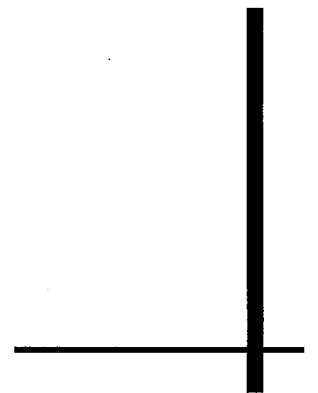


GOVERNMENT-WIDE SUPPORT



VARIANCE REPORT

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	1,634.28	1,207.28	- 427.00	26	1,667.28	1,224.28	- 443.00	27	1,667.28	1,401.28	- 266.00	16
EXPENDITURES (\$1000's)	870,761	191,324	- 679,437	78	49,011	37,072	- 11,939	24	1,007,251	204,891	- 802,360	80
TOTAL COSTS												
POSITIONS	1,634.28	1,207.28	- 427.00	26	1,667.28	1,224.28	- 443.00	27	1,667.28	1,401.28	- 266.00	16
EXPENDITURES (\$1000's)	870,761	191,324	- 679,437	78	49,011	37,072	- 11,939	24	1,007,251	204,891	- 802,360	80
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AVG ANNUAL RATE OF RETURN ON INVESTMENTS	3	.49	- 2.51	84	.5	.5	+ 0	0				
2. AVG LENGTH OF TIME (DAYS) TO ISSUE REFUND CHECK	36	15	- 21	58	36	15	- 21	58				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

PROGRAM TITLE: GOVERNMENT-WIDE SUPPORT

11

PART I - EXPENDITURES AND POSITIONS

The variance in the Government-Wide Support Program position count is generally attributed to vacancies due to budget constraints, personnel turnovers, and pending recruitment and filling. The variance for expenditures is generally attributed to personnel expenditures being less than planned due to position vacancies. Details of the position and expenditure variances are best examined at the lowest program level.

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT

PROGRAM TITLE: EXEC DIRECTN, COORD, & POLICY DEVELOPMENT

12/14/12

PROGRAM-ID:

PROGRAM STRUCTURE NO: 1101

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	128.00	71.00	- 57.00	45	127.00	67.00	- 60.00	47	127.00	81.00	- 46.00	36
EXPENDITURES (\$1000's)	35,689	12,553	- 23,136	65	4,475	2,947	- 1,528	34	37,012	16,172	- 20,840	56
TOTAL COSTS												
POSITIONS	128.00	71.00	- 57.00	45	127.00	67.00	- 60.00	47	127.00	81.00	- 46.00	36
EXPENDITURES (\$1000's)	35,689	12,553	- 23,136	65	4,475	2,947	- 1,528	34	37,012	16,172	- 20,840	56
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO. OF REG VTRS WHO VTE AS % OF REG VOTERS	0	0	+ 0	0	60	60	+ 0	0				

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

VARIANCE REPORT

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	26.00	- 1.00	4	25.00	24.00	- 1.00	4	25.00	24.00	- 1.00	4
EXPENDITURES (\$1000's)	3,264	3,163	- 101	3	831	831	+ 0	0	2,177	2,031	- 146	7
TOTAL COSTS												
POSITIONS	27.00	26.00	- 1.00	4	25.00	24.00	- 1.00	4	25.00	24.00	- 1.00	4
EXPENDITURES (\$1000's)	3,264	3,163	- 101	3	831	831	+ 0	0	2,177	2,031	- 146	7
					FISCAL YEAR 2011-12				FISCAL YEAR 2012-13			
					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
PART III: PROGRAM TARGET GROUP												
1. NOT APPLICABLE					NO DATA	NO DATA	+ 0	0	NO DATA	NO DATA	+ 0	0
PART IV: PROGRAM ACTIVITY												
1. NOT APPLICABLE					NO DATA	NO DATA	+ 0	0	NO DATA	NO DATA	+ 0	0

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

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.

PROGRAM TITLE: OFFICE OF THE LIEUTENANT GOVERNOR
 PROGRAM-ID: LTG-100
 PROGRAM STRUCTURE NO: 110102

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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)	646	645	- 1	0	158	160	+ 2	1	472	439	- 33	7
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)	646	645	- 1	0	158	160	+ 2	1	472	439	- 33	7
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. TTL REV FRM SALES AS % OF COST OF PUBLICATION	80	NO DATA	- 80	100	80	NO DATA	- 80	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	1339	+ 39	3	1300	1680	+ 380	29				
2. NO. REQ FOR HRS, SESS LAWS, SUPPLEMENTS (000)	2.2	2.3	+ 0.1	5	2.2	2.3	+ 0.1	5				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

PROGRAM TITLE: OFFICE OF THE LIEUTENANT GOVERNOR

11 01 02
LTG 100

PART I - EXPENDITURES AND POSITIONS

The variance in expenditures for FY 12 is due to actual expenditures lower than budgeted amounts.

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. Our office sets the retail price of publications based on these factors. Departments get their copies free of charge. The revenue as a % of cost will differ each year depending on Department orders.

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 comes from a change in Federal requirements to match names on all legal documents. A name change request increase of more than 30% is a conservative estimate.

VARIANCE REPORT

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	75.00	33.00	- 42.00	56	76.00	31.00	- 45.00	59	76.00	31.00	- 45.00	59
EXPENDITURES (\$1000's)	21,368	4,536	- 16,832	79	1,201	744	- 457	38	20,825	6,412	- 14,413	69
TOTAL COSTS												
POSITIONS	75.00	33.00	- 42.00	56	76.00	31.00	- 45.00	59	76.00	31.00	- 45.00	59
EXPENDITURES (\$1000's)	21,368	4,536	- 16,832	79	1,201	744	- 457	38	20,825	6,412	- 14,413	69
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	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 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	17.00	+ 0.00	0	17.00	17.00	+ 0.00	0	17.00	17.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,802	3,390	- 2,412	42	885	381	- 504	57	4,888	5,392	+ 504	10
TOTAL COSTS												
POSITIONS	17.00	17.00	+ 0.00	0	17.00	17.00	+ 0.00	0	17.00	17.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,802	3,390	- 2,412	42	885	381	- 504	57	4,888	5,392	+ 504	10
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. # OF PLANS/STUDIES PREPARED IN TIMELY MANNER	5	5	+ 0	0	5	5	+ 0	0	5	5	+ 0	0
2. #LUC DECISIONS UPHLDG OP POS AS %TOT LUC DECSNS	100	100	+ 0	0	100	100	+ 0	0	100	100	+ 0	0
3. # ACRES INVOLVED IN LUC DECISIONS SPRTG OP POSTN	600	59659	+ 59059	9843	600	500	- 100	17	600	500	- 100	17
4. # RVIWS OF FED ACTIV PROPSD/CONDUCTD IN CZM AREA	40	48	+ 8	20	40	40	+ 0	0	40	40	+ 0	0
5. #STATE/CNTY PROGS AIMG TO ATTN OBJ OF CZM PROG	11	11	+ 0	0	11	11	+ 0	0	11	11	+ 0	0
PART III: PROGRAM TARGET GROUP												
1. STATE RESIDENT POPULATION (THOUSANDS)	1415	1415	+ 0	0	1420	1420	+ 0	0	1420	1420	+ 0	0
2. NO. OF APPLICANTS FOR FEDERAL PERMITS & LICENSES	60	52	- 8	13	60	60	+ 0	0	60	60	+ 0	0
3. NUMBER OF APPLICANTS FOR LAND USE REVIEWS	6	6	+ 0	0	6	6	+ 0	0	6	6	+ 0	0
PART IV: PROGRAM ACTIVITY												
1. # SPECIAL PLANS/PLNNG REPORTS DEVELOPED/REVIEWED	5	5	+ 0	0	5	5	+ 0	0	5	5	+ 0	0
2. # OF COUNTY GENERAL & DEV PLANS/AMENDMTS REVUED	30	5	- 25	83	30	5	- 25	83	30	5	- 25	83
3. # LU BOUNDARY AMDT PETITIONS, OTH LUC ITEMS REVWD	7	6	- 1	14	7	5	- 2	29	7	5	- 2	29
4. # STATE POSN STATEMTS PREP FOR LU BOUNDRY CHG PETS	6	6	+ 0	0	6	5	- 1	17	6	5	- 1	17
5. NUMBER OF FEDERAL CONSISTENCY REVIEWS	85	100	+ 15	18	85	100	+ 15	18	85	100	+ 15	18
6. STATE PERMITS/APPROVALS REVIEWED BY CZM PROGRAM	14	6	- 8	57	14	14	+ 0	0	14	14	+ 0	0

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 01 03 02
BED 144

PROGRAM TITLE: STATEWIDE PLANNING & COORDINATION

PART I - EXPENDITURES AND POSITIONS

No position variances.

FY 12. The expenditure variances are due to the following: 1) the delays in hiring for three general funded positions (the GIS manager position was vacant for the entire fiscal year; and it took 10 and 12 months, respectively, to fill two planner positions); 2) Federal funds were not expended as anticipated due to furloughs, delays in hiring and difficulties in obtaining matching funds; and 3) there was no activity in the Brownfields Cleanup Revolving Loan Fund (BFCRLF) because the funds were loaned out and repayment will occur in FY 13.

First Quarter of FY 13. Expenditure variance due to anticipated expenditures for BCRLF not occurring as soon as anticipated.

PART II - MEASURES OF EFFECTIVENESS

Item 3. (FY 12 & FY 13) There were several large petitions approved in 2011-12, with acreage of 56,771, 545, 767, and 1,525 acres. Regarding both Fiscal Years, it is difficult to predict the acreage of petitions expected to be submitted in any given year, although the amount of acreage in FY 12 is unlikely to be repeated anytime soon.

Item 4. The actual number of federal activities reviewed (48) was greater 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.

PART III - PROGRAM TARGET GROUPS

Item 2. The actual number of applicants for federal permits and licenses (52) 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.

PART IV - PROGRAM ACTIVITIES

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 developers.

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. Office of Planning (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 of planned Special Management Area Permits (SMA) reviewed by the CZM Program (14) was based on trends from past years. The actual number was six (6). The differences between planned and actual numbers are 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.

VARIANCE REPORT

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13						
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%			
PART I: EXPENDITURES & POSITIONS															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES (\$1,000's)															
OPERATING COSTS	5.00	5.00	+	0.00	0	5.00	0.00	-	5.00	100	5.00	0.00	-	5.00	100
POSITIONS	489	422	-	67	14	113	157	+	44	39	364	365	+	1	0
EXPENDITURES (\$1000's)															
TOTAL COSTS	5.00	5.00	+	0.00	0	5.00	0.00	-	5.00	100	5.00	0.00	-	5.00	100
POSITIONS	489	422	-	67	14	113	157	+	44	39	364	365	+	1	0
EXPENDITURES (\$1000's)															
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13										
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%							
PART II: MEASURES OF EFFECTIVENESS															
1. NUMBER OF ACRES REVIEWED FOR RECLASSIFICATION	1500	59814	+	58314	3888	1500	4500	+	3000	200					
2. NUMBER OF ACRES REVIEWED FOR SPECIAL PERMIT	300	0	-	300	100	300	300	+	0	0					
PART III: PROGRAM TARGET GROUP															
1. APPLICANTS FOR LAND USE REVIEW	850	NO DATA	-	850	100	850	NO DATA	-	850	100					
PART IV: PROGRAM ACTIVITY															
1. LAND USE BOUNDARY CHANGE PETITIONS PROCESSED	10	11	+	1	10	10	10	+	0	0					
2. SPECIAL PERMIT APPLICS PROCESSED	3	0	-	3	100	3	3	+	0	0					
3. LAND USE BOUNDARY INTERPRET - REQUESTS PROCESSED	850	1200	+	350	41	850	1350	+	500	59					
4. MOTIONS PROCESSED	25	12	-	13	52	25	25	+	0	0					

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

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 FY have been on the neighbor islands. Enforcement motions have also been filed that LUC cannot re-coup costs on.

PART II - MEASURES OF EFFECTIVENESS

Item 1. The variance in acreage reviewed and/or reclassified in FY 12 exceeded the estimated amount. The actual acreage reviewed reflects that which is submitted to the Land Use Commission's (LUC) 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.

Item 2. The LUC does not control the timing of when special permits are submitted.

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 6 years, the average number of petitions processed during the year has been 10. 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.

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.

PROGRAM TITLE: ECONOMIC PLANNING & RESEARCH

12/14/12

PROGRAM-ID: BED-130
PROGRAM STRUCTURE NO: 11010304

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13						
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%			
PART I: EXPENDITURES & POSITIONS															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES (\$1,000's)															
OPERATING COSTS															
POSITIONS	13.00	11.00	-	2.00	15	14.00	14.00	+	0.00	0	14.00	14.00	+	0.00	0
EXPENDITURES (\$1000's)	853	724	-	129	15	203	206	+	3	1	658	655	-	3	0
TOTAL COSTS															
POSITIONS	13.00	11.00	-	2.00	15	14.00	14.00	+	0.00	0	14.00	14.00	+	0.00	0
EXPENDITURES (\$1000's)	853	724	-	129	15	203	206	+	3	1	658	655	-	3	0
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13										
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%							
PART II: MEASURES OF EFFECTIVENESS															
1. PROG. OUTPUTS CITED IN MAJOR MEDIA (AVE.MONTHLY#)	20	15	-	5	25	20	15	-	5	25	20	15	-	5	25
2. ACCURACY OF ECON FORECASTS (% ERROR)	5	5	+	0	0	5	5	+	0	0	5	5	+	0	0
PART III: PROGRAM TARGET GROUP															
1. VISITS TO PROGRAM WEBSITE (AVE PER MONTH, THOUS.)	15	15	+	0	0	15	16	+	1	7	15	16	+	1	7
PART IV: PROGRAM ACTIVITY															
1. DATA SERIES MAINTAINED ON-LINE (X 100)	50	50	+	0	0	50	50	+	0	0	50	50	+	0	0
2. OTHER ECONOMIC AND STATISTICAL REPORTS ISSUED (#)	40	40	+	0	0	40	40	+	0	0	40	40	+	0	0

**VARIANCE REPORT NARRATIVE
FY 2012 AND FY 2013**

PROGRAM TITLE: ECONOMIC PLANNING & RESEARCH

**11 01 03 04
BED 130**

PART I - EXPENDITURES AND POSITIONS

The expenditure variance in FY 12 due to budget restrictions.

The position variance is based on two (2) vacancies:

1) Position No. 22407: Economic Research Program Manager (89-day Emergency Hire was filled from 01/03/12 to 05/09/2012).

2) Position No. 118822: Economist V, vacant for the entire 2012.

PART II - MEASURES OF EFFECTIVENESS

Item 1. The number recently reported is a correction that should have been made in FY 2010. With the departing of Tourism Research (to HTA) in 2010, program outputs was reduced to about 15 a month.

PART III - PROGRAM TARGET GROUPS

PART IV - PROGRAM ACTIVITIES

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13						
	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	0.00	-	40.00	100	40.00	0.00	-	40.00	100	40.00	0.00	-	40.00	100
EXPENDITURES (\$1000's)	14,224	0	-	14,224	100	0	0	+	0	0	14,915	0	-	14,915	100
TOTAL COSTS															
POSITIONS	40.00	0.00	-	40.00	100	40.00	0.00	-	40.00	100	40.00	0.00	-	40.00	100
EXPENDITURES (\$1000's)	14,224	0	-	14,224	100	0	0	+	0	0	14,915	0	-	14,915	100
					FISCAL YEAR 2011-12				FISCAL YEAR 2012-13						
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%			
PART II: MEASURES OF EFFECTIVENESS															
1. % OF RECOMMNTNS ON DEPT REQSTS COMPLTD BY DUE DATE					90	NO DATA	-	90	100	90	NO DATA	-	90	100	
2. PERCENTAGE OF VENDOR PAYMENTS MADE WITHIN 30 DAYS					84	NO DATA	-	84	100	84	NO DATA	-	84	100	
3. % VAR IN EXP FIXED COST/ENTITLMTS VS ANNL ALLTMNT					8	NO DATA	-	8	100	8	NO DATA	-	8	100	
4. %PAYRLL-REL HRMS TRANS COMPL W/IN 5 DAYS OF APPRVL					92	NO DATA	-	92	100	92	NO DATA	-	92	100	
5. % USER IT TROUBLSHTG REQ RESPND TO W/IN 2 WKG DAYS					95	NO DATA	-	95	100	95	NO DATA	-	95	100	
6. % PC/LAN MALFUNCTNS RESPONDED TO WITHIN 6 WKG DAYS					95	NO DATA	-	95	100	95	NO DATA	-	95	100	
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					0	NO DATA	+	0	0	11	NO DATA	-	11	100	
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 2012 AND FY 2013**

PROGRAM TITLE: DEPARTMENTAL ADMINISTRATION & BUDGET DIV

**11 01 03 05
BUF 101**

PART I - EXPENDITURES AND POSITIONS

No data submitted by program.

PART II - MEASURES OF EFFECTIVENESS

No data submitted by program.

PART III - PROGRAM TARGET GROUPS

No variance.

PART IV - PROGRAM ACTIVITIES

No data submitted by program.

VARIANCE REPORT

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	9.00	- 14.00	61	23.00	9.00	- 14.00	61	23.00	23.00	+ 0.00	0
EXPENDITURES (\$1000's)	10,411	4,209	- 6,202	60	2,285	1,212	- 1,073	47	13,538	7,290	- 6,248	46
TOTAL COSTS												
POSITIONS	23.00	9.00	- 14.00	61	23.00	9.00	- 14.00	61	23.00	23.00	+ 0.00	0
EXPENDITURES (\$1000's)	10,411	4,209	- 6,202	60	2,285	1,212	- 1,073	47	13,538	7,290	- 6,248	46
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. 85% DISCLOSURE RPT SUBMIT BY CAND & NONCAND COMM	1200	1186	- 14	1	4000	4000	+ 0	0				
2. # OF DISCLOSURE REPORTS REVIEWED	1200	1186	- 14	1	4000	4000	+ 0	0				
3. # ELIG PERSONS REGIS AS % TOTAL ELIG TO VOTE	81	81	+ 0	0	81	83	+ 2	2				
4. # REG VOTERS WHO VOTE AS % OF REGISTERED VOTERS	0	0	+ 0	0	60	60	+ 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 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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)	1,108	791	- 317	29	1,240	238	- 1,002	81	3,417	4,445	+ 1,028	30
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)	1,108	791	- 317	29	1,240	238	- 1,002	81	3,417	4,445	+ 1,028	30
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. WORK PRODUCT ALIGNED W/5-YEAR STRATEGIC PLAN	100	95	- 5	5	100	95	- 5	5				
2. 85% DISCLOSURE RPT SUBMIT BY CAND & NONCAND COMM	1200	1186	- 14	1	4000	4000	+ 0	0				
3. # OF DISCLOSURE REPORTS REVIEWED	1200	1186	- 14	1	4000	4000	+ 0	0				
4. EDUCATE CAND & NONCAND COMM RE CAMPAIGN LAWS	2000	2000	+ 0	0	10000	10000	+ 0	0				
5. INVESTIGATIONS CONDUCTED ON POTENTIAL VIOLATIONS	20	22	+ 2	10	10	75	+ 65	650				
6. ENFORCEMENT ACTION TAKEN	15	22	+ 7	47	7	75	+ 68	971				
7. PUBLIC FINANCING PROVIDED	20000	201763	+ 181763	909	400000	152427	- 247573	62				
PART III: PROGRAM TARGET GROUP												
1. CANDIDATES	300	403	+ 103	34	500	423	- 77	15				
2. ELECTED OFFICIALS	141	128	- 13	9	141	128	- 13	9				
3. VOTERS AND POTENTIAL VOTERS	0	0	+ 0	0	685000	687500	+ 2500	0				
PART IV: PROGRAM ACTIVITY												
1. # OF REPORTS FILED & REVIEWED	1500	1500	+ 0	0	4000	4000	+ 0	0				
2. # OF WEBSITE "HITS"	100000	116286	+ 16286	16	200000	200000	+ 0	0				
3. # CAND & NONCAND COMM CLASSES & PRESENTATIONS	30	72	+ 42	140	30	80	+ 50	167				
4. # OF ADVISORY OPINIONS RENDERED	10	0	- 10	100	5	2	- 3	60				
5. # OF CONCILIATION AGREEMENTS	15	8	- 7	47	10	60	+ 50	500				
6. # OF FINES IMPOSED	100	134	+ 34	34	100	300	+ 200	200				
7. # OF \$3 HAWAII INCOME TAX CHECK-OFFS	65000	65774	+ 774	1	60000	60000	+ 0	0				
8. # INDIVIDUALS TRAINED IN WEB-BASED FILING SYSTEMS	1000	1000	+ 0	0	2500	2500	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

PROGRAM TITLE: CAMPAIGN SPENDING COMMISSION

**11 01 04 01
AGS 871**

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.

Item 6: The variance is due to staff's increased efforts to resolve and address violations using notices, conciliation agreements, and complaints as vehicles to enforce fines.

PART II - MEASURES OF EFFECTIVENESS

Item 5 & 6: The variance is due to the unpredictability of investigations that arise as well as staff's increased efforts to resolve and address violations.

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

Item 1: The variance is due to the unpredictability in the number of candidates who will run for office.

PART IV - PROGRAM ACTIVITIES

Item 2: The variance in FY 12 is due to increased public awareness and referrals to the Commission's website via social media applications and e-blasts to our subscribers.

Item 3: The variance is due to an underestimation in the number of candidates and noncandidate committees attending classes and presentations.

Item 4: The variance is due to no advisory opinions being requested.

Item 5: The variance is due to an underestimation in the number of conciliation agreements projected as well as staff's increased effort to resolve and address first time violators through these agreements.

VARIANCE REPORT

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

12/14/12

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	4.00	- 14.00	78	18.00	4.00	- 14.00	78	18.00	18.00	+ 0.00	0
EXPENDITURES (\$1000's)	9,303	3,418	- 5,885	63	1,045	974	- 71	7	10,121	2,845	- 7,276	72
TOTAL COSTS												
POSITIONS	18.00	4.00	- 14.00	78	18.00	4.00	- 14.00	78	18.00	18.00	+ 0.00	0
EXPENDITURES (\$1000's)	9,303	3,418	- 5,885	63	1,045	974	- 71	7	10,121	2,845	- 7,276	72
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. # ELIG PERSONS REGIS AS % TOTAL ELIG TO VOTE	81	81	+ 0	0	81	83	+ 2	2				
2. # REG VOTERS WHO VOTE AS % OF REGISTERED VOTERS	0	0	+ 0	0	60	60	+ 0	0				
3. % OF MANUAL AUDIT PRECNTS MATCH COMP GEN RESULTS	0	0	+ 0	0	100	100	+ 0	0				
4. % POLL BOOK AUDIT PRECNTS MATCH COMP GEN RESULTS	0	0	+ 0	0	100	100	+ 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	688	- 3	0	691	706	+ 15	2				
2. PROVIDE VOTER EDUCATION SERVICES (000'S)	691	688	- 3	0	691	706	+ 15	2				
3. PROVIDE VOTER ORIENTATION TO NTRLZD CITS (000'S)	0	2	+ 2	0	0	24	+ 24	0				

**VARIANCE REPORT NARRATIVE
FY 2012 AND FY 2013**

11 01 04 02
AGS 879

PROGRAM TITLE: OFFICE OF ELECTIONS

PART I - EXPENDITURES AND POSITIONS

The position variance for FY 12 and the first quarter of FY 13 is due to a delay in the conversion of 15 exempt positions to civil service that was approved during the 2007 Legislative Session.

The variance for expenditures in FY 12 and FY 13 is due to an appropriation in special funds of approximately \$7,471,636; 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 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	433.00	319.00	- 114.00	26	444.00	318.00	- 126.00	28	444.00	422.00	- 22.00	5
EXPENDITURES (\$1000's)	293,610	20,588	- 273,022	93	5,716	4,953	- 763	13	323,618	20,428	- 303,190	94
TOTAL COSTS												
POSITIONS	433.00	319.00	- 114.00	26	444.00	318.00	- 126.00	28	444.00	422.00	- 22.00	5
EXPENDITURES (\$1000's)	293,610	20,588	- 273,022	93	5,716	4,953	- 763	13	323,618	20,428	- 303,190	94
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AVG ANNUAL RATE OF RETURN ON INVESTMENTS	3	.49	- 2.51	84	.5	.5	+ 0	0				
2. AVG LENGTH OF TIME BETWEEN AUDITS	6	6	+ 0	0	6	6	+ 0	0				
3. WEIGHTED AVERAGE LENGTH OF TIME (DAYS) TO ISSUE	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)

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

VARIANCE REPORT

REPORT V61
12/14/12

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	373.00	284.00	- 89.00	24	383.00	283.00	- 100.00	26	383.00	383.00	+ 0.00	0
EXPENDITURES (\$1000's)	23,395	18,146	- 5,249	22	5,026	4,293	- 733	15	17,739	18,472	+ 733	4
TOTAL COSTS												
POSITIONS	373.00	284.00	- 89.00	24	383.00	283.00	- 100.00	26	383.00	383.00	+ 0.00	0
EXPENDITURES (\$1000's)	23,395	18,146	- 5,249	22	5,026	4,293	- 733	15	17,739	18,472	+ 733	4
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % AUDITS RESULTING IN ADJUSTMENTS	60	85.54	+ 25.54	43	60	65	+ 5	8				
2. PERCENT OF DELINQUENT TAXES COLLECTED	30	45	+ 15	50	30	40	+ 10	33				
3. WEIGHTED AVERAGE DAYS TO ISSUE REFUND	36	15	- 21	58	36	15	- 21	58				

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

VARIANCE REPORT

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	179.00	137.00	- 42.00	23	189.00	141.00	- 48.00	25	189.00	189.00	+ 0.00	0
EXPENDITURES (\$1000's)	8,787	7,087	- 1,700	19	1,810	1,731	- 79	4	7,001	7,080	+ 79	1
TOTAL COSTS												
POSITIONS	179.00	137.00	- 42.00	23	189.00	141.00	- 48.00	25	189.00	189.00	+ 0.00	0
EXPENDITURES (\$1000's)	8,787	7,087	- 1,700	19	1,810	1,731	- 79	4	7,001	7,080	+ 79	1
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % OF RETURNS AUDITED AS % OF RETURNS FILED	1.25	1.01	- 0.24	19	1.20	1.01	- 0.19	16				
2. % OF RETURNS AUDITED RESULTING IN ADJUSTMENTS	60	85.54	+ 25.54	43	60	65.00	+ 5	8				
3. % INCR/DECR IN TOTAL DELINQUENT TAXES OUTSTANDING	7	5	- 2	29	7	4	- 3	43				
PART III: PROGRAM TARGET GROUP												
1. NO. OF ACTIVE BUSINESS LICENSES DURING FISCAL YEAR	560000	573412	+ 13412	2	560000	575000	+ 15000	3				
2. TOTAL DELINQUENT TAXES OUTSTANDING DURING THE FY	400	460	+ 60	15	425	478	+ 53	12				
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF RETURNS AUDITED	15000	10510	- 4490	30	14000	12700	- 1300	9				
2. NUMBER OF ASSESSMENTS MADE	9000	8990	- 10	0	8400	9000	+ 600	7				
3. TOTAL AMOUNT OF COLLECTION MADE WITH ASSESSMENTS	20	56	+ 36	180	20	21	+ 1	5				
4. AMOUNT OF DELINQUENT TAXES COLLECTED	180	206	+ 26	14	180	200	+ 20	11				
5. NUMBER OF TAX LIENS FILED	7500	5022	- 2478	33	7500	7000	- 500	7				
6. NUMBER OF LEVIES PROCESSED	9500	20700	+ 11200	118	9000	15000	+ 6000	67				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

PROGRAM TITLE: COMPLIANCE

11 02 01 01
TAX 100

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). When the hiring freeze was lifted last fiscal year, all departments now have their requests with DHRD. It will take some time for departments to get their lists of qualified candidates.

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 vacancies impacted the number of returns that were audited.

Item 2: Audits for non-filers resulted in higher volume of tax returns with assessments.

Item 3: Although the delinquent tax balance is greater than the last fiscal year balance, the percent of the increase is less than estimated, which could indicate greater overall compliance but a lower percentage of delinquencies.

PART III - PROGRAM TARGET GROUPS

Item 2: The delinquent tax balance is greater than anticipated because of staff shortages due to retirements and staff seeking other employment opportunities. The remaining staff is handling an increased workload.

PART IV - PROGRAM ACTIVITIES

Item 1: With staffing vacancies, the planned amount was apparently overestimated. For prior year FY 2010-2011, variance was 28% which approximates the current fiscal year's variance.

Item 3: Assessment collections for Oahu Field Audit from a major taxpayer resulted in taxes collected in excess of the planned amount.

Item 4: The amount of delinquent taxes collected increased because of the efforts of the staff to increase legal actions, primarily levies, to increase collections and to utilize tools, processes and procedures more efficiently to increase production.

Item 5: The number of liens filed has decreased because the staff is utilizing other legal actions.

Item 6: In conjunction with the above, the staff is processing more levies to increase collections and foregoing the filing of liens.

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	95.00	- 27.00	22	122.00	90.00	- 32.00	26	122.00	122.00	+ 0.00	0
EXPENDITURES (\$1000's)	6,210	4,783	- 1,427	23	1,140	1,127	- 13	1	4,880	4,893	+ 13	0
TOTAL COSTS												
POSITIONS	122.00	95.00	- 27.00	22	122.00	90.00	- 32.00	26	122.00	122.00	+ 0.00	0
EXPENDITURES (\$1000's)	6,210	4,783	- 1,427	23	1,140	1,127	- 13	1	4,880	4,893	+ 13	0

	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13			
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS								
1. AVE BUSINESS DAYS TO DEPOSIT CHECKS FROM TAXPAYERS	12	6	- 6	50	12	6	- 6	50
2. % NON-WORKLISTED REFUNDS COMPLETED IN 45 BUS DAYS	94	84	- 10	11	94	90	- 4	4
3. AVERAGE CALL ANSWER RATE	71	57	- 14	20	71	60	- 11	15
4. AVE CAL DAYS TO RESPOND TO PAPR/ELEC CORRESPNDNCE	20	5	- 15	75	20	5	- 15	75
5. % INC/DEC ELECTRONIC FILINGS OVER PRIOR FISCAL YR	5	11	+ 6	120	5	8	+ 3	60
PART III: PROGRAM TARGET GROUP								
1. NUMBER OF TAXPAYERS FILING SELECTED KEY RETURNS	1035000	1038250	+ 3250	0	1035000	1040000	+ 5000	0
2. NUMBER OF CALLERS REQUESTING PERSONAL ASSISTANCE	254000	244973	- 9027	4	254000	250000	- 4000	2
3. NO. OF PAPER & ELECTRONIC CORRESPONDENCE RECEIVED	28000	26943	- 1057	4	28000	28000	+ 0	0
PART IV: PROGRAM ACTIVITY								
1. NUMBER OF TAX RETURNS FILED	665000	705611	+ 40611	6	665000	700000	+ 35000	5
2. NO. TELEPHONE CALLS SERVICED BY CUSTOMER SVC REP	180000	177367	- 2633	1	180000	150000	- 30000	17
3. NO. OF PAPER & ELECTRONIC CORRESPONDENCE RECEIVED	26500	25839	- 661	2	26500	26500	+ 0	0

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

PROGRAM TITLE: TAX SERVICES AND PROCESSING

11 02 01 03
TAX 105

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). When the hiring freeze was lifted last fiscal year, all departments now have their requests with DHRD. It will take some time for departments to get their lists of qualified candidates.

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: There was a concerted effort made to support the staffing level in the Monetary Control Section by utilizing temporary hires resulting in 67% of all checks being deposited in the State coffers within 7 days upon receipt. This resulted in a 47% decrease from FY 2011 in the average number of days to deposit checks from taxpayers in FY 2012.

Item 2: With the focus on processing payments over refund returns during the peak tax season in FY 2012, the percentage of refunds completed with 20 days was 84%, which resulted in a -11% variance in FY 2012.

Item 3: Although the average call answer rate in FY 2012 rose from 40% in FY 2011 to 57% in FY 2012, due to lack of sufficient staffing in our Call Center, this still resulted in a -20% variance for FY 2012.

Item 4: The variance of -75% was mainly attributable to the reorganization and re-prioritization of work assignments in the Correspondence Unit in the Customer Inquiry Section of the Taxpayer Services Branch, which resulted in a significantly higher level of efficiency. The average calendar days to respond to paper and electronic correspondences decreased from 22 days in FY 2011 to 5 days in FY

2012.

Item 5: Due to the continuing increase in technology, FY 2012 experienced an 11% increase over the prior year in electronic filings, resulting in a 120% variance over the planned 5% increase. The Joint Electronic Filing (JELF) Program with the IRS also reflected an 11% increase in returns filed with 383,360 returns filed in FY 2011 to 424,624 returns filed in FY 2012.

PART III - PROGRAM TARGET GROUPS

No significant variances.

PART IV - PROGRAM ACTIVITIES

No significant variances.

VARIANCE REPORT

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	52.00	- 20.00	28	72.00	52.00	- 20.00	28	72.00	72.00	+ 0.00	0
EXPENDITURES (\$1000's)	8,398	6,276	- 2,122	25	2,076	1,435	- 641	31	5,858	6,499	+ 641	11
TOTAL COSTS												
POSITIONS	72.00	52.00	- 20.00	28	72.00	52.00	- 20.00	28	72.00	72.00	+ 0.00	0
EXPENDITURES (\$1000's)	8,398	6,276	- 2,122	25	2,076	1,435	- 641	31	5,858	6,499	+ 641	11
					FISCAL YEAR 2011-12				FISCAL YEAR 2012-13			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS												
1. NO MEASURES HAVE BEEN ESTABLISHED FOR THIS PROG					3	NO DATA	- 3	100	3	NO DATA	- 3	100
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF TAX LAW CHANGES					10	12	+ 2	20	10	12	+ 2	20

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

PROGRAM TITLE: SUPPORTING SERVICES - REVENUE COLLECTION

11 02 01 04
TAX 107

PART I - EXPENDITURES AND POSITIONS

The variance in positions is partly due to the nine (9) new Information Technology Specialist positions which were approved in FY 2012. Most of these positions and other vacant positions are either filled in the second quarter FY 2013 or pending interviews and selections among 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

12/14/12

PROGRAM-ID:

PROGRAM STRUCTURE NO: 110202

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	35.00	- 4.00	10	39.00	35.00	- 4.00	10	39.00	39.00	+ 0.00	0
EXPENDITURES (\$1000's)	2,749	2,442	- 307	11	690	660	- 30	4	2,064	1,956	- 108	5
TOTAL COSTS												
POSITIONS	39.00	35.00	- 4.00	10	39.00	35.00	- 4.00	10	39.00	39.00	+ 0.00	0
EXPENDITURES (\$1000's)	2,749	2,442	- 307	11	690	660	- 30	4	2,064	1,956	- 108	5
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	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)

VARIANCE REPORT

PROGRAM TITLE: ACCOUNTING SYSTEM DEVELOPMENT & MAINTENANCE
 PROGRAM-ID: AGS-101
 PROGRAM STRUCTURE NO: 11020201

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	5.00	- 1.00	17	6.00	5.00	- 1.00	17	6.00	6.00	+ 0.00	0
EXPENDITURES (\$1000's)	514	464	- 50	10	93	87	- 6	6	406	386	- 20	5
TOTAL COSTS												
POSITIONS	6.00	5.00	- 1.00	17	6.00	5.00	- 1.00	17	6.00	6.00	+ 0.00	0
EXPENDITURES (\$1000's)	514	464	- 50	10	93	87	- 6	6	406	386	- 20	5
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % PROJECTS COMPL FOR NEW SYSTEMS/ENHANCE-GOAL 75%	75	64	- 11	15	75	75	+ 0	0				
2. % PROJECTS COMPL FOR ACCTG MANUALS/FORMS-GOAL 80%	80	88	+ 8	10	80	80	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. NO. OF REQUESTS TO DEV NEW SYSTEMS/MODIFY EXISTING	8	18	+ 10	125	8	22	+ 14	175				
2. NO. REQUESTS NEW/CHANGES TO ACCOUNTNG MANUALS/FORM	15	6	- 9	60	15	8	- 7	47				
PART IV: PROGRAM ACTIVITY												
1. NO. OF HOURS - DEV OF NEW SYTEMS/MODIFY EXISTING	1800	3179	+ 1379	77	1800	3000	+ 1200	67				
2. NO. OF HOURS - MAINT/MGMT ACCOUNTING MANUALS/FORMS	1800	223	- 1577	88	1800	400	- 1400	78				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 02 02 01
AGS 101

PROGRAM TITLE: ACCOUNTING SYSTEM DEVELOPMENT & MAINTENANCE

PART I - EXPENDITURES AND POSITIONS

For FY 12, the variance in positions and expenditures is due to a vacant Accountant V position, labor savings, and funds transferred to partially fund utility shortfalls for FY 12.

For the 1st quarter of FY 13, the variance in positions and expenditures is due to a vacant Accountant IV position.

For the remaining 3 quarters of FY 13, 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 12 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 12 are due to the actual number of requests for development and modifications of accounting systems, and maintenance of accounting manuals and forms. The variances for FY 13 are due to projected increase in requests for development and modifications of accounting systems, and projected decrease in requests for maintenance of accounting manuals and forms.

PART IV - PROGRAM ACTIVITIES

Items 1 and 2: The variances for FY 12 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 13 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 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	13.00	- 3.00	19	16.00	14.00	- 2.00	13	16.00	16.00	+ 0.00	0
EXPENDITURES (\$1000's)	1,099	978	- 121	11	235	229	- 6	3	839	791	- 48	6
TOTAL COSTS												
POSITIONS	16.00	13.00	- 3.00	19	16.00	14.00	- 2.00	13	16.00	16.00	+ 0.00	0
EXPENDITURES (\$1000's)	1,099	978	- 121	11	235	229	- 6	3	839	791	- 48	6
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	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	7	10	+ 3	43	7	8	+ 1	14				
3. % OF PAYMT VOUCHER PROCESSED W/ NO ERRORS-GOAL 90%	98	98	+ 0	0	98	98	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. NO. OF PAYMENT VOUCHERS PROCESSED (IN THOUSANDS)	75	76	+ 1	1	75	75	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. NO. OF CONTRACTS EXAMINED	2500	956	- 1544	62	2300	1240	- 1060	46				
2. NO. OF PAYCHECKS ISSUED (IN THOUSANDS)	230	205	- 25	11	230	210	- 20	9				
3. NO. OF CHECKS (NON-PAYROLL) ISSUED (IN THOUSANDS)	1200	1251	+ 51	4	1200	1225	+ 25	2				
4. NO. OF PAYMENTS MADE ELECTRONICALLY (IN THOUSANDS)	240	395	+ 155	65	240	400	+ 160	67				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 02 02 02
AGS 102

PROGRAM TITLE: EXPENDITURE EXAMINATION

PART I - EXPENDITURES AND POSITIONS

For FY 12, the variance in positions was due to the retirement of the Office Assistant IV (Clerical Section) and the promotion of a Pre-Audit Clerk II to the Pre-Audit Clerk III position. The program is currently awaiting an eligibility list of applicants and anticipates filling the two vacant positions shortly. The other Pre-Audit Clerk II position was filled on October 1, 2012.

The variance in budgeted expenditures resulted from the transfer out of \$25,000 to the Central Services Division to fund the shortfall in utility costs, individuals hired at less than budgeted amounts, and delay in purchasing check stock due to prior years' reduced usage.

For FY 13, the variance in budgeted expenditures is the required 5% restriction.

PART II - MEASURES OF EFFECTIVENESS

Item 2: For FY 12 and FY 13, the increase in the late payment percentage was due to the STO days that decreased actual payment processing days and the programs inability to pay vendors due to funding not available.

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 decrease in the number of paychecks issued is directly related to the number of positions abolished and vacant positions and an increase in net pay assignments.

Item 3: The number of checks increased was due to the higher number of unemployment claims filed.

Item 4: The increase in electronic payments was due to the delay in issuing tax refunds from FY 11 to the first two months of FY 12 and the number of retirees reaching the age of Medicare coverage.

PROGRAM TITLE: RECORDING AND REPORTING

PROGRAM-ID: AGS-103

PROGRAM STRUCTURE NO: 11020203

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	10.00	- 1.00	9	11.00	11.00	+ 0.00	0
EXPENDITURES (\$1000's)	694	603	- 91	13	256	238	- 18	7	497	478	- 19	4
TOTAL COSTS												
POSITIONS	11.00	11.00	+ 0.00	0	11.00	10.00	- 1.00	9	11.00	11.00	+ 0.00	0
EXPENDITURES (\$1000's)	694	603	- 91	13	256	238	- 18	7	497	478	- 19	4
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV TIME TO ISSUANCE OF CAFR-GOAL 6 MONTHS	9	8	- 1	11	9	8	- 1	11				
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	4125	+ 325	9	3800	4100	+ 300	8				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 02 02 03
AGS 103

PROGRAM TITLE: RECORDING AND REPORTING

PART I - EXPENDITURES AND POSITIONS

The FY 12 variance in total expenditures is due to position vacancies during the fiscal year. All positions were filled as of fiscal year-end.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The favorable variances in FY 12 and FY 13 is due to the availability of additional funds for contract accounting services.

PART III - PROGRAM TARGET GROUPS

There are no significant variances in the program target group.

PART IV - PROGRAM ACTIVITIES

The actual number of documents for FY 12 is more than planned because funding was initially released for the first quarter only. This resulted in departments having to prepare more Requests for Allotment (A-19) forms as funding for subsequent quarters was released. Also in FY 13, funding was initially released for the first quarter only; therefore, estimate of FY 13 documents is consistent with FY 12 actual.

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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)	442	397	- 45	10	106	106	+ 0	0	322	301	- 21	7
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)	442	397	- 45	10	106	106	+ 0	0	322	301	- 21	7
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	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	70	- 30	30	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	283	283	+ 0	0	283	283	+ 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	13	13	+ 0	0	13	13	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. MONITOR IC & ACCTG SYS THROUGH STATUTORY REQ AUDIT	15	15	+ 0	0	15	15	+ 0	0				
2. MONITOR DEP IC THROUGH SELF-ASSMT IC QUESTIONNAIRE	17	12	- 5	29	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	13	13	+ 0	0	13	13	+ 0	0				

**VARIANCE REPORT NARRATIVE
FY 2012 AND FY 2013**

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 12 and FY 13. The 10% variance in expenditures in FY 12 of \$45,000 is due to a labor savings adjustment, 1.5% restriction, furlough savings, and transfer of vacancy savings used to reduce the electricity expense shortfall. No significant variance in expenditures is anticipated in FY 13.

PART II - MEASURES OF EFFECTIVENESS

Item 2: The variance in FY 12 is due to a shortage of resources at State departments and agencies to complete the questionnaire. No significant variance is anticipated in FY 13.

PART III - PROGRAM TARGET GROUPS

There is no significant variance in the program target group for FY 12 and no significant variance is anticipated for FY 13.

PART IV - PROGRAM ACTIVITIES

Item 2: The 29% variance in the number of self-assessment internal control questionnaires completed in FY 12 is due to a shortage of resources at the State departments and agencies to complete the questionnaire. No significant variance is anticipated for FY 13.

VARIANCE REPORT

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	21.00	0.00	- 21.00	100	22.00	0.00	- 22.00	100	22.00	0.00	- 22.00	100
EXPENDITURES (\$1000's)	267,466	0	- 267,466	100	0	0	+ 0	0	303,815	0	- 303,815	100
TOTAL COSTS												
POSITIONS	21.00	0.00	- 21.00	100	22.00	0.00	- 22.00	100	22.00	0.00	- 22.00	100
EXPENDITURES (\$1000's)	267,466	0	- 267,466	100	0	0	+ 0	0	303,815	0	- 303,815	100
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	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 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13						
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%			
PART I: EXPENDITURES & POSITIONS															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES (\$1,000's)															
OPERATING COSTS															
POSITIONS	21.00	0.00	-	21.00	100	22.00	0.00	-	22.00	100	22.00	0.00	-	22.00	100
EXPENDITURES (\$1000's)	8,882	0	-	8,882	100	0	0	+	0	0	8,885	0	-	8,885	100
TOTAL COSTS															
POSITIONS	21.00	0.00	-	21.00	100	22.00	0.00	-	22.00	100	22.00	0.00	-	22.00	100
EXPENDITURES (\$1000's)	8,882	0	-	8,882	100	0	0	+	0	0	8,885	0	-	8,885	100
					FISCAL YEAR 2011-12				FISCAL YEAR 2012-13						
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%			
PART II: MEASURES OF EFFECTIVENESS															
1. AV ANN RATE OF RETURN ON STATE TREASRY INVSTMTS					3	.49	-	2.51	84	.5	.5	+	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	NO DATA	-	8	100	8	NO DATA	-	8	100	
4. %INCR IN NEW UNCLAIMED PROP HOLDER REPTS FILED					4	NO DATA	-	4	100	4	NO DATA	-	4	100	
5. % INCR IN UNCLAIMED PROPERTY AMOUNTS REPORTED					1	NO DATA	-	1	100	1	NO DATA	-	1	100	
6. %INCR IN RETURNS OF UNCLMD PROP TO RIGHTFUL OWNERS					5	NO DATA	-	5	100	5	NO DATA	-	5	100	
PART III: PROGRAM TARGET GROUP															
1. STATE DEPARTMENTS					20	NO DATA	-	20	100	20	NO DATA	-	20	100	
2. STATE INVESTMENT ACCOUNTS					9	NO DATA	-	9	100	9	NO DATA	-	9	100	
3. STATE FUND INVESTMENTS (\$ MILLIONS)					1481	NO DATA	-	1481	100	1497	NO DATA	-	1497	100	
4. LOCAL AND MAINLAND FINANCIAL INSTITUTIONS					11	NO DATA	-	11	100	11	NO DATA	-	11	100	
5. UNCLAIMED PROPERTY HOLDERS					11800	NO DATA	-	11800	100	11800	NO DATA	-	11800	100	
6. OWNERS OF UNCLAIMED PROPERTY					95000	NO DATA	-	95000	100	95000	NO DATA	-	95000	100	
PART IV: PROGRAM ACTIVITY															
1. NO. OF STATE BOND ISSUES UNDERTAKEN					8	NO DATA	-	8	100	7	NO DATA	-	7	100	
2. # STATE BOND CALLS AND/OR REDEMPTIONS INITIATED					2	NO DATA	-	2	100	0	NO DATA	+	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)					4000	NO DATA	-	4000	100	4200	NO DATA	-	4200	100	
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	NO DATA	-	9750	100	9750	NO DATA	-	9750	100	
7. AMOUNT OF UNCLAIMED PROPERTY CLAIMS PAID (000'S)					5940	NO DATA	-	5940	100	5940	NO DATA	-	5940	100	

**VARIANCE REPORT NARRATIVE
FY 2012 AND FY 2013**

11 02 03 01
BUF 115

PROGRAM TITLE: FINANCIAL ADMINISTRATION

PART I - EXPENDITURES AND POSITIONS

No data submitted by program.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The variance is due to a variety of factors beyond the control of the department. The federal government has instituted monetary policies with the intent of reducing and maintaining short-term interest rates at lower levels through 2014 to support and stimulate the economy. The current 1-year treasury yield is at 0.16%, the 2-year is at 0.27%, the 3-year is at 0.36% and the 5-year (maximum allowable State Treasury investment duration) treasury yield is at 0.67%. Given the appropriate conservative investment options available to the State Treasury and need for liquidity to meet State obligations, our investment yields have performed well but remained relatively low.

No other data submitted by program.

PART III - PROGRAM TARGET GROUPS

No data submitted by program.

PART IV - PROGRAM ACTIVITIES

No data submitted by program.

STATE OF HAWAII

VARIANCE REPORT

REPORT V61

PROGRAM TITLE: DEBT SERVICE PAYMENTS

12/14/12

PROGRAM-ID: BUF-721

PROGRAM STRUCTURE NO: 11020303

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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)	258,584	0	- 258,584	100	0	0	+ 0	0	294,930	0	- 294,930	100
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)	258,584	0	- 258,584	100	0	0	+ 0	0	294,930	0	- 294,930	100
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	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				

STATE OF HAWAII
PROGRAM TITLE: GENERAL SERVICES
PROGRAM-ID:
PROGRAM STRUCTURE NO: 1103

VARIANCE REPORT

REPORT V61
12/14/12

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	1,073.28	817.28	- 256.00	24	1,096.28	839.28	- 257.00	23	1,096.28	898.28	- 198.00	18
EXPENDITURES (\$1000's)	541,462	158,183	- 383,279	71	38,820	29,172	- 9,648	25	646,621	168,291	- 478,330	74
TOTAL COSTS												
POSITIONS	1,073.28	817.28	- 256.00	24	1,096.28	839.28	- 257.00	23	1,096.28	898.28	- 198.00	18
EXPENDITURES (\$1000's)	541,462	158,183	- 383,279	71	38,820	29,172	- 9,648	25	646,621	168,291	- 478,330	74
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO. OF APPROVED RECORDS RETENTION SCHEDULES	5305	5306	+ 1	0	5320	5311	- 9	0				
2. % CONTRACT GRIEVANCES SETTLED W/O 3RD PARTY ASST	90	98	+ 8	9	90	90	+ 0	0				
3. AV PRE-BID CONSTRUCTION EST AS % OF AV BID PRICE	100	102	+ 2	2	100	100	+ 0	0				

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

STATE OF HAWAII
PROGRAM TITLE: LEGAL SERVICES
PROGRAM-ID: ATG-100
PROGRAM STRUCTURE NO: 110301

VARIANCE REPORT

REPORT V61
12/14/12

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	321.28	260.28	- 61.00	19	317.28	260.28	- 57.00	18	317.28	270.28	- 47.00	15
EXPENDITURES (\$1000's)	47,684	35,323	- 12,361	26	11,366	9,257	- 2,109	19	34,098	32,000	- 2,098	6
TOTAL COSTS												
POSITIONS	321.28	260.28	- 61.00	19	317.28	260.28	- 57.00	18	317.28	270.28	- 47.00	15
EXPENDITURES (\$1000's)	47,684	35,323	- 12,361	26	11,366	9,257	- 2,109	19	34,098	32,000	- 2,098	6
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. # OF CASES SETTLED, TRIED OR DECIDED	20000	12861	- 7139	36	20000	13835	- 6165	31				
2. # OF INVESTIGATIONS COMPLETED	4500	4249	- 251	6	4500	4300	- 200	4				
3. # LEGAL OPINIONS & ADVICE ISSUED	2400	1994	- 406	17	2400	2200	- 200	8				
4. #CONTRACTS, RULES REVIEWED AND/OR APPROVED	6100	4578	- 1522	25	6100	4617	- 1483	24				
5. # OF LEGISLATIVE BILLS REVIEWED	8000	8816	+ 816	10	8000	8000	+ 0	0				
6. \$ AMOUNT OF JUDGMENTS COLLECTED FOR THE STATE	31000	29949	- 1051	3	31000	191450	+ 160450	518				
7. CIV RECOVERIES DIV EFF RATNG:COLL OVER EXPENSE (%)	12	10	- 2	17	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	75000	81551	+ 6551	9	76000	78000	+ 2000	3				
2. # HOURS - LEGAL RESEARCH, FACT GATHERING/DISCOVERY	80000	86618	+ 6618	8	82000	82000	+ 0	0				
3. # HOURS-LEGAL OPINIONS, ADVICE ISSUED	30000	26934	- 3066	10	31000	31000	+ 0	0				
4. # HOURS-REVIEW, APPROVAL OF RULES	30000	32495	+ 2495	8	30000	30000	+ 0	0				
5. # HOURS-MATTERS RELATING TO CONTRACTS	12000	12411	+ 411	3	12000	12000	+ 0	0				
6. # HOURS-MATTERS RELATING TO LEGISLATION	10000	11091	+ 1091	11	10000	10000	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 03 01
ATG 100

PROGRAM TITLE: LEGAL SERVICES

PART I - EXPENDITURES AND POSITIONS

In FY 2012, the position variance is due to sixty-one (61) permanent and fifty-three (53) temporary positions unfilled at the end of the fiscal year as a result of the hiring freeze necessary to meet budgeted vacancy savings levels. Vacancies consisted of sixteen (16) Deputy Attorneys General, fifty (50) Investigators, fourteen (14) professionals, and thirty-four (34) clerical positions.

In FY 2012, the expenditure variance results from the vacancy and furlough savings, as well as unused federal (\$2.5 million), trust (\$2.2 million), interdepartmental (\$1.0 million), revolving (\$0.3 million) and American Recovery and Reinvestment Act budgeted funds. General funds were (\$1.6) million below budget due to restrictions.

In FY 2012, the expenditure variance is due to: 1) Labor Savings Restriction (\$1.3); 2) Program Review Restriction (\$.6); 3) Savings in Trust Funds attributable to Asset Forfeiture (\$3.0); and Deferred federal spending.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The actual number of cases settled in FY 2012 was 12,861, which is 7,139 cases (36%) lower than planned due to: (1) 4,900 less cases in the Family Law Division due to merging of cases in families with multiple children (previously each child had their own case) and (2) vacancies within our Civil Recoveries Division - Hospitals Team, which led to a decline of 2,449 cases. The FY 2013 variance is mostly due to the Family Law Division, as we expect to improve on the Hospitals Team case closures.

Item 3: The actual number of legal opinions and advice issued in FY 2012 was 406 (17%) lower than planned due to an across the board decline in requests from clients.

Item 4: The actual number of contracts, rules reviewed and/or approved in FY 2012 was 1,522 (25%) lower than planned due mostly to a decline

in activity from the Department of Hawaiian Home Lands. We expect this trend to continue for FY 2013.

Item 5: Number of legislative bills actually reviewed was slightly higher than projected.

Item 6: FY 2013 reflects an increase of \$160 million in judgements collected for the State, attributable to an expected settlement with on-line travel agencies.

Item 7: The Civil Recoveries efficiency rate increased in FY 2012 to only cost of 10% of monies collected. This is due to cost savings attributable to vacancies.

PART III - PROGRAM TARGET GROUPS

No significant variances.

PART IV - PROGRAM ACTIVITIES

Item 3: The actual hours for legal opinions and advice issued in FY 2012 was below plan by 10% due to an across the board decline in requests from clients.

Item 6: In FY 2012 actual hours relating to legislation were 11% above planned due to the 10% increase in the number of bills reviewed..

PROGRAM TITLE: INFORMATION PROCESSING & COMM SERVICES
 PROGRAM-ID: AGS-131
 PROGRAM STRUCTURE NO: 110302

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	126.00	- 22.00	15	157.00	140.00	- 17.00	11	157.00	157.00	+ 0.00	0
EXPENDITURES (\$1000's)	15,792	14,293	- 1,499	9	4,657	3,921	- 736	16	21,427	21,029	- 398	2
TOTAL COSTS												
POSITIONS	148.00	126.00	- 22.00	15	157.00	140.00	- 17.00	11	157.00	157.00	+ 0.00	0
EXPENDITURES (\$1000's)	15,792	14,293	- 1,499	9	4,657	3,921	- 736	16	21,427	21,029	- 398	2
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. REQ FOR IP SVCS CMP WITHIN TIMEFRAME AS %TTL CMP	82	83	+ 1	1	82	83	+ 1	1				
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	0.26	- 0.74	74	1	1	+ 0	0				
4. MAINFRAME DOWNTIME AS % OF TOTAL OPERATIONAL TIME	1	0.06	- 0.94	94	1	1	+ 0	0				
5. # TROUBLE CALLS RESOLVED AS % CALLS RECD BY NCU	100	98	- 2	2	100	98	- 2	2				
PART III: PROGRAM TARGET GROUP												
1. STATE USER AGENCIES	21	21	+ 0	0	21	21	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. # OF DEVICES AT STATE'S CENTRAL COMP FACILITY	350	1186	+ 836	239	350	1186	+ 836	239				
2. NUMBER OF IP APPLICATIONS MAINTAINED	72	68	- 4	6	72	72	+ 0	0				
3. AVERAGE MO CALL VOLUME REC'D BY ASSISTANCE CNTR	12000	653	- 11347	95	12000	650	- 11350	95				
4. TOTAL NO. OF VIDEO CONF HOURS SCHEDULED	3000	2931	- 69	2	3000	3000	+ 0	0				
5. TOTAL NUMBER OF WEB SITES SUPPORTED	25	64	+ 39	156	25	75	+ 50	200				
6. TOTAL NUMBER OF MICROWAVE RADIO PATHS ESTABLISHED	36	40	+ 4	11	36	46	+ 10	28				
7. AV MO VOL OF DATA BACKED UP FOR OFFSITE STORAGE	8.2	42	+ 33.8	412	8.2	43	+ 34.8	424				
8. TOTAL NO. OF IT STRATEGIC PLANNING MTGS CHAIRED	10	12	+ 2	20	10	12	+ 2	20				
9. TOTAL NUMBER OF EXEC BR E-MAIL ACCOUNTS ADMINSTRD	5000	5881	+ 881	18	5000	5881	+ 881	18				
10. TOTAL NUMBER OF CYBER SECURITY ALERTS BROADCAST	127	176	+ 49	39	127	200	+ 73	57				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 03 02
AGS 131

PROGRAM TITLE: INFORMATION PROCESSING & COMM SERVICES

PART I - EXPENDITURES AND POSITIONS

The variance in positions and expenditures is due to new positions that were approved. Recruitment of information technology positions was delayed due to Department of Human Resources Development's requirement that branches be reorganized before hiring for new positions. This is a lengthy process. Reorganizations require union approval, a process that takes a minimum of a month. Other reasons are delays in receiving the list of eligible applicants. If the list is old, many applicants are no longer interested in interviewing because during the interval, they've found other jobs. Fewer applicants makes it less likely to find someone with the right skill set. The last reason is that after going through the interview process, the applicant declines the offer due to the low salary.

The variance in FY 12 is primarily due to vacancies. The variance in expenditures for the first quarter of FY 13 reflects the ongoing vacancies and delays related to procurement and in securing agreements for planned projects.

PART II - MEASURES OF EFFECTIVENESS

Item 3: The amount of reruns is a function of the number of production jobs run versus the amount of abnormal terminations (abends). Since the amount of production jobs that are run is large (151,814), the amount of abends needs to be fairly substantial to be significant. This past year there were only 398 abends, so that accounts for the less than 1% rerun time.

Item 4: The Information and Communication Services Division (ICSD) operates five (5) mainframe hosts on two (2) physical computers. The maximum number of hours each host can be operational is 8,760 hours a year. The maximum number of operational hours for the five (5) hosts is 43,800 hours a year. Last year, the total down time was 28.4 hours which equates to 0.06% down time because the machines are very reliable.

PART III - PROGRAM TARGET GROUPS

There are no significant variances in the program target group.

PART IV - PROGRAM ACTIVITIES

Item 1: The original count was based on inventory descriptions of major devices in the Computer Room. This time we took a physical count of devices in the Computer Room, the Control/Admin Room, and the Assistance Center Area.

The device count is based on the number of mainframes, servers, routers, switches, personal computers, printers, uninterrupted power supplies, modems, controllers, VTS (Virtual Tape Subsystem), and Magstar (storage and media) in the data center.

The resulting figure is much higher and is a better indicator of the magnitude of the operation.

Item 2: The reason for the decrease is four (4) applications were removed from production because they were no longer needed.

Item 3: The planned count of 12,000 is too high for the average monthly call volume received by the Assistance Center. We are uncertain whether this is a typo or meant to be a yearly (instead of monthly) count. The actual count for FY 12 was 653 per month. We are lowering our FY 13 estimate to 650 per month.

Item 5: The original count of 25 was the department websites and select agency websites. The new count is of websites maintained by the PIAS (Public Information Access Section) of the Technical Support Services Branch.

Item 6: Four microwave paths were installed in FY 12, bringing the number to 40. Six microwave paths are planned for FY 13, which will bring the total to 46.

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

PROGRAM TITLE: INFORMATION PROCESSING & COMM SERVICES

**11 03 02
AGS 131**

Item 7: The previous count was in error. This is the correct count. These figures are in TB (terabytes). A terabyte is defined as a unit of computer memory or data storage capacity equal to 1,024 gigabytes or one trillion bytes.

Item 8: ICSD substitutes Chief Information Office Council Meetings run by the Office of Information Management and Technology (OIMT) because there are no longer any Information Technology Strategic Planning meetings. These are monthly meetings so the number would be 12 per year.

Item 9: The actual count of executive branch email accounts in FY 12 was 5,881. At this time, we are unable to project the number of accounts for FY 13 as the projected counts are dependent on the scope (i.e., identification of Executive Branch agencies which will participate) of the Email in the Clouds as defined by OIMT.

Item 10: In general, cyber events have been increasing year after year. Even with the implementation of new security tools this year, it is not possible to accurately predict the number of cyber alerts that will be generated.

PROGRAM TITLE: ARCHIVES - RECORDS MANAGEMENT
 PROGRAM-ID: AGS-111
 PROGRAM STRUCTURE NO: 110303

12/14/12

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	15.00	- 1.00	6	16.00	15.00	- 1.00	6	16.00	16.00	+ 0.00	0
EXPENDITURES (\$1000's)	780	725	- 55	7	321	321	+ 0	0	721	679	- 42	6
TOTAL COSTS												
POSITIONS	16.00	15.00	- 1.00	6	16.00	15.00	- 1.00	6	16.00	16.00	+ 0.00	0
EXPENDITURES (\$1000's)	780	725	- 55	7	321	321	+ 0	0	721	679	- 42	6
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO. OF APPROVED RECORDS RETENTION SCHEDULES	5305	5306	+ 1	0	5320	5311	- 9	0				
2. % OF STORAGE CAPACITY FILLED AT RECORDS CENTER	85	82	- 3	4	75	80	+ 5	7				
3. % REC DESTROYED AT REC CTR % TOT REC ELIG FOR DEST	0	25	+ 25	0	60	25	- 35	58				
4. % OF CUSTOMER REQ SVCD IN A TIMELY/ACCURATE MANNER	95	95	+ 0	0	95	95	+ 0	0				
5. NO. OF RECORDS IN ARCHIVES (CUBIC FEET)	10800	10890	+ 90	1	10850	10900	+ 50	0				
6. NO. OF RECORDS AVAILABLE ONLINE FOR RESEARCH	255000	265158	+ 10158	4	265000	275000	+ 10000	4				
PART III: PROGRAM TARGET GROUP												
1. STATE USER AGENCIES	1000	1000	+ 0	0	1000	1000	+ 0	0				
2. # OF CUSTOMERS SERVICED AT HISTORICAL REC BR	10000	8571	- 1429	14	12000	8000	- 4000	33				
3. # OF REC AT STATE REC CTR ELIG FOR DISPOS DUR FY	19800	14650	- 5150	26	8300	12600	+ 4300	52				
4. # ONLINE USERS ACCESSING ARCHIVES CATALOG/WEBSITE	126000	294191	+ 168191	133	126000	300000	+ 174000	138				
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF CUBIC FEET OF RECORDS STORED	52000	49261	- 2739	5	49000	48250	- 750	2				
2. NUMBER OF RECORDS SERIES SCHEDULED/REVISED	15	3	- 12	80	15	5	- 10	67				
3. NUMBER OF RECORDS REQ RETRIEVED BY RECORDS CENTER	3000	1480	- 1520	51	3500	1500	- 2000	57				
4. NUMBER OF CU FT OF RECORDS DISPOSED BY REC CENTER	500	4951	+ 4451	890	2000	2000	+ 0	0				
5. SVC CUSTOMERS AT HIST REC BR (# OF RETRIEVALS)	22000	19327	- 2673	12	23000	20000	- 3000	13				
6. PROVIDE ACCESS TO HOLD INFO THRU ONLINE CATALOG	500	24	- 476	95	500	25	- 475	95				
7. PROVIDE ACCESS TO REC THRU DESC FINDING AIDS	100	10	- 90	90	100	10	- 90	90				
8. COLLECT/PRES PERM/HIST REC OF STATE GOV	100	90	- 10	10	100	90	- 10	10				
9. # RECORDS SCANNED FOR ONLINE ACCESS DURING THE YR	23000	24714	+ 1714	7	23000	23000	+ 0	0				
10. NUMBER OF REC UPLOADED TO INTERNET FOR ONLINE ACC	12000	15774	+ 3774	31	24000	15000	- 9000	38				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 03 03
AGS 111

PROGRAM TITLE: ARCHIVES - RECORDS MANAGEMENT

PART I - EXPENDITURES AND POSITIONS

The variance in position count and expenditures for FY 12 is due to budget restrictions. The Archives started FY 12 with four vacant positions, filling all but one by the end of the fiscal year.

The variance in position count for the first quarter of FY 13 is due to the continued vacant position. The variance in expenditures for FY 13 is due to the expected vacancy and the five percent budget restriction.

PART II - MEASURES OF EFFECTIVENESS

Item 3. The variance in FY 12 is due to using vacancy savings to dispose records. Will also use vacancy savings in FY 13 to dispose of records.

PART III - PROGRAM TARGET GROUPS

Item 2: Due to more records available on-line, the number of in-person researchers decreased in FY 12 and a similar trend is expected in FY 13.

Item 3: Unexpected vacancy savings used for disposal of records in FY 12. For FY 13, anticipate using vacancy savings for disposal as no funding appropriated for this expense.

Item 4: The variance for FY 12 is due to filling a vacancy and increased volunteer hours resulting in more records available on-line. For FY 13, as the number of records grows on-line, the numbers of users also increase.

PART IV - PROGRAM ACTIVITIES

Item 2: The variance for FY 12 is due to the reduction of staff whose primary function was to schedule records. For FY 13, the planned number is reduced because the vacant archivist position will not be filled until the 3rd quarter.

Item 3: The variance for FY 12 is due to limiting records requests and re-files from five days a week to two and breakdowns in equipment used to retrieve records. The limited retrieval hours will continue for FY 13 and

the estimated number was reduced accordingly.

Item 4: Although the Archives no longer has budgeted funds for records disposals, the number of disposals in FY 12 increased due to using vacancy savings for disposal.

Item 5: The variance for FY 12 was due to fewer in-person researchers. This trend is expected to continue in FY 13.

Item 6: The variance for FY 12 was due to the two vacant positions for part of the fiscal year as well as staff reassessing the library collection policy criteria. For FY 13, a significant reduction is expected as fewer books are received.

Item 7: The variance for FY 12 is due to the current staff being assigned to special projects. For FY 13, a similar reduction is expected.

Item 8: The variance for FY 12 is due to fewer accessions received. For FY 13, a similar reduction is expected.

Item 10: The variance in FY 12 is due to filling a vacant position allowing uploading of more records. For FY 13, the number of records uploaded annually is expected to remain the same.

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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)	14,000	12,054	- 1,946	14	400	389	- 11	3	8,600	8,611	+ 11	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)	14,000	12,054	- 1,946	14	400	389	- 11	3	8,600	8,611	+ 11	0
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % PUB SAFETY ANSWERING PTS THT ARE PH II COMPLIANT	95	95	+ 0	0	95	95	+ 0	0	95	95	+ 0	0
2. % WIRELSS SERV PROVIDERS COMPLIANT W/ LEAST 1 PSAP	95	95	+ 0	0	95	95	+ 0	0	95	95	+ 0	0
3. # WSPS THAT ARE PHASE II COMPLIANT WITH ALL PSAPS	95	95	+ 0	0	95	95	+ 0	0	95	95	+ 0	0
4. EST % CELL PH USERS W/WIRELESS ENHANCED 911 PHII	95	95	+ 0	0	95	95	+ 0	0	95	95	+ 0	0
PART III: PROGRAM TARGET GROUP												
1. PUBLIC SAFETY ANSWERING POINTS - NUMBER	7	7	+ 0	0	7	7	+ 0	0	7	7	+ 0	0
2. WIRELESS SERVICE PROVIDERS - NUMBER	7	7	+ 0	0	7	7	+ 0	0	7	7	+ 0	0
PART IV: PROGRAM ACTIVITY												
1. TTL \$ AMT OF SURCHGE COLLECTED FISC YR (IN THOUS)	8500	8906	+ 406	5	8500	8500	+ 0	0	8500	8500	+ 0	0
2. TTL \$ AMT DISBURSED TO PSAPS IN FISC YR (IN THOUS)	7767	9665	+ 1898	24	7800	7800	+ 0	0	7800	7800	+ 0	0
3. TTL \$ AMT DISBUR TO WSPS IN THE FISC YR (IN THOUS)	180	155	- 25	14	180	180	+ 0	0	180	180	+ 0	0
4. TTL \$ AMT DISB TO BD ADMIN MATTERS IN FY (IN THOU)	1067	1300	+ 233	22	1067	1067	+ 0	0	1067	1067	+ 0	0

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

PROGRAM TITLE: WIRELESS ENHANCED 911 BOARD

**11 03 04
AGS 891**

PART I - EXPENDITURES AND POSITIONS

The variance for FY 12 was due to technical problems that caused a delay of the upgrade of the Maui and Hawaii Public Safety Answering Points' Computer Aided Dispatch (CAD) computer systems. The procurement will be rescheduled for a future period. The legislative ceiling was raised to \$14 million, specifically to accommodate those anticipated expenditures.

due to additional VoIP revenue resulting from Act 168 and increased disbursements attributable to the increase in the legislation ceiling for FY 12.

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: Act 168 permitted the Enhanced 911 Fund to assess a surcharge on Voice Over Internet Protocol (VoIP) connection service providers. FY 12 was the first year of the surcharge collection. The program did our best to estimate the additional revenue with no history and our estimate was short by \$406,000.

Item 2: FY 12 budget was understated by \$1.898 million. The planned amount of \$7.767 million was not adjusted to a higher amount consistent with the \$14 million ceiling that was approved for FY 12. Both the Honolulu Police Department and the Honolulu Fire Department were able to expend an additional \$2.2 million for computer equipment which accounted for the major part of the variance.

Item 3: The Wireless Connection Service Provider costs for administrative expense fell below expectations. There is no other explanation except for lower administrative costs.

Item 4: The variance in Board Admin Matters was the result of higher revenue and administrative expenses resulting from revenue increases

VARIANCE REPORT

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	78.00	- 14.00	15	92.00	82.00	- 10.00	11	92.00	92.00	+ 0.00	0
EXPENDITURES (\$1000's)	20,010	14,315	- 5,695	28	3,014	3,014	+ 0	0	16,790	16,452	- 338	2
TOTAL COSTS												
POSITIONS	92.00	78.00	- 14.00	15	92.00	82.00	- 10.00	11	92.00	92.00	+ 0.00	0
EXPENDITURES (\$1000's)	20,010	14,315	- 5,695	28	3,014	3,014	+ 0	0	16,790	16,452	- 338	2
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. # OF GRV PER 1000 EMPLOYEE IN BRGNING UNITS UNDR HRD	20	16	- 4	20	20	15	- 5	25				
2. % CERT ISSD WTHN 95 DAYS WHR LST ELGBLES DNT EXIST	30	58	+ 28	93	30	58	+ 28	93				

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

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	68.00	- 13.00	16	81.00	72.00	- 9.00	11	81.00	81.00	+ 0.00	0
EXPENDITURES (\$1000's)	18,566	13,096	- 5,470	29	2,750	2,750	+ 0	0	15,629	15,340	- 289	2
TOTAL COSTS												
POSITIONS	81.00	68.00	- 13.00	16	81.00	72.00	- 9.00	11	81.00	81.00	+ 0.00	0
EXPENDITURES (\$1000's)	18,566	13,096	- 5,470	29	2,750	2,750	+ 0	0	15,629	15,340	- 289	2
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % CERTIF ISSUD W/IN 5 CALNDR DAYS WHERE LIST EXIST	75	92	+ 17	23	75	92	+ 17	23				
2. % CERTIF ISSUD W/IN 95 CALNDR DAYS LIST NOT EXIST	30	58	+ 28	93	30	58	+ 28	93				
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	97	+ 2	2	95	95	+ 0	0				
5. % OF CLASSF ACTNS FOR NEW & VAC PSNS COMPL IN 3 MO	90	90	+ 0	0	90	90	+ 0	0				
6. % CLASSIFICATION ACTIONS TAKEN CHANGED BY APPEAL	1	0	- 1	100	1	0	- 1	100				
7. EMPLOYEES TRAINED AS A % OF TOTAL WORKFORCE	10	26	+ 16	160	10	26	+ 16	160				
8. % CONTRACT GRIEVANCES SETTLED W/O 3RD PARTY ASSTNC	90	98	+ 8	9	90	90	+ 0	0				
9. # GRIEV PER 1,000 EMPLYEES IN BU'S UNDR DHRD JURIS	20	16	- 4	20	20	15	- 5	25				
10. RATIO OF OPEN CLAIMS CLOSED DURING THE FISCAL YEAR	1	1	+ 0	0	1	1	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. VACANCIES TO BE FILLED BY ELIGBLS & NON-COMP ACTNS	1700	857	- 843	50	1700	900	- 800	47				
2. NUMBER OF CIVIL SERVICE POSITIONS	15900	16361	+ 461	3	15950	16500	+ 550	3				
3. NUMBER OF NEW CIVIL SERVICE POSITIONS	100	239	+ 139	139	75	200	+ 125	167				
4. EMPLOYEES IN THE CENTRALIZED MANAGEMENT GROUP	16171	15774	- 397	2	16171	15774	- 397	2				
5. NUMBER OF CIVIL SERVICE CLASSES	1535	1476	- 59	4	1545	1500	- 45	3				
6. CIVIL SERVICE EMPLOYEES	13780	13326	- 454	3	13780	13326	- 454	3				
7. EXEMPT SERVICE EMPLOYEES	1891	1948	+ 57	3	1891	1948	+ 57	3				
8. MIDDLE MANAGEMENT EMPLOYEES	325	348	+ 23	7	325	348	+ 23	7				
9. FIRST-LINE SUPERVISORY EMPLOYEES	1239	1268	+ 29	2	1239	1268	+ 29	2				
10. NON-MANAGEMENT EMPLOYEES	14107	13658	- 449	3	14107	13658	- 449	3				
PART IV: PROGRAM ACTIVITY												
1. NO. APPLICANTS RECRUITD OR LOCATD (APPLC RECEIVD)	30000	21930	- 8070	27	30000	25000	- 5000	17				
2. NO. APPLICNTS EXAMIND (TOTL EXAMINED BY ALL MEANS)	12000	16208	+ 4208	35	12000	17000	+ 5000	42				
3. # QUAL APPS REFRRD FOR PLACEMENT(ELIGBLS REFERRED)	50000	22438	- 27562	55	55000	23000	- 32000	58				
4. NUMBER OF POSITION CLASSIFICATION ACTIONS TAKEN	2100	1783	- 317	15	2000	2000	+ 0	0				
5. NUMBER OF CLASSIFICATION SPECIFICATIONS COMPLETED	120	612	+ 492	410	120	200	+ 80	67				
6. NO. OF EXEMPT POSITION REQUESTS ANALYZED/REVIEWED	1500	2274	+ 774	52	1800	1800	+ 0	0				
7. PRICE/REPRICE DETERMINATIONS (NO. CLASSES REVIEWD)	120	66	- 54	45	120	100	- 20	17				
8. AUDIT, PERSONNEL ACTIONS (NO. OF ACTIONS REVIEWED)	68600	69030	+ 430	1	68600	69030	+ 430	1				
9. TRAINING PROGRAMS CONDUCTED (NUMBER OF PROGRAMS)	49	132	+ 83	169	49	132	+ 83	169				
10. NUMBER OF FORMAL GRIEVANCES REVIEWED	350	216	- 134	38	350	200	- 150	43				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 03 05 01
HRD 102

PROGRAM TITLE: WORKFORCE ATTR, SELECT, CLASS & EFFECTIVENES

PART I - EXPENDITURES AND POSITIONS

The position and expenditure variances in FY 2012 are due to budget restrictions, labor savings adjustments pursuant to Section 96 of Act 164, SLH 2011, and lower workers compensation and unemployment benefits expenditures for employees in non-general funded positions.

The variance in FY 2013 is due to the 5% contingency reserve restriction imposed on general funds.

PART II - MEASURES OF EFFECTIVENESS

Items 1 and 2. The variances are due to underestimated planned figures.

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

Item 6. No classification decisions were overturned by the Merit Appeals Board.

Item 7. Training consists of the various drug and alcohol testing programs, workplace violence, pre-retirement classes, and new employee orientations. The variance is due to an increase in the number of employees who attended training, sparked by the department's renewed emphasis on providing and publicizing training opportunities, including the publication of a new State of Hawaii Executive Branch Training Catalog in January 2012.

Item 9. The variance is attributed to the efforts of the labor relations and employee staffing programs working with the unions and departments to facilitate the informal resolution of complaints.

PART III - PROGRAM TARGET GROUPS

Item 1. The variance is due to an overestimated planned figure and the effect of having fewer staff to address increased workload.

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 by the Legislature, and whether the respective departments have funds and approval to establish and fill positions.

PART IV - PROGRAM ACTIVITIES

Items 1 and 3. The variances in the number of applications received and qualified applicants referred for placement are due to overestimated planned figures.

Item 2. The variance in the number of applications examined is primarily due to an underestimated planned figure.

Item 4. The variance is attributed to an overestimation of the number of classification actions that would be taken.

Item 5. The variance is due to an increase in the number of minimum qualification (MQ) specifications that were 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 positions that would be reviewed.

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, including the publication of a new State of Hawaii Executive Branch Training Catalog in January 2012.

Item 10. The variance is attributed to the efforts of the labor relations and employee staffing programs working with the unions and departments to facilitate the informal resolution of complaints.

VARIANCE REPORT

PROGRAM TITLE: SUPPORTING SERVICES - HUMAN RESOURCES DEV
 PROGRAM-ID: HRD-191
 PROGRAM STRUCTURE NO: 11030502

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13						
	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	10.00	-	1.00	9	11.00	10.00	-	1.00	9	11.00	11.00	+	0.00	0
EXPENDITURES (\$1000's)	1,444	1,219	-	225	16	264	264	+	0	0	1,161	1,112	-	49	4
TOTAL COSTS															
POSITIONS	11.00	10.00	-	1.00	9	11.00	10.00	-	1.00	9	11.00	11.00	+	0.00	0
EXPENDITURES (\$1000's)	1,444	1,219	-	225	16	264	264	+	0	0	1,161	1,112	-	49	4
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13										
	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	15671	15274	-	397	3	15671	15274	-	397	3					
2. NUMBER OF ELECTED & APPOINTED OFFICIALS	95	95	+	0	0	95	95	+	0	0					
3. EMPLOYEES OF DHRD	92	92	+	0	0	92	92	+	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 2012 AND FY 2013**

PROGRAM TITLE: SUPPORTING SERVICES - HUMAN RESOURCES DEV

**11 03 05 02
HRD 191**

PART I - EXPENDITURES AND POSITIONS

The position and expenditure variances in FY 2012 are due to budget restrictions and labor savings adjustments pursuant to Section 96 of Act 164, SLH 2011.

The variance in FY 2013 is due to the 5% contingency reserve restriction imposed on general funds.

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 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	135.00	0.00	- 135.00	100	148.00	0.00	- 148.00	100	148.00	0.00	- 148.00	100
EXPENDITURES (\$1000's)	343,833	0	- 343,833	100	0	0	+ 0	0	479,484	0	- 479,484	100
TOTAL COSTS												
POSITIONS	135.00	0.00	- 135.00	100	148.00	0.00	- 148.00	100	148.00	0.00	- 148.00	100
EXPENDITURES (\$1000's)	343,833	0	- 343,833	100	0	0	+ 0	0	479,484	0	- 479,484	100
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV TIME TO PROC INIT CHECK TO TERMNTG EMPlys (WKS)	3	NO DATA	- 3	100	3	NO DATA	- 3	100				

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

VARIANCE REPORT

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	0.00	- 99.00	100	99.00	0.00	- 99.00	100	99.00	0.00	- 99.00	100
EXPENDITURES (\$1000's)	10,828	0	- 10,828	100	0	0	+ 0	0	16,599	0	- 16,599	100
TOTAL COSTS												
POSITIONS	99.00	0.00	- 99.00	100	99.00	0.00	- 99.00	100	99.00	0.00	- 99.00	100
EXPENDITURES (\$1000's)	10,828	0	- 10,828	100	0	0	+ 0	0	16,599	0	- 16,599	100
				FISCAL YEAR 2011-12				FISCAL YEAR 2012-13				
				PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%	
PART II: MEASURES OF EFFECTIVENESS												
1. AV TIME TO PROC INIT CHECK TO TERMNTG EMPLYS (WKS)					3	NO DATA	- 3	100	3	NO DATA	- 3	100
2. % INITIAL MTHLY PENSION PROC W/IN 1 MTH AFTR RETIR					100	NO DATA	- 100	100	100	NO DATA	- 100	100
3. ANNUALIZED RETURN ON INVESTMENTS OVER PAST 5 YEARS					8	NO DATA	- 8	100	8	NO DATA	- 8	100
PART III: PROGRAM TARGET GROUP												
1. ACTIVE MEMBERS					69205	NO DATA	- 69205	100	69840	NO DATA	- 69840	100
2. RETIRED MEMBERS					40390	NO DATA	- 40390	100	41420	NO DATA	- 41420	100
3. INACTIVE VESTED MEMBERS					6612	NO DATA	- 6612	100	6765	NO DATA	- 6765	100
PART IV: PROGRAM ACTIVITY												
1. ANNUAL NUMBER OF NEW MEMBERS					4000	NO DATA	- 4000	100	4000	NO DATA	- 4000	100
2. ANNUAL NUMBER OF MEMBERS COUNSELED					14000	NO DATA	- 14000	100	14000	NO DATA	- 14000	100
3. ANNUAL NUMBER OF RETIREMENT BENEFIT COMPUTATIONS					8000	NO DATA	- 8000	100	8500	NO DATA	- 8500	100
4. ANNUAL NUMBER OF NEW RETIREES					2000	NO DATA	- 2000	100	2000	NO DATA	- 2000	100
5. ANNUAL RETIREMNT BENEFIT PAYMNT AMOUNTS (MILLIONS)					960	NO DATA	- 960	100	1000	NO DATA	- 1000	100
6. ANNUAL NUMBER OF DECEASED MEMBER CLAIMS					1600	NO DATA	- 1600	100	1600	NO DATA	- 1600	100
7. ANNUAL NUMBER OF REFUND PAYMENTS					1000	NO DATA	- 1000	100	1000	NO DATA	- 1000	100
8. ASSETS (BILLIONS OF DOLLARS)					12	NO DATA	- 12	100	13	NO DATA	- 13	100
9. ANNUAL NET INVESTMENT INCOME (MILLIONS)					1100	NO DATA	- 1100	100	1200	NO DATA	- 1200	100
10. ANNUAL RETURN ON INVESTMENTS					8	NO DATA	- 8	100	8	NO DATA	- 8	100

**VARIANCE REPORT NARRATIVE
FY 2012 AND FY 2013**

PROGRAM TITLE: EMPLOYEES' RETIREMENT SYSTEM

11 03 06 01
BUF 141

PART I - EXPENDITURES AND POSITIONS

No data submitted by program.

PART II - MEASURES OF EFFECTIVENESS

No data submitted by program.

PART III - PROGRAM TARGET GROUPS

No data submitted by program.

PART IV - PROGRAM ACTIVITIES

No data submitted by program.

VARIANCE REPORT

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

12/14/12

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13						
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%			
PART I: EXPENDITURES & POSITIONS															
RESEARCH & DEVELOPMENT COSTS															
POSITIONS															
EXPENDITURES (\$1,000's)															
OPERATING COSTS															
POSITIONS	36.00	0.00	-	36.00	100	49.00	0.00	-	49.00	100	49.00	0.00	-	49.00	100
EXPENDITURES (\$1000's)	5,109	0	-	5,109	100	0	0	+	0	0	5,335	0	-	5,335	100
TOTAL COSTS															
POSITIONS	36.00	0.00	-	36.00	100	49.00	0.00	-	49.00	100	49.00	0.00	-	49.00	100
EXPENDITURES (\$1000's)	5,109	0	-	5,109	100	0	0	+	0	0	5,335	0	-	5,335	100
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13										
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%							
PART II: MEASURES OF EFFECTIVENESS															
1. % DOCUMENTS IMAGED BY END 1ST WRKNG DAY AFTER RCPT	99	96	-	3	3	99	96	-	3	3					
2. AV NO. DAYS REQUIRED TO PROCESS ENROLLMNT TRNSCTNS	15	21	+	6	40	15	15	+	0	0					
3. PERCENTAGE OF ABANDONED CALLS	5	8	+	3	60	5	5	+	0	0					
4. PERCENTAGE OF REFUNDS PROCESSED WITHIN 60 DAYS	65	60	-	5	8	65	63	-	2	3					
5. % OF SHORTAGE CONDITIONS CLEARED WITHIN 60 DAYS	70	65	-	5	7	70	68	-	2	3					
6. % PARTICIPANTS ATTENDING INFO SESSIONS IN ONE YEAR	20	19	-	1	5	20	19	-	1	5					
7. % OF TIME COMPUTER SYSTEM IS AVAILABLE DURING 1 YR	98	98	+	0	0	98	98	+	0	0					
8. % COBRA FORM/NOTICES SENT W/IN REQUIRED TIME FRAME	99	99	+	0	0	99	99	+	0	0					
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	3	+	0	0	3	3	+	0	0					
PART III: PROGRAM TARGET GROUP															
1. TOTAL EMPLOYEES - (ACTIVES) FULL-TIME (STATE/CNTY)	67000	67051	+	51	0	67000	67700	+	700	1					
2. TOTAL EMPLOYEES - RETIRED	42650	42340	-	310	1	42650	43000	+	350	1					
3. TOTAL DEPENDENT BENEFICIARIES	78000	77901	-	99	0	78000	78400	+	400	1					
4. MEDICARE PREMIUM REIMBURSEMENT RECIPIENTS	42000	42709	+	709	2	42000	45200	+	3200	8					
5. PERSONNEL AND FINANCE OFFICERS	500	500	+	0	0	500	500	+	0	0					
PART IV: PROGRAM ACTIVITY															
1. NEW ENROLLMENTS (ADDITIONS)	8500	8893	+	393	5	8500	8900	+	400	5					
2. TERMINATIONS (DELETIONS, CANCELLATIONS)	8800	8564	-	236	3	8800	8700	-	100	1					
3. ENRL DATA CHANGES - INSUR PLN, NAME, ADDRESS	27000	33017	+	6017	22	27000	29000	+	2000	7					
4. COBRA ENROLLMENTS	1300	1200	-	100	8	1300	1200	-	100	8					
5. OUTREACH/EDUC BENEFIT BRIEFING SESSIONS CONDUCTED	120	72	-	48	40	120	100	-	20	17					

**VARIANCE REPORT NARRATIVE
FY 2012 AND FY 2013**

PROGRAM TITLE: HAWAII EMPLOYER-UNION TRUST FUND

11 03 06 03
BUF 143

PART I - EXPENDITURES AND POSITIONS

No data submitted by program.

PART II - MEASURES OF EFFECTIVENESS

Item 2 & 3: Variances attributed to inadequate staffing levels during FY12. At the beginning of FY13, most positions are now filled and the Employer-Union Trust Fund anticipates these measures will be met.

PART III - PROGRAM TARGET GROUPS

No significant variances.

PART IV - PROGRAM ACTIVITIES

Item 3: Increase due to open enrollment transactions and unanticipated changes.

Item 5: Decrease since open enrollment sessions for actives and retirees were held at the same time (October/November 2011) to be effective January 1, 2012. In FY13, open enrollment for retirees will be held in October to November 2012, and actives will be held in April to May 2013.

VARIANCE REPORT

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

12/14/12

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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)	189,316	0	- 189,316	100	0	0	+ 0	0	256,807	0	- 256,807	100
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)	189,316	0	- 189,316	100	0	0	+ 0	0	256,807	0	- 256,807	100
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	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 2012 AND FY 2013**

PROGRAM TITLE: RETIREMENT BENEFITS PAYMENTS

**11 03 06 05
BUF 741**

PART I - EXPENDITURES AND POSITIONS

No data submitted by program.

PART II - MEASURES OF EFFECTIVENESS

N/A

PART III - PROGRAM TARGET GROUPS

N/A

PART IV - PROGRAM ACTIVITIES

N/A

STATE OF HAWAII

VARIANCE REPORT

REPORT V61

PROGRAM TITLE: HEALTH PREMIUM PAYMENTS

12/14/12

PROGRAM-ID: BUF-761

PROGRAM STRUCTURE NO: 11030607

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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)	138,580	0	- 138,580	100	0	0	+ 0	0	200,743	0	- 200,743	100
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)	138,580	0	- 138,580	100	0	0	+ 0	0	200,743	0	- 200,743	100
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	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 2012 AND FY 2013**

PROGRAM TITLE: HEALTH PREMIUM PAYMENTS

**11 03 06 07
BUF 761**

PART I - EXPENDITURES AND POSITIONS

No data submitted by program.

PART II - MEASURES OF EFFECTIVENESS

N/A

PART III - PROGRAM TARGET GROUPS

N/A

PART IV - PROGRAM ACTIVITIES

N/A

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

VARIANCE REPORT

REPORT V61
12/14/12

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	67.00	63.00	- 4.00	6	70.00	68.00	- 2.00	3	70.00	70.00	+ 0.00	0
EXPENDITURES (\$1000's)	61,702	48,107	- 13,595	22	7,812	2,941	- 4,871	62	53,507	57,783	+ 4,276	8
TOTAL COSTS												
POSITIONS	67.00	63.00	- 4.00	6	70.00	68.00	- 2.00	3	70.00	70.00	+ 0.00	0
EXPENDITURES (\$1000's)	61,702	48,107	- 13,595	22	7,812	2,941	- 4,871	62	53,507	57,783	+ 4,276	8
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV LENGTH OF TIME TO PROCESS PROP LOSS CLAIM REQ	15	24	+ 9	60	15	15	+ 0	0				
2. AV NO. OF DAYS TO COMPLETE A QUIET TITLE REPORT	5	5	+ 0	0	5	5	+ 0	0				

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

VARIANCE REPORT

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	46.00	- 3.00	6	52.00	51.00	- 1.00	2	52.00	52.00	+ 0.00	0
EXPENDITURES (\$1000's)	12,384	10,663	- 1,721	14	3,335	1,817	- 1,518	46	10,006	11,524	+ 1,518	15
TOTAL COSTS												
POSITIONS	49.00	46.00	- 3.00	6	52.00	51.00	- 1.00	2	52.00	52.00	+ 0.00	0
EXPENDITURES (\$1000's)	12,384	10,663	- 1,721	14	3,335	1,817	- 1,518	46	10,006	11,524	+ 1,518	15
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NUMBER OF ACRES ON LEASE (THOUSANDS)	150	156	+ 6	4	150	156	+ 6	4				
2. NUMBER OF ACRES ON REVOCABLE PERMIT (THOUSANDS)	100	60	- 40	40	100	60	- 40	40				
3. NO. OF DELINQUENT ACCOUNTS AS A % OF TOTAL ACCNTS	5	7	+ 2	40	5	7	+ 2	40				
4. \$ AMOUNT OF GEOTHERMAL ROYALTIES COLLECTED (000S)	700	1548	+ 848	121	700	1200	+ 500	71				
5. AMOUNT OF TOTAL REVENUES GENERATED (THOUSANDS)	7800	13656	+ 5856	75	7800	13656	+ 5856	75				
PART III: PROGRAM TARGET GROUP												
1. NO. ACRES SET ASIDE BY EXEC ORDERS FOR PUBLIC PURP	550	468	- 82	15	550	468	- 82	15				
2. DOLLAR AMOUNT OF REVENUES TRANSFERRED TO OHA (000)	5000	3849	- 1151	23	5000	3849	- 1151	23				
3. DOLLAR AMOUNT OF REVENUES TRANSFERRED TO DHHL	150	157	+ 7	5	150	157	+ 7	5				
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF SALES IN FEE	5	10	+ 5	100	5	10	+ 5	100				
2. NUMBER OF GENERAL LEASES SOLD	10	4	- 6	60	10	4	- 6	60				
3. NUMBER OF REVOCABLE PERMITS ISSUED	5	13	+ 8	160	5	13	+ 8	160				
4. NUMBER OF EXECUTIVE ORDERS ISSUED	30	29	- 1	3	30	29	- 1	3				
5. NO. ACQUISITIONS OF NON-PUBLIC LAND FOR PUBLIC USE	5	0	- 5	100	5	0	- 5	100				
6. NUMBER OF INSPECTIONS OF PUBLIC LANDS MADE	500	367	- 133	27	500	367	- 133	27				
7. NUMBER OF EASEMENTS GRANTED	10	14	+ 4	40	10	14	+ 4	40				
8. DOLLAR AMOUNT DELINQUENT RECEIVABLES (THOUSANDS)	50	430	+ 380	760	50	430	+ 380	760				

**VARIANCE REPORT NARRATIVE
FY 2012 AND FY 2013**

11 03 07 01
LNR 101

PROGRAM TITLE: PUBLIC LANDS MANAGEMENT

PART I - EXPENDITURES AND POSITIONS

Expenditures for FY 12 were below ceiling amounts. The program used monies wisely to address the public welfare and safety issues when appropriate.

PART II - MEASURES OF EFFECTIVENESS

Item 2: Variance is due to planned numbers being overstated.

Item 3: Staff continues to monitor delinquency. Delinquency increased due to slow economy and higher rents from prior years due to rent reopenings. Staff continues to monitor delinquencies.

Item 4: Variance is due to planned numbers being understated. The increase in royalties is due to the restored capacity of the production wells and apparently higher oil prices.

Item 5: Variance is due to planned numbers being understated. Staff is focused more on income generation to support the Department.

PART III - PROGRAM TARGET GROUPS

Item 1: Variance is due to planned numbers being overstated.

Item 2: Some agencies paid significantly more to OHA compared to prior years, resulting in less 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 the Office of Hawaiian Affairs (OHA) but has also generated the 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: The slow economy resulted in a drop in demand for revocable permits.

Item 5: Donations of lands for gratis appear to be down.

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

Item 7: Easements, in some particular shoreline encroachment, are becoming more complicated and time consuming.

Item 8: Variance is due to planned numbers being understated. Staff is working with delinquent tenants to resolve the delinquency.

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	3.00	- 1.00	25	4.00	3.00	- 1.00	25	4.00	4.00	+ 0.00	0
EXPENDITURES (\$1000's)	32,273	20,815	- 11,458	36	1,881	246	- 1,635	87	29,379	31,013	+ 1,634	6
TOTAL COSTS												
POSITIONS	4.00	3.00	- 1.00	25	4.00	3.00	- 1.00	25	4.00	4.00	+ 0.00	0
EXPENDITURES (\$1000's)	32,273	20,815	- 11,458	36	1,881	246	- 1,635	87	29,379	31,013	+ 1,634	6

	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13			
	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	24	+ 9	60	15	15	+ 0	0
3. AV LENGTH OF TIME TO RECOVER INSURANCE PROCEEDS	60	60	+ 0	0	60	60	+ 0	0
4. AV LENGTH OF TIME TO PROCESS LIABILITY LOSS CLAIMS	90	88	- 2	2	90	90	+ 0	0
5. AV TIME TO PROCESS LIABILITY LOSS POTHOLE CLAIMS	90	68	- 22	24	90	90	+ 0	0
6. AV LENGTH OF TIME TO PROCESS AUTO LOSS CLAIMS	90	85	- 5	6	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	91	- 9	9	100	100	+ 0	0
3. TOTAL LIABILITY CLAIMS PROCESSED - EXCL. POTHOLE	500	499	- 1	0	500	500	+ 0	0
4. TOTAL NO. OF LIABILITY POTHOLE CLAIMS PROCESSED	200	184	- 16	8	200	200	+ 0	0
5. TOTAL NUMBER OF AUTOMOBILE LOSS CLAIMS PROCESSED	450	383	- 67	15	450	450	+ 0	0
6. NUMBER OF STATE OFFICIALS AND EMPLOYEES	55000	55000	+ 0	0	55000	55000	+ 0	0
7. FAIR MARKET VALUE OF STATE BLDGS/CONTENTS (\$ MILL)	1600	1600	+ 0	0	1600	1600	+ 0	0
8. NUMBER OF STATE VEHICLES	5500	5209	- 291	5	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	89	- 11	11	100	100	+ 0	0
3. TOTAL NUMBER OF CRIME LOSS CLAIMS RECEIVED	1	3	+ 2	200	1	1	+ 0	0
4. TOTAL NUMBER OF LIABILITY CLAIMS RECEIVED	700	666	- 34	5	700	700	+ 0	0
5. TOTAL NUMBER OF AUTOMOBILE CLAIMS RECEIVED	375	346	- 29	8	375	375	+ 0	0
6. NUMBER OF RISK ASSESSMENT REPORTS ISSUED	6	0	- 6	100	6	6	+ 0	0
7. NUMBER OF BUILDING INSPECTION REPORTS ISSUED	6	0	- 6	100	6	6	+ 0	0
8. NO. OF TRAINING SESSIONS PROVIDED TO STATE DEPTS	4	2	- 2	50	4	4	+ 0	0
9. NUMBER OF STATEMENTS OF SELF-INSURANCE ISSUED	450	503	+ 53	12	450	450	+ 0	0

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

PROGRAM TITLE: STATE RISK MANAGEMENT & INSURANCE ADMIN

11 03 07 02
AGS 203

PART I - EXPENDITURES AND POSITIONS

The position variance for FY 12 was due to a vacant position (Risk Management Officer). The change in expenditures of FY 12 was due to lower insurance premiums than budgeted and lower payments for self insured losses/payments. The first quarter FY 13 variance exists because the premium expenditures are shifted to the second quarter.

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

PART II - MEASURES OF EFFECTIVENESS

Item 2: The average time to process a property reimbursement was greater than expected because of a vacant position.

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 5: The decreased amount of auto claims processed was due to the lower amount of auto accidents and fewer requests for payments.

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: The number of crime loss claims was higher than expected due to the amounts of incidents and payment requests.

Items 6 and 7: The building inspections reports were less than expected because no requests were received from departments and the insurance broker services were reallocated to update the property schedule.

Item 8: The number of training sessions provided to State departments was less than expected due to staffing shortage.

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

VARIANCE REPORT

REPORT V61
12/14/12

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13						
	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)	932	616	-	316	34	145	141	-	4	3	768	455	-	313	41
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)	932	616	-	316	34	145	141	-	4	3	768	455	-	313	41
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13										
	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	5	5	+	0	0
2. COMPLETED DESCRIPTION OF LANDS AS % OF REQUESTS	60	92	+	32	53	60	60	+	0	0	60	60	+	0	0
3. AVE NO. OF DAYS TO PROCESS LC & FP MAPS	15	36	+	21	140	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	20	20	+	0	0
5. AV NO. OF DAYS TO PROCESS SHORELINE CERTIFICATION	40	46	+	6	15	40	40	+	0	0	40	40	+	0	0
PART III: PROGRAM TARGET GROUP															
1. NO. REQUESTS FOR QUIET TITLE REPORTS	20	10	-	10	50	20	20	+	0	0	20	20	+	0	0
2. NO. REQUESTS FOR DESCRIPTIONS - STATE-OWNED LANDS	110	79	-	31	28	110	110	+	0	0	110	110	+	0	0
3. OWNERS OF LD CT & OTHER LANDS(TTL NO. MAPS RECD)	250	132	-	118	47	250	250	+	0	0	250	250	+	0	0
4. OWNERS OF BEACHFRONT PROPRTY(TTL NO CERT REQ RECD)	140	121	-	19	14	140	140	+	0	0	140	140	+	0	0
PART IV: PROGRAM ACTIVITY															
1. NO. OF REQUESTS FOR QUIET TITLE REPORTS COMPLETED	20	10	-	10	50	20	20	+	0	0	20	20	+	0	0
2. NO OF REQUESTS FOR DESCRIPTION OF LANDS COMPLETED	66	73	+	7	11	66	66	+	0	0	66	66	+	0	0
3. NO. OF LAND COURT AND FILE PLAN MAPS COMPLETED	250	130	-	120	48	250	250	+	0	0	250	250	+	0	0
4. NO. OF SHORELINE CERTIFICATIONS COMPLETED	140	121	-	19	14	140	140	+	0	0	140	140	+	0	0

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 03 07 03
AGS 211

PROGRAM TITLE: LAND SURVEY

PART I - EXPENDITURES AND POSITIONS

For FY 12 and FY 13, 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 3: The variance is due to a significant amount of large and highly complex maps and private surveyor's delay in submitting revised maps.

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.

Item 2: The variance is due to a greater percentage of less complex requests and DLNR funding overtime for land survey requests.

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

STATE OF HAWAII

VARIANCE REPORT

REPORT V61

PROGRAM TITLE: OFFICE LEASING

12/14/12

PROGRAM-ID: AGS-223

PROGRAM STRUCTURE NO: 11030704

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13						
	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)	16,113	16,013	-	100	1	2,451	737	-	1,714	70	13,354	14,791	+	1,437	11
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)	16,113	16,013	-	100	1	2,451	737	-	1,714	70	13,354	14,791	+	1,437	11
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13										
	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	275	166	-	109	40	275	175	-	100	36					
3. # LEASE PAYMTS TO VENDORS COMPL BY PAYMT DUE DATE	1752	1716	-	36	2	1800	1704	-	96	5					
PART III: PROGRAM TARGET GROUP															
1. TOTAL NUMBER OF STATE DEPARTMENTS AND AGENCIES	15	14	-	1	7	15	14	-	1	7					
2. NUMBER OF EMPLOYEES	4960	4790	-	170	3	5000	4840	-	160	3					
PART IV: PROGRAM ACTIVITY															
1. NO. OF REQUESTS FOR OFFICE LEASING SERVICES	45	16	-	29	64	50	20	-	30	60					
2. NO. OF OFFICE LEASES CONSUMMATED	30	32	+	2	7	30	30	+	0	0					
3. NO. OF OFFICE LEASE PAYMENTS COMPLETED	1752	1716	-	36	2	1800	1704	-	96	5					

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 03 07 04
AGS 223

PROGRAM TITLE: OFFICE LEASING

PART I - EXPENDITURES AND POSITIONS

Actual expenditures in FY 12 were \$100,369 less than budgeted due primarily to transfers to AGS 231 (\$89,244) to cover utility shortfalls and \$8,674 in transfers for labor savings.

For the 1st quarter of FY 13, actual expenditures of \$736,501.70 was \$1,325,358 less than budget. This was because the 1st quarter allotment was over estimated, and because funds budgeted for the financing agreement (\$1,125,655) 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 13, as unexpended funds from the first quarter will be spent in the last 3 quarters. The total expenditures planned for the year will be \$278,255 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 109 days less in FY 12 than planned. This was due to the planned amount being overstated and because of a smaller number of requests for new office leases, which generally take a longer amount of time to complete than negotiations for lease renewals. Also, the program had less high priority projects to take time away from our normal lease negotiation functions.

For FY 13, the average number of days to execute leases is estimated to be 100 days less than planned, for the same reasons mentioned above. Also, we anticipate there will be more activity to try to consolidate offices into other leased space or into available State office facilities, which will reduce our lease inventory and shorten the completion time to fulfill lease requests. Consolidation of State government functions, programs and operations into smaller offices within State facilities, and the reduction of commercial lease space is an initiative supported by the Governor through Executive Memo No. 11-09.

PART III - PROGRAM TARGET GROUPS

Item 1: The total number of departments serviced for FY 12 is one less than planned, due to an adjustment to correct the number of Executive Branch departments the program provides office leasing services for. This adjustment was also reflected in FY 13.

Item 2: For FY 12, the estimated number of employees housed in lease space is 170 less than planned, due to the planned amount being overstated and because of relocation of programs into State Office Buildings. In FY 13 the planned number is also overstated by 160 employees. However, we anticipate the number of employees to be greater in 2013 than in 2012 due to programs re-filling vacant positions, and re-establishing positions previously abolished through the RIF (reduction in force).

PART IV - PROGRAM ACTIVITIES

Item 1: The actual number of requests for office leasing services in FY 12 was 29 less than planned due to budget reductions to State programs, and efforts by DAGS focused on office space consolidations and lease rent reductions. The trend should continue into FY 13.

Item 3: For FY 12 there were 36 less lease payments completed than planned due to a net reduction of 3 leases during the year. The estimated number of payments in FY 13 is 96 less than planned because of an anticipated net reduction of one lease during the year.

VARIANCE REPORT

PROGRAM TITLE: FACILITIES CONSTRUCTION AND MAINTENANCE

12/14/12

PROGRAM-ID:

PROGRAM STRUCTURE NO: 110308

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	193.00	188.00	- 5.00	3	195.00	186.00	- 9.00	5	195.00	195.00	+ 0.00	0
EXPENDITURES (\$1000's)	26,100	23,613	- 2,487	10	7,342	6,445	- 897	12	23,568	23,228	- 340	1
TOTAL COSTS												
POSITIONS	193.00	188.00	- 5.00	3	195.00	186.00	- 9.00	5	195.00	195.00	+ 0.00	0
EXPENDITURES (\$1000's)	26,100	23,613	- 2,487	10	7,342	6,445	- 897	12	23,568	23,228	- 340	1
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV PRE-BID CONSTRUCTION EST AS % OF AV BID PRICE	100	102	+ 2	2	100	100	+ 0	0				
2. AV VAR BTW EST CMPL DATE & ACTUAL CONST CMPL DATE	3	6	+ 3	100	3	3	+ 0	0				
3. AV COST CHANGE ORDERS AS % AV ACTUAL CONST COST	3	6	+ 3	100	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 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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)	5,200	2,066	- 3,134	60	1,290	431	- 859	67	3,871	4,672	+ 801	21
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)	5,200	2,066	- 3,134	60	1,290	431	- 859	67	3,871	4,672	+ 801	21
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV VARIANCE BETWEEN EST & ACTUAL BID OPENING DATES	3	-0.2	- 3.2	107	3	3	+ 0	0				
2. AV PRE-BID CONSTRUCTION EST AS % OF AV BID PRICE	100	102	+ 2	2	100	100	+ 0	0				
3. AV VAR BTWN EST & ACTUAL CONSTR COMPLETIN DATES	3	6	+ 3	100	3	3	+ 0	0				
4. AV COST CHANGE ORDERS AS % AV ACTUAL CONST COST	3	6	+ 3	100	3	3	+ 0	0				
5. FOR TTL CIP REQUIRED, % OF FUNDS ACTUALLY APPROP	100	100	+ 0	0	100	100	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. CAPITAL IMPROV APPROPRIATIONS (IN \$100,000)	475	627	+ 152	32	500	777	+ 277	55				
2. PUBLIC BUILDINGS, REPAIRS & ALTERATIONS (\$100,000)	5	18	+ 13	260	6	6	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. TOTAL COSTS OF FAC OR PROJECT UNDER DESIGN (\$MILL)	600	417	- 183	31	420	450	+ 30	7				
2. PROJ UNDER CONSTRUCTION DURING FY (EST COST \$MILL)	400	664	+ 264	66	630	650	+ 20	3				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

PROGRAM TITLE: PUBLIC WORKS-PLANNING, DESIGN & CONSTRUCTION

11 03 08 01
AGS 221

PART I - EXPENDITURES AND POSITIONS

The variance in expenditures for FY 12 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 expenditures in the 1st quarter of FY 13 and the last 3 quarters of FY 13 are due to labor savings and the fact that the majority of computer equipment expenditures will occur during the 2nd and 3rd quarters of FY 13 when outmoded computer equipment, servers, and software for the program will be replaced.

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 vacancies responsible for the project design phase which helped to ensure projects were bid out on a timely basis during FY 12. Majority of the projects were bid out earlier than estimated.

Item 3: The variance for the project completion dates is attributed to the increased workload per engineer in the Construction Management Branch that is running at 50% of full staffing. This branch has been facing difficulty in selecting qualified applicants to fill their engineer positions.

Item 4: The variance for the change order percentages is attributed to higher occurrences of changes in the project designs while the project is in construction.

PART III - PROGRAM TARGET GROUPS

Item 1: The variance for CIP appropriations for the FY 12 actual is based on the amount appropriated to the program as expending agency in Acts 164, SLH 2011, as amended by Act 106, SLH 2012. Due to budget restrictions, new CIP projects were not approved; however, projects that were shovel ready for construction received appropriations as part of the New Day Work Projects initiative.

The variance for FY 13 CIP appropriations is due to directives to request for appropriations for projects already underway as part of the New Day Work Projects initiative.

Item 2: The variance for repair and alterations appropriations is due to initiatives to address the backlog of projects to repair State facilities that had been re-prioritized during previous budget restrictions. 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 1: The variance for FY 12 for design projects is due to the program and State agencies being unable to secure funding for their facility improvements and repairs.

Item 2: The variance is due to the program and State agencies having obtained sufficient funding to move projects from the design phase to the construction phase.

VARIANCE REPORT

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	117.00	115.00	- 2.00	2	119.00	114.00	- 5.00	4	119.00	119.00	+ 0.00	0
EXPENDITURES (\$1000's)	16,387	17,214	+ 827	5	5,033	5,007	- 26	1	16,193	15,260	- 933	6
TOTAL COSTS												
POSITIONS	117.00	115.00	- 2.00	2	119.00	114.00	- 5.00	4	119.00	119.00	+ 0.00	0
EXPENDITURES (\$1000's)	16,387	17,214	+ 827	5	5,033	5,007	- 26	1	16,193	15,260	- 933	6
					FISCAL YEAR 2011-12				FISCAL YEAR 2012-13			
					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)					92	73	- 19	21	92	73	- 19	21
2. NUMBER OF SQUARE FEET SERVICED					2.7	2.7	+ 0	0	2.7	2.7	+ 0	0

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 03 08 02
AGS 231

PROGRAM TITLE: CENTRAL SERVICES - CUSTODIAL SERVICES

PART I - EXPENDITURES AND POSITIONS

The expenditure variance of \$827,000 for FY 12 was primarily due to the transfer-in of \$703,722 (Release of 1.5% Restrictions & Furlough Savings) from: AGS 131, Information Processing Services \$238,585; AGS 221, Construction \$25,000; AGS 223, Office Leasing \$89,244; AGS 232, Grounds Maintenance \$31,359; AGS 233, Building Repairs & Alterations \$53,973; AGS 807, School Repair & Maintenance - Neighbor Island Districts \$90,894; AGS 901, General Administrative Services \$54,395 and other DAGS programs \$120,272. Also, transfer-in of \$276,000 (Vacancy Savings and Other Current Expense Savings) from: AGS 102, Expenditure Examination \$25,000; AGS 103, Recording & Reporting \$25,000; AGS 221, Construction \$25,000; AGS 901, General Administrative Services \$171,000 and other DAGS programs \$30,000. These transfer-in amounts were all offset by a transfer-out of \$143,978 for labor savings adjustment which resulted in the overall variance of \$827,000. These transfers into the custodial program were required to fund the programs utility shortfalls which were due to high electricity and water and sewer costs.

The variance in the 1st Quarter of FY 13 of \$26,415 is primarily due to five position vacancies. The expected variance of \$932,663 for the remaining nine months of FY 13 is due to the 5% restrictions imposed on the program.

For FY 12, there is a variance of two positions, of which one will be filled in July 2012, while the other vacancy is awaiting personnel action before recruitment can begin.

For the 1st Quarter of FY 13, five positions are vacant, of which four applicants have been selected and the lone vacancy is awaiting personnel action before recruitment can be initiated. For the remaining nine months of FY 13, all positions are expected to be filled.

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: The variance is due primarily to the shortage of custodial positions.

VARIANCE REPORT

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	25.00	- 2.00	7	27.00	26.00	- 1.00	4	27.00	27.00	+ 0.00	0
EXPENDITURES (\$1000's)	1,653	1,487	- 166	10	349	337	- 12	3	1,271	1,202	- 69	5
TOTAL COSTS												
POSITIONS	27.00	25.00	- 2.00	7	27.00	26.00	- 1.00	4	27.00	27.00	+ 0.00	0
EXPENDITURES (\$1000's)	1,653	1,487	- 166	10	349	337	- 12	3	1,271	1,202	- 69	5
					FISCAL YEAR 2011-12				FISCAL YEAR 2012-13			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS												
1. EVALUATIONS FROM GROUNDS SURVEY FROM BLDG OCCUPNTS					70	67	- 3	4	70	70	+ 0	0
2. ANNUAL FACILITY ASSESSMENT SCORES					85	80	- 5	6	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					37	27	- 10	27	37	27	- 10	27
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 2012 AND FY 2013**

PROGRAM TITLE: CENTRAL SERVICES - GROUNDS MAINTENANCE

**11 03 08 03
AGS 232**

PART I - EXPENDITURES AND POSITIONS

The variance in expenditures of \$166,000 in FY 12 is primarily due to the transfer-out of \$146,000 (\$31,359 to AGS 231, Custodial Services; \$80,000 to AGS 233, Building Repairs & Alterations; and \$34,683 for labor savings). For FY 13, the 1st quarter variance of \$12,073 is primarily due to two vacancies, one of which has been filled in September 2012, the Secretary II, Pos. No. 4372, while the Sprinkler System Repairer, Pos. No. 118110, is still vacant as of September 30, 2012. The expected variance for the remaining nine months of FY 13 of \$68,562 is due to the 5% restriction imposed on the program.

For FY 12, there is a variance of two vacant positions, of which personnel recruitment action has been initiated. For the 1st quarter of FY 13, there is a vacancy of one position, the Sprinkler System Repairer, Pos. No. 118110, of which selection of applicant is pending. For the remaining nine months of FY 13, all positions are expected to be filled.

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: For FY 12 and FY 13, the variances in groundskeeping positions was due to loss of groundskeeping positions over the past few years thru RIF action and abolishments.

VARIANCE REPORT

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

12/14/12

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	32.00	- 1.00	3	33.00	30.00	- 3.00	9	33.00	33.00	+ 0.00	0
EXPENDITURES (\$1000's)	2,860	2,846	- 14	0	670	670	+ 0	0	2,233	2,094	- 139	6
TOTAL COSTS												
POSITIONS	33.00	32.00	- 1.00	3	33.00	30.00	- 3.00	9	33.00	33.00	+ 0.00	0
EXPENDITURES (\$1000's)	2,860	2,846	- 14	0	670	670	+ 0	0	2,233	2,094	- 139	6
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	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 RESPND 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	3300	3233	- 67	2	3300	3200	- 100	3				
2. TOTAL NUMBER OF EMERGENCY PROJECTS	1000	987	- 13	1	1000	985	- 15	2				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 03 08 04
AGS 233

PROGRAM TITLE: CENTRAL SERVICES - BUILDING REPAIRS & ALT

PART I - EXPENDITURES AND POSITIONS

For FY 12, the variance in expenditures of \$14,000 is due to the net transfer out of \$14,415 (transfer-out: \$59,139 labor cost savings; \$53,973 to AGS 231 Custodial Program) offset by (transfer-in: \$80,000 from AGS 232, Grounds Program; \$18,000 from AGS 901, General Administrative Services and collective bargaining adjustment of \$697) resulting in a net transfer out of \$14,415. For the 1st Quarter of FY 2012-13, there is no variance. The expected variance for the remaining nine months of FY 13 of \$139,730 is due to the 5% program restrictions.

For FY 12, there is one position vacancy, Pos. No. 46597, Carpenter I, of which personnel action is pending. For the 1st quarter of FY 13, as of September 30, 2012, there is a variance of three vacant positions: Pos. No. 118752, Building Construction and Maintenance Supervisor; Pos. No. 46917, Carpenter I; and Pos. No. 46597, Carpenter I. For all three positions, recruitment action has been initiated. For the remaining nine months of FY 13, all positions are expected to be filled.

PART II - MEASURES OF EFFECTIVENESS

There are no significant variances in the measures of effectiveness.

PART III - PROGRAM TARGET GROUPS

There is no significant variance in the program target group.

PART IV - PROGRAM ACTIVITIES

There are no significant variances in program activity.

VARIANCE REPORT

PROGRAM TITLE: PROCUREMENT, INVENTORY & SURPLUS PROP MGT

12/14/12

PROGRAM-ID:

PROGRAM STRUCTURE NO: 110309

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	16.00	- 11.00	41	27.00	17.00	- 10.00	37	27.00	24.00	- 3.00	11
EXPENDITURES (\$1000's)	2,814	1,530	- 1,284	46	748	312	- 436	58	2,128	2,522	+ 394	19
TOTAL COSTS												
POSITIONS	27.00	16.00	- 11.00	41	27.00	17.00	- 10.00	37	27.00	24.00	- 3.00	11
EXPENDITURES (\$1000's)	2,814	1,530	- 1,284	46	748	312	- 436	58	2,128	2,522	+ 394	19
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. PRICE LIST PROCRMNT DIFF BTWN AWRD & COMPUT(\$1000)	675	6035	+ 5360	794	675	3000	+ 2325	344				
2. COST SAVINGS OF HEPS AWARDS (THOUSANDS OF DOLLARS)	7200	12091	+ 4891	68	7200	10000	+ 2800	39				

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

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

12/14/12

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	13.00	- 9.00	41	22.00	14.00	- 8.00	36	22.00	20.00	- 2.00	9
EXPENDITURES (\$1000's)	1,015	807	- 208	20	214	205	- 9	4	876	830	- 46	5
TOTAL COSTS												
POSITIONS	22.00	13.00	- 9.00	41	22.00	14.00	- 8.00	36	22.00	20.00	- 2.00	9
EXPENDITURES (\$1000's)	1,015	807	- 208	20	214	205	- 9	4	876	830	- 46	5
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. PRICE LIST PROCRMNT DIFF BTWN AWRD & COMPUT(\$1000)	675	6035	+ 5360	794	675	3000	+ 2325	344				
2. PROPERTY TRANSFERRED BETWEEN AGENCIES (\$1000)	2700	11098	+ 8398	311	2700	3700	+ 1000	37				
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)	7200	12091	+ 4891	68	7200	10000	+ 2800	39				
6. % EVAL W/ PRACTICAL RATINGS BY SPO CLASS ATTENDEES	65	58	- 7	11	67	60	- 7	10				
7. TOTAL REBATES REC'D FROM PCARD TRANS (THOU DOLLAR)	550	1308	+ 758	138	600	1300	+ 700	117				
PART III: PROGRAM TARGET GROUP												
1. JURISDICTIONS SERVICED VIA COOP PURCHASING AGREEMT	19	20	+ 1	5	19	20	+ 1	5				
2. STATEWIDE INVENTORY ACCOUNTS	1054	1185	+ 131	12	1054	1185	+ 131	12				
3. NO. AGENCIES ISSUING HLTH & HUMN SVS SOLICITATIONS	30	18	- 12	40	30	25	- 5	17				
4. NUMBER OF PURCHASING CARD HOLDERS	3700	3930	+ 230	6	3700	3900	+ 200	5				
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF AWARDS FOR PRICE & VENDOR LIST CONTRACTS	20	25	+ 5	25	20	20	+ 0	0				
2. NUMBER OF HAWAII ELEC PROCURMT SYS SOLICITATIONS	1250	1294	+ 44	4	1250	1300	+ 50	4				
3. NUMBER OF ATTENDEES AT PROCURMT TRAINING WORKSHOPS	3300	8843	+ 5543	168	3400	4000	+ 600	18				
4. RATIO PCARD TRANS OVER PURCH ORDER TRANS (EXEC BR)	10.5	11.39	+ 0.89	8	10.5	11	+ 0.5	5				
5. NUMBER OF ITEMS TRANSFERRED BETWEEN AGENCIES	2200	890	- 1310	60	2200	2200	+ 0	0				
6. NO. OF INVENTORY TRANSACTIONS AUDITED & PROCESSED	35000	43401	+ 8401	24	35000	45000	+ 10000	29				
7. TOTAL VALUE OF PROP ADDED TO INVENTORY (THOUSAND)	650000	614508	- 35492	5	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	100	47	- 53	53	100	70	- 30	30				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 03 09 01
AGS 240

PROGRAM TITLE: STATE PROCUREMENT

PART I - EXPENDITURES AND POSITIONS

The position variances in FY 12 and the 1st Quarter of FY 13 are attributed to hiring delays and the reorganization that resulted from the restoration of five positions by the 2011 Legislative Session. Plan to fill vacancies by end of FY 13.

The corresponding expenditure variance in FY 12 was largely due to vacancy savings. No significant expenditure changes for FY 13.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The variance in FY 12 was primarily due to higher estimated dollar value of contracts such as the Data Communications Equipment and Maintenance contract estimated at \$14 million and the Energy Savings Performance Contracting Services contract estimated at \$8 million. Similar trend of high dollar value contracts expected for FY 13.

Item 2: FY 12 actual was higher due to a large transfer of a land asset. FY13 forecast was adjusted to follow the FY 10 and FY 11 trends.

Item 5: Increase is because DOE conducted more construction repair and maintenance solicitations than anticipated in 3rd quarter. The higher dollar amount of awards caused the increase.

Item 6: FY 12 actual was 11% lower due to an increase in evaluations for Adequate/Good.

Item 7: The increase is due to the new pCard (purchasing card) contract awarded Sept. 2010 that contains an increased rebate rate. Similar results expected for FY 13.

PART III - PROGRAM TARGET GROUPS

Item 2: The increase is due to reporting of all organizational codes.

Item 3: The decrease is due to less funding for services. Service contracts still have options for extension and not in need of re-solicitation.

PART IV - PROGRAM ACTIVITIES

Item 1: Variance is due primarily to added WSCA contracts, increased productivity from knowledgeable and experienced staff, and improved processes leading to greater efficiency.

Item 3: FY 12 actual was higher than forecasted due to increase in newly hired personnel and current personnel retaking workshops. Similar results expected for FY 13 due to increase in personnel replacing retired personnel and/or personnel retaking workshops.

Item 5: The decrease may be due to agencies retaining property longer, rather than purchasing new items.

Item 6: The increases are due to reporting of all transactions, including adds, deletes, and disposal applications.

Item 9: The decrease is due to less funding for services. Service contracts still have options for extension, and not in need of re-solicitation.

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
12/14/12

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	4.00	- 1.00	20
EXPENDITURES (\$1000's)	1,799	723	- 1,076	60	534	107	- 427	80	1,252	1,692	+ 440	35
TOTAL COSTS												
POSITIONS	5.00	3.00	- 2.00	40	5.00	3.00	- 2.00	40	5.00	4.00	- 1.00	20
EXPENDITURES (\$1000's)	1,799	723	- 1,076	60	534	107	- 427	80	1,252	1,692	+ 440	35

	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13			
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS								
1. SURPLUS PROPERTY TRANSFERRED TO DONEES (\$1000)	4000	13786	+ 9786	245	4500	4500	+ 0	0
2. RATIO SVS FEE OVER PROPERTY TRANSFER VALUE (%)	6.0	1	- 5	83	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	130	- 270	68	400	400	+ 0	0
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	340	+ 0	0
PART IV: PROGRAM ACTIVITY								
1. FED PERSONAL PROP RECEIVED (LINE ITEMS)	560	565	+ 5	1	600	600	+ 0	0
2. FED PROP DONATED (LINE ITEMS)	1600	1586	- 14	1	1600	1600	+ 0	0
3. ACQ OF STATE PROP FOR UTIL/SALE (LINE ITEMS)	150	45	- 105	70	150	150	+ 0	0
4. DIST OF STATE PROP FOR REUTIL (LINE ITEMS)	135	60	- 75	56	135	135	+ 0	0
5. STATE PROP DISP OF BY PUBLIC SALE (LINE ITEMS)	0	0	+ 0	0	0	0	+ 0	0

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 03 09 02
AGS 244

PROGRAM TITLE: SURPLUS PROPERTY MANAGEMENT

PART I - EXPENDITURES AND POSITIONS

The position variances in FY 12 and the first quarter of FY 13 are attributed to two vacant positions not being filled due to hiring delays. One of the two vacant positions is expected to be filled during the remaining three quarters of FY 13.

The expenditure variances for FY 12 is attributed to reduced expenditures for motor vehicles. Similarly, the expenditure variance for the first quarter of FY 13 is attributed to no motor vehicles being purchased. Increased expenditures are projected for the remaining three quarters of FY 13 amidst an improving economic climate.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The increase is due to a large transfer of portable buildings and equipment valued at \$9 million to Honolulu Community College.

Item 2: The decrease is due to the ratio being skewed downward by the large transfer mentioned above in item 1.

PART III - PROGRAM TARGET GROUPS

Item 1: The variance is due to less donees available for this group.

Item 3: The decrease is due to less small businesses purchasing equipment.

PART IV - PROGRAM ACTIVITIES

Item 3: The decrease is due to less available State property.

Item 4: The decrease is due to less available usable State items for transfers.

Item 5: The trend of no public sales of State property continued in FY 12 and is expected to continue in FY 13.

VARIANCE REPORT

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	36.00	- 1.00	3	37.00	36.00	- 1.00	3	37.00	37.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,906	5,852	- 54	1	2,617	2,029	- 588	22	3,204	3,879	+ 675	21
TOTAL COSTS												
POSITIONS	37.00	36.00	- 1.00	3	37.00	36.00	- 1.00	3	37.00	37.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,906	5,852	- 54	1	2,617	2,029	- 588	22	3,204	3,879	+ 675	21
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. MOTOR POOL VEHICLES-AVERAGE OPER COST PER VEHICLE	90	134	+ 44	49	90	134	+ 44	49				
2. PERCENTAGE UTILIZATION OF PARKING SPACES	105	81	- 24	23	105	90	- 15	14				

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

VARIANCE REPORT

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	12.50	11.50	- 1.00	8	12.50	12.50	+ 0.00	0
EXPENDITURES (\$1000's)	2,550	2,504	- 46	2	1,283	1,193	- 90	7	1,233	1,356	+ 123	10
TOTAL COSTS												
POSITIONS	12.50	12.50	+ 0.00	0	12.50	11.50	- 1.00	8	12.50	12.50	+ 0.00	0
EXPENDITURES (\$1000's)	2,550	2,504	- 46	2	1,283	1,193	- 90	7	1,233	1,356	+ 123	10
	FISCAL YEAR 2011-12				FISCAL YEAR 2012-13							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. MOTOR POOL VEHICLES-AVERAGE OPER COST PER VEHICLE	90	134	+ 44	49	90	134	+ 44	49				
2. PERCENTAGE OF REVENUES OVER EXPENDITURES	96	101	+ 5	5	96	101	+ 5	5				
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	1980	2094	+ 114	6	1980	2094	+ 114	6				
2. OTHER NON-MOTOR POOL VEHICLE SERVICE REVENUES	185	396	+ 211	114	185	396	+ 211	114				

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 03 10 01
AGS 251

PROGRAM TITLE: AUTOMOTIVE MANAGEMENT - MOTOR POOL

PART I - EXPENDITURES AND POSITIONS

The variance for the 1st quarter of FY 13 is due to the vacant Office Assistant III position.

For FY 12, the variance in expenditures is insignificant.

For FY 13, the 1st quarter variance in expenditures is due to not purchasing vehicles. Vehicles will be purchased during the remaining three quarters of the fiscal year.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The variances are due to payments to the U.S. Department of Health & Human Services, Division of Cost Allocation. A payment of \$300,000 was made during the 4th quarter of FY 12, and another payment of \$458,405 was made during the 1st quarter of FY 13.

Item 2: The variances are due to underestimating the planned percentage of revenue over expenditures.

PART III - PROGRAM TARGET GROUPS

There are no significant variances for the program target group.

PART IV - PROGRAM ACTIVITIES

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

Item 2: The variance is due to underestimating the planned revenues for other non-motor pool vehicle services.

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13			
	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	23.50	- 1.00	4	24.50	24.50	+ 0.00	0	24.50	24.50	+ 0.00	0
EXPENDITURES (\$1000's)	3,356	3,348	- 8	0	1,334	836	- 498	37	1,971	2,523	+ 552	28
TOTAL COSTS												
POSITIONS	24.50	23.50	- 1.00	4	24.50	24.50	+ 0.00	0	24.50	24.50	+ 0.00	0
EXPENDITURES (\$1000's)	3,356	3,348	- 8	0	1,334	836	- 498	37	1,971	2,523	+ 552	28
					FISCAL YEAR 2011-12				FISCAL YEAR 2012-13			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS												
1. PERCENTAGE UTILIZATION OF PARKING SPACES					105	81	- 24	23	105	90	- 15	14
2. PERCENTAGE OF REVENUES OVER EXPENDITURES					121	139	+ 18	15	121	139	+ 18	15
PART III: PROGRAM TARGET GROUP												
1. STATE OFFICIALS-EMPLOYEE & PUB CONDUCTG BUS W/STATE					8400	8350	- 50	1	8400	8350	- 50	1
PART IV: PROGRAM ACTIVITY												
1. NO. OF SPACES FOR EMPLOYEES & PUBLIC					6175	7407	+ 1232	20	6175	7407	+ 1232	20
2. NO. OF PARKING CITATIONS ISSUED (MONTHLY AVERAGE)					965	903	- 62	6	965	903	- 62	6
3. EMPLOYEE PARKING & PUBLIC PARKING REVENUES					3000	2811	- 189	6	3000	2811	- 189	6

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 03 10 02
AGS 252

PROGRAM TITLE: AUTOMOTIVE MANAGEMENT - PARKING CONTROL

PART I - EXPENDITURES AND POSITIONS

For FY 12, the position variance is due to one Parking & Security Officer position.

For FY 12, the variance in expenditures is insignificant.

For FY 13, the variance is because the expenditures will not be completed until the latter part of the fiscal year.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The variances are due to delaying the assignment of roof top parking in the Makai and South Street Garages, Lots A & R, to accommodate the resurfacing/recoating projects.

Item 2: The variance for FY 12 and FY 13 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: In both fiscal years, the variances are due to the addition of parking lots: Lot KP, Kapolei Civic Center; Lot KJ, Kapolei Judiciary Building; Lot KT, Kapolei Theaters and Lot YJ, Hilo Judiciary Building.

Item 2: In both fiscal years, the variances are insignificant.

Item 3: In both fiscal years, the variances are insignificant.

STATE OF HAWAII

VARIANCE REPORT

REPORT V61
12/14/12

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

	FISCAL YEAR 2011-12				THREE MONTHS ENDED 09-30-12				NINE MONTHS ENDING 06-30-13						
	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	37.00	35.00	-	2.00	5	37.00	37.00	+	0.00	0
EXPENDITURES (\$1000's)	2,841	2,371	-	470	17	543	543	+	0	0	2,220	2,108	-	112	5
TOTAL COSTS															
POSITIONS	37.00	35.00	-	2.00	5	37.00	35.00	-	2.00	5	37.00	37.00	+	0.00	0
EXPENDITURES (\$1000's)	2,841	2,371	-	470	17	543	543	+	0	0	2,220	2,108	-	112	5
					FISCAL YEAR 2011-12				FISCAL YEAR 2012-13						
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%			
PART II: MEASURES OF EFFECTIVENESS															
1. % OF LATE (INTEREST) PAYMENTS TO TOTAL PAYMENTS	.2	.3	+	0.1	50	.2	.2	+	0	0	.2	.2	+	0	0
2. % OF INVOICE PAYMNTS PROCESSED W/IN 7 WORKING DAYS	93	89	-	4	4	93	95	+	2	2	93	95	+	2	2
3. AV TIME FOR NON-COMPETITIVE RECRUITMENT ACTION	28	26	-	2	7	28	26	-	2	7	28	26	-	2	7
4. AV TIME FOR DELEGATED CLASSIFICATION ACTION	4	8	+	4	100	4	4	+	0	0	4	4	+	0	0
5. NO. OF NON-ROUTINE PERSONNEL CONSULTATIVE SVCS	240	256	+	16	7	240	240	+	0	0	240	240	+	0	0
6. PERCENTAGE OF DATA PROCESSING REQUESTS COMPLETED	80	75	-	5	6	80	80	+	0	0	80	80	+	0	0
7. % OF DP REQUESTS COMPLTD WHICH IMPROVED EFFICIENCY	70	75	+	5	7	70	80	+	10	14	70	80	+	10	14
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	18	22	+	4	22	18	22	+	4	22	18	22	+	4	22
2. TOTAL NUMBER OF EMPLOYEES (PERMANENT/TEMPORARY)	749	769	+	20	3	749	787	+	38	5	749	787	+	38	5
3. TOTAL NO. OF PAYMENT TRANSACTIONS PROCESSED (000)	30	28	-	2	7	30	28	-	2	7	30	28	-	2	7
4. NO. OF INTERNAL VACANCY RECRUITMENT ANNOUNCEMENTS	100	117	+	17	17	100	100	+	0	0	100	100	+	0	0
5. NO. OF DELEGATED CLASSIFICATION ACTIONS TAKEN	190	108	-	82	43	190	120	-	70	37	190	120	-	70	37
6. NO. OF DEPARTMENTAL VACANCIES DURING THE YEAR	170	125	-	45	26	170	130	-	40	24	170	130	-	40	24
7. TOTAL NO. OF DATA PROCESSING REQUESTS PROCESSED	400	425	+	25	6	400	400	+	0	0	400	400	+	0	0
8. NO. OF COMPUTER APPLICATION PROGRAMS ADMINSTERED	3200	3232	+	32	1	3200	3250	+	50	2	3200	3250	+	50	2
9. NO. OF REQUESTS FROM DEPT. OF BUDGET AND FINANCE	15	12	-	3	20	15	15	+	0	0	15	15	+	0	0
10. TOTAL NUMBER OF LEGISLATIVE REQUESTS	45	41	-	4	9	45	45	+	0	0	45	45	+	0	0
PART IV: PROGRAM ACTIVITY															
1. NO. OF EMPLOYEES PROVIDING ADMIN/TECH/CLERICAL SUP	33	33	+	0	0	33	33	+	0	0	33	33	+	0	0
2. NUMBER OF PURCHASING CARDS OUTSTANDING	165	151	-	14	8	165	151	-	14	8	165	151	-	14	8
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	3	-	1	25	4	3	-	1	25	4	3	-	1	25
5. NO. OF EPARS PROCESSED	2900	2512	-	388	13	2900	2700	-	200	7	2900	2700	-	200	7
6. NUMBER OF NON-EPAR ACTIONS PROCESSED	3400	5510	+	2110	62	3400	4500	+	1100	32	3400	4500	+	1100	32
7. NO. OF REQUESTS FOR NON-COMPETITIVE RECRUITMENTS	100	141	+	41	41	100	120	+	20	20	100	120	+	20	20
8. NO. OF REQUESTS FOR DELEGATED CLASSIFICATN ACTIONS	165	113	-	52	32	165	120	-	45	27	165	120	-	45	27
9. NO. OF NEW COMPUTER APPLICATION SYSTEMS INSTALLED	2	2	+	0	0	2	2	+	0	0	2	2	+	0	0
10. NO. OF ADMIN RULES & REORG REQUESTS REVIEWED	4	4	+	0	0	4	4	+	0	0	4	4	+	0	0

VARIANCE REPORT NARRATIVE FY 2012 AND FY 2013

11 03 13
AGS 901

PROGRAM TITLE: GENERAL ADMINISTRATIVE SERVICES

PART I - EXPENDITURES AND POSITIONS

The decrease in the number of positions for FY 12, the first three months ended September 30, 2012 and the remaining nine months ending June 30, 2013 are not significant.

The decrease in the expenditure for FY 12 is primarily due to funding restrictions, vacancy savings, and transfers to AGS-231 to cover utility shortages. The variance in expenditures for the three months ended September 30, 2012 and the remaining nine months ending June 30, 2013 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 delays in utility payments.

Item 4: The variance in FY 12 was due to the increase in the number of requests from the programs.

Item 7: The anticipated variance in FY 13 is because most Department of Accounting and General Services agencies are short staffed. Agencies looked to the Systems and Procedures Office to assist in improving operational efficiency that the program did and will continue to provide.

PART III - PROGRAM TARGET GROUPS

Item 1: New attached agencies were added to the department.

Item 4: The variance in FY 12 was due to an increase in internal vacancy recruitments due to the lifting of restriction on filling positions.

Item 5: The variance in FY 12 was due to the decrease in the number of requests from the programs. The variance is expected to continue to FY 13.

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

Item 9: In FY 12 there was a decrease in the number of requests from the Department of Budget and Finance.

PART IV - PROGRAM ACTIVITIES

Item 4: The variance in FY 12 was due to the reduction in required employee processing action. The variance is expected to continue to FY 13.

Item 5: The reductions in FY 12 and FY 13 are lower than planned, but higher than estimated because of Supplemental Time Off (STO), Supplemental Time Off Without Pay (STOWOP) and Directed Leave Without Pay (DLWOP) processing.

Item 6: The increase in FY 12 and FY 13 is due to transfer and restoration of positions, program wide refresher training, increase in temporary assignments and increase in hiring.

Item 7: The increase in FY 12 and FY 13 is due to the lifting of restriction in filling positions and restoration of positions.

Item 8: The variance in FY 12 and FY 13 is less than planned, however number within estimate.