POSITIONS	11.00	11.00	+ 0.00	0	11.00	11.00	+ 0.00	0	11.00	11.00	+ 0.00	0
EXPENDITURES (\$1000's)	1,425	1,237	- 188	13	101	101	+ 0	0	1,343	1,330	- 13	1
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO MEASURES HAVE BEEN DEVELOPED FOR THIS PROGRAM	NO DATA	NO DATA	+ 0	0	NO DATA	NO DATA	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. TTL NO. OF CIV SERV & EXEMT SERVICE PERSONNEL	15274	15630	+ 356	2	15350	15660	+ 310	2				
2. NUMBER OF ELECTED & APPOINTED OFFICIALS	95	95	+ 0	0	95	95	+ 0	0				
3. EMPLOYEES OF DHRD	92	92	+ 0	0	98	98	+ 0	0				
4. MEMBERS OF MERIT APPEALS BOARD	3	3	+ 0	0	3	3	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. ADV GOV ON PROB CONC ADMIN OF PERS MANAG SYS-WKHR	100	NO DATA	- 100	100	100	100	+ 0	0				
2. ADMINISTER PERSONNEL MANAG SYS OF STATE (WKHR)	1200	NO DATA	- 1200	100	1200	1200	+ 0	0				
3. DIRECT AND COORDINATE DHRD PROG (WKHR)	2000	NO DATA	- 2000	100	2000	2000	+ 0	0				
4. PARTICIPATE IN COLL BARGAINING PROCESS (WKHR)	875	NO DATA	- 875	100	875	875	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 05 02
HRD 191

PROGRAM TITLE: SUPPORTING SERVICES - HUMAN RESOURCES DEV

PART I - EXPENDITURES AND POSITIONS

The variance in FY 2013 is due to budget restrictions.

The variance in FY 2014 is due to collective bargaining augmentation, salary adjustments pursuant to the recommendations of the 2013 Salary Commission, and restrictions.

PART II - MEASURES OF EFFECTIVENESS

No measures of effectiveness are available for this program.

PART III - PROGRAM TARGET GROUPS

There are no significant variances to report.

PART IV - PROGRAM ACTIVITIES

Actual figures for program activities were not available.

VARIANCE REPORT

PROGRAM TITLE: EMPLOYEE FRINGE BENEFIT ADMINISTRATION
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110306

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	148.00	130.00	- 18.00	12	154.00	129.00	- 25.00	16	154.00	154.00	+ 0.00	0
EXPENDITURES (\$1000's)	479,484	452,141	- 27,343	6	148,316	119,746	- 28,570	19	444,951	473,588	+ 28,637	6
TOTAL COSTS												
POSITIONS	148.00	130.00	- 18.00	12	154.00	129.00	- 25.00	16	154.00	154.00	+ 0.00	0
EXPENDITURES (\$1000's)	479,484	452,141	- 27,343	6	148,316	119,746	- 28,570	19	444,951	473,588	+ 28,637	6
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV TIME TO PROC INIT CHECK TO TERMNTG EMPLYS (WKS)	3	3	+ 0	0	3	3	+ 0	0				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
12/12/13

PROGRAM TITLE: EMPLOYEES' RETIREMENT SYSTEM
PROGRAM-ID: BUF-141
PROGRAM STRUCTURE NO: 11030601

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	99.00	86.00	- 13.00	13	102.00	86.00	- 16.00	16	102.00	102.00	+ 0.00	0
EXPENDITURES (\$1000's)	16,599	16,648	+ 49	0	2,762	2,597	- 165	6	8,286	8,518	+ 232	3
TOTAL COSTS												
POSITIONS	99.00	86.00	- 13.00	13	102.00	86.00	- 16.00	16	102.00	102.00	+ 0.00	0
EXPENDITURES (\$1000's)	16,599	16,648	+ 49	0	2,762	2,597	- 165	6	8,286	8,518	+ 232	3
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV TIME TO PROC INIT CHECK TO TERMNTG EMPlys (WKS)	3	3	+ 0	0	3	3	+ 0	0				
2. % INITIAL MTHLY PENSION PROC W/IN 1 MTH AFTR RETIR	100	100	+ 0	0	100	100	+ 0	0				
3. ANNUALIZED RETURN ON INVESTMENTS OVER PAST 5 YEARS	8	4.59	- 3.41	43	8	10.3	+ 2.3	29				
PART III: PROGRAM TARGET GROUP												
1. ACTIVE MEMBERS	69840	66227	- 3613	5	70475	66300	- 4175	6				
2. RETIRED MEMBERS	41420	41812	+ 392	1	42450	42800	+ 350	1				
3. INACTIVE VESTED MEMBERS	6765	7359	+ 594	9	6918	7500	+ 582	8				
PART IV: PROGRAM ACTIVITY												
1. ANNUAL NUMBER OF NEW MEMBERS	4000	4718	+ 718	18	4000	5000	+ 1000	25				
2. ANNUAL NUMBER OF MEMBERS COUNSELED	14000	32000	+ 18000	129	14000	32000	+ 18000	129				
3. ANNUAL NUMBER OF RETIREMENT BENEFIT COMPUTATIONS	8500	2209	- 6291	74	8500	4250	- 4250	50				
4. ANNUAL NUMBER OF NEW RETIREES	2000	1928	- 72	4	2000	2000	+ 0	0				
5. ANNUAL RETIREMNT BENEFIT PAYMNT AMOUNTS (MILLIONS)	1000	1060	+ 60	6	1050	1100	+ 50	5				
6. ANNUAL NUMBER OF DECEASED MEMBER CLAIMS	1600	867	- 733	46	1600	900	- 700	44				
7. ANNUAL NUMBER OF REFUND PAYMENTS	1000	597	- 403	40	1000	1000	+ 0	0				
8. ASSETS (BILLIONS OF DOLLARS)	13	12.3	- 0.7	5	14	13	- 1	7				
9. ANNUAL NET INVESTMENT INCOME (MILLIONS)	1200	1321	+ 121	10	1200	950	- 250	21				
10. ANNUAL RETURN ON INVESTMENTS	8	11.98	+ 3.98	50	8	7.75	- 0.25	3				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 06 01
BUF 141

PROGRAM TITLE: EMPLOYEES' RETIREMENT SYSTEM

PART I - EXPENDITURES AND POSITIONS

FY 13: There were 13 vacant positions that were in various stages of updating the position descriptions or recruitment.

FY 14: In addition to the 13 vacant positions, 3 new Investment Officer positions were authorized by the Legislature. All vacancies are in various stages of recruitment and the program is working to fill all vacancies by the end of the fiscal year.

PART II - MEASURES OF EFFECTIVENESS

Item 3: The 5-year return for FY13 includes negative investment losses of -17.5% experienced in FY09 as a result of the global economy collapse that occurred during that year. The adverse impact of these investment losses will drop out of the calculation in FY14. The 5-year investment return for FY14 will be 10% if the ERS attains the benchmark investment return assumption of 7.75% for the fiscal year.

PART III - PROGRAM TARGET GROUPS

No significant variances.

PART IV - PROGRAM ACTIVITIES

Item 1: The increase is due to the improvement in the Hawaii economy and planned elimination of salary reductions, thereby expanding the ability of programs to fill position vacancies.

Item 2: The increase is the result of ERS' efforts to educate the membership and an increase in the number of inquiries from the legislatively mandated benefit changes implemented over the past several fiscal years. The increase in counseling efforts includes contacts with members that were not included in the counts before. The ERS counsels individual members that file for retirement, conducts pre-retirement sessions for members close to retirement age, informational workshops for mid-career members, and new employee orientation for recent hires.

Item 3: The decrease is due to a combination of allocating limited resources to different areas of the ERS, including implementing recent membership and benefit changes and a number of vacancies. The focus has been to provide retirement estimates for members that are retiring within the next 6-12 months. All members may obtain a retirement estimate based on various scenarios from the benefit calculator on the ERS website. During FY13, the ERS Retirement Benefits Calculator was the most frequently visited page on the ERS website with over 57,400 views (this includes multiple calculations/views for individual users).

Item 6: The annual number of benefits claims for deceased member was over projected since there are from 1,000 to 1,500 deaths of ERS members, retirees and beneficiaries each year. The actual number of death claims is based on the retirement option elected by the member and whether there are any benefits payable to the estate or beneficiary. While the ERS has historically reported the number of death claims filed and not the number of actual deaths, every death requires research and some processing action, including correspondence to the family and/or estate, by the ERS staff even if no benefits are payable.

Item 7: The number of refund payments is difficult to estimate from year to year since this is a personal choice of members and is largely dependent on whether the terminated employee expects to return to State or county government service.

Item 9: The decrease is due to a lower than estimated starting market value at the beginning of FY 13. The FY 14 estimated net investment income is based on the ERS portfolio value of \$12.3 billion on June 30, 2013, and the ERS' current investment return assumption of 7.75% adopted by the ERS' Board of Trustees.

Item 10: The increase is due to the strong performance of the global and U.S public stock markets and the ERS' real estate investments. On average, the ERS expects to earn 7.75% as the annual benchmark on the investment portfolio, while the annual returns are expected to fluctuate about +/- 15% during any one year.

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
12/12/13

PROGRAM TITLE: HAWAII EMPLOYER-UNION TRUST FUND
PROGRAM-ID: BUF-143
PROGRAM STRUCTURE NO: 11030603

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	49.00	44.00	- 5.00	10	52.00	43.00	- 9.00	17	52.00	52.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,335	5,042	- 293	5	1,604	876	- 728	45	4,812	5,540	+ 728	15
TOTAL COSTS												
POSITIONS	49.00	44.00	- 5.00	10	52.00	43.00	- 9.00	17	52.00	52.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,335	5,042	- 293	5	1,604	876	- 728	45	4,812	5,540	+ 728	15
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % DOCUMENTS IMAGED BY END 1ST WRKNG DAY AFTER RCPT	90	90	+ 0	0	90	90	+ 0	0				
2. AV NO. DAYS REQUIRED TO PROCESS ENROLLMNT TRNSCTNS	15	21	+ 6	40	15	15	+ 0	0				
3. PERCENTAGE OF ABANDONED CALLS	5	23	+ 18	360	5	5	+ 0	0				
4. PERCENTAGE OF REFUNDS PROCESSED WITHIN 60 DAYS	65	50	- 15	23	65	65	+ 0	0				
5. % OF SHORTAGE CONDITIONS CLEARED WITHIN 60 DAYS	70	65	- 5	7	70	70	+ 0	0				
6. % PARTICIPANTS ATTENDING INFO SESSIONS IN ONE YEAR	20	4	- 16	80	20	10	- 10	50				
7. % OF TIME COMPUTER SYSTEM IS AVAILABLE DURING 1 YR	98	99	+ 1	1	98	98	+ 0	0				
8. % COBRA FORM/NOTICES SENT W/IN REQUIRED TIME FRAME	99	95	- 4	4	99	95	- 4	4				
9. % ELIG RETIREES/SPOUSES ENROLLD IN MEDICARE PART B	98	98	+ 0	0	98	98	+ 0	0				
10. NO. OF MINOR & MAJOR HIPAA VIOLATIONS PER YEAR	3	1	- 2	67	3	3	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. TOTAL EMPLOYEES - (ACTIVES) FULL-TIME (STATE/CNTY)	67000	68061	+ 1061	2	67000	69000	+ 2000	3				
2. TOTAL EMPLOYEES - RETIRED	42650	43099	+ 449	1	42650	43850	+ 1200	3				
3. TOTAL DEPENDENT BENEFICIARIES	78000	77763	- 237	0	78000	78000	+ 0	0				
4. MEDICARE PREMIUM REIMBURSEMENT RECIPIENTS	42000	44592	+ 2592	6	42000	46000	+ 4000	10				
5. PERSONNEL AND FINANCE OFFICERS	500	500	+ 0	0	500	500	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. NEW ENROLLMENTS (ADDITIONS)	8500	9225	+ 725	9	8500	9200	+ 700	8				
2. TERMINATIONS (DELETIONS, CANCELLATIONS)	8800	11161	+ 2361	27	8800	11000	+ 2200	25				
3. ENROLLMNT DATA CHGS (INS PLAN, NAME, ADDRESS, ETC.)	27000	27311	+ 311	1	27000	27000	+ 0	0				
4. COBRA ENROLLMENTS	1300	3622	+ 2322	179	1300	3600	+ 2300	177				
5. OUTREACH/EDUC BENEFIT BRIEFING SESSIONS CONDUCTED	120	47	- 73	61	120	60	- 60	50				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 06 03
BUF 143

PROGRAM TITLE: HAWAII EMPLOYER-UNION TRUST FUND

PART I - EXPENDITURES AND POSITIONS

FY 2012-13:
The position variance in FY 2013 is due to 5.00 vacant positions.

FY 2013-14:
Expenditure and positions - The 9.00 vacant positions as of the 1st quarter of FY 2013 are expected to be filled by fiscal year end. The variance in expenditures are due to the vacant positions and lower than planned expenditures for other current expenses. For the remainder of FY 2014, we are anticipating to expend funds as planned.

PART II - MEASURES OF EFFECTIVENESS

Items 2 & 3: FY 13 - This variance is attributed to inadequate staffing levels during the FY13 fiscal year. For FY14, Employer-Union Trust Fund (EUTF) anticipates filling positions, therefore, measures will be met. Also, EUTF improved its call center features to allow the caller to leave messages.

Item 4: FY 13 - Enrollment transactions not processed on a timely basis, therefore, creating refund conditions that would not have occurred if enrollment transactions were done on a timely basis. Also, supplemental budget request submitted for additional positions.

Item 6: Plans did not change significantly, therefore, number of participants attending sessions were low. In addition, EUTF does not anticipate significant plan changes in the upcoming year.

Item 10: The variance in this measure reflects that EUTF had only 1 Health Insurance Portability and Accountability Act (HIPAA) violation instead of a planned 3. In this category, it is highly desirable to have a high negative variance.

PART III - PROGRAM TARGET GROUPS

No significant variances.

PART IV - PROGRAM ACTIVITIES

Item 2: The variance increased due to termination of employment and deaths. Additionally, EUTF put greater emphasis on verifying death information.

Item 4: The variance increased due to higher than anticipated terminations.

Item 5: The variance decreased due to staffing availability.

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
12/12/13

PROGRAM TITLE: RETIREMENT BENEFITS PAYMENTS
PROGRAM-ID: BUF-741
PROGRAM STRUCTURE NO: 11030605

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0
EXPENDITURES (\$1000's)	256,807	241,063	- 15,744	6	66,735	66,186	- 549	1	200,207	200,756	+ 549	0
TOTAL COSTS												
POSITIONS	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0
EXPENDITURES (\$1000's)	256,807	241,063	- 15,744	6	66,735	66,186	- 549	1	200,207	200,756	+ 549	0
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. TO PROVIDE FUNDS FOR RETIREMENT BENEFITS - STATE	NO DATA	NO DATA	+ 0	0	NO DATA	NO DATA	+ 0	0				

**VARIANCE REPORT NARRATIVE
FY 2013 AND FY 2014**

11 03 06 05
BUF 741

PROGRAM TITLE: RETIREMENT BENEFITS PAYMENTS

PART I - EXPENDITURES AND POSITIONS

FY 13: The actual expenditures were slightly lower than budgeted due to the inherent difficulties in making projections of the gross payroll amounts which are impacted by many uncontrollable variables.

FY 14: The first quarter actual expenditures were lower than first quarter allocations due to inherent difficulties in making projections of the gross payroll amounts which are impacted by many uncontrollable variables. It is anticipated that the FY14 full year requirements for retirement benefits will be expended.

PART II - MEASURES OF EFFECTIVENESS

No measures have been developed or are applicable for this program.

PART III - PROGRAM TARGET GROUPS

Not applicable.

PART IV - PROGRAM ACTIVITIES

Not applicable.

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
12/12/13

PROGRAM TITLE: HEALTH PREMIUM PAYMENTS
PROGRAM-ID: BUF-761
PROGRAM STRUCTURE NO: 11030607

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0
EXPENDITURES (\$1000's)	200,743	189,388	- 11,355	6	77,215	50,087	- 27,128	35	231,646	258,774	+ 27,128	12
TOTAL COSTS												
POSITIONS	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0
EXPENDITURES (\$1000's)	200,743	189,388	- 11,355	6	77,215	50,087	- 27,128	35	231,646	258,774	+ 27,128	12
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. TO PROVIDE FUNDS FOR HEALTH PREMIUMS - STATE	NO DATA	NO DATA	+ 0	0	NO DATA	NO DATA	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 06 07
BUF 761

PROGRAM TITLE: HEALTH PREMIUM PAYMENTS

PART I - EXPENDITURES AND POSITIONS

FY 13: The actual expenditures were slightly lower than budgeted due to the inherent difficulties in making projections of the actual enrollments of actives, retirees, and dependent beneficiaries which are impacted by many uncontrollable and hard to predict variables.

FY 14: The first quarter actual expenditures were lower than first quarter allocations due to inherent difficulties in making projections of the actual enrollments of actives, retirees, and dependent beneficiaries which are impacted by many uncontrollable and hard to predict variables. It is anticipated that the FY14 full year requirements for health premium payments will be expended.

PART II - MEASURES OF EFFECTIVENESS

No measures have been developed or are applicable for this program.

PART III - PROGRAM TARGET GROUPS

Not applicable.

PART IV - PROGRAM ACTIVITIES

Not applicable.

STATE OF HAWAII
PROGRAM TITLE: PROPERTY MANAGEMENT
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110307

VARIANCE REPORT

REPORT V61
12/12/13

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	70.00	69.00	- 1.00	1	72.00	68.00	- 4.00	6	72.00	72.00	+ 0.00	0
EXPENDITURES (\$1000's)	61,319	47,918	- 13,401	22	7,463	3,043	- 4,420	59	55,761	60,233	+ 4,472	8
TOTAL COSTS												
POSITIONS	70.00	69.00	- 1.00	1	72.00	68.00	- 4.00	6	72.00	72.00	+ 0.00	0
EXPENDITURES (\$1000's)	61,319	47,918	- 13,401	22	7,463	3,043	- 4,420	59	55,761	60,233	+ 4,472	8
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV LENGTH OF TIME TO PROCESS PROP LOSS CLAIM REQ	15	11	- 4	27	15	15	+ 0	0	15	15	+ 0	0
2. AV NO. OF DAYS TO COMPLETE A QUIET TITLE REPORT	5	5	+ 0	0	5	5	+ 0	0	5	5	+ 0	0

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

PROGRAM TITLE: PUBLIC LANDS MANAGEMENT
 PROGRAM-ID: LNR-101
 PROGRAM STRUCTURE NO: 11030701

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS												
EXPENDITURES (\$1000's)												
	52.00	51.00	- 1.00	2	54.00	50.00	- 4.00	7	54.00	54.00	+ 0.00	0
TOTAL COSTS	13,341	10,235	- 3,106	23	3,127	1,320	- 1,807	58	9,379	11,816	+ 2,437	26
POSITIONS	52.00	51.00	- 1.00	2	54.00	50.00	- 4.00	7	54.00	54.00	+ 0.00	0
EXPENDITURES (\$1000's)	13,341	10,235	- 3,106	23	3,127	1,320	- 1,807	58	9,379	11,816	+ 2,437	26
PART II: MEASURES OF EFFECTIVENESS												
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
1. NUMBER OF ACRES ON LEASE (THOUSANDS)	156	151	- 5	3	165	151	- 14	8				
2. NUMBER OF ACRES ON REVOCABLE PERMIT (THOUSANDS)	60	55	- 5	8	62	55	- 7	11				
3. NO. OF DELINQUENT ACCOUNTS AS A % OF TOTAL ACCNTS	7	7	+ 0	0	7	7	+ 0	0				
4. \$ AMOUNT OF GEOTHERMAL REVENUES COLLECTED (000S)	1200	1269	+ 69	6	850	1269	+ 419	49				
5. \$ AMT OF REVS GENERATED/DEPOSITD INTO SLDF (000'S)	NO DATA	NO DATA	+ 0	0	9500	9500	+ 0	0				
6. AMOUNT OF TOTAL REVENUES GENERATED (THOUSANDS)	13656	13123	- 533	4	13500	13123	- 377	3				
PART III: PROGRAM TARGET GROUP												
1. NO. ACRES SET ASIDE BY EXEC ORDERS FOR PUBLIC PURP	468	474	+ 6	1	475	474	- 1	0				
2. DOLLAR AMOUNT OF REVENUES TRANSFERRED TO OHA (000)	3849	3354	- 495	13	4686	3354	- 1332	28				
3. \$ AMNT OF REVS TRANS TO OHA M/UP SHORTAGE (1000'S)	157	168	+ 11	7	170	168	- 2	1				
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF SALES IN FEE	10	16	+ 6	60	5	16	+ 11	220				
2. NUMBER OF GENERAL LEASES SOLD	4	4	+ 0	0	7	4	- 3	43				
3. NUMBER OF REVOCABLE PERMITS ISSUED	13	6	- 7	54	25	6	- 19	76				
4. NUMBER OF EXECUTIVE ORDERS ISSUED	29	22	- 7	24	25	22	- 3	12				
5. NO. ACQUISITIONS OF NON-PUBLIC LAND FOR PUBLIC USE	0	0	+ 0	0	2	0	- 2	100				
6. NUMBER OF INSPECTIONS OF PUBLIC LANDS MADE	367	373	+ 6	2	425	373	- 52	12				
7. NUMBER OF EASEMENTS GRANTED	1420	24	- 1396	98	20	24	+ 4	20				
8. DOLLAR AMOUNT DELINQUENT RECEIVABLES (THOUSANDS)	430	454	+ 24	6	430	454	+ 24	6				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 07 01
LNR 101

PROGRAM TITLE: PUBLIC LANDS MANAGEMENT

PART I - EXPENDITURES AND POSITIONS

FY 13: Expenditures were below ceiling amounts. The program used monies wisely to address the public welfare and safety issues when appropriate.

FY 14: The grants from the Land Conservation Fund are not expended and/or encumbered until the fourth quarter, which contributes to the variance in the first quarter and the three months ending 6/30/2014.

PART II - MEASURES OF EFFECTIVENESS

Item 4: Variance is due to planned numbers being understated. Several underlying factors contribute to the production of electricity by geothermal means, thus contributing to an unexpected positive increase in royalties collected.

Item 5: No data to report for FY 13. Revenues generated/deposited is a new category to start in FY 14.

PART III - PROGRAM TARGET GROUPS

Item 2: Variance is due to planned numbers being overstated. Revenues on lands where the Office of Hawaiian Affairs (OHA) is eligible for 20% slightly decreased in demand for revocable permits and general leases. Some agencies paid significantly more to OHA compared to prior years, resulting in less of the shortage being made up by the Land Division. Historically, the Land Division has been asked to not only pay 20% of its ceded land revenues to OHA but has also generated revenues to pay the State's shortage.

PART IV - PROGRAM ACTIVITIES

Item 1: Variance is due to planned numbers being understated. The fee sales primarily involved remnants.

Item 2: The slow economy resulted in a drop in demand for long-term leases.

Item 3: Variance is due to planned numbers being overstated. The slow economy resulted in a drop in demand for revocable permits.

Item 4: Donation of land for gratis via Executive Orders did not transpire to the level initially planned for in FY 13. The outlook for FY 14 reflects the same.

Item 5: Estimates for planned acquisitions of non-public land for public land for FY 14 are not projected to materialize.

Item 6: Staff has been focused on quality inspections while balancing their other land management duties and assignments.

Item 7: For FY 13, the planned number of easements was incorrectly reported as 1420 instead of 14. The actual variance of 10% was due to an anticipated increase in easements granted.

The outlook for planned easements is understated in comparison with our best estimates for FY 14.

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
12/12/13

PROGRAM TITLE: STATE RISK MANAGEMENT & INSURANCE ADMIN
PROGRAM-ID: AGS-203
PROGRAM STRUCTURE NO: 11030702

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	4.00	4.00	+ 0.00	0	4.00	4.00	+ 0.00	0	4.00	4.00	+ 0.00	0
EXPENDITURES (\$1000's)	31,260	21,565	- 9,695	31	1,916	270	- 1,646	86	32,057	33,706	+ 1,649	5
TOTAL COSTS												
POSITIONS	4.00	4.00	+ 0.00	0	4.00	4.00	+ 0.00	0	4.00	4.00	+ 0.00	0
EXPENDITURES (\$1000's)	31,260	21,565	- 9,695	31	1,916	270	- 1,646	86	32,057	33,706	+ 1,649	5
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO. INSUR POLICIES PROCURED BEFORE EXPIRATION DATE	3	3	+ 0	0	3	3	+ 0	0				
2. AV LENGTH OF TIME TO PROCESS PROP LOSS CLAIM REQ	15	11	- 4	27	15	15	+ 0	0				
3. AV LENGTH OF TIME TO RECOVER INSURANCE PROCEEDS	60	58	- 2	3	60	60	+ 0	0				
4. AV LENGTH OF TIME TO PROCESS LIABILITY LOSS CLAIMS	90	79	- 11	12	90	90	+ 0	0				
5. AV TIME TO PROCESS LIABILITY LOSS POTHOLE CLAIMS	90	82	- 8	9	70	70	+ 0	0				
6. AV LENGTH OF TIME TO PROCESS AUTO LOSS CLAIMS	90	83	- 7	8	90	90	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. TOTAL NO. OF STATEWIDE INSURANCE POLICIES PROCURED	3	3	+ 0	0	3	3	+ 0	0				
2. TOTAL NO. OF PROPERTY LOSS CLAIMS PROCESSED	100	73	- 27	27	100	100	+ 0	0				
3. TOTAL LIABILITY CLAIMS PROCESSED - EXCL. POTHOLE	500	367	- 133	27	500	500	+ 0	0				
4. TOTAL NO. OF LIABILITY POTHOLE CLAIMS PROCESSED	200	189	- 11	6	150	150	+ 0	0				
5. TOTAL NUMBER OF AUTOMOBILE LOSS CLAIMS PROCESSED	450	385	- 65	14	400	400	+ 0	0				
6. NUMBER OF STATE OFFICIALS AND EMPLOYEES	55000	50000	- 5000	9	55000	50000	- 5000	9				
7. FAIR MARKET VALUE OF STATE BLDGS/CONTENTS (\$ MILL)	1600	1700	+ 100	6	1600	1700	+ 100	6				
8. NUMBER OF STATE VEHICLES	5500	5500	+ 0	0	5500	5500	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. TOTAL NUMBER OF STATEWIDE INSURANCE POLICIES	3	3	+ 0	0	3	3	+ 0	0				
2. TOTAL NUMBER OF PROPERTY LOSS CLAIMS RECEIVED	100	73	- 27	27	80	80	+ 0	0				
3. TOTAL NUMBER OF CRIME LOSS CLAIMS RECEIVED	1	0	- 1	100	1	1	+ 0	0				
4. TOTAL NUMBER OF LIABILITY CLAIMS RECEIVED	700	518	- 182	26	650	650	+ 0	0				
5. TOTAL NUMBER OF AUTOMOBILE CLAIMS RECEIVED	375	385	+ 10	3	375	375	+ 0	0				
6. NUMBER OF RISK ASSESSMENT REPORTS ISSUED	6	0	- 6	100	2	2	+ 0	0				
7. NUMBER OF BUILDING INSPECTION REPORTS ISSUED	6	0	- 6	100	2	2	+ 0	0				
8. NO. OF TRAINING SESSIONS PROVIDED TO STATE DEPTS	4	3	- 1	25	2	2	+ 0	0				
9. NUMBER OF STATEMENTS OF SELF-INSURANCE ISSUED	450	550	+ 100	22	500	500	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 07 02
AGS 203

PROGRAM TITLE: STATE RISK MANAGEMENT & INSURANCE ADMIN

PART I - EXPENDITURES AND POSITIONS

The change in expenditures of FY 13 was due to lower insurance premiums than budgeted and lower payments for self insured losses/payments. The first quarter FY 14 variance exists because the premium expenditures are shifted to the second quarter.

PART II - MEASURES OF EFFECTIVENESS

Item 2: The average time to process a property reimbursement was less than expected because of faster response time from the departments and more efficient handling by staff in addition to lower amounts of property claims being filed for the year.

Item 4: The average time to process a liability claim was less than expected because of more efficient handling of claim by staff and lower amounts of liability claims being filed for the year.

Item 5: The average time to process pothole claims was less than expected because a department responded more timely to the requests for information, so claims were processed more promptly.

PART III - PROGRAM TARGET GROUPS

Item 2: The decreased amount of property claims processed was due to the lower amount of property claims submitted.

Item 3: The decreased amount of liability claims, excluding pothole claims processed, was due to the lower amount of liability claims submitted.

Item 5: The decreased amount of auto claims processed was due to the lower amount of auto accidents submitted.

PART IV - PROGRAM ACTIVITIES

Item 2: The number of property losses received had a variance since fewer claims were submitted by the departments.

Item 3 and 4: The number of crime and liability claims were lower because there were less claims submitted by departments.

Items 6 and 7: The number of risk assessments and building inspections were less than expected because no requests were received from departments.

Item 8: The number of training sessions provided to State departments was less than expected due to the lower requests from departments.

Item 9: The number of statements of self-insurance issued had increased because departments required use of outside facilities more frequently.

STATE OF HAWAII
PROGRAM TITLE: LAND SURVEY
PROGRAM-ID: AGS-211
PROGRAM STRUCTURE NO: 11030703

VARIANCE REPORT

REPORT V61
12/12/13

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	10.00	10.00	+ 0.00	0	10.00	10.00	+ 0.00	0	10.00	10.00	+ 0.00	0
EXPENDITURES (\$1000's)	913	592	- 321	35	157	149	- 8	5	775	476	- 299	39
TOTAL COSTS												
POSITIONS	10.00	10.00	+ 0.00	0	10.00	10.00	+ 0.00	0	10.00	10.00	+ 0.00	0
EXPENDITURES (\$1000's)	913	592	- 321	35	157	149	- 8	5	775	476	- 299	39
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV NO. OF DAYS TO COMPLETE A QUIET TITLE REPORT	5	5	+ 0	0	5	5	+ 0	0				
2. COMPLETED DESCRIPTION OF LANDS AS % OF REQUESTS	60	88	+ 28	47	60	60	+ 0	0				
3. AVE NO. OF DAYS TO PROCESS LC & FP MAPS	15	15	+ 0	0	15	15	+ 0	0				
4. AV NO. OF DAYS TO PRODUCE A DESCRIPTION OF LANDS	20	20	+ 0	0	20	20	+ 0	0				
5. AV NO. OF DAYS TO PROCESS SHORELINE CERTIFICATION	40	58	+ 18	45	40	40	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. NO. REQUESTS FOR QUIET TITLE REPORTS	20	5	- 15	75	20	20	+ 0	0				
2. NO. REQUESTS FOR DESCRIPTIONS - STATE-OWNED LANDS	110	74	- 36	33	110	110	+ 0	0				
3. OWNERS OF LD CT & OTHER LANDS(TTL NO. MAPS RECD)	250	87	- 163	65	250	100	- 150	60				
4. OWNERS OF BEACHFRONT PROPRTY(TTL NO CERT REQ RECD)	140	112	- 28	20	140	140	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. NO. OF REQUESTS FOR QUIET TITLE REPORTS COMPLETED	20	5	- 15	75	20	20	+ 0	0				
2. NO OF REQUESTS FOR DESCRIPTION OF LANDS COMPLETED	66	66	+ 0	0	66	66	+ 0	0				
3. NO. OF LAND COURT AND FILE PLAN MAPS COMPLETED	250	87	- 163	65	250	100	- 150	60				
4. NO. OF SHORELINE CERTIFICATIONS COMPLETED	140	112	- 28	20	140	140	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 07 03
AGS 211

PROGRAM TITLE: LAND SURVEY

PART I - EXPENDITURES AND POSITIONS

For FY 13 and FY 14, there are no position variance. The variance in expenditures is due to no contracts for licensed surveyors.

PART II - MEASURES OF EFFECTIVENESS

Item 2: The variance is due to a greater percentage of less complex requests and the Department of Land and Natural Resources (DLNR) providing funds for overtime to complete land survey requests.

Item 5: The variance is due to the private surveyor's delay in submitting revised maps and the owner's delay in resolving encroachments and violations along the shoreline.

PART III - PROGRAM TARGET GROUPS

Items 1 and 2: The variance is the result of a decrease in requests from State agencies.

Items 3 and 4: The variance is due to a decrease in requests from private landowners.

PART IV - PROGRAM ACTIVITIES

Item 1: The variance is due to a decrease in requests from State agencies.

Items 3 and 4: The variances are the result of a decrease in requests from private landowners.

PROGRAM TITLE: OFFICE LEASING
PROGRAM-ID: AGS-223
PROGRAM STRUCTURE NO: 11030704

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14						
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%			
PART I: EXPENDITURES & POSITIONS															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES (\$1,000's)															
OPERATING COSTS															
POSITIONS	4.00	4.00	+	0.00	0	4.00	4.00	+	0.00	0	4.00	4.00	+	0.00	0
EXPENDITURES (\$1000's)	15,805	15,526	-	279	2	2,263	1,304	-	959	42	13,550	14,235	+	685	5
TOTAL COSTS															
POSITIONS	4.00	4.00	+	0.00	0	4.00	4.00	+	0.00	0	4.00	4.00	+	0.00	0
EXPENDITURES (\$1000's)	15,805	15,526	-	279	2	2,263	1,304	-	959	42	13,550	14,235	+	685	5
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14										
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%							
PART II: MEASURES OF EFFECTIVENESS															
1. # OF LEASING SVCS REQUESTS PROC AS % REQ RECEIVED	98	98	+	0	0	98	98	+	0	0					
2. AV NO. OF DAYS FROM REQUEST TO EXECUTED LEASE	175	160	-	15	9	175	175	+	0	0					
3. # LEASE PAYMTS TO VENDORS COMPL BY PAYMT DUE DATE	1704	1668	-	36	2	1704	1704	+	0	0					
PART III: PROGRAM TARGET GROUP															
1. TOTAL NUMBER OF STATE DEPARTMENTS AND AGENCIES	14	14	+	0	0	14	14	+	0	0					
2. NUMBER OF EMPLOYEES	4840	4790	-	50	1	4840	4840	+	0	0					
PART IV: PROGRAM ACTIVITY															
1. NO. OF REQUESTS FOR OFFICE LEASING SERVICES	20	21	+	1	5	25	18	-	7	28					
2. NO. OF OFFICE LEASES CONSUMMATED	30	17	-	13	43	30	22	-	8	27					
3. NO. OF OFFICE LEASE PAYMENTS COMPLETED	1704	1668	-	36	2	1704	1704	+	0	0					

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 07 04
AGS 223

PROGRAM TITLE: OFFICE LEASING

PART I - EXPENDITURES AND POSITIONS

Actual expenditures in FY 13 were approximately \$279,000 less than budgeted due to administrative reductions in our budget.

For the 1st quarter of FY 14, actual expenditures of \$1,304,591 were approximately \$958,673 less than budget. This was because the 1st quarter allotment was over estimated, and because funds budgeted for the financing agreement (\$732,700) was expended in the 2nd quarter instead of the 1st quarter.

Expenditures are estimated to be greater than budgeted in the last 3 quarters of FY 14, as unexpended funds from the first quarter will be spent over the last 3 quarters. Total expenditures planned for the year will be \$278,672 less than appropriated due to a 5% administrative restriction.

PART II - MEASURES OF EFFECTIVENESS

Item 2: The average number of days from the lease request to executed lease was 15 days less in FY 13 than planned. This was due to the planned amount being slightly overstated, and because of the efficiency of staff in renegotiating expiring leases.

Item 3: The reason for the difference between the planned and actual number of lease payments to vendors, was due to the reduction in our lease inventory resulting from the termination of 3 leases. There is no difference between the planned and estimated number of lease payments for 2014, as we anticipate regaining this number of leases over the year.

PART III - PROGRAM TARGET GROUPS

Item 2: For FY 13, the estimated number of employees housed in lease space is 50 less than planned, mainly due to the reduction in our lease inventory. There is no variance for FY 14, as we anticipate increasing the number of leases in our inventory. We also anticipate the number of employees to be greater in 2014 than in 2013 due to programs re-filling vacant positions, such as in the Department of Human Services, and

reestablishing positions previously abolished through the RIF (reduction in force).

PART IV - PROGRAM ACTIVITIES

Item 1: The estimated number of lease requests is 7 less than planned, as the DAGS Public works Division continues to pursue the consolidation of state government functions, programs and operations within state facilities, and the reduction of commercial lease space.

Item 2: The actual number of leases consummated was 13 less than planned for FY 13. This was due in part to 12 leases not being renewed due to their eventual relocation to state facilities in FY 16. Also, staff had a higher number of complex lease negotiations, and special projects to work on, including the revisions to the Office Space Standards, and continuing complications with Hawaii Compliance Express process. The variation between the planned and estimated number of leases consummated in FY 14 is due to the planned figure being overstated.

Item 3: For FY 13 there were 36 less lease payments completed than planned due to a net reduction of 3 leases during the year. There is no anticipated variance for FY 14 between planned and estimated.

VARIANCE REPORT

PROGRAM TITLE: FACILITIES CONSTRUCTION AND MAINTENANCE
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110308

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	195.00	188.00	- 7.00	4	195.00	191.00	- 4.00	2	195.00	195.00	+ 0.00	0
EXPENDITURES (\$1000's)	30,910	26,671	- 4,239	14	7,062	6,249	- 813	12	22,299	22,154	- 145	1
TOTAL COSTS												
POSITIONS	195.00	188.00	- 7.00	4	195.00	191.00	- 4.00	2	195.00	195.00	+ 0.00	0
EXPENDITURES (\$1000's)	30,910	26,671	- 4,239	14	7,062	6,249	- 813	12	22,299	22,154	- 145	1
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV PRE-BID CONSTRUCTION EST AS % OF AV BID PRICE	100	162	+ 62	62	100	100	+ 0	0				
2. AV VAR BTW EST CMPL DATE & ACTUAL CONST CMPL DATE	3	3	+ 0	0	3	3	+ 0	0				
3. AV COST CHANGE ORDERS AS % AV ACTUAL CONST COST	3	9	+ 6	200	3	3	+ 0	0				
4. BLDG OCCUPANT'S EVALUATION OF CUSTODIAL SERVICES	70	70	+ 0	0	70	70	+ 0	0				
5. % PROGRAM PROJS COMPELETD W/IN SCHEDULED TIMETABLE	100	100	+ 0	0	100	100	+ 0	0				
6. % EMERG REPRS & ALTRTNS REQST RESP TO W/IN 48 HRS	100	100	+ 0	0	100	100	+ 0	0				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT

PROGRAM TITLE: PUBLIC WORKS-PLANNING, DESIGN & CONSTRUCTION
 PROGRAM-ID: AGS-221
 PROGRAM STRUCTURE NO: 11030801

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	16.00	16.00	+ 0.00	0	16.00	16.00	+ 0.00	0	16.00	16.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,161	2,175	- 2,986	58	1,270	517	- 753	59	3,930	4,712	+ 782	20
TOTAL COSTS												
POSITIONS	16.00	16.00	+ 0.00	0	16.00	16.00	+ 0.00	0	16.00	16.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,161	2,175	- 2,986	58	1,270	517	- 753	59	3,930	4,712	+ 782	20
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV VARIANCE BETWEEN EST & ACTUAL BID OPENING DATES	3	.1	- 2.9	97	3	3	+ 0	0				
2. AV PRE-BID CONSTRUCTION EST AS % OF AV BID PRICE	100	162	+ 62	62	100	100	+ 0	0				
3. AV VAR BTWN EST & ACTUAL CONSTR COMPLETIN DATES	3	3	+ 0	0	3	3	+ 0	0				
4. AV COST CHANGE ORDERS AS % AV ACTUAL CONST COST	3	9	+ 6	200	3	3	+ 0	0				
5. FOR TTL CIP REQUIRED, % OF FUNDS ACTUALLY APPROP	100	100	+ 0	0	100	96	- 4	4				
PART III: PROGRAM TARGET GROUP												
1. CAPITAL IMPROV APPROPRIATIONS (IN \$100,000)	500	717	+ 217	43	797	757	- 40	5				
2. PUBLIC BUILDINGS, REPAIRS & ALTERATIONS (\$100,000)	6	60	+ 54	900	97	97	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. TOTAL COSTS OF FAC OR PROJECT UNDER DESIGN (\$MILL)	450	417	- 33	7	450	458	+ 8	2				
2. PROJ UNDER CONSTRUCTION DURING FY (EST COST \$MILL)	650	664	+ 14	2	650	519	- 131	20				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 08 01
AGS 221

PROGRAM TITLE: PUBLIC WORKS-PLANNING, DESIGN & CONSTRUCTION

PART I - EXPENDITURES AND POSITIONS

The variance in expenditures for FY 13 is due to total actual revolving fund expenditures for supplies, services, and equipment for capital improvement program (CIP) projects and vacation and sick leave taken by CIP-funded staff that was significantly lower than the budgeted expenditure ceiling. The variance for the general fund portion of expenditures was a result of collective bargaining labor savings.

The variances reflected for the general fund portion expenditures in the 1st quarter of FY 14 and the last 3 quarters of FY 14 are due to collective bargaining agreements applied for the BU-03 and excluded general fund staff positions and the actual 1st quarter FY 14 and projected last 3 quarters of FY 14 revolving fund expenditures are anticipated to be lower than budgeted as the majority of computer equipment upgrades were done during FY 13 and the program anticipates computer equipment and other significant expenditures to be minimal. This does not yet reflect the pending BU-13 collective bargaining settlement currently pending funding approval during the 2013 Legislative special session. This additional adjustment will increase the variance for FY 14.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The variance between the estimated and actual bid opening dates was due to the efforts made to fill critical project coordinator vacancies who are responsible for the project design phase which helped to ensure projects were bid out on a timely basis during FY 13. Majority of the projects were bid out earlier than estimated.

Item 2: The variance between the pre-bid construction estimate and the average bid price for FY 13 was indicative of the industry trend as construction continues to move towards favorable economic recovery during FY 13.

Item 4: The variance for the change order percentages during FY 13 is attributed to higher occurrences of changes in the project designs while the project is in construction such as client agency requests made during

the construction phase, unforeseen conditions found during construction, and design errors discovered during construction.

PART III - PROGRAM TARGET GROUPS

Item 1: The variance for CIP appropriations for the FY 13 actual was based on the amount appropriated to the program as expending agency in Act 106, SLH 2012. Projects that were shovel ready for construction received appropriations as part of the New Day Work Projects initiative.

The variance for FY 14 CIP appropriations is due to re-prioritization for appropriations for projects as part of the New Day Work Projects initiative.

Item 2: The variance for repair and alterations FY 13 appropriations is due to initiatives to address the backlog of projects to repair State facilities that had been re-prioritized during previous budget restrictions and due to the addition of mandated retro-commissioning for existing facilities that have not been funded to date. Current initiatives include efforts to lessen the backlog of repairs needed in State facilities as related to health and safety issues.

PART IV - PROGRAM ACTIVITIES

Item 2: The variance for FY 14 is due to the program and State agencies having obtained insufficient funding to move projects from the design phase to the construction phase and construction bids came in lower than estimated.

VARIANCE REPORT

PROGRAM TITLE: CENTRAL SERVICES - CUSTODIAL SERVICES
 PROGRAM-ID: AGS-231
 PROGRAM STRUCTURE NO: 11030802

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	119.00	115.00	- 4.00	3	119.00	117.00	- 2.00	2	119.00	119.00	+ 0.00	0
EXPENDITURES (\$1000's)	21,226	20,193	- 1,033	5	4,745	4,693	- 52	1	14,763	14,018	- 745	5
TOTAL COSTS												
POSITIONS	119.00	115.00	- 4.00	3	119.00	117.00	- 2.00	2	119.00	119.00	+ 0.00	0
EXPENDITURES (\$1000's)	21,226	20,193	- 1,033	5	4,745	4,693	- 52	1	14,763	14,018	- 745	5
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. 4 INTERNAL SVC INSPECTIONS/QTR & ACCEPTBLE SCORES	80	80	+ 0	0	80	80	+ 0	0				
2. BLDG OCCUPANT'S EVALUATION OF CUSTODIAL SERVICES	70	70	+ 0	0	70	70	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. TOTAL ASSIGNED BUILDINGS	78	78	+ 0	0	78	78	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. TOTAL NUMBER OF WORK STATIONS (JANITOR II)	73	73	+ 0	0	73	73	+ 0	0				
2. NUMBER OF SQUARE FEET SERVICED	2.7	2.7	+ 0	0	2.7	2.7	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 08 02
AGS 231

PROGRAM TITLE: CENTRAL SERVICES - CUSTODIAL SERVICES

PART I - EXPENDITURES AND POSITIONS

The expenditure variance of \$1,033,296 for FY 13 was primarily due to the the 5% program restriction of \$961,666 and \$71,248 due to position vacancies throughout the year.

The variance in the 1st Quarter of FY 14 of \$52,218 is primarily due to the 1st Quarter payroll allotment adjustment of \$52,125. The expected variance of \$745,411 for the remaining nine months of FY 14 is due to the 5% program restriction of \$862,748 offset with the collective bargaining allotment of \$65,118 and normal program vacancy savings for the year.

For FY 13, there is a variance of four positions. The Janitor II, Pos. #18554, a selection has been made. Interview for one position Mgt Analyst III, Pos. #17060 is scheduled and two positions (Janitor IIs, Pos. #27134 and #18924) are awaiting personnel action to proceed.

For the 1st Quarter of FY 14, two positions are vacant, of which one position (Janitor II, Pos. #27134) an applicant has been selected and the other vacancy Mgt. Analyst II, Pos. #17060 is awaiting a list of eligibles from personnel. For the remaining nine months of FY 14, all positions are expected to be filled pending the outcome of the short-term hiring freeze.

PART II - MEASURES OF EFFECTIVENESS

There are no variances in the measures of effectiveness.

PART III - PROGRAM TARGET GROUPS

There are no variances in the program target group.

PART IV - PROGRAM ACTIVITIES

There are no variances in program activities.

VARIANCE REPORT

PROGRAM TITLE: CENTRAL SERVICES - GROUNDS MAINTENANCE
 PROGRAM-ID: AGS-232
 PROGRAM STRUCTURE NO: 11030803

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14						
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%			
PART I: EXPENDITURES & POSITIONS															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES (\$1,000's)															
OPERATING COSTS															
POSITIONS	27.00	27.00	+	0.00	0	27.00	26.00	-	1.00	4	27.00	27.00	+	0.00	0
EXPENDITURES (\$1000's)	1,620	1,539	-	81	5	337	320	-	17	5	1,316	1,264	-	52	4
TOTAL COSTS															
POSITIONS	27.00	27.00	+	0.00	0	27.00	26.00	-	1.00	4	27.00	27.00	+	0.00	0
EXPENDITURES (\$1000's)	1,620	1,539	-	81	5	337	320	-	17	5	1,316	1,264	-	52	4
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14										
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%							
PART II: MEASURES OF EFFECTIVENESS															
1. EVALUATIONS FROM GROUNDS SURVEY FROM BLDG OCCUPNTS	70	70	+	0	0	70	70	+	0	0					
2. ANNUAL FACILITY ASSESSMENT SCORES	85	85	+	0	0	85	85	+	0	0					
PART III: PROGRAM TARGET GROUP															
1. TOTAL NUMBER OF FACILITIES	119	119	+	0	0	119	119	+	0	0					
PART IV: PROGRAM ACTIVITY															
1. NUMBER OF GROUNDSKEEPING POSITIONS	27	27	+	0	0	27	27	+	0	0					
2. TOTAL ACREAGE SERVICED	106.3	106.3	+	0	0	106.3	106.3	+	0	0					
3. NUMBER OF REFUSE COLLECTION SITES	28	28	+	0	0	28	28	+	0	0					

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 08 03
AGS 232

PROGRAM TITLE: CENTRAL SERVICES - GROUNDS MAINTENANCE

PART I - EXPENDITURES AND POSITIONS

The variance in expenditures of \$80,645 in FY 13 is primarily due to the 5% program restriction of \$80,981 offset with the collective bargaining allotment of \$346.

For FY 14, the 1st Quarter variance of \$16,942 is primarily due to 1st Quarter payroll adjustment of \$9,879 and vacancy savings from two grounds positions during the 1st Quarter, FY 14. The expected variance of \$52,254 for the remaining nine months of FY 14 is primarily due to the 5% program restriction of \$82,647 offset with collective bargaining allotments of \$15,454 and normal vacancy savings during the year.

For FY 13 there is no vacant position variance.

For the 1st Quarter of FY 14, there is one vacancy, Groundskeeper I, Pos. #48156 which is awaiting list of eligible applicants from Personnel. For the remaining nine months of FY 14 all positions are expected to be filled pending the outcome of the short term hiring freeze.

PART II - MEASURES OF EFFECTIVENESS

There are no variances in the measures of effectiveness.

PART III - PROGRAM TARGET GROUPS

There are no variances in the program target group.

PART IV - PROGRAM ACTIVITIES

There are no variances in the program activities.

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
12/12/13

PROGRAM TITLE: CENTRAL SERVICES - BUILDING REPAIRS & ALT
PROGRAM-ID: AGS-233
PROGRAM STRUCTURE NO: 11030804

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	33.00	30.00	- 3.00	9	33.00	32.00	- 1.00	3	33.00	33.00	+ 0.00	0
EXPENDITURES (\$1000's)	2,903	2,764	- 139	5	710	719	+ 9	1	2,290	2,160	- 130	6
TOTAL COSTS												
POSITIONS	33.00	30.00	- 3.00	9	33.00	32.00	- 1.00	3	33.00	33.00	+ 0.00	0
EXPENDITURES (\$1000's)	2,903	2,764	- 139	5	710	719	+ 9	1	2,290	2,160	- 130	6
					FISCAL YEAR 2012-13				FISCAL YEAR 2013-14			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS												
1. % OF PROGRAM PROJECTS COMPLETED WITHIN TIMETABLE					100	100	+ 0	0	100	100	+ 0	0
2. % EMERGENCY REP & ALTERATNS RESPNDED TO IN 48 HRS					100	100	+ 0	0	100	100	+ 0	0
3. % OF SATISFACTORY SURVEY EVALUATIONS OF R&A SVCS					90	90	+ 0	0	90	90	+ 0	0
4. % OF SATISFACTORY SURVEY EVAL OF SPECIAL PROJECTS					90	90	+ 0	0	90	90	+ 0	0
PART III: PROGRAM TARGET GROUP												
1. TOTAL NUMBER OF ASSIGNED STATE BUILDINGS					164	164	+ 0	0	164	164	+ 0	0
PART IV: PROGRAM ACTIVITY												
1. TTL NO. OF NORMAL REPAIRS & ALTERATIONS PROJECTS					3200	3120	- 80	3	3200	3150	- 50	2
2. TOTAL NUMBER OF EMERGENCY PROJECTS					985	945	- 40	4	985	950	- 35	4

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

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PROGRAM TITLE: CENTRAL SERVICES - BUILDING REPAIRS & ALT

PART I - EXPENDITURES AND POSITIONS

For FY 13, there is a variance of three positions, of which two are awaiting list from Personnel (Engineer V, Pos. #118759 and Carpenter I, Pos. #46917). The last position, Central Services Administrator, Pos.# 12945 has been returned without action pending a reorganization.

For the 1st Quarter of FY 14, one position is vacant, the Central Services Administrator, Pos. #12945 is pending a reorganization. For the remaining nine months of FY 14, all positions are expected to be filled pending the outcome of the short term hiring freeze.

For FY 13, the variance in expenditures of \$139,731 is due to the 5% program restriction of \$140,166 offset by the collective bargaining allotment of \$436.

For the 1st Quarter of FY 14, there is variance of \$9,254 and is primarily due to the 1st Quarter payroll allotment adjustment of \$21,984 offset with overtime payment of \$39,617 and vacancy savings. The expected variance for the remaining nine months of FY 14 of \$129,770 is primarily due to the 5% program restrictions of \$144,977 offset by the collective bargaining allotment of \$27,322 and normal vacancy savings during the year.

PART II - MEASURES OF EFFECTIVENESS

There are no variances in the measures of effectiveness.

PART III - PROGRAM TARGET GROUPS

There is no variance in the program target group.

PART IV - PROGRAM ACTIVITIES

There are no variances in program activity.

VARIANCE REPORT

PROGRAM TITLE: PROCUREMENT, INVENTORY & SURPLUS PROP MGT
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110309

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	27.00	18.00	- 9.00	33	27.00	19.00	- 8.00	30	27.00	23.00	- 4.00	15
EXPENDITURES (\$1000's)	2,876	1,515	- 1,361	47	761	391	- 370	49	2,165	2,517	+ 352	16
TOTAL COSTS												
POSITIONS	27.00	18.00	- 9.00	33	27.00	19.00	- 8.00	30	27.00	23.00	- 4.00	15
EXPENDITURES (\$1000's)	2,876	1,515	- 1,361	47	761	391	- 370	49	2,165	2,517	+ 352	16
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. EST COST SAVINGS BY JURISIC UTILIZ SPO PLVL(\$1000)	3000	3145	+ 145	5	3000	3000	+ 0	0				
2. COST SAVINGS OF HEPS AWARDS (THOUSANDS OF DOLLARS)	10000	29377	+ 19377	194	10000	10000	+ 0	0				
3. SURPLUS PROPERTY TRANSFERRED TO DONEES (\$1000)	4500	3705	- 795	18	4500	4500	+ 0	0				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
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PROGRAM TITLE: STATE PROCUREMENT
PROGRAM-ID: AGS-240
PROGRAM STRUCTURE NO: 11030901

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14						
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%			
PART I: EXPENDITURES & POSITIONS															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES (\$1,000's)															
OPERATING COSTS	22.00	15.00	-	7.00	32	22.00	16.00	-	6.00	27	22.00	20.00	-	2.00	9
POSITIONS	1,090	1,026	-	64	6	219	212	-	7	3	908	894	-	14	2
EXPENDITURES (\$1000's)															
TOTAL COSTS	22.00	15.00	-	7.00	32	22.00	16.00	-	6.00	27	22.00	20.00	-	2.00	9
POSITIONS	1,090	1,026	-	64	6	219	212	-	7	3	908	894	-	14	2
EXPENDITURES (\$1000's)															
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14										
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%							
PART II: MEASURES OF EFFECTIVENESS															
1. EST COST SAVINGS BY JURISIC UTILIZ SPO PL/VL(\$1000)	3000	3145	+	145	5	3000	3000	+	0	0					
2. PROPERTY TRANSFERRED BETWEEN AGENCIES (\$1000)	3700	24305	+	20605	557	3700	5000	+	1300	35					
3. MOVING 3-YEAR AV OF ERRORS IN INVENTORY REPORTING	0	0	+	0	0	0	0	+	0	0					
4. % OF PROCURMT AUDIT FINDINGS RESOLVD OVER ADDRESS	0	0	+	0	0	0	0	+	0	0					
5. COST SAVINGS OF HEPS AWARDS (THOUSANDS OF DOLLARS)	10000	29377	+	19377	194	10000	10000	+	0	0					
6. % EVAL W/ PRACTICAL RATINGS BY SPO CLASS ATTENDEES	60	53	-	7	12	60	60	+	0	0					
7. REBATES REC FR PCARD FOR PARTICIPATNG (THOU DOLLR)	1300	1380	+	80	6	1300	1380	+	80	6					
PART III: PROGRAM TARGET GROUP															
1. NO. OF JURISDTNS UTILIZING COOP PURCHASING AGREEMT	20	20	+	0	0	20	20	+	0	0					
2. NO. OF ORG CODES LISTED IN THE FIXED ASSET INV SYS	1185	1185	+	0	0	1185	1185	+	0	0					
3. NO. AGENCIES ISSUING HLTH & HUMN SVS SOLICITATIONS	25	22	-	3	12	25	25	+	0	0					
4. NO. OF PCARD HOLDERS FOR ALL PARTICIPATING JURISDI	3900	3915	+	15	0	3900	3900	+	0	0					
PART IV: PROGRAM ACTIVITY															
1. NUMBER OF AWARDS FOR PRICE & VENDOR LIST CONTRACTS	20	26	+	6	30	20	20	+	0	0					
2. NUMBER OF HAWAII ELEC PROCURMT SYS SOLICITATIONS	1300	1547	+	247	19	1300	1400	+	100	8					
3. NUMBER OF ATTENDEES AT PROCURMT TRAINING WORKSHOPS	6000	7451	+	1451	24	6000	6000	+	0	0					
4. RATIO PCARD TRANS/PO TRANS OBJ CODE EX DOE,UH,HHSC	11	11.72	+	0.72	7	11	11	+	0	0					
5. NUMBER OF ITEMS TRANSFERRED BETWEEN AGENCIES	2200	2209	+	9	0	2200	2200	+	0	0					
6. NO. OF INVENTORY TRANSACTIONS AUDITED & PROCESSED	45000	53289	+	8289	18	45000	55000	+	10000	22					
7. TOTAL VALUE OF PROP ADDED TO INVENTORY (THOUSAND)	650000	9886832	+	9236832	1421	650000	650000	+	0	0					
8. NUMBER OF PROCUREMENT AUDITS COMPLETED	0	0	+	0	0	0	0	+	0	0					
9. NO. OF COMP/RESTRICT HLTH & HMN SVC SOLICITATIONS	60	67	+	7	12	60	60	+	0	0					

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

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PROGRAM TITLE: STATE PROCUREMENT

PART I - EXPENDITURES AND POSITIONS

The position variances in FY 13 and the 1st Quarter of FY 14 are attributed to hiring delays, one resignation, and one retirement. Plan to fill vacancies by end of FY 14.

The corresponding expenditure variance in FY 13 was largely due to vacancy savings. No significant expenditure changes for FY 14.

PART II - MEASURES OF EFFECTIVENESS

Item 2: FY 13 actual was 557% higher due to very high-value transfers, such as land and building between agencies. FY 14 forecast was adjusted to follow the trend of the previous two years.

Item 5: Increase in cost savings is due to Department of Education/Office of School Facilities and Support Services awarding construction competitive sealed bids on Hawaii eProcurement System(HePS). Previously, the majority of solicitations on HePS were small purchases.

Item 6: FY 13 actual was 12% lower because a greater number of attendees were required to attend workshops.

PART III - PROGRAM TARGET GROUPS

Item 3: The decrease of 12% is due to less funding for services.

PART IV - PROGRAM ACTIVITIES

Item 1: Increase is due primarily to added Western States Contracting Alliance (WSCA) contracts, increased productivity from knowledgeable and experienced staff, and improved processes leading to greater efficiency.

Item 2: Increase is due to a change in reporting the number of solicitations to include those solicitations subsequently cancelled (178).

Item 3: FY 13 actual was higher than forecasted due to a greater awareness of procurement training requirements and expanded workshops.

Item 6: FY 13 actual was 18% higher due to a large number of additions and transfers to the inventory. FY 14 forecast was increased to match the trend of prior years.

Item 7: FY 13 actual was 1,421% higher due to very high-value additions, such as infrastructure and roadway components to the inventory.

Item 8: Newly filled positions are gaining necessary experience to conduct audits.

Item 9: The increase is due to re-solicitations of expiring long term contracts.

PROGRAM TITLE: SURPLUS PROPERTY MANAGEMENT
 PROGRAM-ID: AGS-244
 PROGRAM STRUCTURE NO: 11030902

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	5.00	3.00	- 2.00	40	5.00	3.00	- 2.00	40	5.00	3.00	- 2.00	40
EXPENDITURES (\$1000's)	1,786	489	- 1,297	73	542	179	- 363	67	1,257	1,623	+ 366	29
TOTAL COSTS												
POSITIONS	5.00	3.00	- 2.00	40	5.00	3.00	- 2.00	40	5.00	3.00	- 2.00	40
EXPENDITURES (\$1000's)	1,786	489	- 1,297	73	542	179	- 363	67	1,257	1,623	+ 366	29
					FISCAL YEAR 2012-13				FISCAL YEAR 2013-14			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS												
1. SURPLUS PROPERTY TRANSFERRED TO DONEES (\$1000)					4500	3705	- 795	18	4500	4500	+ 0	0
2. RATIO SVS FEE OVER PROPERTY TRANSFER VALUE (%)					6.0	.05	- 5.95	99	6.0	6	+ 0	0
3. ACTUAL DONEES AS % OF ELIGIBLE DONEES					84	84	+ 0	0	84	84	+ 0	0
PART III: PROGRAM TARGET GROUP												
1. NON-PROFIT TAX-EXMPT EDUC & PUBLIC HTH INSTUTNS					400	125	- 275	69	400	120	- 280	70
2. PUBLIC AGENCY THAT SERVES OR PROMOTES PUB PURPOSE					24	24	+ 0	0	24	24	+ 0	0
3. 8(A) BUSINESS DEV/SMALL DISADVANTAGED BUSINESSES					340	46	- 294	86	340	45	- 295	87
PART IV: PROGRAM ACTIVITY												
1. FED PERSONAL PROP RECEIVED (LINE ITEMS)					600	247	- 353	59	600	600	+ 0	0
2. FED PROP DONATED (LINE ITEMS)					1600	962	- 638	40	1600	1600	+ 0	0
3. ACQ OF STATE PROP FOR UTIL/SALE (LINE ITEMS)					150	45	- 105	70	150	50	- 100	67
4. DIST OF STATE PROP FOR REUTIL (LINE ITEMS)					135	45	- 90	67	135	60	- 75	56
5. STATE PROP DISP OF BY PUBLIC SALE (LINE ITEMS)					0	0	+ 0	0	0	0	+ 0	0

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

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PROGRAM TITLE: SURPLUS PROPERTY MANAGEMENT

PART I - EXPENDITURES AND POSITIONS

The position variances in FY 13 and the first quarter of FY 14 are attributed to two vacant positions not being filled because the current amount of property transferred cannot support a staff of 5.

The expenditure variances for FY 13 and the first quarter of FY 14 can be attributed to lower than anticipated purchases of federal vehicles. More expenditures are projected for the remaining three quarters of FY 14 amidst an improving economic climate.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The decrease is due to less property available, but at a higher value.

Item 2: The decrease in ratio is due to high dollar values applied by the federal government to the value of property transferred.

PART III - PROGRAM TARGET GROUPS

Item 1: The variance is due to overestimating the amount of available nonprofit health institutions and nonprofit schools wanting to participate in the program. FY 14 projected values were lowered to match the trends of previous years.

Item 3: The variance is due to overestimating the amount of available Small Business Administration (SBA) businesses available and the amount of programs interested in acquiring federal surplus. FY 14 projected values were lowered to match the trends of previous years.

PART IV - PROGRAM ACTIVITIES

Items 1 & 2: The decreases in FY 13 are due to changes in procedures for acquiring federal personal property and less federal personal property being available.

Items 3 & 4: The decreases in FY 13 are due to less usable State surplus property being available. FY 14 projected values were lowered to match the trends of previous years.

VARIANCE REPORT

PROGRAM TITLE: AUTOMOTIVE MANAGEMENT
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110310

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	37.00	35.00	- 2.00	5	40.00	34.00	- 6.00	15	40.00	40.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,821	5,786	- 35	1	2,529	1,654	- 875	35	4,382	5,285	+ 903	21
TOTAL COSTS												
POSITIONS	37.00	35.00	- 2.00	5	40.00	34.00	- 6.00	15	40.00	40.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,821	5,786	- 35	1	2,529	1,654	- 875	35	4,382	5,285	+ 903	21
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. MOTOR POOL VEHICLES-AVERAGE OPER COST PER VEHICLE	90	118	+ 28	31	90	118	+ 28	31				
2. PERCENTAGE UTILIZATION OF PARKING SPACES	90	80	- 10	11	105	90	- 15	14				

Intermediate Level Program
No Narrative
(See Lowest Level Programs for Explanation of Variances)

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
12/12/13

PROGRAM TITLE: AUTOMOTIVE MANAGEMENT - MOTOR POOL
PROGRAM-ID: AGS-251
PROGRAM STRUCTURE NO: 11031001

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	12.50	12.50	+ 0.00	0	13.00	11.50	- 1.50	12	13.00	13.00	+ 0.00	0
EXPENDITURES (\$1000's)	2,516	2,487	- 29	1	1,000	586	- 414	41	2,378	2,811	+ 433	18
TOTAL COSTS												
POSITIONS	12.50	12.50	+ 0.00	0	13.00	11.50	- 1.50	12	13.00	13.00	+ 0.00	0
EXPENDITURES (\$1000's)	2,516	2,487	- 29	1	1,000	586	- 414	41	2,378	2,811	+ 433	18
					FISCAL YEAR 2012-13				FISCAL YEAR 2013-14			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS												
1. MOTOR POOL VEHICLES-AVERAGE OPER COST PER VEHICLE					90	118	+ 28	31	90	118	+ 28	31
2. PERCENTAGE OF REVENUES OVER EXPENDITURES					96	99	+ 3	3	96	99	+ 3	3
PART III: PROGRAM TARGET GROUP												
1. STATE AGENCIES UTILIZING MOTOR POOL & NON-MP VEH					21	21	+ 0	0	21	21	+ 0	0
PART IV: PROGRAM ACTIVITY												
1. MOTOR POOL FLEET RENTAL REVENUES					2094	2091	- 3	0	1980	2091	+ 111	6
2. OTHER NON-MOTOR POOL VEHICLE SERVICE REVENUES					396	496	+ 100	25	185	496	+ 311	168

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

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PROGRAM TITLE: AUTOMOTIVE MANAGEMENT - MOTOR POOL

PART I - EXPENDITURES AND POSITIONS

For FY 13, there is no variance in positions and the variance in expenditures is insignificant.

For FY 14, the variance in positions is due to the Automated Systems Equipment Technician (0.50) and Automotive Technician (1.00). The variance in expenditures will be spent during the remaining 3 quarters of the year.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The variances for both fiscal years is due to underestimating the planned average operating cost.

Item 2: The variances for FY 13 and FY 14 are insignificant.

PART III - PROGRAM TARGET GROUPS

For both fiscal years, there are no variances.

PART IV - PROGRAM ACTIVITIES

Item 1: For both fiscal years, the variances are insignificant.

Item 2: For both fiscal years, the variances are due to underestimating the planned other non-motor pool vehicle service revenues.

PROGRAM TITLE: AUTOMOTIVE MANAGEMENT - PARKING CONTROL
 PROGRAM-ID: AGS-252
 PROGRAM STRUCTURE NO: 11031002

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	24.50	22.50	- 2.00	8	27.00	22.50	- 4.50	17	27.00	27.00	+ 0.00	0
EXPENDITURES (\$1000's)	3,305	3,299	- 6	0	1,529	1,068	- 461	30	2,004	2,474	+ 470	23
TOTAL COSTS												
POSITIONS	24.50	22.50	- 2.00	8	27.00	22.50	- 4.50	17	27.00	27.00	+ 0.00	0
EXPENDITURES (\$1000's)	3,305	3,299	- 6	0	1,529	1,068	- 461	30	2,004	2,474	+ 470	23
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. PERCENTAGE UTILIZATION OF PARKING SPACES	90	80	- 10	11	105	90	- 15	14				
2. PERCENTAGE OF REVENUES OVER EXPENDITURES	139	149	+ 10	7	121	149	+ 28	23				
PART III: PROGRAM TARGET GROUP												
1. STATE OFFICIALS-EMPLOYEE & PUB CONDUCTG BUS W/STATE	8350	8350	+ 0	0	8400	8350	- 50	1				
PART IV: PROGRAM ACTIVITY												
1. NO. OF SPACES FOR EMPLOYEES & PUBLIC	7407	7369	- 38	1	6175	7369	+ 1194	19				
2. NO. OF PARKING CITATIONS ISSUED (MONTHLY AVERAGE)	903	586	- 317	35	965	787	- 178	18				
3. EMPLOYEE PARKING & PUBLIC PARKING REVENUES	2811	3536	+ 725	26	3000	3699	+ 699	23				

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

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PROGRAM TITLE: AUTOMOTIVE MANAGEMENT - PARKING CONTROL

PART I - EXPENDITURES AND POSITIONS

For FY 13, the position variance is due to two (2) Parking & Security Officer positions and the variance in expenditures is insignificant.

For FY 14, the position variance is due to the Automated Systems Equipment Technician (0.50), a Parking & Security Office (1.00), two (2) new Parking & Security Officers and one (1) new Office Assistant IV. The three new positions are funded January 1, 2014.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The variances are due to delaying the assignment of Lot N, Aii Place Garage, and Lot R, South Street Garage, for the state agencies to be assigned to the Kamamalu Building.

Item 2: The variance for FY 13 and FY 14 are due to underestimating the planned percentage of revenues over expenditures.

PART III - PROGRAM TARGET GROUPS

There are no significant variances in the program target group.

PART IV - PROGRAM ACTIVITIES

Item 1: For FY 13, the variance is insignificant. For FY 14, the planned amount will be changed to the current number of spaces to 7,369.

Item 2: For both fiscal years the variances are due to the vacant Parking & Security Officer positions.

Item 3: For both fiscal years the variances are due to underestimating the planned employee parking and public parking revenues.

PROGRAM TITLE: GENERAL ADMINISTRATIVE SERVICES
 PROGRAM-ID: AGS-901
 PROGRAM STRUCTURE NO: 110313

	FISCAL YEAR 2012-13				THREE MONTHS ENDED 09-30-13				NINE MONTHS ENDING 06-30-14			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	37.00	35.00	- 2.00	5	36.00	35.00	- 1.00	3	36.00	36.00	+ 0.00	0
EXPENDITURES (\$1000's)	2,763	2,413	- 350	13	614	576	- 38	6	2,227	2,230	+ 3	0
TOTAL COSTS												
POSITIONS	37.00	35.00	- 2.00	5	36.00	35.00	- 1.00	3	36.00	36.00	+ 0.00	0
EXPENDITURES (\$1000's)	2,763	2,413	- 350	13	614	576	- 38	6	2,227	2,230	+ 3	0
	FISCAL YEAR 2012-13				FISCAL YEAR 2013-14							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % OF LATE (INTEREST) PAYMENTS TO TOTAL PAYMENTS	.2	.12	- 0.08	40	.2	.2	+ 0	0	.2	.2	+ 0	0
2. % OF INVOICE PAYMNTS PROCESSED W/IN 7 WORKING DAYS	93	96	+ 3	3	93	93	+ 0	0	93	93	+ 0	0
3. AV TIME FOR NON-COMPETITIVE RECRUITMENT ACTION	26	27	+ 1	4	26	26	+ 0	0	26	26	+ 0	0
4. AV TIME FOR DELEGATED CLASSIFICATION ACTION	5	16	+ 11	220	5	10	+ 5	100	5	10	+ 5	100
5. NO. OF NON-ROUTINE PERSONNEL CONSULTATIVE SVCS	240	240	+ 0	0	240	240	+ 0	0	240	240	+ 0	0
6. PERCENTAGE OF DATA PROCESSING REQUESTS COMPLETED	80	85	+ 5	6	75	80	+ 5	7	75	80	+ 5	7
7. % OF DP REQUESTS COMPLTD WHICH IMPROVED EFFICIENCY	80	83	+ 3	4	65	70	+ 5	8	65	70	+ 5	8
8. PERCENTAGE OF B&F REQUESTS SUBMITTED BY DUE DATE	100	100	+ 0	0	100	100	+ 0	0	100	100	+ 0	0
9. % OF LEGISLATIVE REQUESTS SUBMITTED BY DATE	100	100	+ 0	0	100	100	+ 0	0	100	100	+ 0	0
PART III: PROGRAM TARGET GROUP												
1. NO. OF DIVISIONS, DISTRICT OFFICES & ATTACHED AGEN	22	22	+ 0	0	22	22	+ 0	0	22	22	+ 0	0
2. TOTAL NUMBER OF EMPLOYEES (PERMANENT/TEMPORARY)	787	783	- 4	1	815	801	- 14	2	815	801	- 14	2
3. TOTAL NO. OF PAYMENT TRANSACTIONS PROCESSED (000)	28	28	+ 0	0	28	28	+ 0	0	28	28	+ 0	0
4. NO. OF INTERNAL VACANCY RECRUITMENT ANNOUNCEMENTS	100	81	- 19	19	100	100	+ 0	0	100	100	+ 0	0
5. NO. OF DELEGATED CLASSIFICATION ACTIONS TAKEN	120	109	- 11	9	120	110	- 10	8	120	110	- 10	8
6. NO. OF DEPARTMENTAL VACANCIES DURING THE YEAR	130	105	- 25	19	130	120	- 10	8	130	120	- 10	8
7. TOTAL NO. OF DATA PROCESSING REQUESTS PROCESSED	400	390	- 10	3	400	400	+ 0	0	400	400	+ 0	0
8. NO. OF COMPUTER APPLICATION PROGRAMS ADMINSTERED	3200	3200	+ 0	0	3200	3200	+ 0	0	3200	3200	+ 0	0
9. NO. OF REQUESTS FROM DEPT. OF BUDGET AND FINANCE	15	16	+ 1	7	15	15	+ 0	0	15	15	+ 0	0
10. TOTAL NUMBER OF LEGISLATIVE REQUESTS	40	27	- 13	33	40	40	+ 0	0	40	40	+ 0	0
PART IV: PROGRAM ACTIVITY												
1. NO. OF EMPLOYEES PROVIDING ADMIN/TECH/CLERICAL SUP	33	32	- 1	3	33	32	- 1	3	33	32	- 1	3
2. NUMBER OF PURCHASING CARDS OUTSTANDING	155	160	+ 5	3	155	160	+ 5	3	155	160	+ 5	3
3. NUMBER OF PAYROLL REGISTERS HANDLED	8	8	+ 0	0	8	8	+ 0	0	8	8	+ 0	0
4. AV NO. OF EPARS PROCESSED PER EMPLOYEE	4	6	+ 2	50	4	4	+ 0	0	4	4	+ 0	0
5. NO. OF EPARS PROCESSED	2700	4212	+ 1512	56	2700	3500	+ 800	30	2700	3500	+ 800	30
6. NUMBER OF NON-EPAR ACTIONS PROCESSED	4500	1964	- 2536	56	4500	2500	- 2000	44	4500	2500	- 2000	44
7. NO. OF REQUESTS FOR NON-COMPETITIVE RECRUITMENTS	120	97	- 23	19	120	120	+ 0	0	120	120	+ 0	0
8. NO. OF REQUESTS FOR DELEGATED CLASSIFICATN ACTIONS	120	112	- 8	7	120	120	+ 0	0	120	120	+ 0	0
9. NO. OF NEW COMPUTER APPLICATION SYSTEMS INSTALLED	2	2	+ 0	0	1	1	+ 0	0	1	1	+ 0	0
10. NO. OF ADMIN RULES & REORG REQUESTS REVIEWED	4	2	- 2	50	4	4	+ 0	0	4	4	+ 0	0

VARIANCE REPORT NARRATIVE FY 2013 AND FY 2014

11 03 13
AGS 901

PROGRAM TITLE: GENERAL ADMINISTRATIVE SERVICES

PART I - EXPENDITURES AND POSITIONS

The decrease in the number of positions for FY 13, the first three months ended September 30, 2013 and the remaining nine months ending June 30, 2014 are not significant.

The decrease in the expenditure for FY 13 is primarily due to funding restrictions and vacancy savings. The variance in expenditures for the three months ended September 30, 2013 and the remaining nine months ending June 30, 2014 are not significant.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The variance in the percentage of late (interest) payments to total payments is due to the timely processing of payments.

Item 4: The variance in FY 13 was due to the more complex delegated classification action requests from the programs and the anticipated requests for FY 14.

PART III - PROGRAM TARGET GROUPS

Item 4: The variance in FY 13 was due to a decrease in internal vacancy recruitment requests from the programs.

Item 5: The variance in FY 13 was due less than planned number of requests from the programs. The variance is expected to continue through FY 14.

Item 6: The variances were caused by the decrease in the number of employees choosing to separate from the department.

Item 10: Decrease due to less legislative requests received in FY 13.

PART IV - PROGRAM ACTIVITIES

Item 4: The variance in FY 13 was due to the processing of a high number of collective bargaining agreement transactions and other employee data transactions.

Item 5: The increases in FY 13 and FY 14 are due to "Favored Nation" and other related collective bargaining agreement transaction processing, and because of major projects requiring updating employee personal data and Employees' Retirement System (ERS) codes.

Item 6: The decrease in FY 13 and FY 14 is due to reduction in processing requirements.

Item 7: The decrease in FY 13 is due to the receipt of fewer requests from programs to fill positions.

Item 8: The variance in FY 13 is less than planned, however number within estimate.

Item 10: In FY 13 there was a decrease in the number of Hawaii administrative rules and reorganization requests received from the programs.