

DAVID Y. IGE
GOVERNOR



CRAIG K. HIRAI
DIRECTOR

ROBERT YU
DEPUTY DIRECTOR

EMPLOYEES' RETIREMENT SYSTEM
HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND
OFFICE OF THE PUBLIC DEFENDER

STATE OF HAWAII
DEPARTMENT OF BUDGET AND FINANCE
P.O. BOX 150
HONOLULU, HAWAII 96810-0150

ADMINISTRATIVE AND RESEARCH OFFICE
BUDGET, PROGRAM PLANNING AND
MANAGEMENT DIVISION
FINANCIAL ADMINISTRATION DIVISION
OFFICE OF FEDERAL AWARDS MANAGEMENT (OFAM)

May 22, 2020

FINANCE MEMORANDUM

MEMO NO. 20-12

TO: All Department Heads

FROM: Craig K. Hirai /s/
Director of Finance

SUBJECT: Impact of House Bill No. 2200, H.D. 1, S.D. 1, Relating to the State Budget

The Department of Budget and Finance (B&F) requests your assistance in reviewing of House Bill (H.B.) No. 2200, H.D. 1, S.D. 1, Relating to the State Budget. This bill makes significant reductions to both position counts and funding for FY 20 and FY 21; thus, it is critical that we determine the potential adverse impact on vital State services.

The legislative worksheets for H.B. No. 2200, H.D. 1, S.D. 1, will be necessary to clearly digest the impact of this bill. Once the legislative worksheets are released, possibly later next week, use the worksheets to complete the attached spreadsheet to identify, by program ID and organization code, funding reductions made for: 1) positions; 2) other personal services; and 3) other current expenses.

The following guidelines should be used to complete the spreadsheet:

1. Use negative numbers for all reductions.
2. List each position individually by position number and indicate if the position is filled or vacant. A position filled with an 89-day hire shall be considered vacant but "89-day hire" may be noted in your comments.
3. Indicate the impact of a reduction in the comments/impact column.
4. Indicate if a reduction had been an amount that had been set aside to meet Executive restrictions in the comments/impact column. If so, indicate the impact of this reduction and if the program can function under the reduced budget with the imposed restrictions.

5. Add significant FY 21 funding requirements that were omitted and explain the program impact if not funded.

The electronic file of the completed spreadsheet should be emailed to B&F at dbf.bppm.hi@hawaii.gov and your B&F analyst from your department's designated email account within a week of the release of the legislative worksheets. Your B&F analyst will email the electronic file of the spreadsheet to your staff and will inform them of the specific due date.

Your input is critical to discern the statewide impact of the proposed reductions expeditiously. As such, your prompt attention to this matter is appreciated.

Attachment

HB 2200, HD1, SD1 (2020 Legislature) Impact of Reductions/Omissions

Department of _____

Prgm ID	Org Code	Position Title / Item Description	Position No.	Filled / Vacant	MOF	FY20			FY21			Comments / Impact
						Perm FTE	Temp FTE	Amount	Perm FTE	Temp FTE	Amount	
						-	-	-	-	-	-	
					by MOF:							
					A	-	-	-	-	-	-	
					B	-	-	-	-	-	-	
					N	-	-	-	-	-	-	
					P	-	-	-	-	-	-	
					R	-	-	-	-	-	-	
					S	-	-	-	-	-	-	
					T	-	-	-	-	-	-	
					U	-	-	-	-	-	-	
					W	-	-	-	-	-	-	
					X	-	-	-	-	-	-	
						-	-	-	-	-	-	