



GOVERNMENT WIDE SUPPORT

VARIANCE REPORT

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	1,825.78	1,598.28	- 227.50	12	1,821.78	1,611.28	- 210.50	12	1,821.78	1,760.28	- 61.50	3
EXPENDITURES (\$1000's)	1,721,746	1,556,625	- 165,121	10	652,458	636,348	- 16,110	2	1,047,672	1,048,800	+ 1,128	0
TOTAL COSTS												
POSITIONS	1,825.78	1,598.28	- 227.50	12	1,821.78	1,611.28	- 210.50	12	1,821.78	1,760.28	- 61.50	3
EXPENDITURES (\$1000's)	1,721,746	1,556,625	- 165,121	10	652,458	636,348	- 16,110	2	1,047,672	1,048,800	+ 1,128	0
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV ANN RATE OF RETURN ON STATE TREASURY INVSTMTS	.70	.95	+ 0.25	36	.70	.95	+ 0.25	36				
2. AV PRE-BID CONSTRUCTION EST AS % OF AV BID PRICE	100	85	- 15	15	100	100	+ 0	0				
3. % OF NETWORK INFRASTRUCTURE UPTIME	99.999	99.9	- 0.099	0	99.999	99.9	- 0.099	0				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: GOVERNMENT-WIDE SUPPORT

11

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT

PROGRAM TITLE: EXEC DIRECTN, COORD, & POLICY DEVELOPMENT

12/9/17

PROGRAM-ID:

PROGRAM STRUCTURE NO: 1101

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	132.00	123.00	- 9.00	7	135.00	124.00	- 11.00	8	135.00	130.00	- 5.00	4
EXPENDITURES (\$1000's)	78,932	22,029	- 56,903	72	38,822	36,283	- 2,539	7	29,979	29,302	- 677	2
TOTAL COSTS												
POSITIONS	132.00	123.00	- 9.00	7	135.00	124.00	- 11.00	8	135.00	130.00	- 5.00	4
EXPENDITURES (\$1000's)	78,932	22,029	- 56,903	72	38,822	36,283	- 2,539	7	29,979	29,302	- 677	2

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: EXEC DIRECTN, COORD, & POLICY DEVELOPMENT

11 01

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18						
	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	19.00	-	4.00	17	23.00	20.00	-	3.00	13	23.00	22.00	-	1.00	4
EXPENDITURES (\$1000's)	3,817	3,508	-	309	8	866	808	-	58	7	2,597	2,658	+	61	2
TOTAL COSTS															
POSITIONS	23.00	19.00	-	4.00	17	23.00	20.00	-	3.00	13	23.00	22.00	-	1.00	4
EXPENDITURES (\$1000's)	3,817	3,508	-	309	8	866	808	-	58	7	2,597	2,658	+	61	2
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18										
	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	NO DATA	NO DATA	+	0	0

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

PROGRAM TITLE: OFFICE OF THE GOVERNOR

**11 01 01
GOV 100**

PART I - EXPENDITURES AND POSITIONS

The variance is attributed to hiring in the office. Positions were filled during the first quarter which explains the lower actual expenditure.

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.

VARIANCE REPORT

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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)	1,082	983	- 99	9	265	220	- 45	17	797	797	+ 0	0
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)	1,082	983	- 99	9	265	220	- 45	17	797	797	+ 0	0
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. TTL REV FRM SALES AS % OF COST OF PUBLICATION	105	105	+ 0	0	105	105	+ 0	0				
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	1800	1511	- 289	16	1800	1800	+ 0	0				
2. NO. REQ FOR HRS, SESS LAWS, SUPPLEMENTS	1000	192	- 808	81	1000	500	- 500	50				
3. NO. REQ. FOR APOSTILLE/CERTIFICATION	5500	6163	+ 663	12	5500	5500	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

PROGRAM TITLE: OFFICE OF THE LIEUTENANT GOVERNOR

**11 01 02
LTG 100**

PART I - EXPENDITURES AND POSITIONS

The variance in expenditures for FY17 is due to budget restrictions, position vacancies and time taken to replace terminated employees, which did not allow the Office of the Lieutenant Governor the opportunity to expend all funds appropriated. FY18 budget was reduced.

PART II - MEASURES OF EFFECTIVENESS

Item 1. Prices for publications are set based on what the State pays to print and ship publications and varies each year and depending upon whether a new volume is necessary. Our office sets the retail price of publications based on these factors plus shipping and handling costs. Departments receive copies of publications free of charge, which comprises an overwhelming portion of the publications ordered. Of the publications actually sold, revenues from the sales cover the actual cost plus fees.

PART III - PROGRAM TARGET GROUPS

No significant variances.

PART IV - PROGRAM ACTIVITIES

Items 1 and 2. The variance in the number of publications is based on the actual requests for paid publications, which is far lower than the amount of requests by departments or agencies that are not charged a fee. The number of requests has also seen a decrease over time as many individuals, offices, agencies and departments opt for electronic over hard copy publications. Projections for FY 18 are lowered to reflect prior year requests and anticipated need.

VARIANCE REPORT

PROGRAM TITLE: POLICY DEVELOPMENT & COORDINATION

12/9/17

PROGRAM-ID:

PROGRAM STRUCTURE NO: 110103

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	83.00	81.00	- 2.00	2	86.00	81.00	- 5.00	6	86.00	85.00	- 1.00	1
EXPENDITURES (\$1000's)	66,134	13,862	- 52,272	79	36,885	34,705	- 2,180	6	22,930	21,867	- 1,063	5
TOTAL COSTS												
POSITIONS	83.00	81.00	- 2.00	2	86.00	81.00	- 5.00	6	86.00	85.00	- 1.00	1
EXPENDITURES (\$1000's)	66,134	13,862	- 52,272	79	36,885	34,705	- 2,180	6	22,930	21,867	- 1,063	5
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. # OF PLANS/STUDIES PREPARED IN TIMELY MANNER	3	3	+ 0	0	4	4	+ 0	0				
2. ACCURACY OF ECON FORECASTS (% ERROR)	5	3	- 2	40	5	5	+ 0	0				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: POLICY DEVELOPMENT & COORDINATION

11 01 03

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	18.00	16.00	- 2.00	11	18.00	15.00	- 3.00	17	18.00	18.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,956	3,148	- 2,808	47	1,460	360	- 1,100	75	4,382	2,382	- 2,000	46
TOTAL COSTS												
POSITIONS	18.00	16.00	- 2.00	11	18.00	15.00	- 3.00	17	18.00	18.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,956	3,148	- 2,808	47	1,460	360	- 1,100	75	4,382	2,382	- 2,000	46
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. # OF PLANS/STUDIES PREPARED IN TIMELY MANNER	3	3	+ 0	0	4	4	+ 0	0				
2. #LUC DECISIONS UPPLDNG OP POS AS %TOT LUC DECSNS	100	100	+ 0	0	100	100	+ 0	0				
3. # ACRES INVOLVED IN LUC DECISIONS SPPRTG OP POSTN	600	22114	+ 21514	3586	600	1000	+ 400	67				
4. # RVIEWES OF FED ACTIV PROPSD/CONDUCTD IN CZM AREA	35	40	+ 5	14	35	35	+ 0	0				
5. #STATE/CNTY PROGS AIMG TO ATTN OBJ OF CZM PROG	11	11	+ 0	0	11	11	+ 0	0				
6. #AGENCIES PARTICPTING IN STATE GIS USER GROUP	15	23	+ 8	53	15	23	+ 8	53				
7. # OF STATE AGENCIES CONTRIB DATA	15	17	+ 2	13	15	17	+ 2	13				
8. # OF USER ACCOUNTS IN STATEWIDE GIS SYSTEMS	462	513	+ 51	11	500	620	+ 120	24				
9. # OF GIS SOFTWARE LICENSES DISTRIBUTED	309	318	+ 9	3	335	335	+ 0	0				
10. # OF GIS SERVICE REQUESTS COMPLETED	55	63	+ 8	15	65	65	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. STATE RESIDENT POPULATION (THOUSANDS)	1441	1441	+ 0	0	1418	1418	+ 0	0				
2. NO. OF APPLICANTS FOR FEDERAL PERMITS & LICENSES	55	11	- 44	80	55	25	- 30	55				
3. NO. OF APPLICANTS FOR LAND USE REVIEWS	6	8	+ 2	33	6	8	+ 2	33				
PART IV: PROGRAM ACTIVITY												
1. # SPECIAL PLANS/PLNNG REPORTS DEVELOPED/REVIEWED	4	4	+ 0	0	4	4	+ 0	0				
2. # OF COUNTY ZONING & PLAN AMENDMNTS REVWED	25	6	- 19	76	25	10	- 15	60				
3. # LU BOUNDARY AMDT PETITIONS, OTH LUC ITEMS REVW/D	7	11	+ 4	57	7	10	+ 3	43				
4. # SPEC PERMITS, EAVEIS, OTHER REVIEWS	6	42	+ 36	600	6	40	+ 34	567				
5. NUMBER OF FEDERAL CONSISTENCY REVIEWS	90	51	- 39	43	90	60	- 30	33				
6. STATE PERMITS/APPROVALS REVIEWED BY CZM PROGRAM	10	6	- 4	40	10	8	- 2	20				
7. # OF NEW DATA LAYERS IN STATE GIS DB	15	24	+ 9	60	15	15	+ 0	0				
8. # OF UPDATED LAYERS IN STATE GIS DB	50	50	+ 0	0	50	50	+ 0	0				
9. % DATA LAYERS COMPLIANT W/FED STDS	100	50	- 50	50	100	50	- 50	50				
10. # GIS SUPPRT CALLS & PUBLCL/PRIV INQUIRIES RESOLVD	224	360	+ 136	61	300	400	+ 100	33				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 01 03 02
BED 144

PROGRAM TITLE: STATEWIDE PLANNING & COORDINATION

PART I - EXPENDITURES AND POSITIONS

Position variances in FY 17 and the first quarter of FY 18 were due to delays in hiring. The program is in the process of filling all vacant positions.

FY 17 and FY 18 first quarter expenditure variances: Variances between budgeted and actual expenditures were due to delays in hiring and delays in procurement/contracting. For FY 18, a number of expenditures anticipated in the first quarter will now occur in the next three quarters. Variances are also due to decreased activity in the Brownfields Cleanup Revolving Loan Fund (BCRLF) which has a ceiling of \$2 million.

PART II - MEASURES OF EFFECTIVENESS

Item 3. The number of acres involved in Land Use Commission (LUC) actions are highly variable. For FY 17, the actual number of acres is larger than the planned number because of a large number of acres petitioned and approved for Important Agricultural Lands designation.

Item 4. The actual number of federal activities reviewed (40) was more than planned (35). 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.

Items 6 and 7. The positive variances in the number of participating agencies and the number of agencies contributing data are both due to increasing awareness of the Statewide GIS Program and its resources, activities and services, in large part due to the program's management of the State's Enterprise License Agreement for GIS software and its active promotion of the State's geoplatform, including presentations to Department of Health (DOH), Executive Committee and various agencies within DOH, House and Senate staff, Department of Commerce and

Consumer Affairs' Real Estate Branch, Department of Land and Natural Resources' (DLNR) Aquatic Resources, DLNR's Forestry and Wildlife, Department of Transportation's (DOT) Highways, and DBEDT's State Energy Office. Agencies participating include: Attorney General, DAGS, DBEDT, DCCA, DHHL, DHS, DLNR, DOA, DOD, DOE, DOH, DOT, ETS, GOV, HCDA, HTA, NELHA, OE, OHA, OMPO, TAX, State House, State Senate

Agencies contributing data include: Counties of Kauai, Honolulu, Maui, Hawaii, USFWS, DBEDT Energy, DOH-EPO, DOH-SDWB, NOAA Fisheries, DLNR-DOFAW, Office of Elections, DOT-Hwys, DBEDT-SMSD, NGS, LUC, DLNR-SHPD, and DOE.

Item 8. The positive variance is due to the promotion of the GIS Program resources and the availability of training opportunities. In FY 2017 approximately 75 state employees received instructor-led training, covering topics from basic GIS to application development and server deployment. In addition, all state employees have free access to Esri's (GIS mapping software)self-paced online courses as a benefit of the State's Enterprise Agreement with Esri.

Item 10. The variance is due in part to the unpredictability of this measure, but the steady year-to-year increase in the past several years can be attributed to the awareness of the State's geo-spatial data and its value and application in understanding complex issues.

PART III - PROGRAM TARGET GROUPS

Item 2. The actual number of applicants for federal permits and licenses (11) was less than the planned (55). The difference between planned and actual numbers is 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. In addition, recent federal consistency streamlining measures that were initiated by the OP have effectively reduced the number of reviews of federal permits and licenses.

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 01 03 02
BED 144

PROGRAM TITLE: STATEWIDE PLANNING & COORDINATION

Item 3. For FY 17, the difference between planned and actual number of applicants for land use reviews is highly variable depending on applicants who wish to submit for development approvals.

PART IV - PROGRAM ACTIVITIES

Item 2. The decrease in the number of actual county zoning and plan amendments reviewed in FY 17 is likely due to an error in projecting the number of planned reviews, as there are typically a low number of such referrals for review of these zoning and plan amendments from the counties.

Item 3. The number of Land Use Commission items reviewed is highly variable depending on applications submitted; the increase is a normal variation.

Item 4. Many more permits and environmental documents were submitted for review than anticipated.

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. In addition, recent federal consistency streamlining measures that were initiated by the OP have effectively reduced the number of reviews. Federal consistency streamlining initiatives include: adding exemptions for non-significant federally-funded projects; pre-approval of Department of the Army Nationwide Permits and General Permits; general approval for Hawaiian fishpond restoration activities; and establishing an exemption for situations when the Governor or county mayors issue proclamations for emergency or disaster response purposes.

Item 6. The planned number of special management area (SMA) permits/approvals reviewed by the CZM Program was ten but the actual number was six. The difference between planned and actual numbers is subject to variation because the SMA permit review is a regulatory function that does not have control over the number of applicants

submitting permit applications.

The number of planned SMA permits reviewed by the CZM Program for FY 17-18 is maintained at eight given the trends from the past two years and the number of environmental assessments for SMA applications.

Item 7 (No. of new data layers): There is a variance in the number of new data layers in the State GIS database due to the uncertainty from year-to-year of new data that agencies will be creating and making available to be shared. The positive variance may be due to the active promotion of the State's geodatabase as a resource for agencies from which to share their data.

Item 9 (Compliant metadata): The variance is because many agencies, when contributing data, do not provide federally compliant metadata, and because a large number of datasets (approx 100) which had not previously been served as part of the State's downloadable database were added to the downloadable database as part of the State's GIS modernization. Before creating/maintaining federally compliant metadata for the remaining layers, the State GIS program is evaluating whether to move to the ISO metadata standard rather than the CSGMD standard. Additionally, the program is researching the best formats and methods to enable the metadata to remain bound to the data across the Statewide GIS ecosystem/platform (geodatabase to map service to ArcGIS Online to Open Data Portal).

Item 10. (GIS support calls and inquiries resolved) The positive variance indicates the ability/success of the GIS Program in providing technical support to its users.

VARIANCE REPORT

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18						
	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	7.00	6.00	-	1.00	14	7.00	7.00	+	0.00	0
EXPENDITURES (\$1000's)	595	583	-	12	2	146	135	-	11	8	484	495	+	11	2
TOTAL COSTS															
POSITIONS	6.00	6.00	+	0.00	0	7.00	6.00	-	1.00	14	7.00	7.00	+	0.00	0
EXPENDITURES (\$1000's)	595	583	-	12	2	146	135	-	11	8	484	495	+	11	2
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18										
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%							
PART II: MEASURES OF EFFECTIVENESS															
1. NUMBER OF BOUNDARY AMENDMENT PETITIONS AND SPECIAL	6	7	+	1	17	6	6	+	0	0					
2. NUMBER OF ACCEPTED BOUNDARY AMENDMENT PETITIONS AN	10	9	-	1	10	10	12	+	2	20					
3. NUMBER OF ACRES REVIEWED FOR RECLASSIFICATION	3000	2750	-	250	8	3000	3000	+	0	0					
4. NUMBER OF ACRES REVIEWED FOR SPECIAL PERMIT	250	250	+	0	0	250	250	+	0	0					
5. NUMBER OF INDIVIDUALS, BUSINESSES OR ORGANIZATIONS	600	680	+	80	13	600	600	+	0	0					
6. 6. NUMBER OF CONTESTED PROGRAM DECISIONS PROCESSED	2	2	+	0	0	2	2	+	0	0					
7. NUMBER OF MOTIONS PROCESSED	20	18	-	2	10	20	20	+	0	0					
8. NUMBER OF DRAFT EIS RESPONSES ISSUED	20	20	+	0	0	20	20	+	0	0					
PART III: PROGRAM TARGET GROUP															
1. NUMBER OF APPLICANTS FOR LAND USE REVIEW	40	40	+	0	0	40	40	+	0	0					
2. INDIVIDUALS OR BUSINESSES/ORGANIZATIONS INTERESTED	1300	1250	-	50	4	1300	1325	+	25	2					
PART IV: PROGRAM ACTIVITY															
1. LAND USE DISTRICT BOUNDARY AMENDMENT PETITIONS PRO	6	7	+	1	17	6	6	+	0	0					
2. SPECIAL PERMIT APPLICATIONS PROCESSED.	150	150	+	0	0	150	156	+	6	4					
3. LAND USE DISTRICT BOUNDARY INTERPRETATIONS PROCESS	1400	1400	+	0	0	1400	1400	+	0	0					

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 01 03 03
BED 103

PROGRAM TITLE: STATEWIDE LAND USE MANAGEMENT

PART I - EXPENDITURES AND POSITIONS

The actual expenditures for FY 17 were lower than projected due to withdrawal of a couple of petitions. This delayed the holding of hearings and processing of permits. There has also been a perceived slowdown in new projects on the neighbor islands due to an increase in environmental concerns. FY 18 is expected to see an increase in district boundary amendments and special permits, mainly in the energy field, on neighbor islands. A significant increase in hearings for important agricultural land designations also expected. Estimated expenditures excludes anticipated restrictions on general funds.

PART II - MEASURES OF EFFECTIVENESS

Items 1, 2, 5 and 7. Amounts are due to variances in filings. Initial projections are estimates based on experience. We do not control the number of petitions or filings over the course of a year. Annual estimates are not definitive.

PART III - PROGRAM TARGET GROUPS

No significant variances.

PART IV - PROGRAM ACTIVITIES

Item 1. Variance due to lower filings than anticipated. Again, the number of filings projected is an estimate and not under our control.

VARIANCE REPORT

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	13.00	+ 0.00	0	14.00	14.00	+ 0.00	0	14.00	14.00	+ 0.00	0
EXPENDITURES (\$1000's)	1,274	1,141	- 133	10	284	260	- 24	8	939	913	- 26	3
TOTAL COSTS												
POSITIONS	13.00	13.00	+ 0.00	0	14.00	14.00	+ 0.00	0	14.00	14.00	+ 0.00	0
EXPENDITURES (\$1000's)	1,274	1,141	- 133	10	284	260	- 24	8	939	913	- 26	3
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. PROG. OUTPUTS CITED IN MAJOR MEDIA (AVE.MONTHLY#)	10	10	+ 0	0	10	12	+ 2	20				
2. ACCURACY OF ECON FORECASTS (% ERROR)	5	3	- 2	40	5	5	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. VISITS TO PROGRAM WEBSITE (AVE PER MONTH, THOUS.)	15	15	+ 0	0	15.5	15.5	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. DATA SERIES MAINTAINED ON-LINE (X 100)	50	50	+ 0	0	52	52	+ 0	0				
2. OTHER ECONOMIC AND STATISTICAL REPORTS ISSUED (#)	40	40	+ 0	0	42	45	+ 3	7				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: ECONOMIC PLANNING & RESEARCH

**11 01 03 04
BED 130**

PART I - EXPENDITURES AND POSITIONS

Expenditures for First Quarter of FY 17 due to vacancies and FY 18 Balance of Year: The shortfall in the first quarter was due to contract delays; expect to catch up in balance of year.

PART II - MEASURES OF EFFECTIVENESS

Item 1. Anticipate higher media citations during the balance of the year.

Item 2. Forecast closer than planned.

PART III - PROGRAM TARGET GROUPS

No significant variances.

PART IV - PROGRAM ACTIVITIES

No significant variances.

VARIANCE REPORT

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	46.00	46.00	+ 0.00	0	47.00	46.00	- 1.00	2	47.00	46.00	- 1.00	2
EXPENDITURES (\$1000's)	18,342	8,990	- 9,352	51	33,528	32,483	- 1,045	3	8,799	9,844	+ 1,045	12
TOTAL COSTS												
POSITIONS	46.00	46.00	+ 0.00	0	47.00	46.00	- 1.00	2	47.00	46.00	- 1.00	2
EXPENDITURES (\$1000's)	18,342	8,990	- 9,352	51	33,528	32,483	- 1,045	3	8,799	9,844	+ 1,045	12
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % OF RECOMMENDATIONS MADE ON DEPT REQUESTS	90	NO DATA	-	90	100	90	NO DATA	-	90	100		
2. % OF VENDOR PAYMENTS MADE WITHIN 30 DAYS	95	95	+	0	0	95	95	+	0	0		
3. % OF VAR IN EXP FOR FIXED COSTS COMPARE WITH ALLOT	95	98	+	3	3	95	98	+	3	3		
4. % OF PAYROLL RELATED HRMS TRANSACTION COMPLETED	100	100	+	0	0	100	100	+	0	0		
5. % OF USER IT TROUBLE SHOOTING REQUESTS RESONDED	100	100	+	0	0	100	100	+	0	0		
6. % OF PC AND LAN MALFUNCTIONS RESPONDED	100	100	+	0	0	100	100	+	0	0		
PART III: PROGRAM TARGET GROUP												
1. GOVERNOR AND EXECUTIVE AGENCIES	20	20	+	0	0	20	20	+	0	0		
2. # OF DEPARTMENTAL DIVISIONS AND ATTACHED AGENCY	NO DATA	7	+	7	0	NO DATA	7	+	7	0		
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF PROGRAM BUDGET REQUESTS REVIEWED	1000	NO DATA	-	1000	100	1000	NO DATA	-	1000	100		
2. # OF REFERRALS PROCESSED	265	NO DATA	-	265	100	265	NO DATA	-	265	100		
3. # OF LEGISLATIVE PROPOSALS REVIEWED FOR THE GOV	1000	NO DATA	-	1000	100	1000	NO DATA	-	1000	100		
4. # OF BILLS PASSED BY THE LEG REVIEWED FOR THE GOV	265	233	-	32	12	265	265	+	0	0		
5. AVG # OF DELEGATED CLASSIFICATION ACTIONS	56	83	+	27	48	56	80	+	24	43		
6. # OF NON-ROUTINE HR CONSULTATIVE SERVICES	400	20	-	380	95	400	20	-	380	95		
7. NUMBER OF CIP ALLOTMENT REQUESTS REVIEWED	1	0	-	1	100	1	0	-	1	100		
8. # OF POSITIONS PROVIDING HR SUPPORT	4	4	+	0	0	4	4	+	0	0		

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 01 03 05
BUF 101

PROGRAM TITLE: DEPARTMENTAL ADMINISTRATION & BUDGET DIV

PART I - EXPENDITURES AND POSITIONS

For FY 17, the variance in expenditures was primarily due to the appropriation for fringe benefits for Hawaiian Home Land. \$5,854,667 was appropriated by Act 124, SLH 2016, as an interdepartmental transfer fund ceiling increase under BUF 101 which skewed the figures. Additionally, expenditures for court-appointed counsel and witness fees, which are beyond the program's control, were also less than budgeted.

PART II - MEASURES OF EFFECTIVENESS

Item 1. No data available.

PART III - PROGRAM TARGET GROUPS

Item 2. The Department of Budget and Finance (B&F) has 7 programs and attached agencies as target groups. A correction to the planned figures will be made during the next update.

PART IV - PROGRAM ACTIVITIES

Items 1, 2 & 3. No data is available.

Item 4. It is assumed all bills get routed through B&F, Budget, Program Planning and Management; therefore, these data represent the number of bills that passed the Legislature for the 2017 Regular Session and the 2017 First Special Session from the Legislative website.

Item 5. The value of "56" that was provided last year was an underestimation and reflects the difficulty in accurately predicting the number of delegated classification actions.

Item 6. The planned figures are overestimated and will be reviewed for the coming updated.

Item 7. There were no capital improvement projects in FY17.

STATE OF HAWAII

PROGRAM TITLE:

COLLECTIVE BARGAINING STATEWIDE

PROGRAM-ID:

BUF-102

PROGRAM STRUCTURE NO:

11010307

VARIANCE REPORT

REPORT V61

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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)	39,967	0	- 39,967	100	0	0	+ 0	0	93	0	- 93	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)	39,967	0	- 39,967	100	0	0	+ 0	0	93	0	- 93	100
					FISCAL YEAR 2016-17				FISCAL YEAR 2017-18			
					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. STATE EXECUTIVE BRANCH AGENCIES					20	20	+ 0	0	20	20	+ 0	0

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

11 01 03 07
BUF 102

PROGRAM TITLE: COLLECTIVE BARGAINING STATEWIDE

PART I - EXPENDITURES AND POSITIONS

Actual expenditures are being reported as "0" for FY 17 because the funds are transferred to the respective departments/programs as opposed to actually being expended.

PART II - MEASURES OF EFFECTIVENESS

No measures have been developed or are applicable for this program for FY 17.

PART III - PROGRAM TARGET GROUPS

No significant variance.

PART IV - PROGRAM ACTIVITIES

No significant variance.

STATE OF HAWAII
PROGRAM TITLE: VACATION PAYOUT - STATEWIDE
PROGRAM-ID: BUF-103
PROGRAM STRUCTURE NO: 11010308

VARIANCE REPORT

REPORT V61
12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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
EXPENDITURES (\$1000's)					1,467	1,467	+ 0	0	8,233	8,233	+ 0	0
TOTAL COSTS												
POSITIONS					0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0
EXPENDITURES (\$1000's)					1,467	1,467	+ 0	0	8,233	8,233	+ 0	0
					FISCAL YEAR 2016-17				FISCAL YEAR 2017-18			
					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

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 01 03 08
BUF 103

PROGRAM TITLE: VACATION PAYOUT - STATEWIDE

PART I - EXPENDITURES AND POSITIONS

This is a new program ID established by the 2017 Legislature; as such, there was no program activity in FY 17.

PART II - MEASURES OF EFFECTIVENESS

This is a new program ID established by the 2017 Legislature; as such, no measures of effectiveness, program target group or program activities are available for this program.

No values are provided for this program. Pursuant to Section 24 of Act 49, SLH 2017, the Legislature appropriated \$9.7M for FY 18 to compensate general funded employees for vacation payout due to their departure from the Executive Branch. Reimbursements are made on a first come, first served basis. Any additional expenses incurred above \$9.7M will be the responsibility of the individual departments and agencies.

PART III - PROGRAM TARGET GROUPS

This is a new program ID established by the 2017 Legislature; as such, no measures of effectiveness, program target group or program activities are available for this program.

PART IV - PROGRAM ACTIVITIES

This is a new program ID established by the 2017 Legislature; as such, no measures of effectiveness, program target group or program activities are available for this program.

VARIANCE REPORT

PROGRAM TITLE: VOTING RIGHTS AND ELECTIONS

12/9/17

PROGRAM-ID:

PROGRAM STRUCTURE NO: 110104

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	20.00	- 3.00	13	23.00	20.00	- 3.00	13	23.00	20.00	- 3.00	13
EXPENDITURES (\$1000's)	7,899	3,676	- 4,223	53	806	550	- 256	32	3,655	3,980	+ 325	9
TOTAL COSTS												
POSITIONS	23.00	20.00	- 3.00	13	23.00	20.00	- 3.00	13	23.00	20.00	- 3.00	13
EXPENDITURES (\$1000's)	7,899	3,676	- 4,223	53	806	550	- 256	32	3,655	3,980	+ 325	9
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % OF WORK PRODUCT ALIGNED W/5-YEAR STRATEGIC PLAN	75	75	+ 0	0	75	75	+ 0	0				
2. % OF COMMITTEES FILING FIN DISCLOSURE RPTS TIMELY	90	90	+ 0	0	90	90	+ 0	0				
3. # ELIG PERSONS REGIS AS % TOTAL ELIG TO VOTE	71	71	+ 0	0	71	71	+ 0	0				
4. # REG VOTERS WHO VOTE AS % OF REGISTERED VOTERS	60	58	- 2	3	0	0	+ 0	0				
5. % OF COMM FILING FINANCIAL DISCLOSURE RPTS TIMELY	90	90	+ 0	0	90	90	+ 0	0				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: VOTING RIGHTS AND ELECTIONS

11 01 04

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	5.00	5.00	+ 0.00	0	5.00	5.00	+ 0.00	0	5.00	5.00	+ 0.00	0
EXPENDITURES (\$1000's)	4,739	929	- 3,810	80	120	114	- 6	5	694	397	- 297	43
TOTAL COSTS												
POSITIONS	5.00	5.00	+ 0.00	0	5.00	5.00	+ 0.00	0	5.00	5.00	+ 0.00	0
EXPENDITURES (\$1000's)	4,739	929	- 3,810	80	120	114	- 6	5	694	397	- 297	43
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % OF WORK PRODUCT ALIGNED W/5-YEAR STRATEGIC PLAN	75	75	+ 0	0	75	75	+ 0	0				
2. % OF COMM FILING FINANCIAL DISCLOSURE RPTS TIMELY	90	90	+ 0	0	90	90	+ 0	0				
3. % OF ALL STAT REQ RPTS FILED BY COMM REVIEWED	100	100	+ 0	0	100	100	+ 0	0				
4. NO. OF STRATEGIES/MECHANISMS TO EDUCATE COMM/RES	12	12	+ 0	0	12	12	+ 0	0				
5. NO. OF ENFORCMT ACTION TAKEN TO ACHIEVE COMPLIANCE	100	36	- 64	64	50	50	+ 0	0				
6. NO. OF STRATEGIES/PRGMS EMPLOYD TO INCR TRANSPARCY	12	12	+ 0	0	12	12	+ 0	0				
7. AMOUNT OF PUBLIC FINANCING PROVIDED	200000	184505	- 15495	8	20000	20000	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. CANDIDATE COMMITTEES	416	416	+ 0	0	300	450	+ 150	50				
2. NON-CANDIDATE COMMITTEES	317	317	+ 0	0	300	300	+ 0	0				
3. STATE OF HAWAII RESIDENTS	1440000	1429000	- 11000	1	1450000	1450000	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. NO. OF STATUTORILY REQUIRED REPORTS REVIEWED	4000	4000	+ 0	0	1500	1500	+ 0	0				
2. NO. OF COMMUNICATION OUTREACH TO COMM/RESIDENS	100000	100000	+ 0	0	50000	50000	+ 0	0				
3. NO. OF EDUC/TRG/ASSIST PROV TO COMM/RESIDENTS	1250000	1250000	+ 0	0	75000	75000	+ 0	0				
4. NO. OF ADVISORY OPINIONS RENDERED	2	0	- 2	100	3	3	+ 0	0				
5. NO. OF ENFORCEMENT ACTIONS TAKEN	100	36	- 64	64	50	50	+ 0	0				
6. NO. OF CANDIDATES WHO QUALIFD & REC PUBLIC FUNDING	30	26	- 4	13	5	5	+ 0	0				
7. NO. OF \$3 HAWAII INCOME TAX CHECK-OFFS	50000	54769	+ 4769	10	48000	48000	+ 0	0				
8. INDENTIF &/OR EMPLOYMT OF STRATE TO INCR TRANSPNCY	12	12	+ 0	0	12	12	+ 0	0				
9. NO. OF CAMPGN SPEND RELATED BILLS INTROD & PASSED	1	4	+ 3	300	1	1	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 01 04 01
AGS 871

PROGRAM TITLE: CAMPAIGN SPENDING COMMISSION

PART I - EXPENDITURES AND POSITIONS

The budgeted amount of expenditures was \$4.7 million for FY 17; however, the actual expenditures was \$.9 million. The variance is due to the unpredictability in the amount of public funding given to candidate committees and the overestimation of contracts. FY 17 was an election year, in which the number of applicants and amount disbursed for public funding, can differ for each election year.

PART II - MEASURES OF EFFECTIVENESS

Item 5: The number of enforcement actions taken to achieve compliance was estimated at 100 for FY 17; however, the actual number of enforcement actions taken was 36. The variance is due to compliance of committees filing their reports and/or paying their fines timely. The compliance of committees lead to fewer complaints.

PART III - PROGRAM TARGET GROUPS

Item 1: The number of planned candidate committees was 300 for FY 18; however, the estimated number of candidate committees is 450. The variance is due to the anticipated activity during the 2018 Election.

PART IV - PROGRAM ACTIVITIES

Item 4: The number of advisory opinions that were estimated for FY 17 was two (2); however, the actual number of advisory opinions rendered was zero (0). The variance is due to the over estimation of advisory opinions requested by the public.

Item 5: The number of enforcement actions taken to achieve compliance was estimated at 100 for FY 17; however, the actual number of enforcement actions taken was 36. The variance is due to compliance of committees filing their reports and/or paying their fines timely. The compliance of committees lead to fewer complaints.

Item 6: The number of candidates who qualified and received public funding was estimated at 30 for FY 17; however, the actual number of

candidates was 26. The variance is due to the overestimation of candidates who applied for public funding.

Item 7: The number of \$3 Hawaii income tax check-offs was estimated at 50,000 for FY 17; however, the actual number of income tax check-offs was 54,769. The variance is due to the underestimation for \$3 tax check-offs.

Item 9: The number of campaign spending related bills that were introduced and passed was estimated at one (1) for FY 17; however, the actual number of bills passed was four (4). The variance is due to an underestimation of bills passing during the legislative session.

VARIANCE REPORT

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	15.00	- 3.00	17	18.00	15.00	- 3.00	17	18.00	15.00	- 3.00	17
EXPENDITURES (\$1000's)	3,160	2,747	- 413	13	686	436	- 250	36	2,961	3,583	+ 622	21
TOTAL COSTS												
POSITIONS	18.00	15.00	- 3.00	17	18.00	15.00	- 3.00	17	18.00	15.00	- 3.00	17
EXPENDITURES (\$1000's)	3,160	2,747	- 413	13	686	436	- 250	36	2,961	3,583	+ 622	21
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. # ELIG PERSONS REGIS AS % TOTAL ELIG TO VOTE	71	71	+ 0	0	71	71	+ 0	0				
2. # REG VOTERS WHO VOTE AS % OF REGISTERED VOTERS	60	58	- 2	3	0	0	+ 0	0				
3. % OF MANUAL AUDIT PRECNTS MATCH COMP GEN RESULTS	100	100	+ 0	0	0	0	+ 0	0				
4. % POLL BOOK AUDIT PRECNTS MATCH COMP GEN RESULTS	100	100	+ 0	0	0	0	+ 0	0				
5. # COMPLAINTS & CHALLENGES TO ELECTION SYSTEM	0	0	+ 0	0	0	0	+ 0	0				
6. # COMPLAINTS FILED & RESLVD AS % TOT COMPL RECD	100	100	+ 0	0	100	100	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. RESIDENTS ELIGIBLE TO VOTE (THOUSANDS)	875	875	+ 0	0	875	875	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. PRVD VTR REGIS SVCS TO QUAL CITIZENS (000'S)	691	691	+ 0	0	691	691	+ 0	0				
2. PROVIDE VOTER EDUCATION SERVICES (000'S)	691	691	+ 0	0	691	691	+ 0	0				
3. PROVIDE VOTER ORIENTATION TO NTRLZD CITS (000'S)	12	12	+ 0	0	12	12	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 01 04 02
AGS 879

PROGRAM TITLE: OFFICE OF ELECTIONS

PART I - EXPENDITURES AND POSITIONS

The position variances for FY 17 and FY 18 are due to a delay in the conversion of the remaining exempt positions to civil service that was approved during the 2007 Legislative Session.

The variance in expenditures for FY 17 are due to restrictions and less expenditures in special funds.

The variance in the expenditures in the first quarter of FY 18 are due to lower projected expenditures in special funds and to restrictions in general funds. The increase in estimated expenditures in the nine (9) months ending June 30, 2018, is due to the increase in the federal fund appropriation.

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 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	461.00	395.00	- 66.00	14	460.00	402.00	- 58.00	13	460.00	457.00	- 3.00	1
EXPENDITURES (\$1000's)	394,836	374,063	- 20,773	5	88,861	88,514	- 347	0	295,436	295,237	- 199	0
TOTAL COSTS												
POSITIONS	461.00	395.00	- 66.00	14	460.00	402.00	- 58.00	13	460.00	457.00	- 3.00	1
EXPENDITURES (\$1000's)	394,836	374,063	- 20,773	5	88,861	88,514	- 347	0	295,436	295,237	- 199	0
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV ANN RATE OF RETURN ON STATE TREASRY INVSTMTS	.70	.95	+ 0.25	36	.70	.95	+ 0.25	36				
2. AV LENGTH OF TIME BETWEEN AUDITS	6	6	+ 0	0	6	6	+ 0	0				
3. AV IN-HSE TIME FOR PAYMTS TO VENDORS-GOAL 5 WK DAY	5	5	+ 0	0	5	5	+ 0	0				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: FISCAL MANAGEMENT

11 02

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT

PROGRAM TITLE: REVENUE COLLECTION

12/9/17

PROGRAM-ID:

PROGRAM STRUCTURE NO: 110201

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	388.00	335.00	- 53.00	14	386.00	342.00	- 44.00	11	386.00	386.00	+ 0.00	0
EXPENDITURES (\$1000's)	28,756	28,573	- 183	1	6,756	6,455	- 301	4	21,609	21,609	+ 0	0
TOTAL COSTS												
POSITIONS	388.00	335.00	- 53.00	14	386.00	342.00	- 44.00	11	386.00	386.00	+ 0.00	0
EXPENDITURES (\$1000's)	28,756	28,573	- 183	1	6,756	6,455	- 301	4	21,609	21,609	+ 0	0
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % OF RETURNS AUDITED RESULTING IN ADJUSTMENTS	50	66.5	+ 16.5	33	50	53	+ 3	6				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: REVENUE COLLECTION

11 02 01

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

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

VARIANCE REPORT

REPORT V61
12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	195.00	164.00	- 31.00	16	194.00	168.00	- 26.00	13	194.00	194.00	+ 0.00	0
EXPENDITURES (\$1000's)	10,775	9,942	- 833	8	2,658	2,528	- 130	5	8,490	8,490	+ 0	0
TOTAL COSTS												
POSITIONS	195.00	164.00	- 31.00	16	194.00	168.00	- 26.00	13	194.00	194.00	+ 0.00	0
EXPENDITURES (\$1000's)	10,775	9,942	- 833	8	2,658	2,528	- 130	5	8,490	8,490	+ 0	0
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % OF RETURNS AUDITED AS % OF RETURNS FILED	2.60	2.7	+ 0.1	4	2.60	2.7	+ 0.1	4				
2. % OF RETURNS AUDITED RESULTING IN ADJUSTMENTS	50	65.5	+ 15.5	31	53	53	+ 0	0				
3. % INCR/DECR IN TOTAL DELINQUENT TAXES OUTSTANDING	4	7.6	+ 3.6	90	4	10.6	+ 6.6	165				
PART III: PROGRAM TARGET GROUP												
1. NO. OF ACTIVE BUSINESS LICENSES DURING FISCAL YEAR	625000	600283	- 24717	4	625000	600000	- 25000	4				
2. TOTAL DELINQUENT TAXES OUTSTANDING DURING THE FY	430	846	+ 416	97	430	936	+ 506	118				
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF RETURNS AUDITED	21700	25957	+ 4257	20	21700	23500	+ 1800	8				
2. NUMBER OF ASSESSMENTS MADE	11200	17936	+ 6736	60	11200	13000	+ 1800	16				
3. TOTAL AMOUNT OF COLLECTION MADE WITH ASSESSMENTS	16	44.9	+ 28.9	181	16	18	+ 2	13				
4. AMOUNT OF DELINQUENT TAXES COLLECTED	200	282.7	+ 82.7	41	200	260	+ 60	30				
5. NUMBER OF TAX LIENS FILED	3500	1564	- 1936	55	3500	2200	- 1300	37				
6. NUMBER OF LEVIES PROCESSED	16000	14397	- 1603	10	16000	15000	- 1000	6				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 02 01 01
TAX 100

PROGRAM TITLE: COMPLIANCE

PART I - EXPENDITURES AND POSITIONS

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

PART II - MEASURES OF EFFECTIVENESS

Item 2. The increase in FY 17 is due to concentration on Non-Filers focus area.

Item 3. For FY 17, delinquent taxes outstanding balance significantly increased due to inclusion of penalties and interest which was previously excluded in the outstanding planned balance in prior years.

PART III - PROGRAM TARGET GROUPS

Item 2. FY 17 delinquent taxes outstanding increased due to inclusion of penalties and interest which was previously excluded in prior years.

PART IV - PROGRAM ACTIVITIES

Item 1. The increase is due to concentration on audit areas which included tax returns with unreported and under-reported taxable income.

Item 2. The increase is due to concentration on Non-Filers focus area.

Item 3. The increase can be attributed to the concentrated focus in special projects and the timing of cash inflow from assessments.

Item 4. The increase is due to the inclusion of penalties and interest in collections.

Item 5 & 6. There was a reduction in liens and levies due to reduced production and collection staff levels during TSM rollout.

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	118.00	108.00	- 10.00	8	118.00	109.00	- 9.00	8	118.00	118.00	+ 0.00	0
EXPENDITURES (\$1000's)	6,499	6,459	- 40	1	1,681	1,641	- 40	2	5,066	5,066	+ 0	0
TOTAL COSTS												
POSITIONS	118.00	108.00	- 10.00	8	118.00	109.00	- 9.00	8	118.00	118.00	+ 0.00	0
EXPENDITURES (\$1000's)	6,499	6,459	- 40	1	1,681	1,641	- 40	2	5,066	5,066	+ 0	0
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AVE BUSINESS DAYS TO DEPOSIT CHECKS FROM TAXPAYERS	8	8	+ 0	0	8	8	+ 0	0				
2. % NON-WORKLISTED REFUNDS COMPLETED IN 45 BUS DAYS	90	90	+ 0	0	90	90	+ 0	0				
3. AVERAGE CALL ANSWER RATE	55	54	- 1	2	75	75	+ 0	0				
4. AVE CAL DAYS TO RESPOND TO PAPR/ELEC CORRESPONDENCE	7	30	+ 23	329	7	20	+ 13	186				
5. % INC/DEC ELECTRONIC FILINGS OVER PRIOR FISCAL YR	10	1	- 9	90	10	5	- 5	50				
PART III: PROGRAM TARGET GROUP												
1. NUMBER OF TAXPAYERS FILING SELECTED KEY RETURNS	1100000	1053884	- 46116	4	1100000	1100000	+ 0	0				
2. NUMBER OF CALLERS REQUESTING PERSONAL ASSISTANCE	270000	287616	+ 17616	7	270000	270000	+ 0	0				
3. NO. OF PAPER & ELECTRONIC CORRESPONDENCE RECEIVED	28000	75998	+ 47998	171	28000	50000	+ 22000	79				
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF TAX RETURNS FILED	750000	761337	+ 11337	2	750000	750000	+ 0	0				
2. NO. TELEPHONE CALLS SERVICED BY CUSTOMER SVC REP	125000	287616	+ 162616	130	125000	125000	+ 0	0				
3. NO. OF PAPER & ELECTRONIC CORRESPONDENCE RECEIVED	27000	75998	+ 48998	181	27000	50000	+ 23000	85				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

**11 02 01 03
TAX 105**

PROGRAM TITLE: TAX SERVICES AND PROCESSING

PART I - EXPENDITURES AND POSITIONS

No significant variances.

PART II - MEASURES OF EFFECTIVENESS

Item 4. The response time for written correspondence has increased due to priority given to call center and walk-in traffic.

Item 5. E-filing for individual income tax returns declined on a nationwide basis due to confidentiality concerns caused by hackers filing fraudulent tax returns.

PART III - PROGRAM TARGET GROUPS

Item 3. Increase in communications from taxpayers was due to the Tax System Modernization (TSM) project. Taxpayers needed assistance with filing both paper and online returns, as well as monthly letters being sent to taxpayers with liabilities.

PART IV - PROGRAM ACTIVITIES

Item 2. Calls were higher due to the TSM project. Calls have decreased therefore projection for next fiscal year is lower than this year.

Item 3. Increase in communications from taxpayers was due to the TSM project. Taxpayers needed assistance with filing both paper and online returns, as well as monthly letters being sent to taxpayers with liabilities.

VARIANCE REPORT

PROGRAM TITLE: SUPPORTING SERVICES - REVENUE COLLECTION

12/9/17

PROGRAM-ID: TAX-107
 PROGRAM STRUCTURE NO: 11020104

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	63.00	- 12.00	16	74.00	65.00	- 9.00	12	74.00	74.00	+ 0.00	0
EXPENDITURES (\$1000's)	11,482	12,172	+ 690	6	2,417	2,286	- 131	5	8,053	8,053	+ 0	0
TOTAL COSTS												
POSITIONS	75.00	63.00	- 12.00	16	74.00	65.00	- 9.00	12	74.00	74.00	+ 0.00	0
EXPENDITURES (\$1000's)	11,482	12,172	+ 690	6	2,417	2,286	- 131	5	8,053	8,053	+ 0	0
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF TAX LAW CHANGES	12	11	- 1	8	12	12	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 02 01 04
TAX 107

PROGRAM TITLE: SUPPORTING SERVICES - REVENUE COLLECTION

PART I - EXPENDITURES AND POSITIONS

The Department of Taxation (TAX) faced challenges in filling vacant positions because of the resignation, transfer, retirement and promotion of employees. Most of the vacant positions are either on the recruiting list or pending interviews and selections among qualified candidates.

PART II - MEASURES OF EFFECTIVENESS

No Measures of Effectiveness have been developed for this program.

PART III - PROGRAM TARGET GROUPS

No Program Target Groups have been developed for this program.

PART IV - PROGRAM ACTIVITIES

Item 1. Number of tax law changes depends on the Legislature. In FY 17, out of the six bills introduced by TAX, three were enacted as law. Eight bills introduced by other parties were also enacted as law. TAX anticipated twelve bills to be enacted. The variance for FY 17 was one bill; thus, our estimate was accurate.

VARIANCE REPORT

PROGRAM TITLE: FISCAL PROCEDURES AND CONTROL

12/9/17

PROGRAM-ID:

PROGRAM STRUCTURE NO: 110202

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	36.00	- 13.00	27	50.00	36.00	- 14.00	28	50.00	47.00	- 3.00	6
EXPENDITURES (\$1000's)	3,496	3,003	- 493	14	754	708	- 46	6	2,827	2,628	- 199	7
TOTAL COSTS												
POSITIONS	49.00	36.00	- 13.00	27	50.00	36.00	- 14.00	28	50.00	47.00	- 3.00	6
EXPENDITURES (\$1000's)	3,496	3,003	- 493	14	754	708	- 46	6	2,827	2,628	- 199	7
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	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. AV LENGTH OF TIME BETWEEN AUDITS	6	6	+ 0	0	6	6	+ 0	0				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: FISCAL PROCEDURES AND CONTROL

11 02 02

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT

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

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	12.00	6.00	- 6.00	50	12.00	6.00	- 6.00	50	12.00	9.00	- 3.00	25
EXPENDITURES (\$1000's)	827	721	- 106	13	147	140	- 7	5	686	626	- 60	9
TOTAL COSTS												
POSITIONS	12.00	6.00	- 6.00	50	12.00	6.00	- 6.00	50	12.00	9.00	- 3.00	25
EXPENDITURES (\$1000's)	827	721	- 106	13	147	140	- 7	5	686	626	- 60	9
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % PROJECTS COMPL FOR NEW SYSTEMS/ENHANCE-GOAL 75%	75	63	- 12	16	75	75	+ 0	0				
2. % PROJECTS COMPL FOR ACCTG MANUALS/FORMS-GOAL 80%	80	78	- 2	3	80	80	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. NO. OF REQUESTS TO DEV NEW SYSTEMS/MODIFY EXISTING	20	21	+ 1	5	30	30	+ 0	0				
2. NO. REQUESTS NEW/CHANGES TO ACCOUNTNG MANUALS/FORM	8	9	+ 1	13	8	8	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. NO. OF HOURS - DEV OF NEW SYTEMS/MODIFY EXISTING	8000	5206	- 2794	35	11600	8400	- 3200	28				
2. NO. OF HOURS - MAINT/MGMT ACCOUNTING MANUALS/FORMS	400	881	+ 481	120	400	400	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 02 02 01
AGS 101

PROGRAM TITLE: ACCOUNTING SYSTEM DEVELOPMENT & MAINTENANCE

PART I - EXPENDITURES AND POSITIONS

For FY 17, the variance in positions is due to the four vacant Accountant V and two Accountant VI positions as a result of the half-year funding.

For FY 17, the variance in expenditures is due to the restriction imposed by the Governor and the four vacant Accountant V and two Accountant VI positions.

For the 1st quarter of FY 18, the variance in positions is due to the delay in hiring of the four new Accountant Vs and two Accountant VIs as a result of the half-year funding.

For the remaining three quarters of FY 18, the variance in positions is due to the delay in hiring of two Accountant Vs and one Accountant VI as a result of the half year funding.

For the remaining three quarters of FY 18, the variance in expenditures is due to the restrictions imposed by the Governor.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The variance for FY 17 is due to a change of the project schedule for the HawaiiPay Payroll project as a result of the delay in starting the project.

PART III - PROGRAM TARGET GROUPS

Item 2: The variance for FY 17 is due to the increased need to document system procedures.

PART IV - PROGRAM ACTIVITIES

Item 1: The variance for FY 17 is due to the four vacant Accountant V and two Accountant VI positions. The variance for FY 18 is due to the delay in hiring of two Accountant Vs and one Accountant VI as a result of the half-year funding.

Item 2: The variance for FY 17 is due to the increased hours expended on documenting system procedures.

PROGRAM TITLE: EXPENDITURE EXAMINATION

12/9/17

PROGRAM-ID: AGS-102

PROGRAM STRUCTURE NO: 11020202

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	15.00	- 3.00	17	18.00	15.00	- 3.00	17	18.00	18.00	+ 0.00	0
EXPENDITURES (\$1000's)	1,251	1,027	- 224	18	281	258	- 23	8	982	906	- 76	8
TOTAL COSTS												
POSITIONS	18.00	15.00	- 3.00	17	18.00	15.00	- 3.00	17	18.00	18.00	+ 0.00	0
EXPENDITURES (\$1000's)	1,251	1,027	- 224	18	281	258	- 23	8	982	906	- 76	8
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	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	9	+ 2	29	7	7	+ 0	0				
3. % OF PAYMT VOUCHER PROCESSED W/ NO ERRORS-GOAL 90%	99	99	+ 0	0	98	98	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. NO. OF PAYMENT VOUCHERS PROCESSED (IN THOUSANDS)	75	77	+ 2	3	75	75	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. NO. OF CONTRACTS EXAMINED	1100	1100	+ 0	0	1100	1100	+ 0	0				
2. NO. OF PAYCHECKS ISSUED (IN THOUSANDS)	210	209	- 1	0	215	215	+ 0	0				
3. NO. OF CHECKS (NON-PAYROLL) ISSUED (IN THOUSANDS)	800	511	- 289	36	575	575	+ 0	0				
4. NO. OF PAYMENTS MADE ELECTRONICALLY (IN THOUSANDS)	450	556	+ 106	24	500	500	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 02 02 02
AGS 102

PROGRAM TITLE: EXPENDITURE EXAMINATION

PART I - EXPENDITURES AND POSITIONS

For FY 17, the variance in position counts were the result of three vacancies. One position is only funded for half year. All positions are in the process of recruitment and are expected to be filled in the near future. Variance in expenditures was the result of the contingency restriction and decrease in mailing and other expenditures.

For FY 18, the variance in position counts resulted from open vacancies that are still in the recruitment process.

For FY 18, there is anticipated reduced mailing and other related current expenses due to the shift to payments being made electronically.

PART II - MEASURES OF EFFECTIVENESS

Item 2: Variance due to late processing by departments.

PART III - PROGRAM TARGET GROUPS

There are no significant variances in the program target group. Program anticipates increase in procurement card payments.

PART IV - PROGRAM ACTIVITIES

Item 3: The number of checks decreased due to the increase in automated clearing house (ACH) to taxpayers and for unemployment compensation benefits.

Item 4: The number of electronic payments increased due to the Unemployment Insurance law requiring direct deposits for new applicants.

VARIANCE REPORT

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18						
	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	9.00	-	4.00	31	13.00	9.00	-	4.00	31	13.00	13.00	+	0.00	0
EXPENDITURES (\$1000's)	902	752	-	150	17	198	184	-	14	7	717	655	-	62	9
TOTAL COSTS															
POSITIONS	13.00	9.00	-	4.00	31	13.00	9.00	-	4.00	31	13.00	13.00	+	0.00	0
EXPENDITURES (\$1000's)	902	752	-	150	17	198	184	-	14	7	717	655	-	62	9
					FISCAL YEAR 2016-17				FISCAL YEAR 2017-18						
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%			
PART II: MEASURES OF EFFECTIVENESS															
1. AV TIME TO ISSUANCE OF CAFR-GOAL 6 MONTHS					6	6	+	0	0	6	6	+	0	0	
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 4 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					5000	4270	-	730	15	5000	5000	+	0	0	

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 02 02 03
AGS 103

PROGRAM TITLE: RECORDING AND REPORTING

PART I - EXPENDITURES AND POSITIONS

The position variance for FY 17 and first quarter of FY 18 is due to two vacant positions open since November 2015 and two vacant positions open since November and December 2016.

The FY 17 variance in total expenditures is due primarily to the four vacant positions.

PART II - MEASURES OF EFFECTIVENESS

There are no significant variances in this category.

PART III - PROGRAM TARGET GROUPS

There are no significant variances in this category.

PART IV - PROGRAM ACTIVITIES

Item 1: The variance in FY 17 is due to fewer number of allotment documents processed than what was projected.

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	7.00	6.00	- 1.00	14	7.00	7.00	+ 0.00	0
EXPENDITURES (\$1000's)	516	503	- 13	3	128	126	- 2	2	442	441	- 1	0
TOTAL COSTS												
POSITIONS	6.00	6.00	+ 0.00	0	7.00	6.00	- 1.00	14	7.00	7.00	+ 0.00	0
EXPENDITURES (\$1000's)	516	503	- 13	3	128	126	- 2	2	442	441	- 1	0
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO. OF STATUTORY AUDITS COMP AS % OF TOTAL PLANNED	100	153	+ 53	53	100	100	+ 0	0	100	100	+ 0	0
2. NO. SELF-ASSESS IC QUEST COMPL AS % OF TOTAL REQ	100	0	- 100	100	0	0	+ 0	0	0	0	+ 0	0
3. NO. FIN AUDIT RPTS REV AS % TOTAL BY OFFICE OF AUD	100	11	- 89	89	100	100	+ 0	0	100	100	+ 0	0
4. NO. COMPLIANCE AUD RPTS REV AS % TTL BY OFF OF AUD	100	92	- 8	8	100	100	+ 0	0	100	100	+ 0	0
5. AV LENGTH OF TIME BETWEEN AUDITS	6	6	+ 0	0	6	6	+ 0	0	6	6	+ 0	0
PART III: PROGRAM TARGET GROUP												
1. NUMBER OF STATUTORY REQUIRED AUDITS	256	279	+ 23	9	256	280	+ 24	9	256	280	+ 24	9
2. NO. OF EXEC DEPTS SUB TO COMPTROLLER ACCT POLICIES	17	18	+ 1	6	17	18	+ 1	6	17	18	+ 1	6
3. NO. OF FINANCIAL AUDITS PLANNED BY OFF OF AUDITOR	9	1	- 8	89	9	1	- 8	89	9	1	- 8	89
4. NO. OF COMPLIANCE AUDITS PLANNED BY OFF OF AUDITOR	12	11	- 1	8	12	11	- 1	8	12	11	- 1	8
PART IV: PROGRAM ACTIVITY												
1. MONITOR IC & ACCTG SYS THROUGH STATUTORY REQ AUDIT	19	29	+ 10	53	19	10	- 9	47	19	10	- 9	47
2. MONITOR DEP IC THROUGH SELF-ASSMT IC QUESTIONNAIRE	17	0	- 17	100	17	0	+ 0	0	17	0	+ 0	0
3. MONITOR IC BY REV OFFICE OF AUDITOR FIN AUDIT RPTS	9	1	- 8	89	9	1	- 8	89	9	1	- 8	89
4. MONITOR DEPT BY REV OFF OF AUDITOR COMPLIANCE RPTS	12	11	- 1	8	12	11	- 1	8	12	11	- 1	8

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 02 02 04
AGS 104

PROGRAM TITLE: INTERNAL POST AUDIT

PART I - EXPENDITURES AND POSITIONS

The variance in positions by one position is due to the 10% budget restriction. Should the budget restriction be eliminated during the 2nd quarter of fiscal year 2017-2018, the position could be filled during the 3rd quarter of fiscal year 2017-2018.

PART II - MEASURES OF EFFECTIVENESS

Item 1: Variance in percentage of audits completed is due to the number of statutory audits completed during fiscal year 2016-2017, exceeding the number of audits planned. This trend is not expected to continue in fiscal year 2017-2018, as the Audit Division assesses the impact, despite the planned addition in positions, of the new statutory requirement to verify invoices as required in Act 001.

Item 2: Variance in percentage of self-assessment questionnaires completed is due to a change in focus in such reviews to require, among other follow-up measures, completion of such self-assessment questionnaires based on the results of the review of the audited financial statements including, if applicable, the Federal compliance audits of the Executive Branch. No self-assessment questionnaires based on the review of the fiscal 2016 audits completed by external auditors were deemed necessary in fiscal year 2016-2017.

Item 3: Variance in percentage of financial statements audits is due to a change to focus on the review of audits of financial statements, including the related Federal compliance audits of the Executive Branch departments on a recurring basis. This is deemed a more effective use of audit resources based on such factors as volume of transactions and complexity of the nature of such transactions within the Executive departments.

PART III - PROGRAM TARGET GROUPS

Item 1: The program target group for statutory audits was expanded to include statutory audits conducted by the Audit Division, which previously were not included in the target group.

Item 3: The program target group for the review of financial statements coordinated by the Office of the Auditor was reduced to primarily eliminate audits of attached agencies. Such audits will be monitored on an as needed periodic basis.

PART IV - PROGRAM ACTIVITIES

Item 1: Variance is due to completion of statutory required audits in excess of plan.

Item 2: Variance is due to a change in focus for the use or need to complete such questionnaires.

Item 3: Variance is due to conducting review of the audits of financial statements of agencies on a periodic basis.

STATE OF HAWAII
PROGRAM TITLE: FINANCIAL ADMINISTRATION
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110203

VARIANCE REPORT

REPORT V61
12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	24.00	24.00	+ 0.00	0	24.00	24.00	+ 0.00	0	24.00	24.00	+ 0.00	0
EXPENDITURES (\$1000's)	362,584	342,487	- 20,097	6	81,351	81,351	+ 0	0	271,000	271,000	+ 0	0
TOTAL COSTS												
POSITIONS	24.00	24.00	+ 0.00	0	24.00	24.00	+ 0.00	0	24.00	24.00	+ 0.00	0
EXPENDITURES (\$1000's)	362,584	342,487	- 20,097	6	81,351	81,351	+ 0	0	271,000	271,000	+ 0	0

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: FINANCIAL ADMINISTRATION

11 02 03

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT

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

REPORT V61
 12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	24.00	24.00	+ 0.00	0	24.00	24.00	+ 0.00	0	24.00	24.00	+ 0.00	0
EXPENDITURES (\$1000's)	13,804	16,654	+ 2,850	21	2,304	2,304	+ 0	0	11,555	11,555	+ 0	0
TOTAL COSTS												
POSITIONS	24.00	24.00	+ 0.00	0	24.00	24.00	+ 0.00	0	24.00	24.00	+ 0.00	0
EXPENDITURES (\$1000's)	13,804	16,654	+ 2,850	21	2,304	2,304	+ 0	0	11,555	11,555	+ 0	0
FISCAL YEAR 2016-17												
FISCAL YEAR 2017-18												
PART II: MEASURES OF EFFECTIVENESS	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
1. AV ANN RATE OF RETURN ON STATE TREASRY INVSTMTS	.70	.95	+ 0.25	36	.70	.95	+ 0.25	36				
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	8	+ 0	0	8	8	+ 0	0				
4. % INCR IN NEW UNCLAIMED PROP HOLDER REPTS FILED	8	-11	- 19	238	8	-5	- 13	163				
5. % INCR IN UNCLAIMED PROPERTY AMOUNTS REPORTED	1	-17	- 18	1800	1	-5	- 6	600				
6. % INC IN RETURNS OF UNCLMD PROP TO RIGHTFUL OWNERS	-5	111	+ 116	-2320	-5	-5	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. STATE DEPARTMENTS	20	20	+ 0	0	20	20	+ 0	0				
2. STATE INVESTMENT ACCOUNTS	9	9	+ 0	0	9	9	+ 0	0				
3. STATE FUND INVESTMENTS (\$ MILLIONS)	6000	6398	+ 398	7	6000	6398	+ 398	7				
4. LOCAL AND MAINLAND FINANCIAL INSTITUTIONS	14	14	+ 0	0	14	14	+ 0	0				
5. UNCLAIMED PROPERTY HOLDERS	17600	17864	+ 264	2	17600	17900	+ 300	2				
6. OWNERS OF UNCLAIMED PROPERTY	135000	1418000	+ 1283000	950	135000	1425000	+ 1290000	956				
PART IV: PROGRAM ACTIVITY												
1. NO. OF STATE BOND ISSUES UNDERTAKEN	10	11	+ 1	10	10	10	+ 0	0				
2. # STATE BOND CALLS AND/OR REDEMPTIONS INITIATED	2	NO DATA	- 2	100	2	NO DATA	- 2	100				
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)	6700	7237	+ 537	8	6700	7237	+ 537	8				
5. NO. OF STATE AGENCY ACCOUNTS SERVICED	361	361	+ 0	0	361	361	+ 0	0				
6. NO. OF UNCLAIMED PROPERTY CLAIMS PAID	10200	21565	+ 11365	111	10200	15000	+ 4800	47				
7. AMOUNT OF UNCLAIMED PROPERTY CLAIMS PAID (000'S)	12000	14630	+ 2630	22	12000	12000	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 02 03 01
BUF 115

PROGRAM TITLE: FINANCIAL ADMINISTRATION

PART I - EXPENDITURES AND POSITIONS

In FY 17, actual expenditures exceeded the budget of \$13,804,145, because Unclaimed Property requested to increase their expenditure ceiling by \$4 million.

PART II - MEASURES OF EFFECTIVENESS

Item 1. The actual yield was higher than estimated as the Federal Open market Committee began raising short-term interest rates in 2017.

Item 2. Data unavailable; measure will be re-evaluated during the next review of the program structure and performance measures.

Item 4. The variance is the result of increased public awareness to maintain contact with holders.

Item 5. The variance is due to the decrease in total holder reports.

Item 6. The variance is due to the increase in total properties returned including reciprocals.

PART III - PROGRAM TARGET GROUPS

Item 6. The FY 17 planned amount was entered incorrectly and should have been 1,350,000 owners of unclaimed property instead of 135,000. Using the corrected planned amount of 1,350,000, the variance between actual and planned is only 5%.

PART IV - PROGRAM ACTIVITIES

Item 1. State bond issues are undertaken on an "as needed" basis, and may also be dependent upon the tax-exempt bond market conditions and/or government approvals (i.e. Multi-Family Housing Bond Issuances). Planned issuances were based on historical experience and agency projections; actual issuances resulted in four additional bond sales being issued than planned.

Items 2 & 3. No data available; measures will be re-evaluated during the next review of the program structure and performance measures.

Item 6. This variance is due to the return of property to other states in the reciprocal process.

Item 7. Large volume of high dollar properties returned to owners and other states account for this variance.

VARIANCE REPORT

PROGRAM TITLE: DEBT SERVICE PAYMENTS - STATE

PROGRAM-ID: BUF-721

PROGRAM STRUCTURE NO: 11020303

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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)	348,780	325,833	- 22,947	7	79,047	79,047	+ 0	0	259,445	259,445	+ 0	0
TOTAL COSTS												
POSITIONS	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0
EXPENDITURES (\$1000's)	348,780	325,833	- 22,947	7	79,047	79,047	+ 0	0	259,445	259,445	+ 0	0
					FISCAL YEAR 2016-17				FISCAL YEAR 2017-18			
					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

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

11 02 03 03
BUF 721

PROGRAM TITLE: DEBT SERVICE PAYMENTS - STATE

PART I - EXPENDITURES AND POSITIONS

No significant variance.

PART II - MEASURES OF EFFECTIVENESS

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

PART III - PROGRAM TARGET GROUPS

No significant variance.

PART IV - PROGRAM ACTIVITIES

No significant variance.

VARIANCE REPORT

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	1,232.78	1,080.28	- 152.50	12	1,226.78	1,085.28	- 141.50	12	1,226.78	1,173.28	- 53.50	4
EXPENDITURES (\$1000's)	1,247,978	1,160,533	- 87,445	7	524,775	511,551	- 13,224	3	722,257	724,261	+ 2,004	0
TOTAL COSTS												
POSITIONS	1,232.78	1,080.28	- 152.50	12	1,226.78	1,085.28	- 141.50	12	1,226.78	1,173.28	- 53.50	4
EXPENDITURES (\$1000's)	1,247,978	1,160,533	- 87,445	7	524,775	511,551	- 13,224	3	722,257	724,261	+ 2,004	0
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO. OF APPROVED RECORDS RETENTION SCHEDULES	5360	5298	- 62	1	5375	5338	- 37	1				
2. AV PRE-BID CONSTRUCTION EST AS % OF AV BID PRICE	100	85	- 15	15	100	100	+ 0	0				
3. PERCENTAGE UTILIZATION OF PARKING SPACES	105	81	- 24	23	105	81	- 24	23				
4. COST SAVINGS OF HI ELECT PROC AWARDS (1000)	41000	60873	+ 19873	48	41000	60000	+ 19000	46				
5. AV LENGTH OF TIME TO PROCESS PROP LOSS CLAIM REQ	15	14	- 1	7	15	15	+ 0	0				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: GENERAL SERVICES

11 03

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 01
ATG 100

PROGRAM TITLE: LEGAL SERVICES

PART I - EXPENDITURES AND POSITIONS

In FY 17, the total position variance of 52.5 positions consisted of vacancies of 7 Deputy Attorneys General, 22.5 Investigators, 12 professionals, and 11 clerical positions.

The position variance as of September 30, 2017 shows 52.5 vacancies and is similarly distributed. Positions are held vacant as long as possible in order to meet budgeted vacancy savings levels.

In FY 17, the expenditure variance was minimal.

PART II - MEASURES OF EFFECTIVENESS

Item 6: FY 17 actual collections for the State below plan by \$6.0 million is due primarily to a reduction in tax settlement collections. FY 18 reflects a similar reduction due again to tax settlements.

PART III - PROGRAM TARGET GROUPS

No significant variances.

PART IV - PROGRAM ACTIVITIES

No significant variances.

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	176.00	150.00	- 26.00	15	167.00	142.00	- 25.00	15	167.00	167.00	+ 0.00	0
EXPENDITURES (\$1000's)	85,958	36,645	- 49,313	57	12,208	11,576	- 632	5	52,044	49,474	- 2,570	5
TOTAL COSTS												
POSITIONS	176.00	150.00	- 26.00	15	167.00	142.00	- 25.00	15	167.00	167.00	+ 0.00	0
EXPENDITURES (\$1000's)	85,958	36,645	- 49,313	57	12,208	11,576	- 632	5	52,044	49,474	- 2,570	5
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	+ CHANGE	%	PLANNED	ESTIMATED	+ CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % OF NETWORK INFRASTRUCTURE UPTIME	99.999	99.9	- 0.099	0	99.999	99.9	- 0.099	0				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: INFORMATION TECH & COMMUNICATION SVCS

11 03 02

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

PROGRAM TITLE: ENT TECH SVCS - GOVERNANCE & INNOVATION
 PROGRAM-ID: AGS-130
 PROGRAM STRUCTURE NO: 11030201

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	30.00	- 9.00	23	42.00	29.00	- 13.00	31	42.00	42.00	+ 0.00	0
EXPENDITURES (\$1000's)	67,462	19,291	- 48,171	71	6,843	6,445	- 398	6	39,543	37,943	- 1,600	4
TOTAL COSTS												
POSITIONS	39.00	30.00	- 9.00	23	42.00	29.00	- 13.00	31	42.00	42.00	+ 0.00	0
EXPENDITURES (\$1000's)	67,462	19,291	- 48,171	71	6,843	6,445	- 398	6	39,543	37,943	- 1,600	4
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. # OF PAGE VIEWS ON THE STATE'S WEBSITES (MILLIONS)	48.5	45.5	- 3	6	54.1	51.1	- 3	6				
2. # OF PAGE VIEWS ON THE OPEN DATA PORTAL(THOUSANDS)	580	311	- 269	46	600	150	- 450	75				
3. # OF DOCUMENTS ELECTRONICALLY SIGNED (THOUSANDS)	70	148	+ 78	111	96	200	+ 104	108				
PART III: PROGRAM TARGET GROUP												
1. NO. OF DEPTS & ATTACH AGEN SERVED W/IT SHARED SERV	90	90	+ 0	0	90	90	+ 0	0				
2. NO. OF APPRV NEW APPL DEV REQ FOR DEPTS & ATT AGEN	12	12	+ 0	0	12	12	+ 0	0				
3. NO. OF UNIQUE VISITORS TO STATE WEBSITES (IN MILL)	8	11.3	+ 3.3	41	8	11.3	+ 3.3	41				
PART IV: PROGRAM ACTIVITY												
1. TOTAL NO. OF ENTERPRISE APPLICATIONS SUPPORTED	36	36	+ 0	0	205	205	+ 0	0				
2. TOTAL # OF WEBSITES SUPPORTED	485	482	- 3	1	495	490	- 5	1				
3. TOTAL # DATASETS PUBLISHED TO THE OPEN DATA PORTAL	698	609	- 89	13	738	615	- 123	17				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 02 01
AGS 130

PROGRAM TITLE: ENT TECH SVCS - GOVERNANCE & INNOVATION

PART I - EXPENDITURES AND POSITIONS

The variance in the position count in FY 17 and FY 18 is due to vacancies. Several vacancies in FY 17 were due to promotional opportunities and in FY 18 three new positions were approved by the Legislature. The program is actively recruiting, with four accepted offers in the first quarter. It is anticipated the remaining positions will be filled by the end of FY 18. The variance in expenditures is due to funding restrictions to the general fund allotment and full allotment of the U-Fund ceiling without the concurrent collection of U-fund revenue. Program is actively pursuing means to bill departments for IT services and is currently planning to implement billing and collection soon.

PART II - MEASURES OF EFFECTIVENESS

Item 2 - Information is available on other State websites which reduces the amount of views on the open data portal.

Item 3 - The Office of Enterprise Technology Services (ETS) has been increasing its efforts supporting the paperless initiative by rolling out its "ETS eSign Services" solution to Executive Branch departments and agencies, which has resulted in an increase in electronically-signed documents.

PART III - PROGRAM TARGET GROUPS

Item 3 - ETS has been working towards strengthening the overall experience of its State online sites by increasing available information and services to the public, which has resulted in an increase of unique visitors to State websites.

PART IV - PROGRAM ACTIVITIES

Item 3 - State departments are maintaining datasets specific to their department on their State departmental websites, which has resulted in the decrease in datasets published to the open data portal.

VARIANCE REPORT

PROGRAM TITLE: ENT TECH SVCS - OPER & INFRASTRUCTURE MNTNCE
 PROGRAM-ID: AGS-131
 PROGRAM STRUCTURE NO: 11030202

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	137.00	120.00	- 17.00	12	125.00	113.00	- 12.00	10	125.00	125.00	+ 0.00	0
EXPENDITURES (\$1000's)	18,496	17,354	- 1,142	6	5,365	5,131	- 234	4	12,501	11,531	- 970	8
TOTAL COSTS												
POSITIONS	137.00	120.00	- 17.00	12	125.00	113.00	- 12.00	10	125.00	125.00	+ 0.00	0
EXPENDITURES (\$1000's)	18,496	17,354	- 1,142	6	5,365	5,131	- 234	4	12,501	11,531	- 970	8
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. REQ FOR IP SVCS CMP WITHIN TIMEFRAME AS %TTL CMP	83	84	+ 1	1	83	83	+ 0	0	83	83	+ 0	0
2. % OF MAINFRAME PRODUCTION JOBS RUN AS SCHEDULED	99	99	+ 0	0	99	99	+ 0	0	99	99	+ 0	0
3. MFRAME PROD JOBS RERUN AS % OF TTL MFRAME PROD JOB	.18	.17	- 0.01	6	.18	.18	+ 0	0	.18	.18	+ 0	0
4. MAINFRAME DOWNTIME AS % OF TOTAL OPERATIONAL TIME	.12	.23	+ 0.11	92	.12	.20	+ 0.08	67	.12	.20	+ 0.08	67
5. # TROUBLE CALLS RESOLVED AS % CALLS RECD BY NCU	98	98	+ 0	0	98	98	+ 0	0	98	98	+ 0	0
6. % OF NETWORK INFRASTRUCTURE UPTIME	99.9	99.9	+ 0	0	99.9	99.9	+ 0	0	99.9	99.9	+ 0	0
7. # OF CYBER SECURITY ATTACKS BLOCKED (IN MILLION)	270	240	- 30	11	270	245	- 25	9	270	245	- 25	9
8. # HELP DESK TICKETS RESOLVED AS % OF TOTAL RECEIVE	98	99	+ 1	1	99	99	+ 0	0	99	99	+ 0	0
PART III: PROGRAM TARGET GROUP												
1. # OF STATE USER AGENCIES	21	21	+ 0	0	21	21	+ 0	0	21	21	+ 0	0
PART IV: PROGRAM ACTIVITY												
1. # OF DEVICES INCL VIRTUAL AT STATE'S DATA CENTER	650	575	- 75	12	650	575	- 75	12	650	575	- 75	12
2. TOTAL # OF APPLICATIONS MAINTAINED	72	68	- 4	6	72	70	- 2	3	72	70	- 2	3
3. AVERAGE MO CALL VOLUME REC'D BY ASSISTANCE CNTR	600	555	- 45	8	600	550	- 50	8	600	550	- 50	8
4. TOTAL NO. OF VIDEO CONF HOURS SCHEDULED	2000	1522	- 478	24	2000	1500	- 500	25	2000	1500	- 500	25
5. # MICROWAVE RADIO LINKS & SITES ADDED OR UPGRADED	89	34	- 55	62	94	45	- 49	52	94	45	- 49	52
6. AV MO VOL OF DATA BACKED UP FOR OFFSITE STORAGE	71	125	+ 54	76	74	125	+ 51	69	74	125	+ 51	69
7. TOTAL NUMBER OF EXEC BR E-MAIL ACCOUNTS ADMINSTRD	13075	12000	- 1075	8	13475	12500	- 975	7	13475	12500	- 975	7
8. TOTAL NUMBER OF CYBER SECURITY ALERTS BROADCAST	100	142	+ 42	42	100	125	+ 25	25	100	125	+ 25	25
9. TOTAL NO. OF CYBER SECURITY INCIDENT NOTICES	800	3895	+ 3095	387	800	3000	+ 2200	275	800	3000	+ 2200	275
10. TOTAL # OF USER TRAINING SESSIONS HELD	150	350	+ 200	133	150	350	+ 200	133	150	350	+ 200	133

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 02 02
AGS 131

PROGRAM TITLE: ENT TECH SVCS - OPER & INFRASTRUCTURE MNTNCE

PART I - EXPENDITURES AND POSITIONS

The variance in FY 17 was due to position vacancies that have since been abolished pursuant to Act 49, SLH 2017. The variance in FY 18 is due to vacancies in addition to two new positions authorized by Act 49, SLH 2017. The program is actively recruiting, with four positions recently filled and one pending offer in the first quarter. It is anticipated the remaining positions will be filled by the end of FY 18.

PART II - MEASURES OF EFFECTIVENESS

Item 4 - The additional scheduled downtime was due to the upgrade of software in preparation for and the actual replacement of the mainframe.

Item 7 - The number of blocked attacks is expected to increase over time. However, based on previous years' projections, the number of projected blocked attacks was overestimated. We have adjusted for FY 18 to reflect this projection.

PART III - PROGRAM TARGET GROUPS

There are no significant variances in the program target groups.

PART IV - PROGRAM ACTIVITIES

Item 1 - This variance is due to the movement of equipment to DR Fortress and the University of Hawaii, in addition to the decommissioning of equipment.

Item 4 - The reduced amount of total video conference hours scheduled is due to other available conferencing methods, such as Skype and PC Video conferencing.

Item 5 - Planned amount was incorrectly counted as total sites and links, not total upgraded or added sites. The current actual and future planned amount is correctly reported as upgraded or added sites, which has caused a variance. This correct amount is reflected in the FY 18 estimate.

Item 6 - The increase in the average monthly volume of data backed up for off-site storage is due to additional backups in compliance with Homeland Security Mandates, additional daily backups for the Department of Transportation and the addition of the State Archives to our infrastructure.

Item 8 - The increase in cyber security alerts broadcast is due to a heightened level of cyber security alerts issued from our federal partners. The FY 18 estimate has been increased to account for this adjustment.

Item 9 - The Office of Enterprise Technology Services (ETS) recently brought on board newer technologies with security capabilities, in addition to addressing all levels of threats in FY 17, which resulted in an increase of cyber security incident notices. The FY 18 estimate has been increased to account for this adjustment.

Item 10 - As part of the Workforce Development initiative, ETS has increased its efforts to provide IT training to State staff.

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	19.00	16.00	- 3.00	16	19.00	16.00	- 3.00	16	19.00	18.00	- 1.00	5
EXPENDITURES (\$1000's)	1,423	1,323	- 100	7	311	172	- 139	45	1,148	1,069	- 79	7
TOTAL COSTS												
POSITIONS	19.00	16.00	- 3.00	16	19.00	16.00	- 3.00	16	19.00	18.00	- 1.00	5
EXPENDITURES (\$1000's)	1,423	1,323	- 100	7	311	172	- 139	45	1,148	1,069	- 79	7
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO. OF APPROVED RECORDS RETENTION SCHEDULES	5360	5298	- 62	1	5375	5338	- 37	1				
2. % OF STORAGE CAPACITY FILLED AT RECORDS CENTER	80	52	- 28	35	80	60	- 20	25				
3. % REC DESTROYED AT REC CTR % TOT REC ELIG FOR DEST	25	89	+ 64	256	80	80	+ 0	0				
4. NO. OF RECORDS IN ARCHIVES (CUBIC FEET)	11300	11345	+ 45	0	11350	11395	+ 45	0				
5. NO. OF RECORDS AVAILABLE ONLINE FOR RESEARCH	375000	349338	- 25662	7	405000	425000	+ 20000	5				
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	8500	7344	- 1156	14	8500	8000	- 500	6				
3. # OF REC AT STATE REC CTR ELIG FOR DISPOS DUR FY	12600	22356	+ 9756	77	3000	3187	+ 187	6				
4. # ONLINE USERS ACCESSING ARCHIVES CATALOG/WEBSITE	400000	2743	- 397257	99	400000	5000	- 395000	99				
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF CUBIC FEET OF RECORDS STORED	46000	28762	- 17238	37	46000	3000	- 43000	93				
2. NUMBER OF RECORDS SERIES SCHEDULED/REVISED	15	1	- 14	93	15	40	+ 25	167				
3. NUMBER OF RECORDS REQ RETRIEVED BY RECORDS CENTER	1100	6192	+ 5092	463	1100	5000	+ 3900	355				
4. NUMBER OF CU FT OF RECORDS DISPOSED BY REC CENTER	2000	19990	+ 17990	900	2400	3000	+ 600	25				
5. SVC CUSTOMERS AT HIST REC BR (# OF RETRIEVALS)	20000	13029	- 6971	35	20000	16000	- 4000	20				
6. PROVIDE ACCESS TO HOLD INFO THRU ONLINE CATALOG	25	7	- 18	72	25	25	+ 0	0				
7. PROVIDE ACCESS TO REC THRU DESC FINDING AIDS	50	0	- 50	100	50	10	- 40	80				
8. COLLECT/PRES PERM/HIST REC OF STATE GOV	90	62	- 28	31	90	100	+ 10	11				
9. # RECORDS SCANNED FOR ONLINE ACCESS DURING THE YR	18000	23071	+ 5071	28	18000	18000	+ 0	0				
10. NUMBER OF REC UPLOADED TO INTERNET FOR ONLINE ACC	20000	0	- 20000	100	20000	20000	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 03
AGS 111

PROGRAM TITLE: ARCHIVES - RECORDS MANAGEMENT

PART I - EXPENDITURES AND POSITIONS

The variance in position count and expenditures for FY 17 is due to a various vacancies. Recruitment efforts will continue to be posted with professional boards and listservs locally, nationally and internationally in an attempt to draw interest from qualified candidates.

PART II - MEASURES OF EFFECTIVENESS

Items 2 and 3 are interrelated in that at the end of FY 16, the Governor approved the release of restricted funds for the State Archives. The released funds were needed to fund the destruction of the backlog of expired records at the State Records Center that had exceeded their legal retention schedule and were eligible for destruction. As the boxes of expired records were destroyed at the State Records Center, space availability increased, although this was offset to some degree with a number of transfers that were waiting on space availability. Likewise, the one-time mass destruction far exceeded the estimated destruction numbers.

Item 4: Current Variance Report statistics are in physical cubic feet measurements. As State Agencies steadily move towards digital, we will see an increase of digital data coming into the Archives and fewer physical cubic feet. A new statistical field is suggested for these reports to better show the Archives effectiveness.

PART III - PROGRAM TARGET GROUPS

Item 2: As more archival records are placed online for researchers to access remotely, the number of researchers traveling to the State Archives to research the physical records has been slowly decreasing. We expect this trend to continue as more digital records are added to the Digital Archives.

Item 3: As described above, the mass box destruction process allowed the State Records Center to request authorization for destruction from the agency of creation for every box that was currently eligible for destruction. This increase in destruction funds allowed the State Records Center to

catch up on a six-year back-log of destruction and free up a vast amount of space at the State Records Center for new incoming transfers of inactive records for storage.

Item 4: The servers at the Information and Communication Services Division (ICSD) that were tracking the number of public users accessing the State Archives' Catalog/website developed difficulties in December. As result, tracking usage since then has been problematic and we are exploring remedial options, such as using Google Analytics.

PART IV - PROGRAM ACTIVITIES

Item 1: The mass destruction of expired records that were well past their legal retention created a one-time mass vacancy at the State Records Center. As Agencies have been informed about this availability, transfers have been occurring, and the space is slowly starting to fill again.

Item 2: Substantial staff hours this fiscal year were devoted to working through the six-year backlog of expired records at the State Records Center. As a result, there was insufficient time left to devote this past fiscal year to update Agency specific retention schedules. However, several records management training sessions were conducted during the year to lay the ground work for updating Agency specific retention schedules - a branch focus for FY 18.

Item 3: The State Judiciary initiated a project to scan their microfilm that is stored at the State Records Center. This unanticipated project substantially increased the number of requests at the State Records Center.

Item 4: In FY 16, the Governor approved a release of budget restriction for the State Archives. The State Archives needed these funds for a mass destruction of the backlog of records at the State Records Center that had exceeded their legal retention schedule. With these funds, the State Archives was able to destroy an over six years backlog of expired records in FY 17. Using this processed backlog to derive new statistics moving forward, it is expected that the State Records Center will have

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 03
AGS 111

PROGRAM TITLE: ARCHIVES - RECORDS MANAGEMENT

approximately 3000 cubic feet of records per fiscal year that are eligible for destruction. Estimation of records eligible for destruction in future fiscal years; however, is highly dependent on a number of variables outside the control of the State Archives, for instance: Agencies choosing to send records for storage at the State Records Center; the types of records Agencies send to the State Records Center; Agencies approving of destruction of records when legal retention period ends; litigation holds; funds available for destruction; etc.

Item 5: As the number of digital resources that the State Archives provides online increases, we are seeing a decrease in the number of onsite patron requests, along with a slight increase in the number of remote requests (certifications and duplication orders completed by Archives Staff).

Item 6: When the servers had difficulties in December, the library catalog also was affected. The staff at the Archives has had to reenter months of lost data.

Item 7: The professional staff vacancies described above has limited our ability to both service our customers and expand our current collection. Given our mission priorities, and having to restore online services from the various crashed servers, we have focused on servicing our customer base and restoring online access back to previous levels of access.

Item 8: Accession of permanent records, to some extent, is outside the control of the State Archives. We accept those records that are transferred to us from State Agencies and private donations. Given our staff shortage, we have not been able to go out and approach Agencies as much this year to remind Agencies that permanent records are eligible for transfer to the State Archives and to help facilitate such transfers. We anticipate that next year we will see an increase in the number of records transferred as a result of the records management training sessions that have been ongoing during the last and current fiscal year, along with increasing awareness and importance of preserving records of permanent value at the State Archives.

Item 9: As part of the strategic plan for the State Archives, a stronger emphasis has been placed on digitizing more records/photographs for online access.

Item 10: Due to digital security issues, the staff at the State Archives rebuilt data sets and tested that the data loaded and displayed correctly before uploading to the web server for public access. To date, staff continues to work on restoring data set records. Thus, no new records have been added this year to the web server but scanning projects have been ongoing and new records are expected to be uploaded in the next fiscal year.

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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)	10,200	10,188	- 12	0	4,201	631	- 3,570	85	12,599	16,169	+ 3,570	28
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)	10,200	10,188	- 12	0	4,201	631	- 3,570	85	12,599	16,169	+ 3,570	28
					FISCAL YEAR 2016-17				FISCAL YEAR 2017-18			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS												
1. NO. OF WIRLES/VOIP/WIRELINE 911 CALLS COUNTY PSAP					1340000	1364150	+ 24150	2	1340000	1370000	+ 30000	2
2. NO. OF EDUCATIONAL OUTREACH PROGRAMS DURING THE FY					1	1	+ 0	0	1	1	+ 0	0
3. % OF E911 FUNDS DISBURSED FOR NEW TECHLGY FOR PSAP					25	5	- 20	80	40	56	+ 16	40
PART III: PROGRAM TARGET GROUP												
1. NO. OF PUBLIC SAFETY ANSWERING POINTS					9	9	+ 0	0	9	9	+ 0	0
2. NO. OF WIRELESS/VOIP/WIRELINE PROVIDERS					40	60	+ 20	50	42	70	+ 28	67
PART IV: PROGRAM ACTIVITY												
1. TTL \$ AMT OF SURCHGE COLLECTED FISC YR (IN THOUS)					9200	10300	+ 1100	12	9670	10300	+ 630	7
2. TTL \$ AMT DISBURSED TO PSAPS IN FISC YR (IN THOUS)					7400	9173	+ 1773	24	15385	15773	+ 388	3
3. TTL \$ AMT DISBUR TO WSPS IN THE FISC YR (IN THOUS)					72	78	+ 6	8	80	78	- 2	3
4. TTL \$ AMT DISB TO BD ADMIN MATTERS IN FY (IN THOU)					1335	1026	- 309	23	1335	1336	+ 1	0

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 04
AGS 891

PROGRAM TITLE: WIRELESS ENHANCED 911 BOARD

PART I - EXPENDITURES AND POSITIONS

FY 2016-17 Full Year:
Positions: No variance.
Expenditures: No variance.

FY 2017-18, 1st Qtr.:
Positions: No variance.
Expenditures: \$3.5 million (M) variance or 85% under budget.

The variance of \$3.5M under budget was the result of estimated Computer Aided Design (CAD) upgrade and completion of the Joint Traffic Management Center (JTMC) building being delayed until later in the fiscal year. We continue to project total year expenditures to equal the total budget of \$16.8M.

FY 2017-18, Three (3) quarters ending June 30, 2018:

Positions: No variance.

Expenditures: Estimating \$3.5 million variance or 28% over budget in last three (3) quarters of the fiscal year that will offset underspending in 1st quarter that resulted in the delayed CAD upgrade and JTMC building completion delay.

We continue to project total year expenditures to equal the total budget of \$16.8M.

PART II - MEASURES OF EFFECTIVENESS

FY 2016-17 Full Year:

1. No. of Wireless/Voice over Internet Protocol (VOIP)/Wireline 911 Calls to County Public Safety Answering Points (PSAPs): 24.2 thousand (K) variance or 2% over budget.
2. No. of Educational Outreach Programs: 1 or equal to plan.
3. % of E911 Funds Disbursed for New Technology for PSAPs.: 20% or

80% under budget. This was due to the delayed CAD upgrade and delayed completion of the JTMC building until the FY 2018.

FY 2017-18 Full Year:

1. No. of Wireless/VoIP/Wireline 911 Calls County PSAP: 30K variance or 2% over budget.
2. No. of Educational Outreach Programs During the Fiscal Year: No variance.
3. % of E911 Funds Disbursed for New Technology for PSAP: 16% variance or 40% over budget. The variance was the result of the delayed move to the JTMC building and the delayed CAD upgrade from FY 2016-17.

PART III - PROGRAM TARGET GROUPS

FY 2016-17 Full Year:

1. No. of PSAPs: Nine (9) or equal to budget.
2. No. of Wireless/VoIP/Wireline Providers: 20 or 50% over budget. This current fiscal has seen unexpected intense competition from service providers, particularly the VoIP service providers, as well as new service providers entering the market, particularly for VoIP services.

FY 2017-18 Full Year:

1. No. of PSAPs: Nine (9) or equal to budget.
2. No. of Wireless/VoIP/Wireline Providers: 28% variance or 67% over budget. This current fiscal has seen unexpected intense competition among service providers, which is estimated to continue into FY 2017-18.

PART IV - PROGRAM ACTIVITIES

FY 2016-17 Full Year:

1. Total \$ Amount of Surcharge Collected (in thousand): \$1.1M variance or 12% over budget. The amount of surcharges collected is dependent

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 04
AGS 891

PROGRAM TITLE: WIRELESS ENHANCED 911 BOARD

on the amount of customer base increases. The service providers have been gaining customers by offering substantial discounted deals designed to increase the amount of their customer base and lowering their churn rate associated with loss of existing customers.

2. Total Amount Disbursed to PSAPs in Fiscal Year (in thousand): \$1.8M variance or 24% over budget. The disbursements to PSAPs were over budget due mainly to the increase in our legislative ceiling from \$9.0M to \$10.2M, resulting from unanticipated increases in maintenance costs that were encumbered at the end of FY 2017.

3. Total Amount Disbursed to Wireless Service Providers (WSPS) in the Fiscal Year (in thousand): \$6K or 8.3% over budget. The disbursement to WSPS was over budget due to the rise in administrative costs associated with the operations of the cell phone towers in Hawaii.

4. Total Amount Disbursed to Board Administrative Matters in Fiscal Year (in thousand): \$309K or 23.1% under budget. The lower board administrative costs were attributable to economies in labor cost rates and to the delay in hiring a replacement Administrative Services Assistant.

FY 2017-18 Full Year:

1. Total Amount of Surcharge Collected (in thousand): \$603K variance or 6.5% over budget. The amount of surcharges collected is dependent on the amount of customer increases. The service providers have been gaining customers by offering substantial discounted deals designed to increase the amount of their customer base and lower their churn rate associated with loss of existing customers.

Although we are surprised by the increase in surcharge collected we believe that it may have peaked because the amount of customers have almost reached the amount of the user population in the State.

2. Total Amount Disbursed to PSAPs in Fiscal Year (in thousand): \$388K variance or 3% over budget.

3. Total Amount Disbursed to WSPS in the Fiscal Year (in thousand): \$2K variance or 2.5% under budget.

4. Total Amount Disbursed to Board Administrative Matters (in thousand): \$1K variance or 0% under budget.

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

VARIANCE REPORT

REPORT V61
12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	100.00	80.00	- 20.00	20	98.00	85.00	- 13.00	13	98.00	98.00	+ 0.00	0
EXPENDITURES (\$1000's)	23,238	18,986	- 4,252	18	4,721	4,721	+ 0	0	20,569	20,292	- 277	1
TOTAL COSTS												
POSITIONS	100.00	80.00	- 20.00	20	98.00	85.00	- 13.00	13	98.00	98.00	+ 0.00	0
EXPENDITURES (\$1000's)	23,238	18,986	- 4,252	18	4,721	4,721	+ 0	0	20,569	20,292	- 277	1
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. # GRIEV PER 1,000 EMPLYEES IN BU'S UNDR DHRD JURIS	15	23	+ 8	53	15	23	+ 8	53				
2. % CERTIF ISSUD W/IN 95 CALNDR DAYS LIST NOT EXIST	65	76	+ 11	17	70	70	+ 0	0				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: PERSONNEL SERVICES

11 03 05

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	89.00	71.00	- 18.00	20	89.00	76.00	- 13.00	15	89.00	89.00	+ 0.00	0
EXPENDITURES (\$1000's)	21,584	17,641	- 3,943	18	4,185	4,185	+ 0	0	19,673	19,386	- 287	1
TOTAL COSTS												
POSITIONS	89.00	71.00	- 18.00	20	89.00	76.00	- 13.00	15	89.00	89.00	+ 0.00	0
EXPENDITURES (\$1000's)	21,584	17,641	- 3,943	18	4,185	4,185	+ 0	0	19,673	19,386	- 287	1

	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18			
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS								
1. % CERTIF ISSUD WIN 5 CALNDR DAYS WHERE LIST EXIST	94	95	+ 1	1	94	94	+ 0	0
2. % CERTIF ISSUD WIN 95 CALNDR DAYS LIST NOT EXIST	70	76	+ 6	9	70	70	+ 0	0
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	100	+ 5	5	95	95	+ 0	0
5. % OF CLASSF ACTNS FOR NEW & VAC PSNS COMPL IN 3 MO	90	100	+ 10	11	90	95	+ 5	6
6. % CLASSIFICATION ACTIONS TAKEN CHANGED BY APPEAL	0	0	+ 0	0	0	0	+ 0	0
7. EMPLOYEES TRAINED AS A % OF TOTAL WORKFORCE	70	64	- 6	9	60	60	+ 0	0
8. % CONTRACT GRIEVANCES SETTLED W/O 3RD PARTY ASSTNC	94	90	- 4	4	94	94	+ 0	0
9. # GRIEV PER 1,000 EMPLYEES IN BU'S UNDR DHRD JURIS	19	23	+ 4	21	19	23	+ 4	21
10. RATIO OF WRKRS COMP OPEN VS CLOSED CLAIMS DURNG FY	1	1	+ 0	0	1	1	+ 0	0

PART III: PROGRAM TARGET GROUP								
1. VACANCIES TO BE FILLED BY ELIGIBLES	1200	1414	+ 214	18	1200	1200	+ 0	0
2. NUMBER OF CIVIL SERVICE POSITIONS	17000	17016	+ 16	0	17200	17200	+ 0	0
3. NUMBER OF NEW CIVIL SERVICE POSITIONS	200	374	+ 174	87	200	200	+ 0	0
4. EMPLOYEES IN THE CENTRALIZED MANAGEMENT GROUP	16614	16523	- 91	1	16615	16530	- 85	1
5. NUMBER OF CIVIL SERVICE CLASSES	1500	1455	- 45	3	1500	1500	+ 0	0
6. CIVIL SERVICE EMPLOYEES	14049	14165	+ 116	1	14050	14170	+ 120	1
7. EXEMPT SERVICE EMPLOYEES	2065	1858	- 207	10	2065	1860	- 205	10
8. MIDDLE MANAGEMENT EMPLOYEES	355	361	+ 6	2	355	360	+ 5	1
9. FIRST-LINE SUPERVISORY EMPLOYEES	1287	1311	+ 24	2	1290	1310	+ 20	2
10. NON-MANAGEMENT EMPLOYEES	14472	14351	- 121	1	14470	14360	- 110	1

PART IV: PROGRAM ACTIVITY								
1. NUMBER OF APPLICATIONS RECEIVED	30000	37996	+ 7996	27	30000	31000	+ 1000	3
2. NUMBER OF APPLICATIONS EXAMINED	20000	33281	+ 13281	66	21000	25000	+ 4000	19
3. # QUAL APPS REFRRD FOR PLACEMENT(ELIGBLs REFERRED)	30000	38113	+ 8113	27	28000	30000	+ 2000	7
4. NUMBER OF POSITION CLASSIFICATION ACTIONS TAKEN	2000	2047	+ 47	2	2000	2000	+ 0	0
5. NUMBER OF CLASSIFICATION SPECIFICATIONS COMPLETED	200	82	- 118	59	200	80	- 120	60
6. NO. OF EXEMPT POSITION REQUESTS ANALYZED/REVIEWED	1800	1287	- 513	29	1800	1300	- 500	28
7. PRICE/REPRICE DETERMINATIONS (NO. CLASSES REVIEWED)	50	54	+ 4	8	50	65	+ 15	30
8. NUMBER OF PERSONNEL ACTIONS PROCESSED	90000	90571	+ 571	1	90000	90600	+ 600	1
9. NUMBER OF TRAINING PROGRAMS CONDUCTED/COORDINATED	500	1874	+ 1374	275	600	600	+ 0	0
10. NUMBER OF FORMAL GRIEVANCES REVIEWED	262	316	+ 54	21	262	316	+ 54	21

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 05 01
HRD 102

PROGRAM TITLE: WORKFORCE ATTR, SELECT, CLASS & EFFECTIVENES

PART I - EXPENDITURES AND POSITIONS

The variances in FY 17 are due to staff turnover, restrictions, and lower workers' compensation and unemployment benefits expenditures for employees in non-general fund positions.

The variance in FY 18 is due to collective bargaining augmentation and restrictions.

PART II - MEASURES OF EFFECTIVENESS

Item 3. There were no selection actions taken changed by appeal.

Item 5. The variance in the percent of classification actions for new and vacant positions completed in three months is due to greater use of the short form format of the classification report.

Item 9. The increase in the number of grievances per 1000 employees in bargaining units under the Department of Human Resources Development jurisdiction could be attributed to the unions electing to file grievances, rather than filing an internal complaint, prohibited practice complaints with the Hawaii Labor Relations Board or challenging the Employer's actions in court.

PART III - PROGRAM TARGET GROUPS

Item 1. The variance is attributed to several factors: (a) an increase in the number of requests received from departments to fill vacant positions; and (b) adjustments made to the recruitment workflow process to improve the program's ability to generate lists of eligible candidates in a more efficient and expeditious manner.

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

Item 7. The variance is attributed to an overestimation of the number of exempt service employees.

PART IV - PROGRAM ACTIVITIES

Items 1, 2 and 3. The variances in the number of applications received, number of applications examined, and number of qualified applicants referred for placement are attributed to several factors: (a) an increase in the number of recruitments; and (b) adjustments made to the recruitment workflow process to improve the program's ability to generate lists of eligible candidates in a more efficient and expeditious manner.

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

Item 6. The variance is attributed to adjustments made to the Request for Exemption of Contractual Services reporting process to facilitate implementation for the departments.

Item 9. The increase in the number of training programs conducted/coordinated is due to the unexpected new on-demand offerings made monthly when quarterly was originally planned.

Item 10. The number of formal grievances reviewed was higher than planned. The variance could be attributed to the unions electing to file grievances rather than filing an internal complaint, prohibited practice complaints with the Hawaii Labor Relations Board, or challenging the Employer's actions in court.

VARIANCE REPORT

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS												
EXPENDITURES (\$1000's)												
TOTAL COSTS												
POSITIONS												
EXPENDITURES (\$1000's)												
	11.00	9.00	- 2.00	18	9.00	9.00	+ 0.00	0	9.00	9.00	+ 0.00	0
	1,654	1,345	- 309	19	536	536	+ 0	0	896	906	+ 10	1
	11.00	9.00	- 2.00	18	9.00	9.00	+ 0.00	0	9.00	9.00	+ 0.00	0
	1,654	1,345	- 309	19	536	536	+ 0	0	896	906	+ 10	1
					FISCAL YEAR 2016-17				FISCAL YEAR 2017-18			
					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					16114	16023	- 91	1	16115	16030	- 85	1
2. NUMBER OF ELECTED & APPOINTED OFFICIALS					95	95	+ 0	0	95	95	+ 0	0
3. EMPLOYEES OF DHRD					100	100	+ 0	0	98	98	+ 0	0
4. MEMBERS OF MERIT APPEALS BOARD					3	3	+ 0	0	3	3	+ 0	0
PART IV: PROGRAM ACTIVITY												
1. ADV GOV ON PROB CONC ADMIN OF PERS MANAG SYS-WKHR					100	NO DATA	- 100	100	100	100	+ 0	0
2. ADMINISTER PERSONNEL MANAG SYS OF STATE (WKHR)					1200	NO DATA	- 1200	100	1200	1200	+ 0	0
3. DIRECT AND COORDINATE DHRD PROG (WKHR)					2000	NO DATA	- 2000	100	2000	2000	+ 0	0
4. PARTICIPATE IN COLL BARGAINING PROCESS (WKHR)					875	NO DATA	- 875	100	875	875	+ 0	0

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

PROGRAM TITLE: SUPPORTING SERVICES - HUMAN RESOURCES DEV

11 03 05 02
HRD 191

PART I - EXPENDITURES AND POSITIONS

The variances in FY 2017 are due to restrictions and the transfer of two Information Technology positions to the Office of Enterprise Technology Services.

The variance in FY 2018 is due to collective bargaining augmentation.

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

12/9/17

PROGRAM-ID:

PROGRAM STRUCTURE NO: 110306

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS												
	163.00	148.00	- 15.00	9	165.00	150.00	- 15.00	9	165.00	165.00	+ 0.00	0
EXPENDITURES (\$1000's)	946,867	944,397	- 2,470	0	463,910	462,764	- 1,146	0	483,770	484,730	+ 960	0
TOTAL COSTS												
POSITIONS												
	163.00	148.00	- 15.00	9	165.00	150.00	- 15.00	9	165.00	165.00	+ 0.00	0
EXPENDITURES (\$1000's)	946,867	944,397	- 2,470	0	463,910	462,764	- 1,146	0	483,770	484,730	+ 960	0
					FISCAL YEAR 2016-17				FISCAL YEAR 2017-18			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS												
1. AV TIME TO PROC INIT CHECK TO TERMNTG EMPLYS (WKS)					3	7	+ 4	133	3	7	+ 4	133

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: EMPLOYEE FRINGE BENEFIT ADMINISTRATION

11 03 06

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

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

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	106.00	96.00	- 10.00	9	107.00	98.00	- 9.00	8	107.00	107.00	+ 0.00	0
EXPENDITURES (\$1000's)	20,418	20,165	- 253	1	4,320	3,360	- 960	22	12,960	13,920	+ 960	7
TOTAL COSTS												
POSITIONS	106.00	96.00	- 10.00	9	107.00	98.00	- 9.00	8	107.00	107.00	+ 0.00	0
EXPENDITURES (\$1000's)	20,418	20,165	- 253	1	4,320	3,360	- 960	22	12,960	13,920	+ 960	7
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV TIME TO PROC INIT CHECK TO TERMNTG EMPLYS (WKS)	3	7	+ 4	133	3	7	+ 4	133				
2. % INITIAL MTHLY PENSION PROC W/IN 1 MTH AFTR RETIR	100	100	+ 0	0	100	100	+ 0	0				
3. ANNUALIZED RETURN ON INVESTMENTS OVER PAST 5 YEARS	8	9	+ 1	13	8	8	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. ACTIVE MEMBERS	66000	67346	+ 1346	2	66000	66000	+ 0	0				
2. RETIRED MEMBERS	47000	46927	- 73	0	49000	49000	+ 0	0				
3. INACTIVE VESTED MEMBERS	8000	8268	+ 268	3	8000	8000	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. ANNUAL NUMBER OF NEW MEMBERS	4000	5402	+ 1402	35	4000	4000	+ 0	0				
2. ANNUAL NUMBER OF MEMBERS COUNSELED	45000	52472	+ 7472	17	45000	45000	+ 0	0				
3. ANNUAL NUMBER OF RETIREMENT BENEFIT COMPUTATIONS	4250	3458	- 792	19	4250	4250	+ 0	0				
4. ANNUAL NUMBER OF NEW RETIREES	2100	2450	+ 350	17	2100	2100	+ 0	0				
5. ANNUAL RETIREMNT BENEFIT PAYMNT AMOUNTS (MILLIONS)	1300	1306	+ 6	0	1300	1370	+ 70	5				
6. ANNUAL NUMBER OF DECEASED MEMBER CLAIMS	800	615	- 185	23	800	800	+ 0	0				
7. ANNUAL NUMBER OF REFUND PAYMENTS	1000	971	- 29	3	1000	1000	+ 0	0				
8. ASSETS (BILLIONS OF DOLLARS)	15	16	+ 1	7	15	15	+ 0	0				
9. ANNUAL NET INVESTMENT INCOME (MILLIONS)	1050	1124	+ 74	7	1050	1050	+ 0	0				
10. ANNUAL RETURN ON INVESTMENTS	8	13	+ 5	63	8	7	- 1	13				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 06 01
BUF 141

PROGRAM TITLE: EMPLOYEES RETIREMENT SYSTEM

PART I - EXPENDITURES AND POSITIONS

No significant variance.

PART II - MEASURES OF EFFECTIVENESS

Item 1. Standard has been changes to 8 weeks since the Employees' Retirement System (ERS) counsels members submitting refund applications about the irreversible decision for to forfeit Hybrid membership service upon withdrawing funds (that cannot be re-acquired if the later become employed in ERS eligible position).

Item 3. The 5-year return for FY 17 exceeded the benchmark due to the investment returns being 13% or higher in 3 out of 5 fiscal years. As of June 30, 2016, the long-range investment return benchmark on the investment portfolio was lowered to 7.00%, with the annual returns expected to fluctuate about +/- 15% during any one year.

PART III - PROGRAM TARGET GROUPS

No significant variance.

PART IV - PROGRAM ACTIVITIES

Item 1. The higher number of members of new members is dependent on the turnover of employees at the State and counties. It is partially the result of an increase in the number of new retirees during the FY which is difficult to estimate.

Item 2. The higher number of members counseled is primarily a result of ERS efforts to educate the membership about their retirement, disability and death benefits, and to a lesser extent employees affected by the transfer of Maui-based hospitals of the Hawaii Health System Corporation. The ERS counsels individual members that file for retirement, conducts pre-retirement sessions for members close to retirement age, informational workshops for mid-career members, and new employee orientation for recent hires which are difficult to estimate.

Item 3. The lower number of retirement benefit computations is due to ERS focus on maintaining the operations while increasing communications efforts for early- and mid-career employees. ERS encourages members to use the ERS Retirement Benefits Calculator on our website since members may see the results of various scenarios specific to their situation. This helps ERS to focus on providing retirement estimates for members that are seriously considering retiring within the next 6-12 months.

Item 4. The increase in the number of new retirees partially reflects the increasing number of baby boomers reaching retirement age which has led to an increase in the number of ERS members eligible to retire.

Item 6. The actual number of death claims is dependent on the retirement option elected by the member and whether there are any benefits payable to the estate or beneficiary. The number is dependent on many uncontrollable factors that are difficult to accurately estimate.

Item 10. The FY 17 out performance in investment returns is mainly the result of the public equity growth allocation of ERS investment portfolio having returns in excess of 17% during the fiscal year. This reflects the unpredictable nature of investment returns which makes it difficult to estimate.

The expected investment return for FY 18 reflects the lowering of the long term investment return assumption by the Board of Trustees to 7%.

STATE OF HAWAII

VARIANCE REPORT

REPORT V61

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	57.00	52.00	- 5.00	9	58.00	52.00	- 6.00	10	58.00	58.00	+ 0.00	0
EXPENDITURES (\$1000's)	7,099	6,498	- 601	8	1,896	1,710	- 186	10	5,688	5,688	+ 0	0
TOTAL COSTS												
POSITIONS	57.00	52.00	- 5.00	9	58.00	52.00	- 6.00	10	58.00	58.00	+ 0.00	0
EXPENDITURES (\$1000's)	7,099	6,498	- 601	8	1,896	1,710	- 186	10	5,688	5,688	+ 0	0
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. PERCENTAGE OF DOCUMENTS PROCESSED WITHIN 60 DAYS	90	96	+ 6	7	90	90	+ 0	0				
2. AV NO. DAYS REQUIRED TO PROCESS ENROLLMNT TRNSCTNS	15	18.6	+ 3.6	24	15	15	+ 0	0				
3. PERCENTAGE OF ABANDONED CALLS	5	36	+ 31	620	5	5	+ 0	0				
4. PERCENTAGE OF CALLS ANSWERED WITH 30 SECONDS	65	64	- 1	2	65	70	+ 5	8				
5. AMOUNT OF REFUNDS OUTSTANDING GREATER THAN 60 DAYS	70	7385	+ 7315	10450	70	5100	+ 5030	7186				
6. AMT OF MEDICARE PART B PREMIUM OVERPAYMENTS OS YE	20	2470	+ 2450	12250	20	2000	+ 1980	9900				
7. % OF TIME COMPUTER SYSTEM IS AVAILABLE DURING 1 YR	98	98	+ 0	0	98	98	+ 0	0				
8. NO. OF MINOR & MAJOR HIPAA VIOLATIONS PER YEAR	3	4	+ 1	33	3	3	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. TOTAL EMPLOYEES - (ACTIVES) FULL-TIME (STATE/CNTY)	68600	68449	- 151	0	68600	67500	- 1100	2				
2. TOTAL EMPLOYEES - RETIRED	46800	46786	- 14	0	46800	47700	+ 900	2				
3. TOTAL DEPENDENT BENEFICIARIES	83500	83735	+ 235	0	83500	83235	- 265	0				
4. MEDICARE PREMIUM REIMBURSEMENT RECIPIENTS	50000	50944	+ 944	2	50000	52000	+ 2000	4				
5. PERSONNEL AND FINANCE OFFICERS	500	500	+ 0	0	500	500	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. NEW ENROLLMENTS (ADDITIONS)	9300	9735	+ 435	5	9300	9700	+ 400	4				
2. TERMINATIONS (DELETIONS, CANCELLATIONS)	11000	12377	+ 1377	13	11000	11000	+ 0	0				
3. ENROLLMNT DATA CHGS (INS PLAN, NAME, ADDRESS, ETC.)	30000	48252	+ 18252	61	30000	32000	+ 2000	7				
4. COBRA ENROLLMENTS	1450	1291	- 159	11	1450	1400	- 50	3				
5. OUTREACH/EDUC BENEFIT BRIEFING SESSIONS CONDUCTED	137	157	+ 20	15	137	157	+ 20	15				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 06 03
BUF 143

PROGRAM TITLE: HAWAII EMPLOYER-UNION TRUST FUND

PART I - EXPENDITURES AND POSITIONS

No significant variance.

PART II - MEASURES OF EFFECTIVENESS

Items 2 & 3. Due to vacancies in the Customer Service Representative and Enrollment Technician positions throughout the year, the % of abandoned calls increased. Recruitment is ongoing for these positions. In addition, due to the significant reduction of premiums for the PPO 75/25 plan for active employee open enrollment, calls increased during the month of April (9,250 versus 7,556 in fiscal year end 2016).

Item 5. Current refunds are being processed on a timely basis; however, there is a backlog of approximately 7,385 employee-beneficiary refunds in the amount of \$1.7 million due to the timing of when terminations and changes were processed. Staff will focus on the backlog of refunds and expects to clear the backlog by 6/30/21. This measure was changed last year, however, the planned figures were not updated. The planned figures need to be updated for the upcoming years to better reflect the actuals.

Item 6. There are approximately 2,470 retirees with Medicare Part B overpayments. Staff is working with the Attorney General Office to collect these overpayments. This measure was changed last year, however, the planned figures were not updated. The planned figures need to be updated for the upcoming years to better reflect the actuals.

Item 8. There were 4 minor HIPAA violations during FY 2017. Refresher HIPAA training was conducted.

PART III - PROGRAM TARGET GROUPS

No significant variances.

PART IV - PROGRAM ACTIVITIES

Items 2 & 3. The variances are due to the increased volume of terminations of employment (approximately 1,400 Maui Hospitals terminations as of 6/30/17) and enrollment data changes. The EUTF also received approximately 12,650 active employee open enrollment forms compared to 4,300 in fiscal year end 2016.

Item 4. The variance is due to fewer than anticipated employees, retirees and/or dependents enrolling into COBRA.

Item 5. Outreach and Training section has increased its staff from 1 to 3; therefore, there was an increase in outreach and training sessions offered to pre-retirees, new hires, and personnel officers.

VARIANCE REPORT

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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)	341,214	345,503	+ 4,289	1	195,521	195,521	+ 0	0	166,937	166,937	+ 0	0
TOTAL COSTS												
POSITIONS	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0
EXPENDITURES (\$1000's)	341,214	345,503	+ 4,289	1	195,521	195,521	+ 0	0	166,937	166,937	+ 0	0
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	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				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

**11 03 06 05
BUF 741**

PROGRAM TITLE: RETIREMENT BENEFITS PAYMENTS - STATE

PART I - EXPENDITURES AND POSITIONS

No significant variance.

PART II - MEASURES OF EFFECTIVENESS

No measures have been developed or are applicable for this program for FY 17.

PART III - PROGRAM TARGET GROUPS

No significant variance.

PART IV - PROGRAM ACTIVITIES

No significant variance.

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

VARIANCE REPORT

REPORT V61
12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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)	578,136	572,231	- 5,905	1	262,173	262,173	+ 0	0	298,185	298,185	+ 0	0
TOTAL COSTS												
POSITIONS	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0	0.00	0.00	+ 0.00	0
EXPENDITURES (\$1000's)	578,136	572,231	- 5,905	1	262,173	262,173	+ 0	0	298,185	298,185	+ 0	0
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	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				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: HEALTH PREMIUM PAYMENTS - STATE

**11 03 06 07
BUF 761**

PART I - EXPENDITURES AND POSITIONS

No significant variance.

PART II - MEASURES OF EFFECTIVENESS

No measures have been developed or are applicable for this program for FY 17.

PART III - PROGRAM TARGET GROUPS

No significant variance.

PART IV - PROGRAM ACTIVITIES

No significant variance.

VARIANCE REPORT

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	66.00	- 9.00	12	75.00	67.00	- 8.00	11	75.00	75.00	+ 0.00	0
EXPENDITURES (\$1000's)	69,251	53,421	- 15,830	23	9,894	4,728	- 5,166	52	63,353	65,829	+ 2,476	4
TOTAL COSTS												
POSITIONS	75.00	66.00	- 9.00	12	75.00	67.00	- 8.00	11	75.00	75.00	+ 0.00	0
EXPENDITURES (\$1000's)	69,251	53,421	- 15,830	23	9,894	4,728	- 5,166	52	63,353	65,829	+ 2,476	4
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV LENGTH OF TIME TO PROCESS PROP LOSS CLAIM REQ	15	14	- 1	7	15	15	+ 0	0				
2. AV NO. OF DAYS TO COMPLETE A QUIET TITLE REPORT	5	5	+ 0	0	5	5	+ 0	0				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: PROPERTY MANAGEMENT

11 03 07

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	57.00	48.00	- 9.00	16	57.00	49.00	- 8.00	14	57.00	57.00	+ 0.00	0
EXPENDITURES (\$1000's)	17,349	15,132	- 2,217	13	4,723	1,647	- 3,076	65	16,558	19,634	+ 3,076	19
TOTAL COSTS												
POSITIONS	57.00	48.00	- 9.00	16	57.00	49.00	- 8.00	14	57.00	57.00	+ 0.00	0
EXPENDITURES (\$1000's)	17,349	15,132	- 2,217	13	4,723	1,647	- 3,076	65	16,558	19,634	+ 3,076	19
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NUMBER OF ACRES ON LEASE (THOUSANDS)	143	145	+ 2	1	145	145	+ 0	0				
2. NUMBER OF ACRES ON REVOCABLE PERMIT (THOUSANDS)	35	34	- 1	3	35	34	- 1	3				
3. NO. OF DELINQUENT ACCOUNTS AS A % OF TOTAL ACCNTS	12	12	+ 0	0	12	12	+ 0	0				
4. \$ AMOUNT OF GEOTHERMAL REVENUES COLLECTED (000S)	1200	1202	+ 2	0	1023	1202	+ 179	17				
5. \$ AMT OF REVS GENERATED/DEPOSITD INTO SLDF (000'S)	12400	15847	+ 3447	28	13000	15847	+ 2847	22				
6. AMOUNT OF TOTAL REVENUES GENERATED (THOUSANDS)	19300	23660	+ 4360	23	19900	23660	+ 3760	19				
PART III: PROGRAM TARGET GROUP												
1. NO. ACRES SET ASIDE BY EXEC ORDERS FOR PUBLIC PURP	400	403	+ 3	1	401	403	+ 2	0				
2. DOLLAR AMOUNT OF REVENUES TRANSFERRED TO OHA (000)	2000	2386	+ 386	19	2116	2386	+ 270	13				
3. \$ AMNT OF REVS TRANS TO OHA M/UP SHORTAGE (1000'S)	0	0	+ 0	0	0	0	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF SALES IN FEE	7	5	- 2	29	7	5	- 2	29				
2. NUMBER OF GENERAL LEASES SOLD	4	8	+ 4	100	4	8	+ 4	100				
3. NUMBER OF REVOCABLE PERMITS ISSUED	13	13	+ 0	0	13	13	+ 0	0				
4. NUMBER OF EXECUTIVE ORDERS ISSUED	20	29	+ 9	45	20	29	+ 9	45				
5. NO. ACQUISITIONS OF NON-PUBLIC LAND FOR PUBLIC USE	2	0	- 2	100	2	0	- 2	100				
6. NUMBER OF INSPECTIONS OF PUBLIC LANDS MADE	360	109	- 251	70	359	109	- 250	70				
7. NUMBER OF EASEMENTS GRANTED	18	16	- 2	11	18	16	- 2	11				
8. DOLLAR AMOUNT DELINQUENT RECEIVABLES (THOUSANDS)	700	789	+ 89	13	697	789	+ 92	13				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 07 01
LNR 101

PROGRAM TITLE: PUBLIC LANDS MANAGEMENT

PART I - EXPENDITURES AND POSITIONS

Unfilled vacancies resulted in lower than expected operating costs for FY 17 and the first three months ending September 30, 2017. Land Division is planning to recruit and fill the vacancies before the end of FY 18 which may increase spending in the latter part of the fiscal year.

PART II - MEASURES OF EFFECTIVENESS

Item 5: The amount of \$15,847,000 includes \$3,000,000. (1967 Undistributed Collections), a pass-through to the Office of Conservation and Coastal Lands (OCCL), Division of Forestry and Wildlife (DOFAW), and State Parks (Parks). Consequently \$12,847,000 is only 4% change.

Item 6: The amount of \$23,660,000 includes \$3,000,000. (1967 Undistributed Collections), a pass-through to OCCL, DOFAW and Parks. Consequently \$20,660,000 is only 7% change.

PART III - PROGRAM TARGET GROUPS

Item 2: Land Division's obligation to pay Office of Hawaiian Affairs (OHA) is limited to 20% proceeds actually received.

PART IV - PROGRAM ACTIVITIES

Item 1: The fee sales for remnants in FY 17 were fewer than expected. The planned number of sales for FY 18 is overstated.

Item 2: The leases sold in FY 17 were more than expected. The planned number of leases for FY 18 is understated.

Item 4: Issuance of Executive Orders depends on the programs of the agencies beyond our control. Planned figure for FY 18 was understated.

Item 5: Acquisition of private properties for public use is subject to numerous factors before the project can become a reality. Planned figure for FY 18 was overstated.

Item 6: Conducting inspections relies heavily on staff resources, and is subject to other higher priorities assigned to the staff.

Item 7: Processing of easements involves other agencies or entities. Therefore, it is a challenge to forecast the actual number to be processed in the following year.

Item 8: Variance due to recent collection of delinquent rent.

VARIANCE REPORT

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

REPORT V61
 12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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)	35,327	22,708	- 12,619	36	3,318	1,248	- 2,070	62	32,030	32,030	+ 0	0
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)	35,327	22,708	- 12,619	36	3,318	1,248	- 2,070	62	32,030	32,030	+ 0	0
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. NO. INSUR POLICIES PROCURED BEFORE EXPIRATION DATE	4	4	+ 0	0	4	5	+ 1	25				
2. AV LENGTH OF TIME TO PROCESS PROP LOSS CLAIM REQ	15	14	- 1	7	15	15	+ 0	0				
3. AV LENGTH OF TIME TO RECOVER INSURANCE PROCEEDS	60	65	+ 5	8	60	60	+ 0	0				
4. AV LENGTH OF TIME TO PROCESS LIABILITY LOSS CLAIMS	90	82	- 8	9	90	90	+ 0	0				
5. AV TIME TO PROCESS LIABILITY LOSS POTHOLE CLAIMS	70	64	- 6	9	70	70	+ 0	0				
6. AV LENGTH OF TIME TO PROCESS AUTO LOSS CLAIMS	90	92	+ 2	2	90	90	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. TOTAL NO. OF STATEWIDE INSURANCE POLICIES PROCURED	4	4	+ 0	0	4	5	+ 1	25				
2. TOTAL NO. OF PROPERTY LOSS CLAIMS PROCESSED	100	84	- 16	16	100	100	+ 0	0				
3. TOTAL LIABILITY CLAIMS PROCESSED - EXCL. POTHOLE	500	350	- 150	30	500	500	+ 0	0				
4. TOTAL NO. OF LIABILITY POTHOLE CLAIMS PROCESSED	150	201	+ 51	34	150	150	+ 0	0				
5. TOTAL NUMBER OF AUTOMOBILE LOSS CLAIMS PROCESSED	400	551	+ 151	38	400	400	+ 0	0				
6. NUMBER OF STATE OFFICIALS AND EMPLOYEES	55000	58542	+ 3542	6	55000	55000	+ 0	0				
7. FAIR MARKET VALUE OF STATE BLDGS/CONTENTS (\$ MILL)	17500	17900	+ 400	2	18000	18000	+ 0	0				
8. NUMBER OF STATE VEHICLES	5500	5749	+ 249	5	5800	5800	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. TOTAL NUMBER OF STATEWIDE INSURANCE POLICIES	4	4	+ 0	0	4	5	+ 1	25				
2. TOTAL NUMBER OF PROPERTY LOSS CLAIMS RECEIVED	80	84	+ 4	5	80	80	+ 0	0				
3. TOTAL NUMBER OF CRIME LOSS CLAIMS RECEIVED	1	1	+ 0	0	1	1	+ 0	0				
4. TOTAL NUMBER OF LIABILITY CLAIMS RECEIVED	650	551	- 99	15	650	650	+ 0	0				
5. TOTAL NUMBER OF AUTOMOBILE CLAIMS RECEIVED	375	357	- 18	5	375	375	+ 0	0				
6. NUMBER OF RISK ASSESSMENT REPORTS ISSUED	2	0	- 2	100	1	1	+ 0	0				
7. NUMBER OF BUILDING INSPECTION REPORTS ISSUED	2	0	- 2	100	1	1	+ 0	0				
8. NO. OF TRAINING SESSIONS PROVIDED TO STATE DEPTS	2	2	+ 0	0	2	2	+ 0	0				
9. NUMBER OF STATEMENTS OF SELF-INSURANCE ISSUED	500	508	+ 8	2	500	500	+ 0	0				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 07 02
AGS 203

PROGRAM TITLE: STATE RISK MANAGEMENT & INSURANCE ADMIN

PART I - EXPENDITURES AND POSITIONS

The lower expenditures of FY 17 was due to lower insurance premiums than budgeted and lower payments for self-insured losses/payments.

The lower expenditures of 1st Quarter FY 18 is due to the lower than expected payments for self-insured losses/payments.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The number of policies procured before the expiration date for FY 18 have increased due to another insurance policy (cyber liability)being procured.

PART III - PROGRAM TARGET GROUPS

Item 1: The number of statewide policies procured for FY 18 will increase due to another insurance policy (cyber liability) being procured.

Item 2: The average time to process a property reimbursement was less than expected because of lower claims being filed, which meant less time was spent on other claims, so property claims could be handled more efficiently.

Item 3: The amount of liability claims to process increased because there were more liability claims filed than expected.

Item 4: The amount of pothole claims to process increased because there were more pothole claims filed than expected.

Item 5: The average time to process pothole liability claim was slower than expected because more claims had to be handled due to increase of claims being filed.

Item 8: The number of State vehicles increased because more vehicles were purchased and/or reported.

PART IV - PROGRAM ACTIVITIES

Item 1: The total number of statewide policies for FY 18 will increase due to another insurance policy (cyber liability) being procured.

Item 4: The number of liability claims increased because there were more claims submitted by departments.

Item 6: The number of risk assessment reports issued were lower because no one requested a risk assessment.

Item 7: The number of building inspection reports issued were lower because no one requested a building inspection.

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

VARIANCE REPORT

REPORT V61
12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18						
	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)	970	661	-	309	32	174	159	-	15	9	825	754	-	71	9
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)	970	661	-	309	32	174	159	-	15	9	825	754	-	71	9
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18										
	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	100	+	40	67	60	60	+	0	0	60	60	+	0	0
3. AVE NO. OF DAYS TO PROCESS LC & FP MAPS	15	30	+	15	100	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	40	+	0	0	40	40	+	0	0	40	40	+	0	0
PART III: PROGRAM TARGET GROUP															
1. NO. REQUESTS FOR QUIET TITLE REPORTS	20	7	-	13	65	20	20	+	0	0	20	20	+	0	0
2. NO. REQUESTS FOR DESCRIPTIONS - STATE-OWNED LANDS	110	63	-	47	43	110	110	+	0	0	110	110	+	0	0
3. OWNERS OF LD CT & OTHER LANDS(TTL NO. MAPS RECD)	150	116	-	34	23	150	150	+	0	0	150	150	+	0	0
4. OWNERS OF BEACHFRONT PROPRTY(TTL NO CERT REQ RECD)	140	103	-	37	26	140	140	+	0	0	140	140	+	0	0
PART IV: PROGRAM ACTIVITY															
1. NO. OF REQUESTS FOR QUIET TITLE REPORTS COMPLETED	20	7	-	13	65	20	20	+	0	0	20	20	+	0	0
2. NO OF REQUESTS FOR DESCRIPTION OF LANDS COMPLETED	66	63	-	3	5	66	66	+	0	0	66	66	+	0	0
3. NO. OF LAND COURT AND FILE PLAN MAPS COMPLETED	150	99	-	51	34	150	150	+	0	0	150	150	+	0	0
4. NO. OF SHORELINE CERTIFICATIONS COMPLETED	140	103	-	37	26	140	140	+	0	0	140	140	+	0	0

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 07 03
AGS 211

PROGRAM TITLE: LAND SURVEY

PART I - EXPENDITURES AND POSITIONS

For FY 17 and FY 18, there are no position variances. The variance in expenditures is due to no contracts for licensed surveyors.

PART II - MEASURES OF EFFECTIVENESS

Item 2: The variance is due to the Department of Land and Natural Resources providing funds for overtime to complete land survey requests.

Item 3: The variance is due to a greater percentage of complex requests.

PART III - PROGRAM TARGET GROUPS

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

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

PART IV - PROGRAM ACTIVITIES

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

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

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

VARIANCE REPORT

REPORT V61
12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	4.00	4.00	+ 0.00	0	4.00	4.00	+ 0.00	0	4.00	4.00	+ 0.00	0
EXPENDITURES (\$1000's)	15,605	14,920	- 685	4	1,679	1,674	- 5	0	13,940	13,411	- 529	4
TOTAL COSTS												
POSITIONS	4.00	4.00	+ 0.00	0	4.00	4.00	+ 0.00	0	4.00	4.00	+ 0.00	0
EXPENDITURES (\$1000's)	15,605	14,920	- 685	4	1,679	1,674	- 5	0	13,940	13,411	- 529	4
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. # OF LEASING SVCS REQUESTS PROC AS % REQ RECEIVED	98	98	+ 0	0	98	98	+ 0	0				
2. AV NO. OF DAYS FROM REQUEST TO EXECUTED LEASE	175	329	+ 154	88	272	272	+ 0	0				
3. # LEASE PAYMTS TO VENDORS COMPL BY PAYMT DUE DATE	1720	1670	- 50	3	1585	1570	- 15	1				
PART III: PROGRAM TARGET GROUP												
1. TOTAL NUMBER OF STATE DEPARTMENTS AND AGENCIES	15	14	- 1	7	14	14	+ 0	0				
2. NUMBER OF EMPLOYEES	4990	5010	+ 20	0	4120	3745	- 375	9				
PART IV: PROGRAM ACTIVITY												
1. NO. OF REQUESTS FOR OFFICE LEASING SERVICES	25	15	- 10	40	25	20	- 5	20				
2. NO. OF OFFICE LEASES CONSUMMATED	25	15	- 10	40	25	25	+ 0	0				
3. NO. OF OFFICE LEASE PAYMENTS COMPLETED	1720	1670	- 50	3	1585	1570	- 15	1				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 07 04
AGS 223

PROGRAM TITLE: OFFICE LEASING

PART I - EXPENDITURES AND POSITIONS

Actual expenditures in FY 17 were \$685,162 less than budgeted. This was mainly due to reductions in revenue in the interdepartmental transfer account, resulting from limitations in billing departments for federal reimbursements.

There was no significant difference between the budgeted and actual expenses for the 1st quarter of FY 18. For the last three quarters of FY 18, estimated expenses were \$529,155 less than budgeted, primarily due to a 5% administrative restriction and 5% contingency restriction.

PART II - MEASURES OF EFFECTIVENESS

Item 2: In FY 17, the actual number of days from approval of lease request to lease execution date was 154 more days than planned. This resulted from the loss in production time due to the vacancy in the Leasing Specialist position for five months of FY 17. Also, there were interruptions in our normal leasing activities due to the continuing relocation planning for the Department of Public Safety's (PSD) administrative offices, from the Army and Air Force Exchange Service Building (AAFES).

For FY 18, the average number of days to negotiate, prepare and execute lease documents will likely reduce to 272 days due to the anticipated increase in productivity and efficiency resulting from the permanent filling of the Leasing Specialist position.

Item 3: There were 50 fewer lease payments made in FY 17 than planned. This was due to a reduced number of new leases being contracted for than anticipated. For FY 18, the planned number is slightly overstated, even with the planned termination of leases resulting from the relocation of agencies to the Princess Victoria Kamamalu Building and the former Lihue Courthouse building on Kauai.

PART III - PROGRAM TARGET GROUPS

Item 1: For FY 17, the number of departments which we serviced was overstated by one due to the termination of the only lease for the Governor's Office, which relocated to State space in Kona in a previous year.

Item 2: For FY 17, there was no significant difference between the planned and actual number of employees estimated to be housed in lease space.

The projected employee count for FY 18 was reduced by 375 due to the planned relocation of employees from various lease locations on Kauai to the Lihue Courthouse, and the Department of Health's relocation from the AAFES Building to the Waimano Ridge Facility.

PART IV - PROGRAM ACTIVITIES

Item 1: The actual number of lease requests for FY 17 was ten less than planned, as the planned figure was overstated. For FY 18, the estimated number of requests is five less than planned based upon last year's requests for office leasing services.

Item 2: In FY 17, the actual number of leases completed was ten less than planned. This was due mainly to reduced production resulting from the vacancy in the Leasing Specialist position for five months, and because much time was devoted to the relocation planning for approximately 40,000 square feet of space for the PSD's administrative offices.

Item 3: The difference between the planned and actual number of lease payments made to vendors in FY 17 resulted primarily from fewer leases being executed for new office space. There is no significant difference in the planned and estimated number of lease payments to be made in FY 18.

VARIANCE REPORT

PROGRAM TITLE: FACILITIES CONSTRUCTION AND MAINTENANCE

12/9/17

PROGRAM-ID:

PROGRAM STRUCTURE NO: 110308

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	199.00	185.00	- 14.00	7	199.00	187.00	- 12.00	6	199.00	199.00	+ 0.00	0
EXPENDITURES (\$1000's)	31,573	26,183	- 5,390	17	7,811	6,707	- 1,104	14	23,918	18,962	- 4,956	21
TOTAL COSTS												
POSITIONS	199.00	185.00	- 14.00	7	199.00	187.00	- 12.00	6	199.00	199.00	+ 0.00	0
EXPENDITURES (\$1000's)	31,573	26,183	- 5,390	17	7,811	6,707	- 1,104	14	23,918	18,962	- 4,956	21
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV PRE-BID CONSTRUCTION EST AS % OF AV BID PRICE	100	85	- 15	15	100	100	+ 0	0				
2. AV VAR BTW EST CMPL DATE & ACTUAL CONST CMPL DATE	3	9	+ 6	200	3	3	+ 0	0				
3. AV COST CHANGE ORDERS AS % AV ACTUAL CONST COST	3	9	+ 6	200	3	3	+ 0	0				
4. BLDG OCCUPANT'S EVALUATION OF CUSTODIAL SERVICES	70	75	+ 5	7	75	75	+ 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				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: FACILITIES CONSTRUCTION AND MAINTENANCE

11 03 08

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	14.00	- 2.00	13	16.00	14.00	- 2.00	13	16.00	16.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,533	1,727	- 3,806	69	1,333	372	- 961	72	4,062	1,143	- 2,919	72
TOTAL COSTS												
POSITIONS	16.00	14.00	- 2.00	13	16.00	14.00	- 2.00	13	16.00	16.00	+ 0.00	0
EXPENDITURES (\$1000's)	5,533	1,727	- 3,806	69	1,333	372	- 961	72	4,062	1,143	- 2,919	72
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. AV VARIANCE BETWEEN EST & ACTUAL BID OPENING DATES	3	1	- 2	67	3	3	+ 0	0				
2. AV PRE-BID CONSTRUCTION EST AS % OF AV BID PRICE	100	85	- 15	15	100	100	+ 0	0				
3. AV VAR BTWN EST & ACTUAL CONSTR COMPLETIN DATES	3	9	+ 6	200	3	3	+ 0	0				
4. AV COST CHANGE ORDERS AS % AV ACTUAL CONST COST	3	9	+ 6	200	3	3	+ 0	0				
5. FOR TTL CIP REQUIRED, % OF FUNDS ACTUALLY APPROP	100	245	+ 145	145	100	100	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. CAPITAL IMPROV APPROPRIATIONS (IN \$100,000)	370	448	+ 78	21	329	479	+ 150	46				
2. PUBLIC BUILDINGS, REPAIRS & ALTERATIONS (\$100,000)	120	60	- 60	50	45	8	- 37	82				
PART IV: PROGRAM ACTIVITY												
1. TOTAL COSTS OF FAC OR PROJECT UNDER DESIGN (\$MILL)	400	231	- 169	42	400	375	- 25	6				
2. PROJ UNDER CONSTRUCTION DURING FY (EST COST \$MILL)	500	288	- 212	42	500	360	- 140	28				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 08 01
AGS 221

PROGRAM TITLE: PUBLIC WORKS-PLANNING, DESIGN & CONSTRUCTION

PART I - EXPENDITURES AND POSITIONS

The variance in expenditures for FY 17 is due to total actual revolving fund expenditures being significantly lower than the budgeted ceiling and position vacancies.

The actual 1st quarter of FY 18 and projected last three quarters of FY 18 revolving fund expenditures are anticipated to be lower due to the actual revolving fund balances being much lower than the appropriation amounts. 33.75% of the revolving fund expenditures result from Capital Improvement Program (CIP) Staff Cost accrued vacation and sick leave expenditures and was phased out for FY 18, as the CIP Staff Cost is now funded by general funds instead of revolving funds.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The variance for FY 17 between the estimated and actual bid opening dates was due to the staff's efforts to ensure projects were bid out as scheduled. Roughly a third of the projects not bid out on schedule were the results of the variance. The variance for FY 18 were bid out significantly earlier than scheduled and all but 14% (one of seven projects) of the projects were bid out two months late.

Item 2: The variance for FY 17 and FY 18 reflects the slowing down in the construction industry and the State receiving more favorable bids for construction projects.

Item 3: The variance for FY 17 between the estimated and actual construction completion dates were due to a high number of change orders that needed to be executed resulting from unforeseen conditions discovered during the course of construction, user requests to work outside of the normal business hours to accommodate user operations, and user requests for additional work outside of the project scope. The variance for FY 18 Quarter 1 are due to lower amounts of projects closing early in the fiscal year and projections for Quarter 2 through Quarter 4 may similarly result in a high variance as projects are closed where a potentially high number of change orders may be reflected as project

punch lists get completed.

Item 4: The variance for the change order percentages during FY 17 is attributed to higher occurrences of changes in the project designs while in construction, such as unforeseen conditions found during construction, user requests to work outside of the normal business hours to accommodate user operations, and user requests for additional work outside of the project scope. The variance for FY 18 are due to unforeseen conditions discovered over the course of construction and user requests to perform work outside of the original scope.

Item 5: The variance for the increase in the percentage of funds actually appropriated compared to the total CIP required for both FY 17 and FY 18 were due to an increase in Grant-in-Aid project funding from the Legislature above and beyond the Governor's Executive Budget Request.

PART III - PROGRAM TARGET GROUPS

Item 1: The variance for FY 17 CIP appropriations were based on the actual amount appropriated in Act 124, SLH 2016, for essential program services and appropriations that were inserted during the Legislative Session for grant-in-aid projects. The variance for FY 18 CIP appropriations were based on the actual amount appropriated in Act 49, SLH 2017, for critical program services. Likewise for FY 2018, the Legislature appropriated additional project funds for grant-in-aid projects.

Item 2: The variance for FY 17 CIP Public Buildings, Repairs and Alterations (R&A) were based on the actual amount appropriated in Act 49, SLH 2017, for critical public building repairs.

PART IV - PROGRAM ACTIVITIES

Item 1: The variance for FY 17 is due to some of the large value projects not moving over from the planning phase to the design phase due to delays in project delivery methods as requested by those client agencies. Anticipate the design project level to increase for FY 18. The variance for FY 18 is due to the movement of larger value projects moving from the

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 08 01
AGS 221

PROGRAM TITLE: PUBLIC WORKS-PLANNING, DESIGN & CONSTRUCTION

planning phase to design phase to back fill those projects completing design work and getting awarded in construction.

Item 2: The variance for FY 17 is due to the program and State agencies encountering challenges securing sufficient funding to move projects forward from design to construction. The variance for FY 18 is due to the program and State agencies encountering challenges obtaining sufficient construction funding and what lump sum funding went towards. The program anticipates the construction amounts to improve once the design projects of large construction values noted in Item 1, currently in the pipeline, get awarded for the construction phase.

VARIANCE REPORT

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS	123.00	115.00	- 8.00	7	123.00	116.00	- 7.00	6	123.00	123.00	+ 0.00	0
EXPENDITURES (\$1000's)	21,011	19,687	- 1,324	6	5,206	5,106	- 100	2	16,006	14,394	- 1,612	10
TOTAL COSTS												
POSITIONS	123.00	115.00	- 8.00	7	123.00	116.00	- 7.00	6	123.00	123.00	+ 0.00	0
EXPENDITURES (\$1000's)	21,011	19,687	- 1,324	6	5,206	5,106	- 100	2	16,006	14,394	- 1,612	10
					FISCAL YEAR 2016-17				FISCAL YEAR 2017-18			
					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	75	+ 5	7	75	75	+ 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)					74	77	+ 3	4	77	77	+ 0	0
2. NUMBER OF SQUARE FEET SERVICED					2.7	2.7	+ 0	0	2.7	2.7	+ 0	0

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 08 02
AGS 231

PROGRAM TITLE: CENTRAL SERVICES - CUSTODIAL SERVICES

PART I - EXPENDITURES AND POSITIONS

The expenditure variance of \$1,324,573 for FY 17 was primarily due to the program restrictions of \$1,055,828, leaving a variance of \$268,745; of which, \$243,537 is due to vacancy savings offset with collective bargaining augmentation funds of \$25,599, leaving a variance of \$50,807 which is less than 1% and is insignificant.

The variance in the 1st quarter of FY 18 of \$99,783 is primarily due to \$85,097 in vacancy savings, and program reimbursement of \$14,686 allotted but not yet received and will be realized in future quarters. For the remaining nine months of FY 18, a variance of \$1,612,195 is primarily due to \$1,734,078 in program restrictions, offset by collective bargaining augmentation funds of \$22,100.

For FY 17, there were eight vacant positions. Selections have been made for four Janitor II vacant positions: Pos. Nos. 1256, 7317, 122071 and 122072. While two other Janitor II positions, Pos. Nos. 7334 and 34886, are awaiting a list from the Department of Human Resources Development (DHRD). The last vacant Janitor II position, Pos. No. 18993, is pending an interview, while the Management Analyst II, Pos. No. 17060, is pending an inter-agency vacancy announcement.

For the 1st quarter of FY 18, a total of seven positions are vacant. Interviews are pending for two vacant Janitor IIs: Pos. No. 18993 and 34886. While two other Janitor II positions, Pos. No. 7334 and 122072, selections have been made. For the other three vacant positions, Procurement Supply Specialist IV, Pos. No. 7305; Janitor II, Pos. No. 1259; and Management Analyst III, Pos. No. 17060, the program has requested and is awaiting a DHRD list. For the remaining nine months of FY 18, 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

There are no significant variances in the program activities.

VARIANCE REPORT

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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)	1,795	1,710	- 85	5	497	479	- 18	4	1,327	1,174	- 153	12
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)	1,795	1,710	- 85	5	497	479	- 18	4	1,327	1,174	- 153	12
					FISCAL YEAR 2016-17				FISCAL YEAR 2017-18			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS												
1. EVALUATIONS FROM GROUNDS SURVEY FROM BLDG OCCUPNTS					70	70	+ 0	0	70	70	+ 0	0
2. ANNUAL FACILITY ASSESSMENT SCORES					85	85	+ 0	0	85	85	+ 0	0
PART III: PROGRAM TARGET GROUP												
1. TOTAL NUMBER OF FACILITIES					119	119	+ 0	0	119	119	+ 0	0
PART IV: PROGRAM ACTIVITY												
1. NUMBER OF GROUNDSKEEPING POSITIONS					27	27	+ 0	0	27	27	+ 0	0
2. TOTAL ACREAGE SERVICED					106.3	106.3	+ 0	0	106.3	106.3	+ 0	0
3. NUMBER OF REFUSE COLLECTION SITES					28	28	+ 0	0	28	28	+ 0	0

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 08 03
AGS 232

PROGRAM TITLE: CENTRAL SERVICES - GROUNDS MAINTENANCE

PART I - EXPENDITURES AND POSITIONS

The variance in expenditures of \$85,310 in FY 17 is primarily due to the program restrictions of \$24,762, and vacancy savings of \$56,861, offset with \$7,812 in collective bargaining augmentation funds, leaving a variance of \$11,499, which is insignificant.

For FY 18, the 1st quarter variance of \$17,912 is due to payroll savings attributable to vacancies. For the remaining nine months of FY 18, the expected variance of \$152,473 is primarily due to the program restriction of \$175,989, offset with the collective bargaining augmentation funds of \$5,604.

For FY 17, there were two vacant positions. A Department of Human Resources Development List has been requested for Pos. No. 22452, Groundskeeper I, while a selection has been made for Pos. No. 118110, Sprinkler System Repairer. For the 1st quarter of FY 18, there is one vacancy, Pos. No. 118110, Sprinkler System Repairer, for which a selection has been made, pending outcome of union grievance. For the remaining nine months of FY 18, 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

There are no significant variances in the program activities.

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

VARIANCE REPORT

REPORT V61
12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	31.00	- 2.00	6	33.00	31.00	- 2.00	6	33.00	33.00	+ 0.00	0
EXPENDITURES (\$1000's)	3,234	3,059	- 175	5	775	750	- 25	3	2,523	2,251	- 272	11
TOTAL COSTS												
POSITIONS	33.00	31.00	- 2.00	6	33.00	31.00	- 2.00	6	33.00	33.00	+ 0.00	0
EXPENDITURES (\$1000's)	3,234	3,059	- 175	5	775	750	- 25	3	2,523	2,251	- 272	11
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. % OF PROGRAM PROJECTS COMPLETED WITHIN TIMETABLE	100	100	+ 0	0	100	100	+ 0	0				
2. % EMERGENCY REP & ALTERATNS RESPNDED TO IN 48 HRS	100	100	+ 0	0	100	100	+ 0	0				
3. % OF SATISFACTORY SURVEY EVALUATIONS OF R&A SVCS	90	90	+ 0	0	90	90	+ 0	0				
4. % OF SATISFACTORY SURVEY EVAL OF SPECIAL PROJECTS	90	90	+ 0	0	90	90	+ 0	0				
PART III: PROGRAM TARGET GROUP												
1. TOTAL NUMBER OF ASSIGNED STATE BUILDINGS	164	164	+ 0	0	164	164	+ 0	0				
PART IV: PROGRAM ACTIVITY												
1. TTL NO. OF NORMAL REPAIRS & ALTERATIONS PROJECTS	3600	3550	- 50	1	3600	3575	- 25	1				
2. TOTAL NUMBER OF EMERGENCY PROJECTS	1000	990	- 10	1	1000	990	- 10	1				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 08 04
AGS 233

PROGRAM TITLE: CENTRAL SERVICES - BUILDING REPAIRS & ALT

PART I - EXPENDITURES AND POSITIONS

For FY 17, the expenditure variance of \$174,298 was due to the program restrictions of \$19,357; \$100,000 of Army and Air Force Exchange Service (AAFES) Building reimbursements not collected due to the Memorandum of Agreement with Office of Hawaiian Affairs (OHA) ending; and \$52,687 in vacancy savings, offset by \$19,035 in collective bargaining augmentation funds, resulting in a variance of \$21,298 that is less than 1% which is insignificant.

The expenditure variance of \$24,809 in the 1st quarter of FY 18 is due to payroll savings. The expenditure variance for the remaining nine months of FY 18 of \$271,565 is due primarily to the program restrictions of \$317,956, offset with collective bargaining augmentation funds of \$21,582.

For FY 17, there was two vacant positions: Pos. No. 2329, Engineer V (Buildings), and Pos. No. 118758, Electrician I. Both positions are awaiting a list from the Department of Human Resources Development (DHRD) for recruitment. For the first quarter of FY 18, there were two vacant positions: Pos. No. 2329, Engineer V (Buildings), which a selection has been made; and Pos. No. 118758, Electrician I, where the program is awaiting a DHRD list. For the remaining nine months of FY 18, 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 variances in the program target group.

PART IV - PROGRAM ACTIVITIES

There are no significant variances in the program activities.

STATE OF HAWAII
PROGRAM TITLE:
PROGRAM-ID:
PROGRAM STRUCTURE NO: 110309

VARIANCE REPORT

PROCUREMENT, INVENTORY & SURPLUS PROP MGT

REPORT V61
12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	19.00	- 8.00	30	27.00	19.00	- 8.00	30	27.00	27.00	+ 0.00	0
EXPENDITURES (\$1000's)	3,232	1,503	- 1,729	53	869	336	- 533	61	2,374	2,806	+ 432	18
TOTAL COSTS												
POSITIONS	27.00	19.00	- 8.00	30	27.00	19.00	- 8.00	30	27.00	27.00	+ 0.00	0
EXPENDITURES (\$1000's)	3,232	1,503	- 1,729	53	869	336	- 533	61	2,374	2,806	+ 432	18
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. EST COST SAVINGS BY JURISIC UTILIZ SPO PL/VL(\$1000)	40000	24783	- 15217	38	40000	30000	- 10000	25				
2. COST SAVINGS OF HI ELECT PROC AWARDS (1000)	41000	60873	+ 19873	48	41000	60000	+ 19000	46				
3. SURPLUS PROPERTY TRANSFERRED TO DONEES (\$1000)	3000	1896	- 1104	37	3000	3000	+ 0	0				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: PROCUREMENT, INVENTORY & SURPLUS PROP MGT

11 03 09

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

(See Lowest Level Programs for Explanation of Variances)

VARIANCE REPORT

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18						
	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	17.00	-	5.00	23	22.00	17.00	-	5.00	23	22.00	22.00	+	0.00	0
EXPENDITURES (\$1000's)	1,395	1,327	-	68	5	307	292	-	15	5	1,088	1,002	-	86	8
TOTAL COSTS															
POSITIONS	22.00	17.00	-	5.00	23	22.00	17.00	-	5.00	23	22.00	22.00	+	0.00	0
EXPENDITURES (\$1000's)	1,395	1,327	-	68	5	307	292	-	15	5	1,088	1,002	-	86	8
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18										
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%							
PART II: MEASURES OF EFFECTIVENESS															
1. EST COST SAVINGS BY JURISIC UTILIZ SPO PL/VL(\$1000)	40000	24783	-	15217	38	40000	30000	-	10000	25					
2. PROPERTY TRANSFERRED BETWEEN AGENCIES (\$1000)	4550	3761	-	789	17	4550	4000	-	550	12					
3. MOVING 3-YEAR AV OF ERRORS IN INVENTORY REPORTING	0	0	+	0	0	0	0	+	0	0					
4. COST SAVINGS OF HI ELECT PROC AWARDS (1000)	41000	60873	+	19873	48	41000	60000	+	19000	46					
5. % OF SPO WS EVAL W/ MEANINGFUL/PRACTICAL RATINGS	60	64	+	4	7	60	60	+	0	0					
6. REBATES REC FR PCARD FOR PARTICIPATNG (THOU DOLLR)	1600	1655	+	55	3	1600	1655	+	55	3					
PART III: PROGRAM TARGET GROUP															
1. NO. OF JURISDTNS UTILIZING COOP PURCHASING AGREEMT	20	20	+	0	0	20	20	+	0	0					
2. NO. OF ORG CODES LISTED IN THE FIXED ASSET INV SYS	1080	1020	-	60	6	1080	1025	-	55	5					
3. NO. AGENCIES ISSUING HLTH & HUMN SVS SOLICITATIONS	22	21	-	1	5	22	22	+	0	0					
4. NO. OF PCARD HOLDERS FOR ALL PARTICIPATING JURISDI	3600	3530	-	70	2	3600	3525	-	75	2					
PART IV: PROGRAM ACTIVITY															
1. NUMBER OF AWARDS FOR PRICE & VENDOR LIST CONTRACTS	119	72	-	47	39	119	85	-	34	29					
2. NO. OF STATE OF HAWAII ELEC PROCURMT SYS SOLICITNS	1300	1517	+	217	17	1300	1500	+	200	15					
3. NO. OF PROCURMT TRAINING WORKSHOP ATTENDEES	9000	9292	+	292	3	9000	8750	-	250	3					
4. RATIO PCARD TRANS/PO TRANS OBJ CODE EX DOE,UH,HHSC	12	14	+	2	17	12	14	+	2	17					
5. NUMBER OF ITEMS TRANSFERRED BETWEEN AGENCIES	1830	1562	-	268	15	1830	1500	-	330	18					
6. NO. OF INVENTORY TRANSACTIONS AUDITED & PROCESSED	36500	26355	-	10145	28	36500	25000	-	11500	32					
7. TOTAL VALUE OF PROP ADDED TO INVENTORY (\$1000)	545000	637684	+	92684	17	545000	550000	+	5000	1					
8. NO. OF COMP/RESTRICT HLTH & HMN SVC SOLICITATIONS	62	67	+	5	8	62	64	+	2	3					

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 09 01
AGS 240

PROGRAM TITLE: STATE PROCUREMENT

PART I - EXPENDITURES AND POSITIONS

Retirements, transfers, and delays in hiring prevented the State Procurement Office (SPO) from maintaining full staffing levels in FY 17. The expenditure difference in FY 17 was due to a 5% budget restriction imposed.

The difference in FY 18 is due to a 10% budget restriction and added funds for collective bargaining. In FY 18, the SPO plans to maximize its position count and expend its entire allocated budget.

PART II - MEASURES OF EFFECTIVENESS

Item 1: Agencies are working efficiently with less equipment. For example, there was a decrease in sales for one of the larger contracts for copiers from FY 16 to FY 17 by \$1.5 million. FY 18 forecast was adjusted to match the trend of the previous two years.

Item 2: FY 17 actual was lower due to fewer transfers between agencies.

Item 4: Increase is due to a surge in the number of Hawaii State eProcurement System (HlePRO) solicitations.

PART III - PROGRAM TARGET GROUPS

There are no significant variances in the program target group.

PART IV - PROGRAM ACTIVITIES

Item 1: Decrease is due to contracts extended for more than 12-month terms.

Item 2: Increase is due to a surge in the number of HlePRO solicitations.

Item 4: The ratio is higher due to increases in the number of pCard (purchasing card) transactions.

Item 5: The decrease may be due to agencies retaining property longer.

Item 6: FY 17 actual was 28% lower due a decrease in the number of transfers to the inventory.

Item 7: FY 17 actual was 17% higher due to an increase in the number of additions with high values to the inventory.

STATE OF HAWAII

VARIANCE REPORT

REPORT V61

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ACTUAL	± CHANGE	%	BUDGETED	ESTIMATED	± CHANGE	%
PART I: EXPENDITURES & POSITIONS												
RESEARCH & DEVELOPMENT COSTS												
POSITIONS												
EXPENDITURES (\$1,000's)												
OPERATING COSTS												
POSITIONS												
EXPENDITURES (\$1000's)												
TOTAL COSTS												
POSITIONS												
EXPENDITURES (\$1000's)												
	5.00	2.00	- 3.00	60	5.00	2.00	- 3.00	60	5.00	5.00	+ 0.00	0
	1,837	176	- 1,661	90	562	44	- 518	92	1,286	1,804	+ 518	40
	5.00	2.00	- 3.00	60	5.00	2.00	- 3.00	60	5.00	5.00	+ 0.00	0
	1,837	176	- 1,661	90	562	44	- 518	92	1,286	1,804	+ 518	40
					FISCAL YEAR 2016-17				FISCAL YEAR 2017-18			
					PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%
PART II: MEASURES OF EFFECTIVENESS												
1. SURPLUS PROPERTY TRANSFERRED TO DONEES (\$1000)												
		3000	1896	- 1104	37	3000	3000	+ 0	0			
2. RATIO SVS FEE OVER PROPERTY TRANSFER VALUE (%)												
		4	1,848	- 2,152	54	4	3	- 1	25			
3. ACTUAL DONEES AS % OF ELIGIBLE DONEES												
		84	55	- 29	35	84	74	- 10	12			
PART III: PROGRAM TARGET GROUP												
1. NON-PROFIT TAX-EXMPT EDUC & PUBLIC HTH INSTUTNS												
		80	29	- 51	64	80	60	- 20	25			
2. PUBLIC AGENCY THAT SERVES OR PROMOTES PUB PURPOSE												
		24	89	+ 65	271	24	50	+ 26	108			
3. 8(A) BUSINESS DEV/SMALL DISADVANTAGED BUSINESSES												
		50	29	- 21	42	50	45	- 5	10			
PART IV: PROGRAM ACTIVITY												
1. FED PERSONAL PROP RECEIVED (LINE ITEMS)												
		300	224	- 76	25	300	300	+ 0	0			
2. FED PROP DONATED (LINE ITEMS)												
		700	219	- 481	69	700	600	- 100	14			
3. ACQ OF STATE PROP FOR UTIL/SALE (LINE ITEMS)												
		100	412	+ 312	312	100	200	+ 100	100			
4. DIST OF STATE PROP FOR REUTIL (LINE ITEMS)												
		75	330	+ 255	340	75	100	+ 25	33			
5. STATE PROP DISP OF BY PUBLIC SALE (LINE ITEMS)												
		80	82	+ 2	3	80	40	- 40	50			

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 09 02
AGS 244

PROGRAM TITLE: SURPLUS PROPERTY MANAGEMENT

PART I - EXPENDITURES AND POSITIONS

The position variances in FY 17 and the first quarter of FY 18 are attributed to three vacant positions not being filled because the current amount of property transferred cannot support a staff of five.

The expenditure variances for FY 17 and the first quarter of FY 18 can be attributed to lower than anticipated vehicle purchases. More expenditures are projected for the remaining three quarters of FY 18 amidst an improving economic climate.

Surplus Property Services is working to strengthen its financial viability by leveraging the internet and technology-based applications to enhance sales, promotion and marketing of the surplus property program. This will enable more donees to benefit from the varied surplus property available to them at significantly reduced prices.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The decrease is due to less federal property being available for sale.

Item 2: The decrease in ratio is due to less desirable property available.

Item 3: The decrease is due to eligible donees pending renewal of their application (required every three years).

PART III - PROGRAM TARGET GROUPS

Item 1: The decrease is due to a lack of desirable items from the federal government.

Item 2: The increase is because more public agencies are finding what they need through the online screening process.

Item 3: The number of Minority Owned Small Businesses participating in the surplus program decreased significantly due to graduation of participants from the small business program.

PART IV - PROGRAM ACTIVITIES

Item 1 & 2: Less line items were received and, subsequently, less items were transferred to donees.

Item 3: The increase is due to an improved screening process.

Item 4: The increase is due to effectively using email to notify donees of available items.

Item 5: The increase is due to the effectiveness of the State Procurement Office's public auction.

VARIANCE REPORT

PROGRAM TITLE: AUTOMOTIVE MANAGEMENT

12/9/17

PROGRAM-ID:

PROGRAM STRUCTURE NO: 110310

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	38.00	- 2.00	5	40.00	38.00	- 2.00	5	40.00	40.00	+ 0.00	0
EXPENDITURES (\$1000's)	7,140	5,561	- 1,579	22	1,846	1,414	- 432	23	4,861	6,752	+ 1,891	39
TOTAL COSTS												
POSITIONS	40.00	38.00	- 2.00	5	40.00	38.00	- 2.00	5	40.00	40.00	+ 0.00	0
EXPENDITURES (\$1000's)	7,140	5,561	- 1,579	22	1,846	1,414	- 432	23	4,861	6,752	+ 1,891	39
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. MOTOR POOL VEHICLES-AVERAGE OPER COST PER VEHICLE	90	3750	+ 3660	4067	90	3750	+ 3660	4067				
2. PERCENTAGE UTILIZATION OF PARKING SPACES	105	81	- 24	23	105	81	- 24	23				

**VARIANCE REPORT NARRATIVE
FY 2017 AND FY 2018**

PROGRAM TITLE: AUTOMOTIVE MANAGEMENT

11 03 10

PART I - EXPENDITURES AND POSITIONS

(See Lowest Level Programs for Explanation of Variances)

PART II - MEASURES OF EFFECTIVENESS

No Measures Have Been Developed for this Program.

VARIANCE REPORT

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	12.50	- 0.50	4	13.00	12.50	- 0.50	4	13.00	13.00	+ 0.00	0
EXPENDITURES (\$1000's)	3,464	2,412	- 1,052	30	751	399	- 352	47	2,211	2,972	+ 761	34
TOTAL COSTS												
POSITIONS	13.00	12.50	- 0.50	4	13.00	12.50	- 0.50	4	13.00	13.00	+ 0.00	0
EXPENDITURES (\$1000's)	3,464	2,412	- 1,052	30	751	399	- 352	47	2,211	2,972	+ 761	34
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. MOTOR POOL VEHICLES-AVERAGE OPER COST PER VEHICLE	90	3750	+ 3660	4067	90	3750	+ 3660	4067				
2. PERCENTAGE OF REVENUES OVER EXPENDITURES	96	109	+ 13	14	96	109	+ 13	14				
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	2455	+ 475	24	1980	2455	+ 475	24				
2. OTHER NON-MOTOR POOL VEHICLE SERVICE REVENUES	185	206	+ 21	11	185	206	+ 21	11				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 10 01
AGS 251

PROGRAM TITLE: AUTOMOTIVE MANAGEMENT - MOTOR POOL

PART I - EXPENDITURES AND POSITIONS

For FY 17, the position variance is due to a vacant Automated Systems Equipment Technician (50%) and the variance in expenditures is due to expending \$660,398.00 of the allotted \$1.5 million to purchase vehicles.

For FY 18, the position variance is due to a vacant Automated Systems Equipment Technician (50%) position. The variance in expenditures will be spent during the remaining three quarters of the year.

PART II - MEASURES OF EFFECTIVENESS

Item 1: For both fiscal years, the variance is due to changing the measure to Average Operating Cost Per Vehicle Per Year instead of Average Operating Cost Per Mile. The planned amount will be changed during the budget process when updates can be made to the measures of effectiveness.

Item 2: For both fiscal years, the variances are due to underestimating the planned percentage of revenues over expenditures.

PART III - PROGRAM TARGET GROUPS

For both fiscal years, there are no variances in the program target group.

PART IV - PROGRAM ACTIVITIES

Item 1: For both fiscal years, the variances are due to underestimating the planned motor pool fleet rental revenues.

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

VARIANCE REPORT

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

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18			
	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	25.50	- 1.50	6	27.00	25.50	- 1.50	6	27.00	27.00	+ 0.00	0
EXPENDITURES (\$1000's)	3,676	3,149	- 527	14	1,095	1,015	- 80	7	2,650	3,780	+ 1,130	43
TOTAL COSTS												
POSITIONS	27.00	25.50	- 1.50	6	27.00	25.50	- 1.50	6	27.00	27.00	+ 0.00	0
EXPENDITURES (\$1000's)	3,676	3,149	- 527	14	1,095	1,015	- 80	7	2,650	3,780	+ 1,130	43
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18							
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%				
PART II: MEASURES OF EFFECTIVENESS												
1. PERCENTAGE UTILIZATION OF PARKING SPACES	105	81	- 24	23	105	81	- 24	23				
2. PERCENTAGE OF REVENUES OVER EXPENDITURES	121	119	- 2	2	121	119	- 2	2				
PART III: PROGRAM TARGET GROUP												
1. STATE OFFICIALS-EMPLOYEE & PUB CONDUCTG BUS W/STATE	8400	8550	+ 150	2	8400	8550	+ 150	2				
PART IV: PROGRAM ACTIVITY												
1. NO. OF SPACES FOR EMPLOYEES & PUBLIC	6175	7369	+ 1194	19	6175	7369	+ 1194	19				
2. NO. OF PARKING CITATIONS ISSUED (MONTHLY AVERAGE)	965	950	- 15	2	965	950	- 15	2				
3. EMPLOYEE PARKING & PUBLIC PARKING REVENUES	3000	3597	+ 597	20	3000	3597	+ 597	20				

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 10 02
AGS 252

PROGRAM TITLE: AUTOMOTIVE MANAGEMENT - PARKING CONTROL

PART I - EXPENDITURES AND POSITIONS

For both fiscal years, the position variances are due to a vacant Parking & Security Officer position and vacant Automated Systems Equipment Technician position (50%). The variance in expenditures will be spent during the remaining three quarters of the year.

PART II - MEASURES OF EFFECTIVENESS

Item 1: For both fiscal years, the variances are due to delaying the assignments of Lot A, Makai Garage; Lot N, Alii Place Garage; and Lot R, South Street Garage for State agencies to be assigned to the Kamamalu Building.

Item 2: For both fiscal years, the variances are due to overestimating the planned percentage of revenues over expenditures.

PART III - PROGRAM TARGET GROUPS

There are no significant variances in the program target group.

PART IV - PROGRAM ACTIVITIES

Item 1: For both fiscal years, the planned amount will be changed to the current number of spaces to 7,369.

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

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

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

12/9/17

	FISCAL YEAR 2016-17				THREE MONTHS ENDED 09-30-17				NINE MONTHS ENDING 06-30-18						
	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	33.00	-	3.00	8	36.00	33.00	-	3.00	8	36.00	36.00	+	0.00	0
EXPENDITURES (\$1000's)	3,732	2,798	-	934	25	667	592	-	75	11	2,612	2,742	+	130	5
TOTAL COSTS															
POSITIONS	36.00	33.00	-	3.00	8	36.00	33.00	-	3.00	8	36.00	36.00	+	0.00	0
EXPENDITURES (\$1000's)	3,732	2,798	-	934	25	667	592	-	75	11	2,612	2,742	+	130	5
	FISCAL YEAR 2016-17				FISCAL YEAR 2017-18										
	PLANNED	ACTUAL	± CHANGE	%	PLANNED	ESTIMATED	± CHANGE	%							
PART II: MEASURES OF EFFECTIVENESS															
1. % OF LATE (INTEREST) PAYMENTS TO TOTAL PAYMENTS	.13	.22	+	0.09	69	.13	.2	+	0.07	54					
2. % OF INVOICE PAYMNTS PROCESSED WITHIN 7 WORKING DAYS	95	98	+	3	3	95	98	+	3	3					
3. AV TIME FOR NON-COMPETITIVE RECRUITMENT ACTION	30	33	+	3	10	30	35	+	5	17					
4. AV TIME FOR DELEGATED CLASSIFICATION ACTION	5	7	+	2	40	5	14	+	9	180					
5. NO. OF NON-ROUTINE PERSONNEL CONSULTATIVE SVCS	240	235	-	5	2	240	240	+	0	0					
6. PERCENTAGE OF DATA PROCESSING REQUESTS COMPLETED	75	80	+	5	7	75	80	+	5	7					
7. % OF DP REQUESTS COMPLTD WHICH IMPROVED EFFICIENCY	65	70	+	5	8	65	70	+	5	8					
8. PERCENTAGE OF B&F REQUESTS SUBMITTED BY DUE DATE	100	100	+	0	0	100	100	+	0	0					
9. % OF LEGISLATIVE REQUESTS SUBMITTED BY DATE	100	100	+	0	0	100	100	+	0	0					
PART III: PROGRAM TARGET GROUP															
1. NO. OF DIVISIONS, DISTRICT OFFICES & ATTACHED AGEN	23	23	+	0	0	23	23	+	0	0					
2. TOTAL NUMBER OF EMPLOYEES (PERMANENT/TEMPORARY)	837	837	+	0	0	837	845	+	8	1					
3. TOTAL NO. OF PAYMENT TRANSACTIONS PROCESSED (000)	29	30	+	1	3	29	30	+	1	3					
4. NO. OF DEPARTMENTAL VACANCIES DURING THE YEAR	180	265	+	85	47	180	300	+	120	67					
5. TOTAL NO. OF DATA PROCESSING REQUESTS PROCESSED	375	400	+	25	7	375	400	+	25	7					
6. NO. OF COMPUTER APPLICATION PROGRAMS ADMINSTERED	3200	3300	+	100	3	3200	3300	+	100	3					
7. NO. OF REQUESTS FROM DEPT. OF BUDGET AND FINANCE	15	22	+	7	47	15	15	+	0	0					
8. TOTAL NUMBER OF LEGISLATIVE REQUESTS	40	44	+	4	10	40	40	+	0	0					
PART IV: PROGRAM ACTIVITY															
1. NO. OF EMPLOYEES PROVIDING ADMIN/TECH/CLERICAL SUP	32	32	+	0	0	32	32	+	0	0					
2. NUMBER OF PURCHASING CARDS OUTSTANDING	168	166	-	2	1	168	166	-	2	1					
3. NUMBER OF PAYROLL REGISTERS HANDLED	8	8	+	0	0	8	8	+	0	0					
4. NUMBER OF EPARS PROCESSED	1800	1915	+	115	6	1800	1800	+	0	0					
5. NUMBER OF NON-EPAR ACTIONS PROCESSED	4000	4068	+	68	2	4000	4000	+	0	0					
6. NO. OF REQUESTS FOR NON-COMPETITIVE RECRUITMENTS	80	113	+	33	41	80	100	+	20	25					
7. NO. OF REQUESTS FOR DELEGATED CLASSIFICATN ACTIONS	120	269	+	149	124	120	130	+	10	8					
8. NO. OF NEW COMPUTER APPLICATION SYSTEMS INSTALLED	1	1	+	0	0	1	1	+	0	0					
9. NO. OF ADMIN RULES & REORG REQUESTS REVIEWED	4	5	+	1	25	4	4	+	0	0					

VARIANCE REPORT NARRATIVE FY 2017 AND FY 2018

11 03 13
AGS 901

PROGRAM TITLE: GENERAL ADMINISTRATIVE SERVICES

PART I - EXPENDITURES AND POSITIONS

The decrease in the number of positions for FY 17 and the first three months ended September 30, 2017, are not significant.

The decrease in the expenditure for FY 17 is primarily due to funding restrictions and vacancy savings. The variance in expenditures for the three months ended September 30, 2017, is primarily due to vacancy savings, and the variance for the remaining nine months ending June 30, 2017, is not significant.

PART II - MEASURES OF EFFECTIVENESS

Item 1: The variance in FY 17 and FY 18 percentage of late (interest) payments to total payments is due to delays in processing of payments.

Item 3: The variance in FY 17 and FY 18 is due to the increased workload in other program activity areas.

Item 4: The variance in FY 17 and FY 18 was due to more classification action requests received from programs.

PART III - PROGRAM TARGET GROUPS

Item 4: The variance is primarily due to the change in count methodology and increase in exempt position turnover.

Item 7: The variance in FY 17 is due to an increase in the number of requests from the Department of Budget and Finance.

Item 8: The variance in FY 17 is due to an increase in the number of requests received from the Legislature.

PART IV - PROGRAM ACTIVITIES

Item 6: The number increased due to the increase in position vacancies.

Item 7: The number increased because of an increase in position vacancies and change in funding actions for the Public Works Division.

Item 9: Additional reorganization requests reviewed.