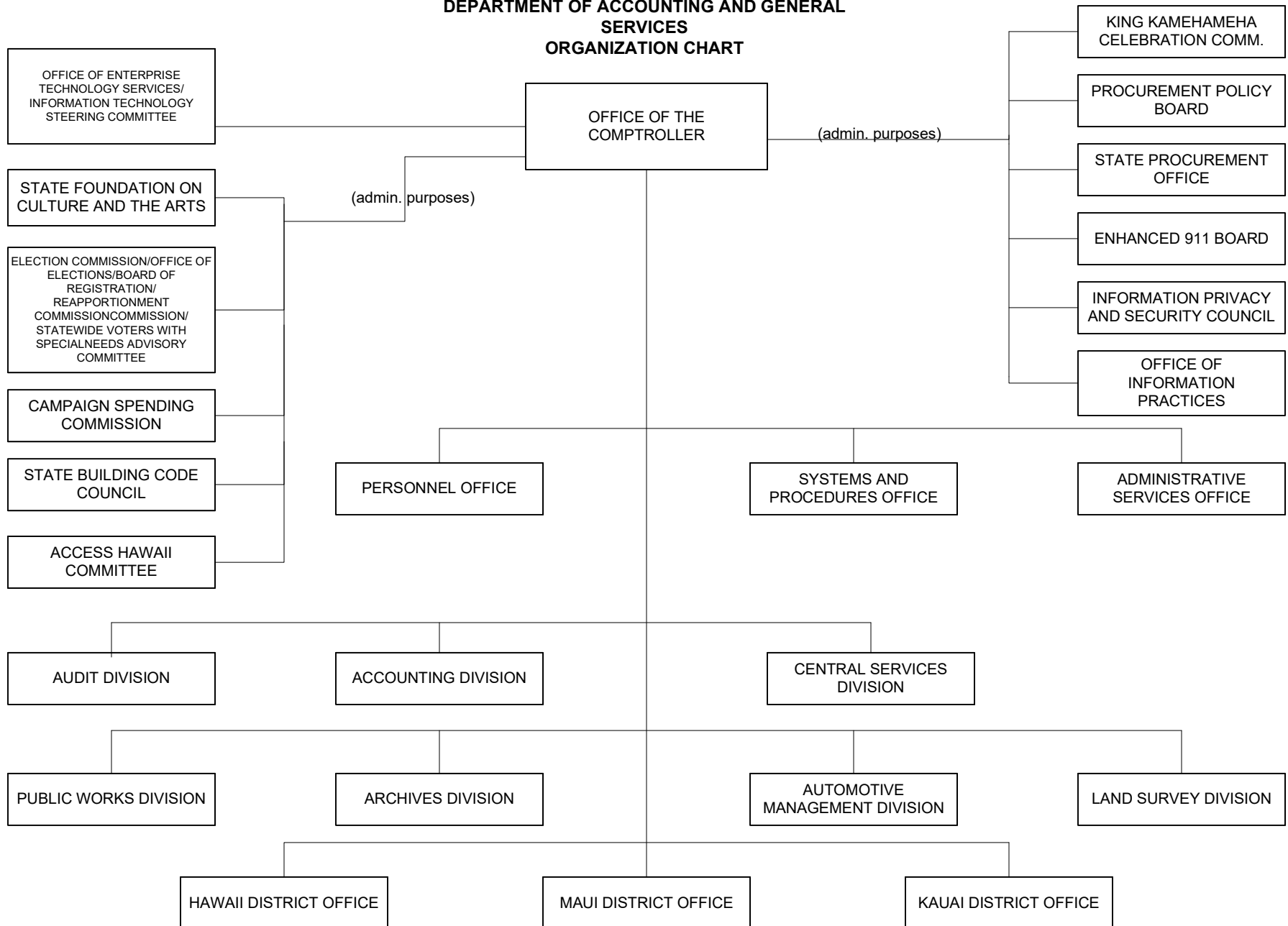




Department of Accounting and General Services

**STATE OF HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL
SERVICES
ORGANIZATION CHART**



DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES

Department Summary

Mission Statement

To attain maximum value for the state taxpayers in providing physical, financial, and technical infrastructure support for state departments and agencies so they may accomplish their missions.

Department Goals

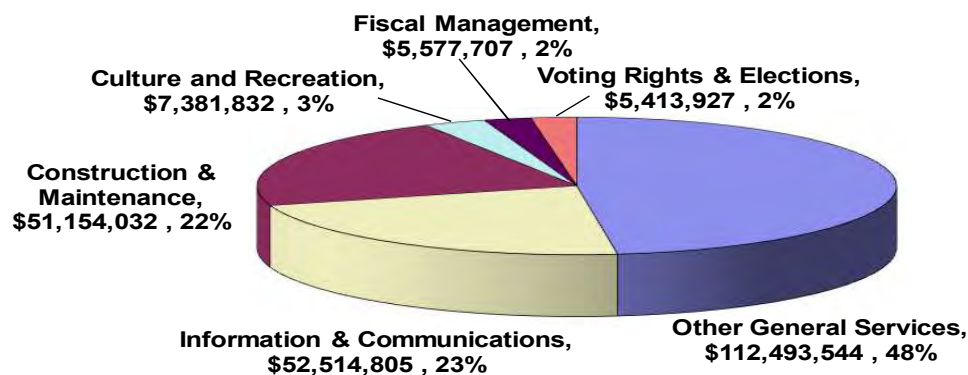
To strive for quality and consistency in the delivery of essential support services to other state departments and agencies. The department's activities reflect a continuing commitment towards cost efficiency, productivity, relevancy and timeliness of services.

Significant Measures of Effectiveness

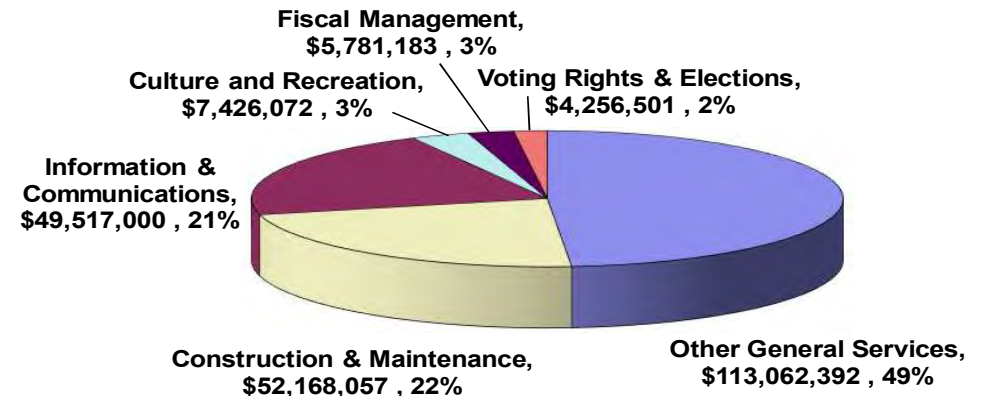
	<u>FY 2024</u>	<u>FY 2025</u>
1. Average in-house time to process payments to vendors (days)	5	5
2. Percentage of mainframe production jobs run on schedule	99	99
3. Average cost of change orders as a percentage of average actual construction cost	3	3

FB 2023-2025 Operating Budget by Major Program Area

FY 2024



FY 2025



DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES

MAJOR FUNCTIONS

- Maintains the State's accounting systems; records the State's financial transactions; verifies expenditures before payments; audits fiscal records of State agencies; and preparation of the State's Annual Comprehensive Financial Report.
- Coordinates and directs engineering, architectural, office leasing, and centralized services that include public building and school repair and maintenance (neighbor islands), custodial services, and grounds maintenance.
- Develops, implements, and manages statewide information technology governance, State information technology strategic plans, and technology standards.
- Administers the statewide information processing and telecommunication services and programs.
- Performs land survey work for government agencies.
- Preserves government records and historical material.
- Administers the State's risk management activities.
- Manages the State's motor pool and parking activities.
- Coordinates procurement activities under Chapter 103D and 103F, HRS.
- Guides and promotes culture, the arts, history and humanities.
- Directs the statewide elections systems; ensures full disclosure of campaign contributions and expenditures.
- Provides legal guidance and assistance on the open records law (HRS Chapter 92F (UIPA)), and the open meetings law (Part 1 of HRS Chapter 92 (Sunshine Law)) and encourages government agencies to post open data online.

MAJOR PROGRAM AREAS

The Department of Accounting and General Services has programs in the following major program areas:

Formal Education

AGS 807 School Repair & Maintenance,
Neighbor Island Districts

Culture and Recreation

AGS 881 State Foundation on Culture
& the Arts

Individual Rights

AGS 105 Enforcement of Information
Practices

Government-Wide Support

AGS 101 Accounting Sys Dev & Maintenance
AGS 102 Expenditure Examination
AGS 103 Recording and Reporting
AGS 104 Internal Post Audit
AGS 111 Archives – Records
Management
AGS 131 Enterprise Technology Services

AGS 203 State Risk Management and
Insurance Administration

AGS 211 Land Survey
AGS 221 Public Works – Planning,
Design, & Construction

AGS 223 Office Leasing
AGS 231 Central Services – Custodial
Services

AGS 232 Central Services – Grounds
Maintenance

AGS 233 Central Services - Building
Repairs and Alterations

AGS 240 State Procurement

AGS 244 Surplus Property Management

AGS 251 Automotive Management – Motor
Pool

AGS 252 Automotive Management –
Parking Control

AGS 871 Campaign Spending Commission

AGS 879 Office of Elections

AGS 891 Enhanced 911 Board

AGS 901 General Administrative Services

Department of Accounting and General Services
(Operating Budget)

		Budget Base FY 2024	Budget Base FY 2025	FY 2024	FY 2025
Funding Sources:	Perm Positions	639.50	639.50	664.50	664.50
	Temp Positions	27.05	27.05	28.05	28.05
General Funds	\$	115,141,568	117,036,919	140,331,067	137,647,726
	Perm Positions	31.00	31.00	32.00	32.00
	Temp Positions	4.00	4.00	3.00	3.00
Special Funds	\$	17,765,632	17,849,850	19,752,774	19,836,992
	Perm Positions	5.00	5.00	5.00	5.00
	Temp Positions	1.00	1.00	1.00	1.00
Federal Funds	\$	1,910,720	1,910,720	904,994	904,994
	Perm Positions	-	-	-	-
	Temp Positions	1.00	1.00	1.00	1.00
Trust Funds	\$	413,907	413,907	1,113,907	1,113,907
	Perm Positions	43.00	43.00	43.00	43.00
	Temp Positions	-	-	-	-
Interdepartmental Transfers	\$	15,942,955	15,977,232	15,942,955	15,977,232
	Perm Positions	50.00	50.00	50.00	50.00
	Temp Positions	-	-	-	-
Revolving Funds	\$	38,610,150	38,777,354	56,490,150	56,730,354
		768.50	768.50	794.50	794.50
		33.05	33.05	33.05	33.05
Total Requirements		189,784,932	191,965,982	234,535,847	232,211,205

Major Adjustments in the Executive Budget Request: (general funds unless noted)

1. Adds \$17,000,000 in general funds and same amount in revolving funds in FY 24 and FY 25 for insurance cost increases to cover recurring annual costs.
2. Adds \$1,500,000 in FY 24 for Enterprise Technology Services (ETS) lump sum for computer "hardware refresh" (replacement) needs.
3. Adds \$1,200,000 in FY 24 for Office of Elections' voting system contract and State matching funds.
4. Adds 13.00 permanent positions in FY 24 and FY 25, and \$1,044,400 in FY 24 and \$1,040,400 in FY 25 for ETS special project needs.
5. Adds 7.00 permanent positions in FY 24 and FY 25, and \$907,190 in FY 24 and \$994,772 in FY 25 in the Accounting System Development and Maintenance program for the Enterprise Financial System project.
6. Adds \$1,695,000 in FY 24 and \$878,000 in FY 25 for Microsoft Office 365 increased costs.
7. Adds \$1,000,000 in FY 24 and FY 25 for increased electricity costs for DAGS managed State buildings on Oahu.
8. Adds \$1,231,226 in FY 24 and \$1,240,800 in FY 25 in total in various programs for full year funding of new positions added in FY 23.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO:
PROGRAM TITLE:

DEPT OF ACCOUNTING AND GENERAL SERVICES

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
CURRENT LEASE PAYMENTS								
OTHER CURRENT EXPENSES	3,218,278	4,587,112	4,587,112	4,587,112	4,587	4,587	4,587	4,587
TOTAL CURRENT LEASE PAYMENTS COST	3,218,278	4,587,112	4,587,112	4,587,112	4,587	4,587	4,587	4,587
BY MEANS OF FINANCING								
GENERAL FUND	3,218,278	2,486,812	2,486,812	2,486,812	2,487	2,487	2,487	2,487
INTERDEPARTMENTAL TRANSFERS		2,100,300	2,100,300	2,100,300	2,100	2,100	2,100	2,100
OPERATING COST	755.00*	768.50*	794.50*	794.50*	794.5*	794.5*	794.5*	794.5*
	37.05**	33.05**	33.05**	33.05**	33.1**	33.1**	32.1**	32.1**
PERSONAL SERVICES	48,565,294	58,964,032	66,216,552	68,787,150	68,787	68,787	68,661	68,661
OTHER CURRENT EXPENSES	104,988,891	180,745,859	158,567,156	155,315,987	155,794	154,494	155,369	154,369
EQUIPMENT	636,064	1,651,056	2,748,106	1,166,556	1,166	1,166	1,166	1,166
MOTOR VEHICLES	237,902	2,354,400	2,416,921	2,354,400	2,354	2,354	2,354	2,354
TOTAL OPERATING COST	154,428,151	243,715,347	229,948,735	227,624,093	228,101	226,801	227,550	226,550
BY MEANS OF FINANCING								
	595.50*	639.50*	664.50*	664.50*	664.5*	664.5*	664.5*	664.5*
	30.05**	27.05**	28.05**	28.05**	28.1**	28.1**	27.1**	27.1**
GENERAL FUND	93,586,810	153,040,439	137,844,255	135,160,914	135,641	134,341	135,090	134,090
	63.50*	31.00*	32.00*	32.00*	32.0*	32.0*	32.0*	32.0*
	5.00**	4.00**	3.00**	3.00**	3.0**	3.0**	3.0**	3.0**
SPECIAL FUND	17,026,213	17,677,852	19,752,774	19,836,992	19,835	19,835	19,835	19,835
	5.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
FEDERAL FUNDS	776,566	1,910,720	904,994	904,994	904	904	904	904
	*	*	*	*	*	*	*	*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
TRUST FUNDS	4,774	1,113,907	1,113,907	1,113,907	1,114	1,114	1,114	1,114
	42.00*	43.00*	43.00*	43.00*	43.0*	43.0*	43.0*	43.0*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS	9,613,048	13,785,565	13,842,655	13,876,932	13,877	13,877	13,877	13,877
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
A R P FUNDS	3,732,701	844,000						

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO:
PROGRAM TITLE:

DEPT OF ACCOUNTING AND GENERAL SERVICES

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
	49.00*	50.00*	50.00*	50.00*	50.0*	50.0*	50.0*	50.0*
	**	**	**	**	**	**	**	**
REVOLVING FUND	29,688,039	55,342,864	56,490,150	56,730,354	56,730	56,730	56,730	56,730
CAPITAL IMPROVEMENT COSTS								
PLANS	1,004,000	503,000	2,000	1,000	1,003	1,903	2,002	2
LAND ACQUISITION	2,000		1,000	1,000	3	3	2	2
DESIGN	3,462,000	1,297,000	1,497,000	101,000	3,394	2,892	1,494	947
CONSTRUCTION	26,878,000	10,225,000	17,349,000	31,094,000	33,296	28,797	13,500	9,897
EQUIPMENT	4,000	3,000	2,000	2,000	2,004	4	2	2
TOTAL CAPITAL EXPENDITURES	31,350,000	12,028,000	18,851,000	31,199,000	39,700	33,599	17,000	10,850
BY MEANS OF FINANCING								
GENERAL FUND		500,000	15,000,000	15,000,000				
G.O. BONDS	31,350,000	11,528,000	3,351,000	15,699,000	39,700	33,599	17,000	10,850
PRIVATE CONTRIBUTIONS			500,000	500,000				
TOTAL PERM POSITIONS	755.00*	768.50*	794.50*	794.50*	794.5*	794.5*	794.5*	794.5*
TOTAL TEMP POSITIONS	37.05**	33.05**	33.05**	33.05**	33.1**	33.1**	32.1**	32.1**
TOTAL PROGRAM COST	188,996,429	260,330,459	253,386,847	263,410,205	272,388	264,987	249,137	241,987

Department of Accounting and General Services
(Capital Improvements Budget)

	<u>FY 2024</u>	<u>FY 2025</u>
Funding Sources:		
General Fund	15,000,000	15,000,000
General Obligation Bonds	42,300,000	-
Total Requirements	<u><u>57,300,000</u></u>	<u><u>15,000,000</u></u>

Highlights of the Executive CIP Budget Request: (general obligation bonds unless noted)

1. Adds \$33,500,000 in FY 24 for State Capitol Building, Rehabilitation of Chambers Level Waterproofing System, O'ahu.
2. Adds \$15,000.000 in general funds in FY 24 and FY 25 for Lump Sum Maintenance of Existing Facilities, Public Works Division, Statewide.
3. Adds \$4,700,000 in FY 24 for Washington Place, Health and Safety and Queen's Gallery Renovation, O'ahu.
4. Adds \$3,400,000 in FY 24 for Kekauluohi Halon System Replacement, O'ahu, and adds \$700,000 in FY 24 for Kekauluohi Backup Generator, O'ahu. Kekauluohi Building houses State Archives.

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

AGS
DEPT OF ACCOUNTING AND GENERAL SERVICES

REQUIRED CAPITAL APPROPRIATIONS - BY CAPITAL PROJECT

IN THOUSANDS OF DOLLARS

REPORT B78
13 of 13

PROJECT NUMBER	PRIORITY NUMBER	SCOPE	PROJECT TITLE		BUDGET PERIOD								SUCCEED YEARS
		COST ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	
		PLANS	202,870	200,854	1,004	1,003	2	1	1	1	1	1	2
		LAND ACQUISITION	12,487	12,477	2		1	1	1	1	1	1	2
		DESIGN	122,897	108,658	3,712	1,096	1,548	1	1,597	1,597	997	497	3,194
		CONSTRUCTION	1,124,153	938,912	32,878	9,023	55,744	14,996	13,400	13,400	11,000	8,000	26,800
		EQUIPMENT	49,122	49,103	4	3	5	1	1	1	1	1	2
		TOTAL	1,511,529	1,310,004	37,600	11,125	57,300	15,000	15,000	15,000	12,000	8,500	30,000
		GENERAL FUND	44,456	14,456			15,000	15,000					
		SPECIAL FUND	21,755	21,755									
		G.O. BONDS	1,411,409	1,240,884	37,600	10,125	42,300		15,000	15,000	12,000	8,500	30,000
		REVENUE BONDS	12,000	12,000									
		PRIVATE CONTRIBUTIONS	7,661	6,661		1,000							
		REVOLVING FUND	14,248	14,248									



Operating Budget Details

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO: 07
PROGRAM TITLE: FORMAL EDUCATION

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	83.00*	84.00*	84.00*	84.00*	84.0*	84.0*	84.0*	84.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	4,734,760	5,866,589	6,320,113	6,575,101	6,576	6,576	6,576	6,576
OTHER CURRENT EXPENSES	1,396,562	1,836,626	1,836,626	1,836,626	1,837	1,837	1,837	1,837
EQUIPMENT	14,985	54,800	54,800	54,800	54	54	54	54
TOTAL OPERATING COST	6,146,307	7,758,015	8,211,539	8,466,527	8,467	8,467	8,467	8,467
BY MEANS OF FINANCING	76.00*	75.00*	75.00*	75.00*	75.0*	75.0*	75.0*	75.0*
	**	**	**	**	**	**	**	**
GENERAL FUND	4,785,820	5,755,493	6,153,646	6,375,468	6,375	6,375	6,375	6,375
	7.00*	9.00*	9.00*	9.00*	9.0*	9.0*	9.0*	9.0*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS	1,360,487	2,002,522	2,057,893	2,091,059	2,092	2,092	2,092	2,092
TOTAL PERM POSITIONS	83.00*	84.00*	84.00*	84.00*	84.0*	84.0*	84.0*	84.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	6,146,307	7,758,015	8,211,539	8,466,527	8,467	8,467	8,467	8,467

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO: **0701**
PROGRAM TITLE: **LOWER EDUCATION**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	83.00*	84.00*	84.00*	84.00*	84.0*	84.0*	84.0*	84.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	4,734,760	5,866,589	6,320,113	6,575,101	6,576	6,576	6,576	6,576
OTHER CURRENT EXPENSES	1,396,562	1,836,626	1,836,626	1,836,626	1,837	1,837	1,837	1,837
EQUIPMENT	14,985	54,800	54,800	54,800	54	54	54	54
TOTAL OPERATING COST	6,146,307	7,758,015	8,211,539	8,466,527	8,467	8,467	8,467	8,467
BY MEANS OF FINANCING	76.00*	75.00*	75.00*	75.00*	75.0*	75.0*	75.0*	75.0*
	**	**	**	**	**	**	**	**
GENERAL FUND	4,785,820	5,755,493	6,153,646	6,375,468	6,375	6,375	6,375	6,375
	7.00*	9.00*	9.00*	9.00*	9.0*	9.0*	9.0*	9.0*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS	1,360,487	2,002,522	2,057,893	2,091,059	2,092	2,092	2,092	2,092
TOTAL PERM POSITIONS	83.00*	84.00*	84.00*	84.00*	84.0*	84.0*	84.0*	84.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	6,146,307	7,758,015	8,211,539	8,466,527	8,467	8,467	8,467	8,467

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO:
PROGRAM TITLE:

AGS807
070102
SCHOOL R&M, NEIGHBOR ISLAND DISTRICTS

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	83.00*	84.00*	84.00*	84.00*	84.0*	84.0*	84.0*	84.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	4,734,760	5,866,589	6,320,113	6,575,101	6,576	6,576	6,576	6,576
OTHER CURRENT EXPENSES	1,396,562	1,836,626	1,836,626	1,836,626	1,837	1,837	1,837	1,837
EQUIPMENT	14,985	54,800	54,800	54,800	54	54	54	54
TOTAL OPERATING COST	6,146,307	7,758,015	8,211,539	8,466,527	8,467	8,467	8,467	8,467
BY MEANS OF FINANCING	76.00*	75.00*	75.00*	75.00*	75.0*	75.0*	75.0*	75.0*
	**	**	**	**	**	**	**	**
GENERAL FUND	4,785,820	5,755,493	6,153,646	6,375,468	6,375	6,375	6,375	6,375
	7.00*	9.00*	9.00*	9.00*	9.0*	9.0*	9.0*	9.0*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS	1,360,487	2,002,522	2,057,893	2,091,059	2,092	2,092	2,092	2,092
TOTAL PERM POSITIONS	83.00*	84.00*	84.00*	84.00*	84.0*	84.0*	84.0*	84.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	6,146,307	7,758,015	8,211,539	8,466,527	8,467	8,467	8,467	8,467

PROGRAM ID: **AGS807**
 PROGRAM STRUCTURE: **070102**
 PROGRAM TITLE: **SCHOOL REPAIR AND MAINTENANCE, NEIGHBOR ISLAND DISTRICTS**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. % OF OUTSTDG WO VS 3 WKS OF INCOM WO-TARGET<100	100	100	100	100	100	100	100	100
2. % EMERGENCY WO RESPONSE W/IN 2 HRS-TARGET>90	90	90	90	90	90	90	90	90
3. % TROUBLE CALLS WO RESPSE W/IN 48 HRS-TARGET>90	90	90	90	90	90	90	90	90
4. % REG WK ORDRS LESS THAN 4 MOS OLD-TARGET, >90	90	90	90	90	90	90	90	90
PROGRAM TARGET GROUPS								
1. TOTAL NUMBER OF SCHOOL BUILDINGS	1764	1764	1764	1764	1764	1764	1764	1764
2. TOTAL NUMBER OF SCHOOL SITES	93	93	93	93	93	93	93	93
PROGRAM ACTIVITIES								
1. TOTAL NUMBER OF REGULAR WORK ORDERS RECEIVED	12500	12500	12500	12500	12500	12500	12500	12500
2. TOTAL NUMBER OF EMERGENCY WORK ORDERS RECEIVED	500	500	500	500	500	500	500	500
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUE FROM OTHER AGENCIES: ALL OTHER	1,361	1,514	1,514	1,514	1,514	1,514	1,514	1,514
TOTAL PROGRAM REVENUES	1,361	1,514	1,514	1,514	1,514	1,514	1,514	1,514
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
ALL OTHER FUNDS	1,361	1,514	1,514	1,514	1,514	1,514	1,514	1,514
TOTAL PROGRAM REVENUES	1,361	1,514	1,514	1,514	1,514	1,514	1,514	1,514

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS807: SCHOOL R&M, NEIGHBOR ISLAND DISTRICTS

07 01 02

A. Statement of Program Objectives

To maintain public school facilities in a safe and highly usable condition by providing repair and maintenance (R&M) service.

The program will strive to provide timely, responsive, quality, cost effective, and innovative R&M services to public schools on the islands of Hawaii, Kauai, Maui, Molokai, and Lanai.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 807):

OPERATING BUDGET:

Adds \$33,558 in FY 24 and \$35,238 in FY 25 for full-year funding for one new FY 23 plumber position per Act 248, SLH 2022.

C. Description of Activities Performed

The program is responsible for providing a safe and conducive learning environment for the public schools on the islands of Hawaii, Kauai, Maui, Molokai, and Lanai by providing administrative, technical and trade-related services to the Department of Education (DOE).

D. Statement of Key Policies Pursued

The program will strive to meet the four Service Level Agreement (between the Department of Accounting and General Services (DAGS) and the DOE) indicators.

E. Identification of Important Program Relationships

The effectiveness of this program is dependent upon a sustained and mutually cooperative relationship between the DOE and DAGS.

F. Description of Major External Trends Affecting the Program

Due to the enactment of Act 51, SLH 2004, funding for staff and service maintenance contracts was transferred to the DOE. The current state of the economy requires adjustments to the expenditures to remain fiscally viable.

G. Discussion of Cost, Effectiveness, and Program Size Data

Costs are controlled through price lists and competitive pricing as much as practicable. The use of internal staff in lieu of private contractors helps to minimize repair costs. The program is measured by the number of school facilities serviced and the number of work orders completed.

H. Discussion of Program Revenues

Not applicable.

I. Summary of Analysis Performed

None.

J. Further Considerations

None.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO: 08
PROGRAM TITLE: CULTURE AND RECREATION

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	54.50*	22.00*	23.00*	23.00*	23.0*	23.0*	23.0*	23.0*
	3.00**	2.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
PERSONAL SERVICES	5,394,272	1,897,898	1,993,066	2,037,306	2,037	2,037	2,037	2,037
OTHER CURRENT EXPENSES	8,160,982	26,335,492	5,385,766	5,385,766	5,386	5,386	5,386	5,386
EQUIPMENT	32,239	3,000	3,000	3,000	3	3	3	3
MOTOR VEHICLES	66,800							
TOTAL OPERATING COST	13,654,293	28,236,390	7,381,832	7,426,072	7,426	7,426	7,426	7,426
BY MEANS OF FINANCING								
	1.50*	1.50*	1.50*	1.50*	1.5*	1.5*	1.5*	1.5*
	**	**	**	**	**	**	**	**
GENERAL FUND	779,686	20,325,454	830,534	833,356	834	834	834	834
	48.50*	16.00*	17.00*	17.00*	17.0*	17.0*	17.0*	17.0*
	2.00**	1.00**	**	**	**	**	**	**
SPECIAL FUND	8,500,317	5,585,735	5,675,823	5,717,241	5,717	5,717	5,717	5,717
	4.50*	4.50*	4.50*	4.50*	4.5*	4.5*	4.5*	4.5*
	**	**	**	**	**	**	**	**
FEDERAL FUNDS	728,290	1,555,026	805,300	805,300	805	805	805	805
	*	*	*	*	*	*	*	*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
TRUST FUNDS	*	70,175	70,175	70,175	70	70	70	70
	**	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
A R P FUNDS	3,646,000	700,000						
TOTAL PERM POSITIONS	54.50*	22.00*	23.00*	23.00*	23.0*	23.0*	23.0*	23.0*
TOTAL TEMP POSITIONS	3.00**	2.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
TOTAL PROGRAM COST	13,654,293	28,236,390	7,381,832	7,426,072	7,426	7,426	7,426	7,426

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO: **0801**
PROGRAM TITLE: **CULTURAL ACTIVITIES**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	22.00*	22.00*	23.00*	23.00*	23.0*	23.0*	23.0*	23.0*
	2.00**	2.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
PERSONAL SERVICES	1,868,371	1,897,898	1,993,066	2,037,306	2,037	2,037	2,037	2,037
OTHER CURRENT EXPENSES	6,463,425	26,335,492	5,385,766	5,385,766	5,386	5,386	5,386	5,386
EQUIPMENT	26,808	3,000	3,000	3,000	3	3	3	3
MOTOR VEHICLES	66,800							
TOTAL OPERATING COST	8,425,404	28,236,390	7,381,832	7,426,072	7,426	7,426	7,426	7,426
BY MEANS OF FINANCING								
	1.50*	1.50*	1.50*	1.50*	1.5*	1.5*	1.5*	1.5*
	**	**	**	**	**	**	**	**
GENERAL FUND	779,686	20,325,454	830,534	833,356	834	834	834	834
	16.00*	16.00*	17.00*	17.00*	17.0*	17.0*	17.0*	17.0*
	1.00**	1.00**	**	**	**	**	**	**
SPECIAL FUND	5,571,428	5,585,735	5,675,823	5,717,241	5,717	5,717	5,717	5,717
	4.50*	4.50*	4.50*	4.50*	4.5*	4.5*	4.5*	4.5*
	**	**	**	**	**	**	**	**
FEDERAL FUNDS	728,290	1,555,026	805,300	805,300	805	805	805	805
	*	*	*	*	*	*	*	*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
TRUST FUNDS	*	70,175	70,175	70,175	70	70	70	70
	**	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
A R P FUNDS	1,346,000	700,000						
TOTAL PERM POSITIONS	22.00*	22.00*	23.00*	23.00*	23.0*	23.0*	23.0*	23.0*
TOTAL TEMP POSITIONS	2.00**	2.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
TOTAL PROGRAM COST	8,425,404	28,236,390	7,381,832	7,426,072	7,426	7,426	7,426	7,426

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO:
PROGRAM TITLE:

AGS881
080103
STATE FDN. ON CULT. & ARTS INCL. KKC COMM.

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	22.00*	22.00*	23.00*	23.00*	23.0*	23.0*	23.0*	23.0*
	2.00**	2.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
PERSONAL SERVICES	1,868,371	1,897,898	1,993,066	2,037,306	2,037	2,037	2,037	2,037
OTHER CURRENT EXPENSES	6,463,425	26,335,492	5,385,766	5,385,766	5,386	5,386	5,386	5,386
EQUIPMENT	26,808	3,000	3,000	3,000	3	3	3	3
MOTOR VEHICLES	66,800							
TOTAL OPERATING COST	8,425,404	28,236,390	7,381,832	7,426,072	7,426	7,426	7,426	7,426
BY MEANS OF FINANCING								
	1.50*	1.50*	1.50*	1.50*	1.5*	1.5*	1.5*	1.5*
	**	**	**	**	**	**	**	**
GENERAL FUND	779,686	20,325,454	830,534	833,356	834	834	834	834
	16.00*	16.00*	17.00*	17.00*	17.0*	17.0*	17.0*	17.0*
	1.00**	1.00**	**	**	**	**	**	**
SPECIAL FUND	5,571,428	5,585,735	5,675,823	5,717,241	5,717	5,717	5,717	5,717
	4.50*	4.50*	4.50*	4.50*	4.5*	4.5*	4.5*	4.5*
	**	**	**	**	**	**	**	**
FEDERAL FUNDS	728,290	1,555,026	805,300	805,300	805	805	805	805
	*	*	*	*	*	*	*	*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
TRUST FUNDS	*	70,175	70,175	70,175	70	70	70	70
	**	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
A R P FUNDS	1,346,000	700,000						
TOTAL PERM POSITIONS	22.00*	22.00*	23.00*	23.00*	23.0*	23.0*	23.0*	23.0*
TOTAL TEMP POSITIONS	2.00**	2.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
TOTAL PROGRAM COST	8,425,404	28,236,390	7,381,832	7,426,072	7,426	7,426	7,426	7,426

PROGRAM ID: **AGS881**
 PROGRAM STRUCTURE: **080103**
 PROGRAM TITLE: **STATE FOUNDATION ON CULT. & THE ARTS INCL. KKC COMMISSION**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. NUMBER OF GRANTS AWARDED	195	197	199	201	203	206	209	212
2. NO. PERSONS IMPACTED BY SFCA BIENNIUM GRANTS PROGR	400000	400000	400000	400000	400000	400000	400000	400000
3. NUMBER OF PROJ BENEFIT NI, RUR & UNSRV RES	96	98	100	102	104	106	108	110
4. NUMBER OF VISITORS TO HAWAII STATE ART MUSEUM	36188	37635	39140	40705	42333	44026	45726	47726
5. NO. OF WORKS OF ART ON DISPLAY	4554	4556	4558	4560	4562	4564	4566	4568
6. NO. OF STUDENTS IMPACTED	106400	110000	114400	118976	123735	128684	133684	138684
7. % OF CELEB EVTS OV 75% NATIVE HAWN CULT-GOAL 100%	100	100	100	100	100	100	100	100
8. % OF AT LST 1 EVENT ON EA MAJOR HAWN ISL-GOAL 100%	100	100	100	100	100	100	100	100
PROGRAM TARGET GROUPS								
1. RESIDENTS OF HAWAII AND VISITORS (THOUSANDS)	1478	1537	1598	1661	1727	1796	1849	1904
2. RUR & UNSRV POP OF HAWAII (THOUSANDS)	478	497	516	536	557	579	600	622
3. SCHOOL POPULATION OF HAWAII (THOUSANDS)	254	264	274	284	294	304	314	324
4. CULTURAL AND ARTS ORGANIZATIONS	300	300	300	300	300	300	300	300
5. INDIVIDUAL ARTISTS (HUNDREDS)	150	160	170	180	190	200	210	220
6. STATE FACILITY USERS (THOUSANDS)	65000	65000	65000	65000	65000	65000	65000	65000
PROGRAM ACTIVITIES								
1. ARTS IN EDUCATION (NO. OF PROJECTS FUNDED)	119	121	123	125	127	130	133	136
2. COMMUNITY ARTS (NO. OF PROJECTS FUNDED)	5	7	9	11	13	15	17	19
3. FOLK & TRADITIONAL ARTS (NO. OF PROJECTS FUNDED)	8	10	12	14	16	18	20	22
4. ART IN PUBLIC PLACES (NO. OF NEW ARTWORKS ACQ)	68	71	74	77	80	83	86	89
5. HAWAII STATE ART MUSEUM (NO. OF SCHOOLS SERVED)	18	20	22	24	26	28	30	32
6. ARTS RESIDENCIES (NO. OF SCHOOLS SERVED)	112	112	112	112	112	112	112	112
7. BIENNIUM GRANTS	35	35	35	35	35	35	35	35
8. NUMBER OF KING KAMEHAMEHA I DAY CEREMONIES	3	3	3	3	3	3	3	3
9. EDUC WORKSHOPS ON KAMEHAMEHA'S LIFE (NO. FUNDED)	2	2	2	2	2	2	2	2
10. CULTURAL WORKSHOPS (NO. FUNDED)	5	5	5	5	5	5	5	5
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUES FROM THE USE OF MONEY AND PROPERTY	60	151	151	151	151	151	151	151
REVENUE FROM OTHER AGENCIES: FEDERAL	734	700	700	700	700	700	700	700
CHARGES FOR CURRENT SERVICES	1	4	4	4	4	4	4	4
NON-REVENUE RECEIPTS	6,737	4,050	4,050	4,050	4,000	4,000	4,000	4,000
TOTAL PROGRAM REVENUES	7,532	4,905	4,905	4,905	4,855	4,855	4,855	4,855
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
SPECIAL FUNDS	7,524	4,803	4,803	4,803	4,803	4,803	4,803	4,803
ALL OTHER FUNDS	8	102	102	102	52	52	52	52
TOTAL PROGRAM REVENUES	7,532	4,905	4,905	4,905	4,855	4,855	4,855	4,855

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS881: STATE FDN. ON CULT. & ARTS INCL. KKC COMM.

08 01 03

A. Statement of Program Objectives

The mission of the State Foundation on Culture and the Arts (SFCA) is to promote, perpetuate, preserve and encourage culture and the arts as central to the quality of life of the people of Hawaii and commemorate the legacy of King Kamehameha I statewide.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 881):

OPERATING BUDGET:

- (1) Reduces \$749,726 in FY 24 and FY 25 in other federal fund ceiling as no federal grants are expected to be awarded.
- (2) Converts 1.00 temporary position to a permanent position in FY 24 and FY 25, budgeted in the special funds account.

C. Description of Activities Performed

Activities performed include developing and maintaining the Art in Public Places Collection; operating the Hawaii State Art Museum (HiSAM); purchasing and displaying visual art; administering the Biennium Grants Program that provides statewide community funding for arts programming; and conducting programs and initiatives in cultural preservation, arts education, and community development.

D. Statement of Key Policies Pursued

Programs in grants and cultural preservation are mandated through Chapter 9, HRS, for arts and cultural programming and Chapter 103-8.5, HRS, to develop and maintain the Art in Public Places Collection for the State. HiSAM was added to Chapter 103-8.5 in FY 04. The programs support 12 tenets of the State Plan through contributing to a desired physical environment, viable economy, quality education and cultural enrichment.

The SFCA's efforts in Arts Education center on administering implementation of the legislatively mandated ARTS FIRST Partnership and its strategic plan to integrate the arts into the public school

curriculum. The SFCA Folk Arts Program conducts apprenticeship studies in Hawaii's traditional arts and implements initiatives to preserve culture, especially Hawaii's host culture. A museum education program for children called Art Bento is expanding and welcomes hundreds of children and youth each year.

E. Identification of Important Program Relationships

The SFCA maintains important relationships with the National Endowment for the Arts, its federal funding resource, and many agencies, notably the Department of Education; Department of Human Services; Department of Business, Economic Development and Tourism; and Hawaii Tourism Authority. Strong partnerships also include the Hawaii Community Foundation, the Hawaii Arts Alliance, the University of Hawaii and other community and cultural organizations.

F. Description of Major External Trends Affecting the Program

Increased State construction leads to more qualifying building projects.

The SFCA also works closely with its regional affiliates through the Western States Arts Federation, which administers many of SFCA's online programs and the National Assembly of State Arts Agencies, which advocates for state arts agencies in the Capitol.

G. Discussion of Cost, Effectiveness, and Program Size Data

The SFCA maintains a highly productive program that is dedicated to being responsive to public demands and public needs. Most of our programs have educational components and many target serving lower income populations and underserved areas of the State. For every dollar spent as part of a community grant, the recipient nonprofit match is close to \$34.

H. Discussion of Program Revenues

It is challenging for the agency to retain its current programs and operations exclusively with a single funding source. In general, our Board and staff are not experienced fundraisers for government programs. Technical assistance in this area could assist with programs services and enhance funding streams.

Program Plan Narrative

AGS881: STATE FDN. ON CULT. & ARTS INCL. KKC COMM.

08 01 03

I. Summary of Analysis Performed

Established in 1965, the SFCA Biennium Grants Program is supported with funds from the State, National Endowment for the Arts, and Hawaii State Legislature. SFCA grants assist organizations statewide in the areas of Arts Education, Community Arts, Heritage and Preservation, Presentation and Performing Arts. The total audience reached through events and projects receiving SFCA support is expected to exceed one million people. Core programs in the traditional arts, arts in underserved communities, and ARTS FIRST initiatives, notably the model 40-year-old Artists in the Schools Program, have withstood drastic cuts to the agency, including a 67% cut to the Biennium Grants Program in FY 12.

J. Further Considerations

The SFCA is using the auditor's report and the strategic plan to determine immediate and long-term priorities for the SFCA.

The SFCA has not lost sight of its purpose, its commitment, or its value to the people of Hawaii, especially in supporting community programming, perpetuating the host culture, and educating our children and youth. As a State arts agency, we were founded on the principle that government has an important role in affirming and providing for quality in the lives of its people and that the standard of artistic contribution achieved is the measure of society's legacy to the future.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO: 0802
PROGRAM TITLE: RECREATIONAL ACTIVITIES

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	32.50*	0.00*	0.00*	0.00*	0.0*	0.0*	0.0*	0.0*
	1.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	3,525,901							
OTHER CURRENT EXPENSES	1,697,557							
EQUIPMENT	5,431							
TOTAL OPERATING COST	5,228,889	0	0	0	0	0	0	0
BY MEANS OF FINANCING								
	32.50*	*	*	*	*	*	*	*
	1.00**	**	**	**	**	**	**	**
SPECIAL FUND	2,928,889							
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
A R P FUNDS	2,300,000							
TOTAL PERM POSITIONS	32.50*	*	*	*	*	*	*	*
TOTAL TEMP POSITIONS	1.00**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	5,228,889							

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **AGS889**
 PROGRAM STRUCTURE NO: **080205**
 PROGRAM TITLE: **SPECTTR EVNTS & SHOWS - ALOHA STAD. (HIST)**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	32.50*	0.00*	0.00*	0.00*	0.0*	0.0*	0.0*	0.0*
	1.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	3,525,901							
OTHER CURRENT EXPENSES	1,697,557							
EQUIPMENT	5,431							
TOTAL OPERATING COST	5,228,889	0	0	0	0	0	0	0
BY MEANS OF FINANCING								
	32.50*	*	*	*	*	*	*	*
	1.00**	**	**	**	**	**	**	**
SPECIAL FUND	2,928,889							
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
A R P FUNDS	2,300,000							
TOTAL PERM POSITIONS	32.50*	*	*	*	*	*	*	*
TOTAL TEMP POSITIONS	1.00**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	5,228,889							

*AGS 889 was transferred by Act 220, SLH 2022 to the DBEDT. Please see BED 180.

PROGRAM ID: **AGS889**
 PROGRAM STRUCTURE: **080205**
 PROGRAM TITLE: **SPECTATOR EVENTS AND SHOWS - ALOHA STADIUM (HIST)**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. EVENT DAYS AS % OF TOTAL DAYS FACILITIES AVAILABLE	40	40						
2. REVENUE RECEIVED AS % OF TOTAL OPERATING REQ.	100	100						
3. NO. OF EVENTS EXCEEDING 60% SEATING CAPACITY	0	0						
4. AVERAGE ATTENDANCE AS % OF 50,000 SEATING CAPACITY	0	0						
5. % OF REVENUE RECEIVED FROM PUBLIC SPONSORED EVENTS	85	85						
6. % OF REVENUE RECEIVED FROM PRIV. SPONSORED EVENTS	15	15						
PROGRAM TARGET GROUPS								
1. RESIDENT POPULATION, OAHU (THOUSANDS)	1489	1489						
PROGRAM ACTIVITIES								
1. NO. OF SPORTS EVENT DATES	7	7						
2. NO. OF CULTURAL AND OTHER EVENT AND SHOW DATES	150	150						
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUES FROM THE USE OF MONEY AND PROPERTY	13							
CHARGES FOR CURRENT SERVICES	5,173							
TOTAL PROGRAM REVENUES	5,186							
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
SPECIAL FUNDS	5,186							
TOTAL PROGRAM REVENUES	5,186							

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO: **10**
PROGRAM TITLE: **INDIVIDUAL RIGHTS**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	8.50*	8.50*	8.50*	8.50*	8.5*	8.5*	8.5*	8.5*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	689,632	787,053	834,102	858,885	859	859	859	859
OTHER CURRENT EXPENSES	21,274	22,324	22,324	22,324	22	22	22	22
EQUIPMENT	853							
TOTAL OPERATING COST	711,759	809,377	856,426	881,209	881	881	881	881
BY MEANS OF FINANCING								
	8.50*	8.50*	8.50*	8.50*	8.5*	8.5*	8.5*	8.5*
	**	**	**	**	**	**	**	**
GENERAL FUND	711,759	809,377	856,426	881,209	881	881	881	881
TOTAL PERM POSITIONS	8.50*	8.50*	8.50*	8.50*	8.5*	8.5*	8.5*	8.5*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	711,759	809,377	856,426	881,209	881	881	881	881

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO:
PROGRAM TITLE:

AGS105
1002
ENFORCEMENT OF INFORMATION PRACTICES

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	8.50*	8.50*	8.50*	8.50*	8.5*	8.5*	8.5*	8.5*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	689,632	787,053	834,102	858,885	859	859	859	859
OTHER CURRENT EXPENSES	21,274	22,324	22,324	22,324	22	22	22	22
EQUIPMENT	853							
TOTAL OPERATING COST	711,759	809,377	856,426	881,209	881	881	881	881
BY MEANS OF FINANCING								
	8.50*	8.50*	8.50*	8.50*	8.5*	8.5*	8.5*	8.5*
	**	**	**	**	**	**	**	**
GENERAL FUND	711,759	809,377	856,426	881,209	881	881	881	881
TOTAL PERM POSITIONS	8.50*	8.50*	8.50*	8.50*	8.5*	8.5*	8.5*	8.5*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	711,759	809,377	856,426	881,209	881	881	881	881

PROGRAM ID: **AGS105**
 PROGRAM STRUCTURE: **1002**
 PROGRAM TITLE: **ENFORCEMENT OF INFORMATION PRACTICES**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. # OF INFORMAL REQUESTS (AOD) RECEIVED IN FY	1000	1000	1000	1000	1000	1000	1000	1000
2. % OF INFORMAL REQUESTS RESOLVED IN THE SAME FY	90	90	90	90	90	90	90	90
3. # OF FORMAL CASES OPENED IN FY (COR, RFA, ETC)	180	180	180	180	180	180	180	180
4. % OF FORMAL CASES OPEN AND CLOSED IN SAME FY	40	40	40	40	40	40	40	40
5. % OF TOTAL CASES OPEN AND CLOSED IN SAME FY	75	75	75	75	75	75	75	75
6. # OF FORMAL CASES PENDING AT END OF FY	100	100	100	100	100	100	100	100
7. # OF OIP WEBSITE PAGE HITS, EXCL. HOME PAGE & OIP	87,000	87,000	87,000	87,000	87,000	87,000	87,000	87,000
PROGRAM TARGET GROUPS								
1. DE FACTO POPULATION OF HAWAII								
2. ALL STATE, COUNTY, AND INDEPENDENT AGENCIES								
3. ALL STATE AND COUNTY GOVERNMENT EMPLOYEES								
PROGRAM ACTIVITIES								
1. # OF FORMAL/INFORMAL OPINIONS ISSUED	10	10	10	10	10	10	10	10
2. # OF TRAINING MATERIALS ADDED/REVISED	1	1	1	1	1	1	1	1
3. # OF SPECIAL PRESENTATIONS	0	0	0	0	0	0	0	0
4. # OF WRITTEN PUBLIC COMMUNICATIONS AND REPORTS	20	20	20	20	20	20	20	20
5. # OF LEGISLATIVE PROPOSALS MONITORED	140	70	140	70	140	70	70	70
6. # OF LAWSUITS MONITORED	35	35	35	35	35	35	35	35
7. # OF AGENCIES SUBMITTING UIPA LOGS	265	265	265	265	265	265	265	265
8. # OF FORMAL CASES CLOSED WITHOUT OPINIONS	0	0	0	0	0	0	0	0
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
CHARGES FOR CURRENT SERVICES		10	10	10	10	10	10	10
TOTAL PROGRAM REVENUES		10	10	10	10	10	10	10
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
GENERAL FUNDS		10	10	10	10	10	10	10
TOTAL PROGRAM REVENUES		10	10	10	10	10	10	10

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS105: ENFORCEMENT OF INFORMATION PRACTICES

10 02

A. Statement of Program Objectives

To promote government transparency and accountability by providing neutral and consistent decisions and guidance to members of the public and all State, county, and independent agencies regarding access to records maintained under Chapter 92F, HRS, Uniform Information Practices Act (UIPA), and access to public meetings subject to Part I of Chapter 92 (Sunshine Law).

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 105): None.

C. Description of Activities Performed

The Office of Information Practices (OIP) is the single statewide agency in Hawaii that provides uniform and consistent advice and training regarding the UIPA and Sunshine Law to all State, county, and independent agencies in the Executive, Legislative, and Judicial Branches of government and most boards. OIP also assists the Office of Enterprise Technology Services (ETS) in promoting the State's Open Data policy. As a neutral third party, OIP investigates and resolves disputes concerning those laws that are typically brought by members of the public against government entities. By protecting the public's right to access government records and public meetings, OIP ensures that government remains transparent and accountable to the people.

OIP's attorneys provide to other government attorneys, agency employees, board volunteers, and the general public extensive training, advice, opinions, rules, and informal dispute resolution. OIP attorneys also prepare and present legislative testimony and proposals, and they monitor and occasionally intervene in lawsuits. Because of OIP's small size, its 2.50 full-time equivalent administrative staff assist the attorneys and perform multiple and often confidential tasks, which include accounting, budgeting, payroll, personnel, purchasing, compliance, legal assistance, and website management, as well as training and assistance to government agencies regarding the UIPA Record Request Log and the Records Report Management System.

OIP had drafted new administrative rules and training materials and will be conducting public hearings once they are approved by the Attorney General and Governor. After the rules are adopted, OIP must create new training materials and train all State and county government agencies.

As requested by Senate Concurrent Resolution 192 (2022 session), OIP has convened a working group to develop recommendations for a new UIPA statutory exception from disclosure for deliberative and pre-decisional agency records, which will reasonably balance the public's interest in disclosure and the agency's ability to fully consider and make sound and informed decisions. OIP will be presenting the working group's report to the 2023 Legislature.

D. Statement of Key Policies Pursued

In protecting the public's right to access government records and public meetings, OIP is carrying out the objectives of the Hawaii State Plan to provide meaningful participation by the people in decision-making and for effective access to authority as well as equitable sharing of benefits (Sections 226-3 and 226-24(4), HRS). OIP also pursues government openness and responsiveness to permit the flow of public information, interaction, and response (Section 226-27(b)(2), HRS). OIP assists ETS in implementing the State's Open Data Policy (Sections 27-44 and 27-44.3, HRS).

E. Identification of Important Program Relationships

All State and county Executive, Judicial, Legislative, and independent agencies and most boards are subject to one or both laws that OIP administers. Due to their extensive legal experience and special expertise regarding the UIPA and Sunshine Law, OIP's attorneys advise, train, and resolve disputes involving other government attorneys, including the State Attorney General's office and county Corporation Counsel offices, as well as agency employees, board volunteers, open government organizations, the general public, and the media.

F. Description of Major External Trends Affecting the Program

The number of yearly requests for OIP's assistance is beyond OIP's control and directly affects OIP's backlog. Notably, new requests for OIP's assistance increased after the COVID-19 emergency restrictions on

Program Plan Narrative

AGS105: ENFORCEMENT OF INFORMATION PRACTICES

10 02

UIPA and Sunshine Law cases were removed. Additionally, OIP's workload also increased following major Sunshine Law changes made in 2021 and 2022, which required new and revised training material and led to additional requests for OIP's assistance.

Although OIP had made considerable progress in reducing its formal case backlog in FY 20, in FY 21 due to some retirements/resignations of experienced staff, OIP has faced some workforce challenges in addressing the backlog.

G. Discussion of Cost, Effectiveness, and Program Size Data

Despite the onset of the COVID-19 pandemic in FY 20 and the suspension of all of OIP's duties by the Governor's emergency orders from March 16, 2020, to May 24, 2020, and an increase in the number of formal cases filed, OIP continued to work and ended FY 20 by successfully reducing its formal case backlog to its lowest level in over a decade.

In FY 20, OIP received a total of 1,168 formal and informal requests for OIP's services, an 8.5% increase compared to 1,127 requests in FY 19. Nevertheless, OIP ended FY 20 with only 67 pending formal cases, which is a more than 8% decrease from FY 19 (82 pending cases) and a 49% decrease since FY 18 (131 pending cases). Moreover, 73% (130 of 178) of the formal cases opened in FY 20 were resolved in the same year. When informal cases resolved through OIP's Attorney of the Day service are included, OIP resolved 96% (1,120 of 1,168) of all FY 20 formal and informal requests for assistance in the same year they were filed, and 85% (990 of 1,168) usually within the same day they were filed.

In FY 21, OIP lost several experienced staff due to retirements and resignations, with an adverse program impact. In the first five months of FY 21, OIP's formal case backlog increased. Moreover, resolution of these cases will likely take longer.

H. Discussion of Program Revenues

OIP does not generate any revenues.

I. Summary of Analysis Performed

In a prior year, OIP conducted an analysis of salary parity for their professional staff (attorneys) by reviewing such data which included, but was not limited to, the State Compensation Plan with FY 18 and FY 19 updates; Commission on Salaries Report and Recommendations to the 2013 Legislature (March 18, 2013); Report on the Disparity of Salaries for Deputy Attorney Generals - A Comparative Study (October 2015, Department of the Attorney General); Resolution of the 2016 Salary Commission (April 19, 2016, City and County of Honolulu); and Maui County Ordinance No. 4071 (2013). OIP compared its salaries to those of other government attorneys whom it advises, other good government agency directors, and comparable civil service positions.

J. Further Considerations

To provide uniform training, consistent advice, and/or timely dispute resolution to all State and county agencies and boards and the general public, OIP emphasizes its need for a full and well-trained program staff, which will positively impact compliance with Hawaii's open government laws and result in less litigation, attorney fees, court costs, liability payments, and other expenses.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO: 11
PROGRAM TITLE: GOVERNMENT-WIDE SUPPORT

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
CURRENT LEASE PAYMENTS								
OTHER CURRENT EXPENSES	3,218,278	4,587,112	4,587,112	4,587,112	4,587	4,587	4,587	4,587
TOTAL CURRENT LEASE PAYMENTS COST	3,218,278	4,587,112	4,587,112	4,587,112	4,587	4,587	4,587	4,587
BY MEANS OF FINANCING								
GENERAL FUND	3,218,278	2,486,812	2,486,812	2,486,812	2,487	2,487	2,487	2,487
INTERDEPARTMENTAL TRANSFERS		2,100,300	2,100,300	2,100,300	2,100	2,100	2,100	2,100
OPERATING COST	609.00*	654.00*	679.00*	679.00*	679.0*	679.0*	679.0*	679.0*
	34.05**	31.05**	32.05**	32.05**	32.1**	32.1**	31.1**	31.1**
PERSONAL SERVICES	37,746,630	50,412,492	57,069,271	59,315,858	59,315	59,315	59,189	59,189
OTHER CURRENT EXPENSES	95,410,073	152,551,417	151,322,440	148,071,271	148,549	147,249	148,124	147,124
EQUIPMENT	587,987	1,593,256	2,690,306	1,108,756	1,109	1,109	1,109	1,109
MOTOR VEHICLES	171,102	2,354,400	2,416,921	2,354,400	2,354	2,354	2,354	2,354
TOTAL OPERATING COST	133,915,792	206,911,565	213,498,938	210,850,285	211,327	210,027	210,776	209,776
BY MEANS OF FINANCING								
	509.50*	554.50*	579.50*	579.50*	579.5*	579.5*	579.5*	579.5*
	30.05**	27.05**	28.05**	28.05**	28.1**	28.1**	27.1**	27.1**
GENERAL FUND	87,309,545	126,150,115	130,003,649	127,070,881	127,551	126,251	127,000	126,000
	15.00*	15.00*	15.00*	15.00*	15.0*	15.0*	15.0*	15.0*
	3.00**	3.00**	3.00**	3.00**	3.0**	3.0**	3.0**	3.0**
SPECIAL FUND	8,525,896	12,092,117	14,076,951	14,119,751	14,118	14,118	14,118	14,118
	0.50*	0.50*	0.50*	0.50*	0.5*	0.5*	0.5*	0.5*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
FEDERAL FUNDS	48,276	355,694	99,694	99,694	99	99	99	99
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
TRUST FUNDS	4,774	1,043,732	1,043,732	1,043,732	1,044	1,044	1,044	1,044
	35.00*	34.00*	34.00*	34.00*	34.0*	34.0*	34.0*	34.0*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS	8,252,561	11,783,043	11,784,762	11,785,873	11,785	11,785	11,785	11,785
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
A R P FUNDS	86,701	144,000						

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:

PROGRAM STRUCTURE NO:

PROGRAM TITLE:

11

GOVERNMENT-WIDE SUPPORT

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
	49.00*	50.00*	50.00*	50.00*	50.0*	50.0*	50.0*	50.0*
	**	**	**	**	**	**	**	**
REVOLVING FUND	29,688,039	55,342,864	56,490,150	56,730,354	56,730	56,730	56,730	56,730
CAPITAL IMPROVEMENT COSTS								
PLANS	1,004,000	503,000	2,000	1,000	1,003	1,903	2,002	2
LAND ACQUISITION	2,000		1,000	1,000	3	3	2	2
DESIGN	3,462,000	1,297,000	1,497,000	101,000	3,394	2,892	1,494	947
CONSTRUCTION	26,878,000	10,225,000	17,349,000	31,094,000	33,296	28,797	13,500	9,897
EQUIPMENT	4,000	3,000	2,000	2,000	2,004	4	2	2
TOTAL CAPITAL EXPENDITURES	31,350,000	12,028,000	18,851,000	31,199,000	39,700	33,599	17,000	10,850
BY MEANS OF FINANCING								
GENERAL FUND		500,000	15,000,000	15,000,000				
G.O. BONDS	31,350,000	11,528,000	3,351,000	15,699,000	39,700	33,599	17,000	10,850
PRIVATE CONTRIBUTIONS			500,000	500,000				
TOTAL PERM POSITIONS	609.00*	654.00*	679.00*	679.00*	679.0*	679.0*	679.0*	679.0*
TOTAL TEMP POSITIONS	34.05**	31.05**	32.05**	32.05**	32.1**	32.1**	31.1**	31.1**
TOTAL PROGRAM COST	168,484,070	223,526,677	236,937,050	246,636,397	255,614	248,213	232,363	225,213

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO: **1101**
PROGRAM TITLE: **EXEC DIRECTN, COORD, & POLICY DEVELOPMENT**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	22.00*	22.00*	22.00*	22.00*	22.0*	22.0*	22.0*	22.0*
	9.05**	9.05**	9.05**	9.05**	9.1**	9.1**	9.1**	9.1**
PERSONAL SERVICES	1,292,331	2,401,493	2,444,587	2,487,161	2,486	2,486	2,486	2,486
OTHER CURRENT EXPENSES	1,501,939	2,025,340	2,969,340	1,769,340	2,770	1,770	2,770	1,770
EQUIPMENT	10,576							
TOTAL OPERATING COST	2,804,846	4,426,833	5,413,927	4,256,501	5,256	4,256	5,256	4,256
BY MEANS OF FINANCING								
	21.50*	21.50*	21.50*	21.50*	21.5*	21.5*	21.5*	21.5*
	8.05**	8.05**	8.05**	8.05**	8.1**	8.1**	8.1**	8.1**
GENERAL FUND	2,745,095	2,967,407	4,270,501	3,113,075	4,113	3,113	4,113	3,113
	0.50*	0.50*	0.50*	0.50*	0.5*	0.5*	0.5*	0.5*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
FEDERAL FUNDS	48,276	355,694	99,694	99,694	99	99	99	99
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
TRUST FUNDS	4,774	1,043,732	1,043,732	1,043,732	1,044	1,044	1,044	1,044
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
A R P FUNDS	6,701	60,000						
TOTAL PERM POSITIONS	22.00*	22.00*	22.00*	22.00*	22.0*	22.0*	22.0*	22.0*
TOTAL TEMP POSITIONS	9.05**	9.05**	9.05**	9.05**	9.1**	9.1**	9.1**	9.1**
TOTAL PROGRAM COST	2,804,846	4,426,833	5,413,927	4,256,501	5,256	4,256	5,256	4,256

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

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

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	22.00*	22.00*	22.00*	22.00*	22.0*	22.0*	22.0*	22.0*
	9.05**	9.05**	9.05**	9.05**	9.1**	9.1**	9.1**	9.1**
PERSONAL SERVICES	1,292,331	2,401,493	2,444,587	2,487,161	2,486	2,486	2,486	2,486
OTHER CURRENT EXPENSES	1,501,939	2,025,340	2,969,340	1,769,340	2,770	1,770	2,770	1,770
EQUIPMENT	10,576							
TOTAL OPERATING COST	2,804,846	4,426,833	5,413,927	4,256,501	5,256	4,256	5,256	4,256
BY MEANS OF FINANCING								
	21.50*	21.50*	21.50*	21.50*	21.5*	21.5*	21.5*	21.5*
	8.05**	8.05**	8.05**	8.05**	8.1**	8.1**	8.1**	8.1**
GENERAL FUND	2,745,095	2,967,407	4,270,501	3,113,075	4,113	3,113	4,113	3,113
	0.50*	0.50*	0.50*	0.50*	0.5*	0.5*	0.5*	0.5*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
FEDERAL FUNDS	48,276	355,694	99,694	99,694	99	99	99	99
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
TRUST FUNDS	4,774	1,043,732	1,043,732	1,043,732	1,044	1,044	1,044	1,044
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
A R P FUNDS	6,701	60,000						
TOTAL PERM POSITIONS	22.00*	22.00*	22.00*	22.00*	22.0*	22.0*	22.0*	22.0*
TOTAL TEMP POSITIONS	9.05**	9.05**	9.05**	9.05**	9.1**	9.1**	9.1**	9.1**
TOTAL PROGRAM COST	2,804,846	4,426,833	5,413,927	4,256,501	5,256	4,256	5,256	4,256

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: AGS871
 PROGRAM STRUCTURE NO: 11010401
 PROGRAM TITLE: CAMPAIGN SPENDING COMMISSION

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	5.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	479,943	541,995	571,580	594,361	594	594	594	594
OTHER CURRENT EXPENSES	33,502	1,091,685	1,091,685	1,091,685	1,092	1,092	1,092	1,092
EQUIPMENT	10,576							
TOTAL OPERATING COST	524,021	1,633,680	1,663,265	1,686,046	1,686	1,686	1,686	1,686
BY MEANS OF FINANCING								
	5.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
	**	**	**	**	**	**	**	**
GENERAL FUND	519,247	589,948	619,533	642,314	642	642	642	642
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
TRUST FUNDS	4,774	1,043,732	1,043,732	1,043,732	1,044	1,044	1,044	1,044
TOTAL PERM POSITIONS	5.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	524,021	1,633,680	1,663,265	1,686,046	1,686	1,686	1,686	1,686

PROGRAM ID: **AGS871**
 PROGRAM STRUCTURE: **11010401**
 PROGRAM TITLE: **CAMPAIGN SPENDING COMMISSION**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. % OF WORK PRODUCT ALIGNED WITH STRATEGIC PLAN	95	95	95	95	95	95	95	95
2. % OF COMM FILING FINANCIAL DISCLOSURE RPTS TIMELY	92	92	92	92	92	92	92	92
3. % OF ALL STAT REQ RPTS FILED BY COMM REVIEWED	100	100	100	100	100	100	100	100
4. NO. OF STRATEGIES/MECHANISMS TO EDUCATE COMM/RES	12	12	12	12	12	12	12	12
5. NO. OF ENFORCMT ACTION TAKEN TO ACHIEVE COMPLIANCE	50	150	50	150	50	150	50	150
6. NO. OF STRATEGIES/PRGMS EMPLOYD TO INCR TRANSPARCY	12	12	12	12	12	12	12	12
7. AMOUNT OF PUBLIC FINANCING PROVIDED	20000	200000	20000	200000	20000	200000	20000	200000
PROGRAM TARGET GROUPS								
1. CANDIDATE COMMITTEES	300	425	300	425	300	425	300	425
2. NON-CANDIDATE COMMITTEES	300	300	300	300	300	300	300	300
3. STATE OF HAWAII RESIDENTS	1460000	1460000	1460000	1460000	1460000	1460000	1460000	1460000
PROGRAM ACTIVITIES								
1. NO. OF STATUTORILY REQUIRED REPORTS REVIEWED	1500	4500	1500	4500	1500	4500	1500	4500
2. NO. OF COMMUNICATION OUTREACH TO COMM/RESIDENS	50000	100000	50000	100000	50000	100000	50000	100000
3. NO. OF EDUC/TRG/ASSIST PROV TO COMM/RESIDENTS	75000	125000	75000	125000	75000	125000	75000	125000
4. NO. OF ADVISORY OPINIONS RENDERED	3	2	3	2	3	2	3	2
5. NO. OF ENFORCEMENT ACTIONS TAKEN	50	160	50	160	50	160	50	160
6. NO. OF CANDIDATES WHO QUALIFD & REC PUBLIC FUNDING	5	30	5	30	5	30	5	30
7. NO. OF \$3 HAWAII INCOME TAX CHECK-OFFS	65000	57000	65000	57000	65000	57000	65000	57000
8. INDENTIF &/OR EMPLOYMT OF STRATE TO INCR TRANSNCY	12	12	12	12	12	12	12	12
9. NO. OF CAMPGN SPEND RELATED BILLS INTROD & PASSED	1	1	1	1	1	1	1	1
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
TAXES	102	137	136	144	139	140	137	137
REVENUES FROM THE USE OF MONEY AND PROPERTY	5	5	5	5	5	5	5	5
CHARGES FOR CURRENT SERVICES		3		3		3		
FINES, FORFEITS AND PENALTIES	44	50	20	20	20	20	20	20
NON-REVENUE RECEIPTS	186	20	10	20	10	20	10	10
TOTAL PROGRAM REVENUES	337	215	171	192	174	188	172	172
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
GENERAL FUNDS	44	50	20	20	20	20	20	20
ALL OTHER FUNDS	293	165	151	172	154	168	152	152
TOTAL PROGRAM REVENUES	337	215	171	192	174	188	172	172

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS871: CAMPAIGN SPENDING COMMISSION

11 01 04 01

A. Statement of Program Objectives

To ensure transparency and full disclosure of contributions and expenditures by all candidates and noncandidate committees, conduct investigations and administrative hearings, and administer the public funding program.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 871):

OPERATING BUDGET:

Adds \$700,000 in FY 24 and FY 25 to increase trust fund ceiling for the Hawaii Election Campaign Fund (HECF). This fund provides public funding for qualified candidates, as mandated by Article II, Section 5, under the State of Hawaii Constitution.

The program is in compliance with Section 37-68(1)(A)(B).

C. Description of Activities Performed

- Develop and adopt reporting forms required by the campaign finance laws.
- Develop and publish manuals for all candidates and committees to provide guidance on the requirements of the law.
- Serve as a repository for all campaign spending reports filed by candidates and committees.
- Review all candidate and committee reports for compliance with laws and rules.
- Permit the inspection, copying, or duplicating of any report required by law.
- Ensure timely reporting of all reports and assess monetary fines.
- Hold public hearings.

- Investigate and hold hearings to receive evidence of any violations.
- Negotiate and draft conciliation agreements.
- Establish rules pursuant to Chapter 91, HRS.
- Request initiation of prosecution for violations of the campaign finance laws.
- Administer, monitor, and audit the distribution of public funds.
- Research, draft, and issue advisory opinions.
- Provide guidance to the public, candidates, and committees by phone and mail or other means.
- Comply with State requirements for employment, budget, contracts, inventory, and other office functions.
- Conduct random audits and field investigations.
- File for injunctive relief and other court-related actions.

D. Statement of Key Policies Pursued

The Commission is dedicated to the integrity and transparency of the campaign finance process through education, prevention, and enforcement, and provides partial public funding.

E. Identification of Important Program Relationships

The office works with the Office of Elections, county clerks offices, State and county agencies, prosecuting attorney offices, Department of the Attorney General, Office of Enterprise Technology Services, State and county ethics agencies, Hawaii State Legislature, Office of the Governor, open government groups, and media organizations.

F. Description of Major External Trends Affecting the Program

1. Transparency in elections must be provided to empower voters with information so they can make informed decisions.

Program Plan Narrative

AGS871: CAMPAIGN SPENDING COMMISSION

11 01 04 01

2. Campaigns, on average, are costing more and more each election year.

This gives the large contributors a louder voice and potentially easier access to legislators. This may be even more evident with independent expenditure committees. We must continue to re-evaluate and incrementally grow our partial public financing program as funding permits so that any person that qualifies may run a competitive race for office.

3. The demand for instant and comprehensive information means we must stay on the cutting edge of technological development. As more jurisdictions develop programs that can analyze data in multiple formats and searches, we must consider and/or adopt their best practices.

G. Discussion of Cost, Effectiveness, and Program Size Data

Developments and advancements in technology permit the Commission to become more efficient and effective to provide timely and accurate data to the public. Candidates and committees are required to input all required campaign finance data into their respective electronic filing system. The Commission and the public may then view the data for consideration, analysis, and/or audit.

Incrementally increase partial public financing to increase the number of candidates using public financing.

Candidate and committee classes should continue to be recorded, updated, and placed on the Commission website for access by all 24/7. A manual or guidebook to accompany the recorded presentation should also be available.

One or two additional positions may be needed because of additional duties and conducting investigations.

H. Discussion of Program Revenues

- Trust: Revenues are generated from the \$3 check-off on the Hawaii State income tax form, interest on the principal in the HECF, excess or false name contributions, surplus/residual funds, and anonymous contributions. Revenues are deposited into the HECF.

- General: Revenues are generated from fines and deposited into the State's general fund.

I. Summary of Analysis Performed

Contribution and expenditure data will be analyzed after all information has been filed.

J. Further Considerations

None.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **AGS879**
 PROGRAM STRUCTURE NO: **11010402**
 PROGRAM TITLE: **OFFICE OF ELECTIONS**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	17.00*	17.00*	17.00*	17.00*	17.0*	17.0*	17.0*	17.0*
	9.05**	9.05**	9.05**	9.05**	9.1**	9.1**	9.1**	9.1**
PERSONAL SERVICES	812,388	1,859,498	1,873,007	1,892,800	1,892	1,892	1,892	1,892
OTHER CURRENT EXPENSES	1,468,437	933,655	1,877,655	677,655	1,678	678	1,678	678
TOTAL OPERATING COST	2,280,825	2,793,153	3,750,662	2,570,455	3,570	2,570	3,570	2,570
BY MEANS OF FINANCING								
	16.50*	16.50*	16.50*	16.50*	16.5*	16.5*	16.5*	16.5*
	8.05**	8.05**	8.05**	8.05**	8.1**	8.1**	8.1**	8.1**
GENERAL FUND	2,225,848	2,377,459	3,650,968	2,470,761	3,471	2,471	3,471	2,471
	0.50*	0.50*	0.50*	0.50*	0.5*	0.5*	0.5*	0.5*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
FEDERAL FUNDS	48,276	355,694	99,694	99,694	99	99	99	99
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
A R P FUNDS	6,701	60,000						
TOTAL PERM POSITIONS	17.00*	17.00*	17.00*	17.00*	17.0*	17.0*	17.0*	17.0*
TOTAL TEMP POSITIONS	9.05**	9.05**	9.05**	9.05**	9.1**	9.1**	9.1**	9.1**
TOTAL PROGRAM COST	2,280,825	2,793,153	3,750,662	2,570,455	3,570	2,570	3,570	2,570

PROGRAM ID: **AGS879**
 PROGRAM STRUCTURE: **11010402**
 PROGRAM TITLE: **OFFICE OF ELECTIONS**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. # ELIG PERSONS REGIS AS % TOTAL ELIG TO VOTE	83	83	83	83	83	83	83	83
2. # REG VOTERS WHO VOTE AS % OF REGISTERED VOTERS	0	60	0	60	0	60	0	60
3. % OF MANUAL AUDIT PRECNTS MATCH COMP GEN RESULTS	0	100	0	100	0	100	0	100
4. # COMPLAINTS & CHALLENGES TO ELECTION SYSTEM	0	0	0	0	0	0	0	0
5. # COMPLAINTS FILED & RESLVD AS % TOT COMPL RECD	100	100	100	100	100	100	100	100
PROGRAM TARGET GROUPS								
1. RESIDENTS ELIGIBLE TO VOTE (THOUSANDS)	895	895	895	895	895	895	895	895
PROGRAM ACTIVITIES								
1. PRVD VTR REGIS SVCS TO QUAL CITIZENS (000'S)	840	840	845	845	845	845	845	845
2. PROVIDE VOTER EDUCATION SERVICES (000'S)	840	840	845	845	845	845	845	845
3. PROVIDE VOTER ORIENTATION TO NTRLZD CIT'S (000'S)	12	12	12	12	12	12	12	12
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUES FROM THE USE OF MONEY AND PROPERTY	31	43	33					
CHARGES FOR CURRENT SERVICES	55	61	36	5	5	5	5	5
TOTAL PROGRAM REVENUES	86	104	69	5	5	5	5	5
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
GENERAL FUNDS	55	61	36	4	4	4	4	4
SPECIAL FUNDS	10	10		1	1	1	1	1
ALL OTHER FUNDS	21	33	33					
TOTAL PROGRAM REVENUES	86	104	69	5	5	5	5	5

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS879: OFFICE OF ELECTIONS

11 01 04 02

A. Statement of Program Objectives

To maximize voter participation in the electoral process by developing policies and procedures that encourages registration and turnout.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 879):

OPERATING BUDGET:

- (1) Reduces \$256,000 in FY 24 and FY 25 in federal fund ceiling to align with estimated projected awards.
- (2) Adds \$1,200,000 in general funds in FY 24 for a voting and vote counting system contract and State match for Help America Vote Act (HAVA) federal funds.

C. Description of Activities Performed

1. Direct and coordinate the statewide election systems and assist the counties with county elections.

- Provide election services statewide.
- Prepare, procure and control inventory of election ballots for the State and concurrently conducted county elections statewide.
- Provide secure, accessible and convenient voting services to all eligible voters statewide.
- Process, tabulate and distribute election results statewide.
- Provide computer support services (hardware and software applications) for elections (State and county).
- Provide logistical and warehousing support for elections (State and county).

2. Provide voter registration services to qualified citizens.

- Maximize voter registration statewide.
- Equalize voter registration between districts statewide.

3. Responsible for public education with respect to voter registration and information.

4. Maintain data relating to registered voters, elections, apportionment and districting.

5. Provide necessary technical services and support to the Reapportionment Commission.

6. Provide staff support to the Elections Commission.

7. Provide staff support to the Board of Registration.

8. Conduct elections in compliance with all federal and State laws.

D. Statement of Key Policies Pursued

The Office of Elections strives for integrity and efficiency in the administration of elections and seeks to maximize voter participation in the electoral process.

E. Identification of Important Program Relationships

This office works closely with the various county offices and their election staff as well as State agencies to coordinate election-related activities. The office serves as the principal liaison with various federal agencies (e.g., Election Assistance Commission, Federal Voter Assistance Program, Department of Justice, Homeland Security, etc.) on election-related matters.

F. Description of Major External Trends Affecting the Program

A major trend affecting this office is the vote by mail. The increase in voters returning their ballots in the mail has resulted in an increase in voter turnout.

Program Plan Narrative

AGS879: OFFICE OF ELECTIONS

11 01 04 02

Another trend affecting this office is changes to federal laws. These changes have been made to strengthen the integrity of elections, increase participation in the electoral process, improve the administration of elections, and facilitate enfranchisement of voters. Some examples are reflected in the HAVA, Uniformed and Overseas Citizens Absentee Voting Act, Voting Rights Act, and Americans with Disabilities Act.

G. Discussion of Cost, Effectiveness, and Program Size Data

The Office of Elections served as the secretary to the 2022 Reapportionment Commission. The Commission convened in 2021, and their work spanned FYs 21-22. Funding for the Commission's work was met by a funding increase in FY 21. In addition, three full-time equivalent positions were filled during FYs 21-22 to conduct work supporting reapportionment.

H. Discussion of Program Revenues

Program revenues are generated from candidate filing fees, sale of election maps, and reimbursement from counties for election expenses. All revenues are deposited directly into the general fund.

Additionally, revenues received under the HAVA of 2002 and 2018 and 2020 HAVA Election Security are deposited into a federal fund. Expenditure of funds is specifically noted in the HAVA.

I. Summary of Analysis Performed

Not applicable.

J. Further Considerations

Not applicable.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO: **1102**
PROGRAM TITLE: **FISCAL MANAGEMENT**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	47.00*	47.00*	54.00*	54.00*	54.0*	54.0*	54.0*	54.0*
	6.00**	3.00**	3.00**	3.00**	3.0**	3.0**	3.0**	3.0**
PERSONAL SERVICES	2,781,298	3,801,933	4,220,461	4,581,227	4,582	4,582	4,582	4,582
OTHER CURRENT EXPENSES	1,030,124	1,488,536	1,340,446	1,199,956	679	679	679	679
EQUIPMENT	25,980		16,800					
TOTAL OPERATING COST	3,837,402	5,290,469	5,577,707	5,781,183	5,261	5,261	5,261	5,261
BY MEANS OF FINANCING								
	47.00*	47.00*	54.00*	54.00*	54.0*	54.0*	54.0*	54.0*
	6.00**	3.00**	3.00**	3.00**	3.0**	3.0**	3.0**	3.0**
GENERAL FUND	3,837,402	5,290,469	5,577,707	5,781,183	5,261	5,261	5,261	5,261
TOTAL PERM POSITIONS	47.00*	47.00*	54.00*	54.00*	54.0*	54.0*	54.0*	54.0*
TOTAL TEMP POSITIONS	6.00**	3.00**	3.00**	3.00**	3.0**	3.0**	3.0**	3.0**
TOTAL PROGRAM COST	3,837,402	5,290,469	5,577,707	5,781,183	5,261	5,261	5,261	5,261

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

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

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	47.00*	47.00*	54.00*	54.00*	54.0*	54.0*	54.0*	54.0*
	6.00**	3.00**	3.00**	3.00**	3.0**	3.0**	3.0**	3.0**
PERSONAL SERVICES	2,781,298	3,801,933	4,220,461	4,581,227	4,582	4,582	4,582	4,582
OTHER CURRENT EXPENSES	1,030,124	1,488,536	1,340,446	1,199,956	679	679	679	679
EQUIPMENT	25,980		16,800					
TOTAL OPERATING COST	3,837,402	5,290,469	5,577,707	5,781,183	5,261	5,261	5,261	5,261
BY MEANS OF FINANCING								
	47.00*	47.00*	54.00*	54.00*	54.0*	54.0*	54.0*	54.0*
	6.00**	3.00**	3.00**	3.00**	3.0**	3.0**	3.0**	3.0**
GENERAL FUND	3,837,402	5,290,469	5,577,707	5,781,183	5,261	5,261	5,261	5,261
TOTAL PERM POSITIONS	47.00*	47.00*	54.00*	54.00*	54.0*	54.0*	54.0*	54.0*
TOTAL TEMP POSITIONS	6.00**	3.00**	3.00**	3.00**	3.0**	3.0**	3.0**	3.0**
TOTAL PROGRAM COST	3,837,402	5,290,469	5,577,707	5,781,183	5,261	5,261	5,261	5,261

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **AGS101**
 PROGRAM STRUCTURE NO: **11020201**
 PROGRAM TITLE: **ACCOUNTING SYSTEM DEVELOPMENT & MAINTENANCE**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	9.00*	9.00*	16.00*	16.00*	16.0*	16.0*	16.0*	16.0*
	3.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	615,485	765,237	1,037,534	1,307,857	1,308	1,308	1,308	1,308
OTHER CURRENT EXPENSES	261,210	882,592	739,502	599,012	78	78	78	78
EQUIPMENT	285		16,800					
TOTAL OPERATING COST	876,980	1,647,829	1,793,836	1,906,869	1,386	1,386	1,386	1,386
BY MEANS OF FINANCING								
	9.00*	9.00*	16.00*	16.00*	16.0*	16.0*	16.0*	16.0*
	3.00**	**	**	**	**	**	**	**
GENERAL FUND	876,980	1,647,829	1,793,836	1,906,869	1,386	1,386	1,386	1,386
TOTAL PERM POSITIONS	9.00*	9.00*	16.00*	16.00*	16.0*	16.0*	16.0*	16.0*
TOTAL TEMP POSITIONS	3.00**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	876,980	1,647,829	1,793,836	1,906,869	1,386	1,386	1,386	1,386

PROGRAM ID: **AGS101**
 PROGRAM STRUCTURE: **11020201**
 PROGRAM TITLE: **ACCOUNTING SYSTEM DEVELOPMENT AND MAINTENANCE**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
<u>MEASURES OF EFFECTIVENESS</u>								
1. % PROJECTS COMPL FOR NEW SYSTEMS/ENHANCE-GOAL 75%	75	75	75	75	75	75	75	75
2. % PROJECTS COMPL FOR ACCTG MANUALS/FORMS-GOAL 80%	80	80	80	80	80	80	80	80
<u>PROGRAM TARGET GROUPS</u>								
1. NO. OF REQUESTS TO DEV NEW SYSTEMS/MODIFY EXISTING	30	30	30	30	30	30	30	30
2. NO. REQUESTS NEW/CHANGES TO ACCOUNTNG MANUALS/FORM	8	8	8	8	30	8	8	8
<u>PROGRAM ACTIVITIES</u>								
1. NO. OF HOURS - DEV OF NEW SYTEMS/MODIFY EXISTING	9152	9152	9152	9152	9152	9152	9152	9152
2. NO. OF HOURS - MAINT/MGMT ACCOUNTING MANUALS/FORMS	360	360	360	360	360	360	360	360

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS101: ACCOUNTING SYSTEM DEVELOPMENT & MAINTENANCE

11 02 02 01

A. Statement of Program Objectives

To enhance the effectiveness and efficiency of the statewide accounting and reporting systems of the State by developing, maintaining, improving, and controlling the methods, procedures and forms of these systems.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 101):

OPERATING BUDGET:

Adds 7.00 permanent positions in FY 24 and FY 25, and \$907,190 in FY 24 and \$994,772 in FY 25 to support the new Enterprise Financial System project and for consulting services.

C. Description of Activities Performed

A major portion of the program's effort is directed toward development of new statewide accounting systems and major enhancements to existing accounting systems. Activities related to the development of new accounting systems and major enhancements to the existing systems include: coordinating project tasks and activities; defining system functional and internal control requirements; identifying required system design modifications and related system specifications and re-engineering work processes, documents, and document flow; conducting acceptance testing; providing user-related training, conversion, implementation, and post implementation support; and developing policies, procedures, forms and user manuals.

Concurrent with accounting system development is the maintenance and management of existing systems to: improve the operational efficiency and/or utility of the systems; comply with changes in applicable State and federal laws, and/or management policies; correct accounting deficiencies or internal control weaknesses as identified by independent financial auditors; and correct system errors that occur in the normal course of business. Activities related to the maintenance and management of existing systems are similar to those of major enhancements to existing accounting systems, but on a smaller scale.

This program also establishes, maintains and manages the State of Hawaii Accounting Manual, Financial Accounting and Management Information System Procedures Manual, and Financial Datamart Manual and related State Accounting Forms to provide internal control over the accounting functions of the State.

Activities related to the control functions include prescribing: accounting policies, methods and practices of the State to comply with accounting and reporting requirements for governmental entities in conformity with generally accepted accounting principles (i.e., GAAP), comply with applicable State and federal laws, and/or management policies; and content and format of accounting information through the use of Statewide Accounting Forms to provide uniformity in the recording of accounting transactions and ensure the validity, propriety and accuracy of recorded accounting transactions.

D. Statement of Key Policies Pursued

Key policies are designed to fulfill the statutory requirements imposed upon the Comptroller of: making changes and modifications to the accounting system of the State (including the design, development and implementation of a proper system of internal controls to encompass the changes and modifications made to the accounting system) that appear to be in the best interest of the State, as promulgated by Section 40-2, HRS; determining the forms required to adequately supply the accounting system with the requisite accounting data for State government; and maintaining the applicability, relevancy and uniformity of accounting forms in statewide use, as promulgated by Section 40-6, HRS.

Accordingly, program policies are directed toward ensuring proper functionality of new or existing systems to reduce operating cost and increase productivity by eliminating redundant processing and duplication of effort, and streamlining and standardizing operations; internal control over assets to safeguard assets from loss or waste; and internal control over accounting information processed by the system to maintain data integrity throughout the system and generate accurate, reliable and timely information from the system.

Program Plan Narrative

AGS101: ACCOUNTING SYSTEM DEVELOPMENT & MAINTENANCE

11 02 02 01

Policies pursued support Part I, Section 226-28, Hawaii State Plan, HRS, relating to the fiscal management objective of ensuring fiscal integrity, responsibility and efficiency in State government, and conforms with the Plan policy regarding improvements to the fiscal budgeting and management system.

E. Identification of Important Program Relationships

The work performed by this program requires collaboration with the Uniform Accounting and Reporting Branch and Pre-Audit Branch of the Department of Accounting and General Services to ensure a proper accounting result from the central standpoint, and the departments and agencies to ensure a pragmatic and functional accounting result from the departmental standpoint. In addition, since this program represents the user's orientation to the system, collaboration with and support from AGS 131, Enterprise Technology Services - Operations and Infrastructure Maintenance, is necessary to develop and implement the required programming changes and maintain the data processing aspects of the system.

F. Description of Major External Trends Affecting the Program

A major external trend affecting this program is the rapid growth in information technology. This trend will shorten the average life cycle of statewide accounting systems (currently averaging 30 years) and place even greater demands on this program to develop and implement new statewide accounting systems at a faster pace (e.g., replacing an old system every 10 or 15 years as opposed to every 30 years) and in shorter time frames.

This program is also impacted by: changes in financial reporting requirements for state and local governments promulgated by the Government Accounting Standards Board; findings of independent financial auditors and legislative auditors with regard to internal control weaknesses and accounting deficiencies; and changes in State and federal laws, and management policies, as it relates to accounting and reporting.

G. Discussion of Cost, Effectiveness, and Program Size Data

Currently, development and implementation of new systems are being pursued under consultant contracts. The measures of effectiveness for this program have been adjusted to reflect the involvement of personnel resources in the development and implementation of the new systems, as well as continuing to perform all of its designated program tasks.

H. Discussion of Program Revenues

This program does not generate any revenues.

I. Summary of Analysis Performed

This program has not conducted any in-depth analysis.

J. Further Considerations

There are no further considerations at this time.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **AGS102**
 PROGRAM STRUCTURE NO: **11020202**
 PROGRAM TITLE: **EXPENDITURE EXAMINATION**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	18.00*	18.00*	18.00*	18.00*	18.0*	18.0*	18.0*	18.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	674,426	1,086,182	1,138,059	1,170,696	1,171	1,171	1,171	1,171
OTHER CURRENT EXPENSES	536,667	458,400	453,400	453,400	453	453	453	453
EQUIPMENT	5,531							
TOTAL OPERATING COST	1,216,624	1,544,582	1,591,459	1,624,096	1,624	1,624	1,624	1,624
BY MEANS OF FINANCING								
	18.00*	18.00*	18.00*	18.00*	18.0*	18.0*	18.0*	18.0*
	**	**	**	**	**	**	**	**
GENERAL FUND	1,216,624	1,544,582	1,591,459	1,624,096	1,624	1,624	1,624	1,624
TOTAL PERM POSITIONS	18.00*	18.00*	18.00*	18.00*	18.0*	18.0*	18.0*	18.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	1,216,624	1,544,582	1,591,459	1,624,096	1,624	1,624	1,624	1,624

PROGRAM ID: **AGS102**
PROGRAM STRUCTURE: **11020202**
PROGRAM TITLE: **EXPENDITURE EXAMINATION**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. AV IN-HSE TIME FOR PAYMTS TO VENDORS-GOAL 5 WK DAY	5	5	5	5	5	5	5	5
2. % OF LATE PAYMENTS-GOAL 5% STATEWIDE	8	8	6	6	6	6	6	6
3. % OF PAYMT VOUCHER PROCESSED W/ NO ERRORS-GOAL 90%	99	99	99	99	99	99	99	99
PROGRAM TARGET GROUPS								
1. NO. OF PAYMENT VOUCHERS PROCESSED (IN THOUSANDS)	77	77	70	70	70	70	70	70
PROGRAM ACTIVITIES								
1. NO. OF CONTRACTS EXAMINED	1300	1300	1000	1000	1000	1000	1000	1000
2. NO. OF PAYCHECKS ISSUED (IN THOUSANDS)	75	75	75	75	75	75	75	75
3. NO. OF CHECKS (NON-PAYROLL) ISSUED (IN THOUSANDS)	450	450	392	392	392	392	392	392
4. NO. OF PAYMENTS MADE ELECTRONICALLY (IN THOUSANDS)	3800	3800	3000	3000	3000	3000	3000	3000
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
CHARGES FOR CURRENT SERVICES	1	1	1		1	1	1	1
TOTAL PROGRAM REVENUES	1	1	1		1	1	1	1
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
GENERAL FUNDS	1	1	1		1	1	1	1
TOTAL PROGRAM REVENUES	1	1	1		1	1	1	1

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS102: EXPENDITURE EXAMINATION

11 02 02 02

A. Statement of Program Objectives

To assure State payments conform to established standards of propriety and legality and are made promptly.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 102): None.

C. Description of Activities Performed

Vouchers received from departments and agencies are pre-audited to determine that the proposed expenditures are legal and proper. The program ensures the transactions comply with applicable laws, are appropriately charged, and conform to prudent business practices and policies.

Payrolls received from departments and agencies are pre-audited to determine that the rate of pay is properly authorized, partial pay is correctly computed, and time records or other required documentation are supported. Assignments and garnishments against payrolls are also controlled and processed in accordance with employee desires or statutory requirements.

The program also certifies that funds are available to cover contracts. Contracts are further examined for legality and propriety to avoid unnecessary reexamination in the future.

Other activities include the control of State check issuances, cancellations, and reissues and the maintenance of vendor codes.

D. Statement of Key Policies Pursued

Pre-audit of vouchers and payrolls are performed on a test basis. The test is designed to assure the overall validity of all transactions. The program also maintains records of both voucher and payroll claims that must be adjusted as the result of the test.

These pre-audit activities directly serve the Hawaii State Plan, Part I, Section 226-28, HRS, to ensure fiscal integrity, responsibility, and efficiency in the financial operations of the State government.

E. Identification of Important Program Relationships

There are no important program relationships identified.

F. Description of Major External Trends Affecting the Program

The program is directly affected by any substantial changes in the volume of State government expenditures and any significant organizational changes.

G. Discussion of Cost, Effectiveness, and Program Size Data

During the current biennium, the program has maintained its level of services as previously provided and has accommodated its target group accordingly. For the budget period and the four years of the planning period, the volume data reflect adjustments based on current volume levels.

H. Discussion of Program Revenues

The Pre-Audit Program does not generate any revenues.

I. Summary of Analysis Performed

This program has not conducted any in depth analysis.

J. Further Considerations

There are no further considerations to be addressed.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: AGS103
 PROGRAM STRUCTURE NO: 11020203
 PROGRAM TITLE: RECORDING AND REPORTING

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	13.00*	13.00*	13.00*	13.00*	13.0*	13.0*	13.0*	13.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	805,281	1,017,720	1,059,943	1,092,678	1,093	1,093	1,093	1,093
OTHER CURRENT EXPENSES	228,650	139,827	139,827	139,827	140	140	140	140
EQUIPMENT	11,369							
TOTAL OPERATING COST	1,045,300	1,157,547	1,199,770	1,232,505	1,233	1,233	1,233	1,233
BY MEANS OF FINANCING								
	13.00*	13.00*	13.00*	13.00*	13.0*	13.0*	13.0*	13.0*
	**	**	**	**	**	**	**	**
GENERAL FUND	1,045,300	1,157,547	1,199,770	1,232,505	1,233	1,233	1,233	1,233
TOTAL PERM POSITIONS	13.00*	13.00*	13.00*	13.00*	13.0*	13.0*	13.0*	13.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	1,045,300	1,157,547	1,199,770	1,232,505	1,233	1,233	1,233	1,233

PROGRAM ID: **AGS103**
 PROGRAM STRUCTURE: **11020203**
 PROGRAM TITLE: **RECORDING AND REPORTING**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. AV TIME TO ISSUANCE OF CAFR-GOAL 6 MONTHS	6	6	6	6	6	6	6	6
2. AV TIME TO ISSUANCE OF QTRLY FIN RPTS-GOAL 4 WEEKS	4	4	4	4	4	4	4	4
3. AV TIME TO POST ALLOTMENT DOCUMENTS-GOAL 4 WK DAYS	4	4	4	4	4	4	4	4
PROGRAM TARGET GROUPS								
1. NO. OF DEPTS/AGENCIES RECEIVING FINANCIAL REPORTS	36	36	36	36	36	36	36	36
2. NO. OF FINANCIAL REPORTS DISTRIBUTED TO DEPTS	11	11	11	11	11	11	11	11
PROGRAM ACTIVITIES								
1. NO. OF ALLOTMENT DOCUMENTS PROCESSED	5000	5000	5000	5000	5000	5000	5000	5000
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUE FROM OTHER AGENCIES: ALL OTHER	5,859	3,000	3,000	3,000	3,000	3,000	3,000	3,000
TOTAL PROGRAM REVENUES	5,859	3,000	3,000	3,000	3,000	3,000	3,000	3,000
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
GENERAL FUNDS	5,859	3,000	3,000	3,000	3,000	3,000	3,000	3,000
TOTAL PROGRAM REVENUES	5,859	3,000	3,000	3,000	3,000	3,000	3,000	3,000

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS103: RECORDING AND REPORTING

11 02 02 03

A. Statement of Program Objectives

To assure that the State's financial transactions are promptly and properly recorded and reported.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 103): None.

C. Description of Activities Performed

The program activities are processing and recording receipt, expenditure, and other accounting transactions in the State's general ledgers (the control ledgers) and in the appropriate subsidiary ledgers. The program also prepares timely, meaningful, and accurate reports and controls financial transactions that are entered into the State's accounting system. The program prepares the State of Hawaii's Annual Comprehensive Financial Report.

D. Statement of Key Policies Pursued

Key policies pursued are directed to proper documentation of the State's financial transactions to provide meaningful financial information to decision makers on a timely basis. Policies pursued support Part I, Section 226-27, Hawaii State Plan, HRS, relating to the fiscal management objective of ensuring fiscal integrity.

E. Identification of Important Program Relationships

There is no important program relationship identified.

F. Description of Major External Trends Affecting the Program

The major external trend that affects the program is changing reporting standards that are continuously promulgated by the Governmental Accounting Standards Board and any significant organizational changes.

G. Discussion of Cost, Effectiveness, and Program Size Data

During the current biennium, the program has maintained its level of service as previously provided and has accommodated its target group accordingly.

H. Discussion of Program Revenues

The program does not generate revenues from its operations.

I. Summary of Analysis Performed

This program has not conducted any in-depth analysis.

J. Further Considerations

There are no further considerations at this time.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **AGS104**
 PROGRAM STRUCTURE NO: **11020204**
 PROGRAM TITLE: **INTERNAL POST AUDIT**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	7.00*	7.00*	7.00*	7.00*	7.0*	7.0*	7.0*	7.0*
	3.00**	3.00**	3.00**	3.00**	3.0**	3.0**	3.0**	3.0**
PERSONAL SERVICES	686,106	932,794	984,925	1,009,996	1,010	1,010	1,010	1,010
OTHER CURRENT EXPENSES	3,597	7,717	7,717	7,717	8	8	8	8
EQUIPMENT	8,795							
TOTAL OPERATING COST	698,498	940,511	992,642	1,017,713	1,018	1,018	1,018	1,018
BY MEANS OF FINANCING								
	7.00*	7.00*	7.00*	7.00*	7.0*	7.0*	7.0*	7.0*
	3.00**	3.00**	3.00**	3.00**	3.0**	3.0**	3.0**	3.0**
GENERAL FUND	698,498	940,511	992,642	1,017,713	1,018	1,018	1,018	1,018
TOTAL PERM POSITIONS	7.00*	7.00*	7.00*	7.00*	7.0*	7.0*	7.0*	7.0*
TOTAL TEMP POSITIONS	3.00**	3.00**	3.00**	3.00**	3.0**	3.0**	3.0**	3.0**
TOTAL PROGRAM COST	698,498	940,511	992,642	1,017,713	1,018	1,018	1,018	1,018

PROGRAM ID: **AGS104**
 PROGRAM STRUCTURE: **11020204**
 PROGRAM TITLE: **INTERNAL POST AUDIT**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
<u>MEASURES OF EFFECTIVENESS</u>								
1. NO. OF STATUTORY AUDITS COMP AS % OF TOTAL PLANNED	100	100	100	100	100	100	100	100
2. NO. FIN AUDIT RPTS REV AS % TOTAL BY OFFICE OF AUD	100	100	100	100	100	100	100	100
3. AV NUMBER OF YEARS BETWEEN AUDITS	6	6	6	6	6	6	6	6
<u>PROGRAM TARGET GROUPS</u>								
1. NUMBER OF STATUTORY REQUIRED AUDITS	280	280	280	280	280	280	280	280
2. NO. OF EXEC DEPTS SUB TO COMPTROLLER ACCT POLICIES	18	18	18	18	18	18	18	18
3. NO. OF FINANCIAL AUDITS PLANNED BY OFF OF AUDITOR	11	11	11	11	11	11	11	11
<u>PROGRAM ACTIVITIES</u>								
1. MONITOR IC & ACCTG SYS THROUGH STATUTORY REQ AUDIT	18	18	18	18	18	18	18	18
2. MONITOR IC BY REV OFFICE OF AUDITOR FIN AUDIT RPTS	11	11	11	11	11	11	11	11

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS104: INTERNAL POST AUDIT

11 02 02 04

A. Statement of Program Objectives

To ensure that control systems provide managers with reasonable assurance that desired outcomes will be achieved.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 104): None.

C. Description of Activities Performed

The major activities of the Program include the following: (1) audits and other assurance procedures required by statute; (2) audits and other assurance services requested by State departments and agencies; (3) urgent audit and other assurance services requested by State departments and agencies; (4) monitoring compliance on a periodic basis by State departments and agencies for the establishment and maintenance of a system of internal controls; (5) audits of contracts of State departments and agencies; (6) assisting departments and agencies with internal control-related issues and follow-up on the resolution of audit findings; and (7) verification of invoices submitted by the Honolulu Authority for Rapid Transportation.

D. Statement of Key Policies Pursued

It is the policy of the program to ensure fiscal integrity, responsibility and efficiency in the State government by performing audits and other assurance procedures on a systematic and selective basis.

E. Identification of Important Program Relationships

The program monitors, through audit and monitoring processes, for compliance with the State's internal control system for the authorization, initiation, recording, processing, monitoring and reporting of financial transactions. Compliance by the State's departments and agencies with established accounting procedures and related internal controls promotes fiscal integrity, responsibility and efficiency.

F. Description of Major External Trends Affecting the Program

General economic conditions leading to a slowdown in economic activity could adversely affect government services if such a slowdown results in cutbacks in personnel. Such reductions could negatively impact the internal control environment due to a lack of adequate resources to accurately initiate, process, record, monitor and report financial transactions.

G. Discussion of Cost, Effectiveness, and Program Size Data

99% of the program cost is for personnel. Accordingly, position count is a major determinant in the number of audits conducted. The program has met its core responsibilities by consistently maintaining its level of the number of audits and other assurance services conducted during the past two biennium periods.

H. Discussion of Program Revenues

The program does not anticipate generating revenues during the 2023-2025 biennium period and the 2023-2029 planning period.

I. Summary of Analysis Performed

An in-depth analysis has not been performed of the program.

J. Further Considerations

There are no further considerations for this program.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO: **1103**
PROGRAM TITLE: **GENERAL SERVICES**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
CURRENT LEASE PAYMENTS								
OTHER CURRENT EXPENSES	3,218,278	4,587,112	4,587,112	4,587,112	4,587	4,587	4,587	4,587
TOTAL CURRENT LEASE PAYMENTS COST	3,218,278	4,587,112	4,587,112	4,587,112	4,587	4,587	4,587	4,587
BY MEANS OF FINANCING								
GENERAL FUND	3,218,278	2,486,812	2,486,812	2,486,812	2,487	2,487	2,487	2,487
INTERDEPARTMENTAL TRANSFERS		2,100,300	2,100,300	2,100,300	2,100	2,100	2,100	2,100
OPERATING COST	540.00*	585.00*	603.00*	603.00*	603.0*	603.0*	603.0*	603.0*
	19.00**	19.00**	20.00**	20.00**	20.0**	20.0**	19.0**	19.0**
PERSONAL SERVICES	33,673,001	44,209,066	50,404,223	52,247,470	52,247	52,247	52,121	52,121
OTHER CURRENT EXPENSES	92,878,010	149,037,541	147,012,654	145,101,975	145,100	144,800	144,675	144,675
EQUIPMENT	551,431	1,593,256	2,673,506	1,108,756	1,109	1,109	1,109	1,109
MOTOR VEHICLES	171,102	2,354,400	2,416,921	2,354,400	2,354	2,354	2,354	2,354
TOTAL OPERATING COST	127,273,544	197,194,263	202,507,304	200,812,601	200,810	200,510	200,259	200,259
BY MEANS OF FINANCING								
	441.00*	486.00*	504.00*	504.00*	504.0*	504.0*	504.0*	504.0*
	16.00**	16.00**	17.00**	17.00**	17.0**	17.0**	16.0**	16.0**
GENERAL FUND	80,727,048	117,892,239	120,155,441	118,176,623	118,177	117,877	117,626	117,626
	15.00*	15.00*	15.00*	15.00*	15.0*	15.0*	15.0*	15.0*
	3.00**	3.00**	3.00**	3.00**	3.0**	3.0**	3.0**	3.0**
SPECIAL FUND	8,525,896	12,092,117	14,076,951	14,119,751	14,118	14,118	14,118	14,118
	35.00*	34.00*	34.00*	34.00*	34.0*	34.0*	34.0*	34.0*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS	8,252,561	11,783,043	11,784,762	11,785,873	11,785	11,785	11,785	11,785
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
A R P FUNDS	80,000	84,000						
	49.00*	50.00*	50.00*	50.00*	50.0*	50.0*	50.0*	50.0*
	**	**	**	**	**	**	**	**
REVOLVING FUND	29,688,039	55,342,864	56,490,150	56,730,354	56,730	56,730	56,730	56,730
CAPITAL IMPROVEMENT COSTS								
PLANS	1,004,000	503,000	2,000	1,000	1,003	1,903	2,002	2
LAND ACQUISITION	2,000		1,000	1,000	3	3	2	2
DESIGN	3,462,000	1,297,000	1,497,000	101,000	3,394	2,892	1,494	947
CONSTRUCTION	26,878,000	10,225,000	17,349,000	31,094,000	33,296	28,797	13,500	9,897
EQUIPMENT	4,000	3,000	2,000	2,000	2,004	4	2	2
TOTAL CAPITAL EXPENDITURES	31,350,000	12,028,000	18,851,000	31,199,000	39,700	33,599	17,000	10,850

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO: 1103
PROGRAM TITLE: GENERAL SERVICES

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
BY MEANS OF FINANCING								
GENERAL FUND		500,000	15,000,000	15,000,000				
G.O. BONDS	31,350,000	11,528,000	3,351,000	15,699,000	39,700	33,599	17,000	10,850
PRIVATE CONTRIBUTIONS			500,000	500,000				
TOTAL PERM POSITIONS	540.00*	585.00*	603.00*	603.00*	603.0*	603.0*	603.0*	603.0*
TOTAL TEMP POSITIONS	19.00**	19.00**	20.00**	20.00**	20.0**	20.0**	19.0**	19.0**
TOTAL PROGRAM COST	161,841,822	213,809,375	225,945,416	236,598,713	245,097	238,696	221,846	215,696

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

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

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	141.00*	155.00*	168.00*	168.00*	168.0*	168.0*	168.0*	168.0*
	14.00**	14.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
PERSONAL SERVICES	10,262,051	14,569,248	16,730,205	17,163,400	17,163	17,163	17,163	17,163
OTHER CURRENT EXPENSES	27,304,161	37,940,548	33,330,297	31,403,297	31,402	31,102	31,102	31,102
EQUIPMENT	154,179	1,357,303	2,454,303	950,303	950	950	950	950
MOTOR VEHICLES	82,747							
TOTAL OPERATING COST	37,803,138	53,867,099	52,514,805	49,517,000	49,515	49,215	49,215	49,215
BY MEANS OF FINANCING								
	96.00*	110.00*	123.00*	123.00*	123.0*	123.0*	123.0*	123.0*
	13.00**	13.00**	13.00**	13.00**	13.0**	13.0**	13.0**	13.0**
GENERAL FUND	33,295,637	45,042,949	43,649,931	40,626,172	40,626	40,326	40,326	40,326
	12.00*	12.00*	12.00*	12.00*	12.0*	12.0*	12.0*	12.0*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
SPECIAL FUND	1,161,084	2,511,566	2,552,290	2,578,244	2,577	2,577	2,577	2,577
	33.00*	33.00*	33.00*	33.00*	33.0*	33.0*	33.0*	33.0*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS	3,346,417	6,312,584	6,312,584	6,312,584	6,312	6,312	6,312	6,312
CAPITAL IMPROVEMENT COSTS								
PLANS	1,001,000	1,000			2	2	1	1
LAND ACQUISITION	1,000				2	2	1	1
DESIGN	1,000	398,000			1,197	1,195	497	450
CONSTRUCTION	4,696,000	600,000			4,898	4,499	2,500	1,897
EQUIPMENT	1,000	1,000			2,001	2	1	1
TOTAL CAPITAL EXPENDITURES	5,700,000	1,000,000			8,100	5,700	3,000	2,350
BY MEANS OF FINANCING								
G.O. BONDS	5,700,000	1,000,000			8,100	5,700	3,000	2,350
TOTAL PERM POSITIONS	141.00*	155.00*	168.00*	168.00*	168.0*	168.0*	168.0*	168.0*
TOTAL TEMP POSITIONS	14.00**	14.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
TOTAL PROGRAM COST	43,503,138	54,867,099	52,514,805	49,517,000	57,615	54,915	52,215	51,565

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **AGS131**
 PROGRAM STRUCTURE NO: **11030202**
 PROGRAM TITLE: **ENTERPRISE TECHNOLOGY SERVICES**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	141.00*	155.00*	168.00*	168.00*	168.0*	168.0*	168.0*	168.0*
	14.00**	14.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
PERSONAL SERVICES	10,262,051	14,569,248	16,730,205	17,163,400	17,163	17,163	17,163	17,163
OTHER CURRENT EXPENSES	27,304,161	37,940,548	33,330,297	31,403,297	31,402	31,102	31,102	31,102
EQUIPMENT	154,179	1,357,303	2,454,303	950,303	950	950	950	950
MOTOR VEHICLES	82,747							
TOTAL OPERATING COST	37,803,138	53,867,099	52,514,805	49,517,000	49,515	49,215	49,215	49,215
BY MEANS OF FINANCING								
	96.00*	110.00*	123.00*	123.00*	123.0*	123.0*	123.0*	123.0*
	13.00**	13.00**	13.00**	13.00**	13.0**	13.0**	13.0**	13.0**
GENERAL FUND	33,295,637	45,042,949	43,649,931	40,626,172	40,626	40,326	40,326	40,326
	12.00*	12.00*	12.00*	12.00*	12.0*	12.0*	12.0*	12.0*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
SPECIAL FUND	1,161,084	2,511,566	2,552,290	2,578,244	2,577	2,577	2,577	2,577
	33.00*	33.00*	33.00*	33.00*	33.0*	33.0*	33.0*	33.0*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS	3,346,417	6,312,584	6,312,584	6,312,584	6,312	6,312	6,312	6,312
CAPITAL IMPROVEMENT COSTS								
PLANS	1,001,000	1,000			2	2	1	1
LAND ACQUISITION	1,000				2	2	1	1
DESIGN	1,000	398,000			1,197	1,195	497	450
CONSTRUCTION	4,696,000	600,000			4,898	4,499	2,500	1,897
EQUIPMENT	1,000	1,000			2,001	2	1	1
TOTAL CAPITAL EXPENDITURES	5,700,000	1,000,000			8,100	5,700	3,000	2,350
BY MEANS OF FINANCING								
G.O. BONDS	5,700,000	1,000,000			8,100	5,700	3,000	2,350
TOTAL PERM POSITIONS	141.00*	155.00*	168.00*	168.00*	168.0*	168.0*	168.0*	168.0*
TOTAL TEMP POSITIONS	14.00**	14.00**	14.00**	14.00**	14.0**	14.0**	14.0**	14.0**
TOTAL PROGRAM COST	43,503,138	54,867,099	52,514,805	49,517,000	57,615	54,915	52,215	51,565

PROGRAM ID: **AGS131**
 PROGRAM STRUCTURE: **11030202**
 PROGRAM TITLE: **ENTERPRISE TECHNOLOGY SERVICES**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. REQ FOR IP SVCS CMP WITHIN TIMEFRAME AS %TTL CMP	83	83	83	83	83	83	83	83
2. % OF MAINFRAME PRODUCTION JOBS RUN AS SCHEDULED	99	99	99	99	99	99	99	99
3. MFRAME PROD JOBS RERUN AS % OF TTL MFRAME PROD JOB	.18	.18	.18	.18	.18	.18	.18	.18
4. MAINFRAME DOWNTIME AS % OF TOTAL OPERATIONAL TIME	.12	.12	.12	.12	.12	.12	.12	.12
5. # TROUBLE CALLS RESOLVED AS % CALLS RECD	98	98	98	98	98	98	98	98
6. % OF NETWORK INFRASTRUCTURE UPTIME	99.9	99.9	99.9	99.9	99.9	99.9	99.9	99.9
7. % OF DEPTS USING ADVANCED ENDPOINT PROTECTION	100	100	100	100	100	100	100	100
8. # OF PAGE VIEWS ON STATE'S WEBSITES (IN MILLIONS)	60.2	65.5	71.2	77.5	82.5	87.5	90.5	93.5
9. # OF DOCUMENTS ELECTRONICALLY SIGNED (THOUSANDS)	400	450	500	550	600	650	700	750
10. # OF CRITICAL BUSINESS PROCESSES SUPPORTED	200	400	500	600	600	600	600	600
PROGRAM TARGET GROUPS								
1. # OF UNIQUE VISITORS TO STATE WEBSITES (MILLIONS)	12	12	12	12	12	12	12	12
2. EXECUTIVE BRANCH DEPARTMENTS AND ATTACHED AGENCIES	30	30	30	30	30	30	30	30
3. BENEFICIARIES OF STATE OF HAWAII GOVT SERVICES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
PROGRAM ACTIVITIES								
1. # OF DEVICES AT STATE'S CENTRAL COMPUTER FACILITY	650	650	650	650	650	650	650	650
2. TOTAL # OF APPLICATIONS MAINTAINED	72	72	72	72	72	72	72	72
3. AVERAGE MO CALL VOLUME REC'D BY ASSISTANCE CNTR	600	600	600	600	600	600	600	600
4. # MICROWAVE RADIO LINKS & SITES ADDED OR UPGRADED	5	5	5	5	5	5	5	5
5. AV MO VOL OF DATA BACKED UP FOR OFFSITE STORAGE	168	184	202	222	242	262	282	287
6. TOTAL NUMBER OF EXEC BR E-MAIL ACCOUNTS ADMINSTRD	12967	13226	13491	13760	13860	1310	13950	13980
7. % OF ESCALATED MALWARE INCIDENTS HANDLED	5	5	5	5	5	5	5	5
8. TOTAL NUMBER OF WEBSITES SUPPORTED	509	514	519	524	529	534	539	544
9. TOTAL NUMBER OF HELP DESK TICKETS RECEIVED	4075	4482	4930	5423	5500	5500	5500	5500
10. # OF VIRTUAL MACHINES HOSTED IN GOVT PRIVATE CLOUD	546	660	700	680	600	650	700	700
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUES FROM THE USE OF MONEY AND PROPERTY	14	31	31	31	31	31	31	31
REVENUE FROM OTHER AGENCIES: ALL OTHER	107	117	128	135	142	148	148	148
CHARGES FOR CURRENT SERVICES	4,429	4,313	4,313	4,313	4,313	4,313	4,313	4,313
TOTAL PROGRAM REVENUES	4,550	4,461	4,472	4,479	4,486	4,492	4,492	4,492
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
SPECIAL FUNDS	1,204	1,148	1,159	1,166	1,173	1,179	1,179	1,179
ALL OTHER FUNDS	3,346	3,313	3,313	3,313	3,313	3,313	3,313	3,313
TOTAL PROGRAM REVENUES	4,550	4,461	4,472	4,479	4,486	4,492	4,492	4,492

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS131: ENTERPRISE TECHNOLOGY SERVICES

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A. Statement of Program Objectives

Program objectives include the management and operation of all State agencies by providing effective, efficient, coordinated, and cost-beneficial computer and telecommunication services such that State program objectives may be efficiently achieved. In addition, the program provides governance for Executive Branch information technology (IT) projects to provide the essential State oversight necessary so that intended goals are achieved and a positive return on investment (ROI) is realized for the people of Hawaii. The program also seeks to prioritize and advance innovative initiatives with the greatest potential to increase efficiency, reduce waste, and improve transparency and accountability in State government.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 131):

I. OPERATING BUDGET:

(1) Adds \$412,500 in FY 24 and FY 25 for full-year funding for ten new FY 23 positions per Act 248, SLH 2022.

(2) Adds 13 permanent positions in FY 24 and FY 25, and \$1,044,400 in FY 24 and \$1,040,400 in FY 25 to establish a permanent team of in-house IT specialists to handle various special projects, including the current Enterprise Financial Services (EFS) project.

(3) Adds \$1,495,000 in FY 24 and \$300,000 in FY 25 to cover recurring costs for expenses related to the Independent Verification and Validation and the Test Automation Services contracts, initially appropriated in Act 248, SLH 2022, for the EFS project.

(4) Adds \$1,695,000 in FY 24 and \$878,000 in FY 25 to cover the price increase of Microsoft Office 365 G3 and Enterprise Mobility Sites licenses.

(5) Adds \$328,000 in FY 24 and FY 25 to cover increased costs associated with statewide consolidated licensing for Adobe Sign and Acrobat DC Pro.

(6) Adds \$85,000 in FY 25 for Environmental Systems Research Institute contracts for increased licenses to cover department license usages and storage.

(7) Transfers \$3,342,309 in FY 24 and FY 25 from the Office of Enterprise Technology Services (ETS) to the Department of Taxation (TAX) for annual recurring costs, initially appropriated to ETS in Act 248, SLH 2022, for TAX-related IT needs and projects.

(8) Adds \$1,500,000 in FY 24 for various "hardware refresh" (replacement) ETS needs.

II. CAPITAL IMPROVEMENT PROGRAM BUDGET: None.

C. Description of Activities Performed

Production Services - Operates a centralized computing facility and a distributed data communications network that provides comprehensive and efficient computing services to all State agencies.

Systems Services - Provides systems software support and control programming; database management and operational support; installation and maintenance services for distributed systems; development, implementation, and maintenance of specialized systems software used in support of applications and control systems; and analyses to improve the efficiency and capacity of computer systems and security of information.

Telecommunications Services - Plans, designs, engineers, upgrades, and manages the State's telecommunication infrastructure that delivers voice, data, video, microwave, and radio communications services to State agencies. The program further provides centralized computer information management and processing services; coordination in the use of all information processing equipment, software, facilities, and services in the Executive Branch; and consultation and support services in the use of information processing and management technologies to improve the efficiency, effectiveness, and productivity of State government programs.

Client Services - Provides application systems development and maintenance services to statewide applications and department or agency specific applications.

Program Plan Narrative

AGS131: ENTERPRISE TECHNOLOGY SERVICES

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Technology Support Services - Provides planning, design, management, maintenance, coordination, and technical consulting and support for the State's emerging technologies programs. In addition, it is the program's responsibility to establish, coordinate, and manage a program to provide a means for public access to public information and develop and operate an information network in conjunction with overall plans for establishing a communication backbone for State government.

Cyber Security - Provides planning, advice, assistance, scanning and monitoring in the secure use of the information processing.

Governance - Statutorily mandated duties include development, implementation and management of statewide IT governance and State IT strategic plans, as well as development and implementation of statewide technology standards, including working with each Executive Branch department and agency to develop and maintain multi-year IT strategic and tactical plans and road maps and coordinate IT budget requests, forecasts, and procurement purchases to ensure compliance with all the above.

D. Statement of Key Policies Pursued

The program has identified seven focus areas, or "CIO priorities," under which the program will further advance programs and projects that achieve stated objectives, to ensure an effective, efficient and open government and the legislative intent in cited statutes.

IT Workforce Development - Implementation of programs, strategies and reforms to develop and empower the State's IT workforce to increase ability to modernize government processes, systems, solutions and services while reducing over reliance on third-party consultants.

IT Governance - Establishment of processes and standards that guide the management and oversight of the State's IT and information resource investments, acquisitions and projects, as outlined in statute (Section 27-43, HRS) and enhanced by Act 58, SLH 2016, to seek efficiency and cost-savings through economies of scale, leveraging of shared assets, reduction of waste, and alignment with statewide IT strategies and industry best practices.

Services-Oriented Infrastructure - Management of enterprise shared services to leverage the State's enterprise and related economies of scale such as network, security, communications, data center, and cloud services.

Enterprise Programs and Projects - Facilitation of the successful execution of programs and projects identified as priority and/or enterprise in scope to maximize positive ROI (e.g., tax, health and human services, asset management, budget, finance, grants, human resources, payroll, procurement, and time and attendance).

Open Government - Building upon established open data and transparency platforms to facilitate mandates outlined in statute (Section 27-44, HRS).

Cyber Security - Ensuring a sound cyber security posture for the State and conducting direct departmental remedial actions, if necessary, to protect government information or data communication infrastructure, in accordance with statute (Section 27-43.5, HRS) and enhanced by Act 58, SLH 2016.

IT Cost Transparency - Facilitation of an effective, efficient, and open government by implementing reforms that improve transparency and accountability.

E. Identification of Important Program Relationships

The program provides planning, consulting, development, maintenance, and computer applications processing services for essential statewide programs, including Accounting, Payroll, Budgeting, Capital Improvements, Human Resources Application Information, Class Registration, and Unemployment Insurance. The program provides systems support, database management, and computer hosting/operations services for department-administered application systems, including the Hawaii Automated Welfare Information System, Offender Based Tracking System, Business Registration, Professional and Vocational Licensing, Integrated Tax Information Management System, KEIKI Child Support Enforcement System, and the Hawaii Employer-Union Health Benefits Trust Fund system. The program establishes and maintains interfaces to State Judicial, Legislative, county, and federal information processing systems to ensure the necessary data

Program Plan Narrative

AGS131: ENTERPRISE TECHNOLOGY SERVICES

11 03 02 02

exchanges between jurisdictions for their program objectives. The program establishes and maintains interfaces between the State and private sector financial institutions for the transmission of State financial transactions.

F. Description of Major External Trends Affecting the Program

There are four major trends affecting the existing program: 1) Funding - the potential lack of funds to properly implement the transformation effort will result in the project taking longer and costing the State more; 2) Procurement - the program continues to work with the State Procurement Office to improve purchasing processes and with the Attorney General to improve contracting processes, which together establish better overall efficiency for acquisitions and contracting of services; 3) Consolidation and Shared Services - Hawaii is leveraging the best practices and lessons learned from these efforts to shape consolidation efforts to be efficient and successful; and 4) Difficulty Dealing with Change - the program is implementing pro-active measures to involve affected employees and collectively encourage them to consider and adopt new approaches.

G. Discussion of Cost, Effectiveness, and Program Size Data

The program is focusing on expanding and maintaining essential IT services by implementing new technology infrastructure while simultaneously operating and upgrading the existing infrastructure within the planned operating budget.

H. Discussion of Program Revenues

The program does not generate State revenues from its operations.

I. Summary of Analysis Performed

Building upon existing State IT/Information Resource Management plans, the program identified the focus areas described above to facilitate progress, while taking into consideration budget and resource limitations as well as other barriers to progress. IT governance processes are now in place to ensure the success of programs and projects in meeting intended objectives and positive ROI. ETS continues to monitor and evaluate effectiveness for delivery of service and annual costs, and ROI will be calculated, monitored and evaluated, with corrective measures

implemented for any significant variances, as needed. In addition, ETS is soliciting the IT Steering Committee's assessment of overall effectiveness year-over-year, as measured by success in achieving benchmarks under stated focus areas.

J. Further Considerations

None.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: AGS111
 PROGRAM STRUCTURE NO: 110303
 PROGRAM TITLE: ARCHIVES - RECORDS MANAGEMENT

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	18.00*	19.00*	21.00*	21.00*	21.0*	21.0*	21.0*	21.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	1,045,109	1,305,473	1,515,951	1,572,219	1,572	1,572	1,572	1,572
OTHER CURRENT EXPENSES	152,593	202,249	405,249	405,249	405	405	405	405
EQUIPMENT	287,537	193,950	116,450	116,450	117	117	117	117
TOTAL OPERATING COST	1,485,239	1,701,672	2,037,650	2,093,918	2,094	2,094	2,094	2,094
BY MEANS OF FINANCING	15.00*	16.00*	18.00*	18.00*	18.0*	18.0*	18.0*	18.0*
	**	**	**	**	**	**	**	**
GENERAL FUND	998,972	1,133,979	1,527,436	1,574,902	1,575	1,575	1,575	1,575
	3.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
	**	**	**	**	**	**	**	**
SPECIAL FUND	486,267	567,693	510,214	519,016	519	519	519	519
CAPITAL IMPROVEMENT COSTS								
PLANS		500,000						
DESIGN			2,000					
CONSTRUCTION			498,000	2,598,000	1,000			
EQUIPMENT				1,000	1			
TOTAL CAPITAL EXPENDITURES		500,000	500,000	2,599,000	1,001			
BY MEANS OF FINANCING								
GENERAL FUND		500,000						
G.O. BONDS			500,000	2,599,000	1,001			
TOTAL PERM POSITIONS	18.00*	19.00*	21.00*	21.00*	21.0*	21.0*	21.0*	21.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	1,485,239	2,201,672	2,537,650	4,692,918	3,095	2,094	2,094	2,094

PROGRAM ID: **AGS111**
 PROGRAM STRUCTURE: **110303**
 PROGRAM TITLE: **ARCHIVES - RECORDS MANAGEMENT**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. NO. OF APPROVED RECORDS RETENTION SCHEDULES	5420	5430	5440	5455	5460	5465	5470	5475
2. % OF STORAGE CAPACITY FILLED AT RECORDS CENTER	80	80	80	80	80	80	80	80
3. % REC DESTROYED AT REC CTR % TOT REC ELIG FOR DEST	80	80	80	80	80	80	80	80
4. NO. OF RECORDS IN ARCHIVES (CUBIC FEET)	11480	12600	12800	13000	13200	13400	13600	13800
5. NO. OF RECORDS AVAILABLE ONLINE FOR RESEARCH	820000	995000	4000000	4500000	5000000	5500000	6000000	6500000
PROGRAM TARGET GROUPS								
1. STATE USER AGENCIES	125	125	125	125	125	125	125	125
2. # OF CUSTOMERS SERVICED AT HISTORICAL REC BR	7500	7400	7300	7200	7100	7000	6900	6800
3. # OF REC AT STATE REC CTR ELIG FOR DISPOS DUR FY	3000	3000	3000	3000	3000	3000	3000	3000
4. # ONLINE USERS ACCESSING ARCHIVES CATALOG/WEBSITE	460000	500000	500000	500000	500000	500000	500000	500000
PROGRAM ACTIVITIES								
1. NUMBER OF CUBIC FEET OF RECORDS STORED	46000	46000	46000	46000	46000	46000	46000	46000
2. NUMBER OF RECORDS SERIES SCHEDULED/REVISED	15	15	15	15	15	15	15	15
3. NUMBER OF RECORDS REQ RETRIEVED BY RECORDS CENTER	1100	1100	1100	1100	1100	1100	1100	1100
4. NUMBER OF CU FT OF RECORDS DISPOSED BY REC CENTER	2400	2400	2400	2400	2400	2400	2400	2400
5. SVC CUSTMRS AT HIST REC BR (# OF RETRIEVALS,ET AL)	16000	25000	25000	25000	25000	25000	25000	25000
6. PROVIDE ACCESS TO HOLD INFO THRU ONLINE CATALOG	25	25	25	25	25	25	25	25
7. PROVIDE ACCESS TO REC THRU DESC FINDING AIDS	63	65	65	65	65	65	65	65
8. COLLECT/PRES PERM/HIST REC OF STATE GOV	25	20	40	40	40	40	40	40
9. # RECORDS SCANNED FOR ONLINE ACCESS DURING THE YR	35000	50000	50000	50000	50000	50000	50000	50000
10. NUMBER OF REC UPLOADED TO INTERNET FOR ONLINE ACC	150000	200000	200000	225000	250000	300000	350000	400000
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUES FROM THE USE OF MONEY AND PROPERTY	5	3	2	2	2	2	2	2
CHARGES FOR CURRENT SERVICES	417	495	513	522	532	552	552	552
NON-REVENUE RECEIPTS	6							
TOTAL PROGRAM REVENUES	428	498	515	524	534	554	554	554
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
SPECIAL FUNDS	419	497	515	524	534	554	554	554
ALL OTHER FUNDS	9	1						
TOTAL PROGRAM REVENUES	428	498	515	524	534	554	554	554

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS111: ARCHIVES - RECORDS MANAGEMENT

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A. Statement of Program Objectives

To foster open government by preserving and making accessible the historic records of State government and partnering with State agencies to manage their active and inactive records.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 111):

I. OPERATING BUDGET:

Adds 2.00 permanent positions in FY 24 and FY 25, and \$315,560 in FY 24 and \$319,592 in FY 25 to continue the duties and activities contained in Act 178, SLH 2022, Relating to Government Records. Specifically, to assist agencies in transferring inactive paper records to low-cost, high-density storage at the State Records Center and advise agencies on the selection, preparation, and management of the end-to-end paper records digitization process.

II. CAPITAL IMPROVEMENT PROGRAM BUDGET:

The below projects are both for the Kekauluohi Building, which houses the State Archives:

(1) Adds \$3,400,000 in FY 24 for Halon System Replacement and Upgrade, Oahu. The project is needed to replace the ozone depleting Fire Suppression System with modern locally obtainable gas.

(2) Adds \$700,000 in FY 24 for Backup Generator, Oahu. The project is needed to provide continuous power for mission-critical heating, ventilation, and air conditioning systems in the event of a power failure.

C. Description of Activities Performed

The program's major activities include:

Digital Archives - The three-year build-out of the Digital Archives was completed with access to archival records available to the public. The Hawaii Digital Archives, or HiDA, will continue to refine the user interface, ingest and preservation capabilities for State agency electronic records in

a centralized digital archives. Work to improve public access to these materials will be ongoing. As new digital records are donated to, or created by the State Archives, this new content will be uploaded to HiDA for free public access 24 hours a day, 7 days a week, 365 days a year, from anywhere in the world.

HiDA is an open-source tool for preserving the fiscal, historical, legal, cultural, and intellectual heritage of Hawaii. The goal of the project is to create a system that not only stores digital records, but also preserves their authenticity for all time.

HiDA uses an agile, modular approach as a means to maintain records over a long period. This approach means development is constantly ongoing as services are removed or replaced with new or better software. Records themselves will also be continually updated to new formats that will prevent them from going obsolete while still preserving their authenticity.

Historical Records - Collects, preserves, stores, and manages Hawaii's historical government records of enduring legal, historical, administrative, or fiscal value; provides access to these records via the web and at the Hawaii State Archives; provides in-house scanning and technical support services; and prepares scanned records to be loaded to the web.

Records Management - Provides technical and professional support to develop and revise records retention and disposition schedules for the Executive Branch; provides low-cost records storage in a warehouse facility for non-permanent records; and provides storage for master/security microforms for State and county agencies.

D. Statement of Key Policies Pursued

Key policies which will continue in FYs 24-25 include:

- Address the preservation of the State's permanent electronic records through public access to the Digital Archives of Hawaii. Partner with State agencies who have agreed to transfer records to the Digital Archives system.

- Explore new methods of classifying and developing records retention schedules to work in an electronic environment.

Program Plan Narrative

AGS111: ARCHIVES - RECORDS MANAGEMENT

11 03 03

- Continue to explore and use open-source software systems to make Archives records and information available to users via the internet. Our open-source software solutions rely heavily on Archives staff to maintain them with the help of the open source community and the Office of Enterprise Technology Services.

- Work with existing partners and seek new private sector and government partnerships to continue to add archival records to our online digital collections available on the Archives website.

- Use the State's internet and intranet to inform State agencies about Archives' services.

E. Identification of Important Program Relationships

The Archives Division collaborates with State agencies and private institutions to preserve and make accessible records of enduring value. The Archives collects records primarily from State agencies and has worked with State partners to seamlessly transfer electronic records of permanent value to the State Archives.

F. Description of Major External Trends Affecting the Program

State government creates and receives a growing volume of information in digital format. Digital materials are surprisingly fragile. Their viability depends on technologies that rapidly and continually change. As recordkeeping moves from paper to electronic systems, the significance of government records and the challenges associated with caring for born digital records grow. Rapid changes in technology in operating systems, hardware and software can make digital materials inaccessible within short periods of time. Keeping digital resources usable by future generations require conscious effort and continual investment.

G. Discussion of Cost, Effectiveness, and Program Size Data

Recruitment and retaining staff can be problematic due to the specialized knowledge required to develop and maintain a preservation system, compliance with statutory and regulatory mandates, strong knowledge of both computer science and archival science, and our inability to match compensation for information technology staff offered in the private sector.

Limited funding and staff will continue to impact the program's ability to service the public and meet projected goals.

H. Discussion of Program Revenues

The Legislature passed Act 88, SLH 2013, to establish a State Archives Preservation and Long-Term Access Special Fund and assess a preservation fee on public documents to be used to preserve electronic records of long-term value in a usable state for the good of the public. Collection of the State Archives Preservation Fee began in FY 14, and expenditures from the special fund were authorized to begin in FY 15. This funding is currently sufficient to meet the needs of the program, but as the volume of records transferred and research use increases, the current funding mechanism may need to be reevaluated for a future increase in the preservation fee.

I. Summary of Analysis Performed

No in-depth program analysis has been performed for this program.

J. Further Considerations

Ability to provide sufficient storage capacity for an ever-increasing digital collection, expanded by the program's own mass digitization initiatives and large amounts of data being transferred by agencies. Rapidly changing technology requires constant upgrading of computer software and hardware. Public demands increased web access to Archives records requiring additional servers and network equipment.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **AGS891**
 PROGRAM STRUCTURE NO: **110304**
 PROGRAM TITLE: **ENHANCED 911 BOARD**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	0.00*	0.00*	0.00*	0.00*	0.0*	0.0*	0.0*	0.0*
	2.00**	2.00**	2.00**	2.00**	2.0**	2.0**	2.0**	2.0**
PERSONAL SERVICES	156,281	256,058	270,505	278,549	278	278	278	278
OTHER CURRENT EXPENSES	6,722,264	8,756,800	10,743,942	10,743,942	10,744	10,744	10,744	10,744
TOTAL OPERATING COST	6,878,545	9,012,858	11,014,447	11,022,491	11,022	11,022	11,022	11,022
BY MEANS OF FINANCING								
	*	*	*	*	*	*	*	*
	2.00**	2.00**	2.00**	2.00**	2.0**	2.0**	2.0**	2.0**
SPECIAL FUND	6,878,545	9,012,858	11,014,447	11,022,491	11,022	11,022	11,022	11,022
TOTAL PERM POSITIONS	*	*	*	*	*	*	*	*
TOTAL TEMP POSITIONS	2.00**	2.00**	2.00**	2.00**	2.0**	2.0**	2.0**	2.0**
TOTAL PROGRAM COST	6,878,545	9,012,858	11,014,447	11,022,491	11,022	11,022	11,022	11,022

PROGRAM ID: **AGS891**
 PROGRAM STRUCTURE: **110304**
 PROGRAM TITLE: **ENHANCED 911 BOARD**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. NO. OF WIRLES/VOIP/WIRELINE 911 CALLS COUNTY PSAP	1550100	1550100	1550100	1550100	1550100	1550100	1550100	1550100
2. NO. OF EDUCATIONAL OUTREACH PROGRAMS DURING THE FY	0	1	0	1	0	0	0	0
3. % OF E911 FUNDS DISBURSED FOR NEW TECHLGY FOR PSAP	53	53	53	53	55	55	55	55
PROGRAM TARGET GROUPS								
1. NO. OF PUBLIC SAFETY ANSWERING POINTS	9	9	9	9	9	9	9	9
2. NO. OF WIRELESS/VOIP/WIRELINE PROVIDERS	55	55	55	55	70	70	70	70
PROGRAM ACTIVITIES								
1. TTL \$ AMT OF SURCHGE COLLECTED FISC YR (IN THOUS)	10900	10900	10900	10900	10900	10900	10900	10900
2. TTL \$ AMT DISBURSED TO PSAPS IN FISC YR (IN THOUS)	7500	9000	9000	9000	9000	9000	9000	9000
3. TTL \$ AMT DISBUR TO WSPS IN THE FISC YR (IN THOUS)	65	65	65	65	65	65	65	65
4. TTL \$ AMT DISB TO BD ADMIN MATTERS IN FY (IN THOU)	1060	1100	1069	1077	1100	1100	1100	1100
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUES FROM THE USE OF MONEY AND PROPERTY	68	75	100	75	50	50	51	51
CHARGES FOR CURRENT SERVICES	11,134	11,200	11,200	11,200	11,200	11,200	11,200	11,200
TOTAL PROGRAM REVENUES	11,202	11,275	11,300	11,275	11,250	11,250	11,251	11,251
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
SPECIAL FUNDS	11,202	11,275	11,300	11,275	11,250	11,250	11,251	11,251
TOTAL PROGRAM REVENUES	11,202	11,275	11,300	11,275	11,250	11,250	11,251	11,251

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS891: ENHANCED 911 BOARD

11 03 04

A. Statement of Program Objectives

To administer the collection of the monthly surcharge from wireless service providers and provide reimbursement from the 911 Fund to public safety answering points (PSAP) and wireless and Voice over Internet Protocol (VoIP) connection service providers to pay for the reasonable costs to lease, purchase or maintain all necessary equipment, including computer hardware, software and database provisioning required by the PSAPs to provide technical functionality for the wireless enhanced 911 service pursuant to the Federal Communications Commission (FCC) Order 94-102.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 891):

OPERATING BUDGET:

Adds \$1,987,142 in FY 24 and FY 25 for increased special fund ceiling to support the transition to Next Generation 9-1-1 (NG911) technology for the county PSAPs.

C. Description of Activities Performed

1. Collect monthly surcharge fees from wireless and VoIP connection service providers.
2. Reimburse PSAPs and wireless service providers for the allowable costs associated with 911 services.
3. Hire an Executive Director and an Administrative Services Assistant to carry out administrative duties, provide technical advisory support to the Board and to administer the Enhanced 911 Fund.
4. Complete an annual Five-Year Strategic Budget Plan of the activities and necessary expenditures for the next five years.
5. Convene monthly 911 Committee and Board meetings.
6. Introduce 911 legislation when necessary.

7. Form investigation committees to make recommendations to the Board on 911 issues impacting PSAPs and public safety.
8. Keep informed of new 911 technologies and federal legislation that will affect the State's PSAPs and residents.
9. Continue to reevaluate the 911 surcharge fees charged for each connection to ensure equity and support of its PSAPs.
10. Continue to provide financial information monthly and quarterly to the Administrative Services Office of the Department of Accounting and General Services.
11. Provide accurate financial statements and undergo an annual independent Certified Public Accountant audit of the Enhanced 911 Fund.

D. Statement of Key Policies Pursued

1. To provide adequate cost recovery to PSAPs and wireless service providers for the deployment and ongoing expenses of wireless enhanced 911 services.
2. To deploy and educate the public on new 911 technologies that would increase public safety and expedite rescues of Hawaii's citizens and visitors from danger.
3. To provide training for its call takers and dispatchers in current and new technologies.
4. To ensure that all State PSAPs are equipped with state-of-the-art technologies.
5. To ensure that sufficient 911 funding is available to address any present or future financial concerns that impact public safety.

Program Plan Narrative

AGS891: ENHANCED 911 BOARD

11 03 04

E. Identification of Important Program Relationships

1. There is a national trend to upgrade the current 9-1-1 systems to an internet protocol (IP)-based (Next Generation) infrastructure. In addition, several states have implemented surcharge assessments on prepaid wireless service which the Enhanced 911 (E911) Board will continue to ensure that all users pay their fair share of the cost of 911 service.

2. The PSAPs have established relationships with the federal government which includes the FCC and the Department of Defense. These two critical relationships are assisting our State in providing funding and legislation to improve the efficiency of the PSAPs through new technologies and aid to urban as well as underserved rural communities. The FCC has mandated that the telecommunications service providers provide new technology such as location accuracy to assist first responders in locating 911 callers in difficult terrain as well as high rise buildings.

3. The Department of Defense has teamed up with the Honolulu PSAP to provide mutual assistance during major catastrophes on Oahu.

F. Description of Major External Trends Affecting the Program

1. There is a national trend to upgrade the current 9-1-1 systems to an IP-based (Next Generation) infrastructure. In addition, several states have implemented surcharge assessments on prepaid wireless service.

2. FirstNet is a federal program to build a nationwide public safety network to provide interoperability with all public safety networks that will increase the efficiency of the PSAPs and first responders, in their efforts to save lives and protect property.

3. The E911 Board, along with other states, will be soliciting the services of a consultant to develop a State Plan that will provide guidance in the deployment and implementation of Next Generation 911 technology.

G. Discussion of Cost, Effectiveness, and Program Size Data

1. The costs associated with the implementation and ongoing operations and support associated with deploying and implementing NG911 services have not yet been fully realized. There are program measures identified to measure the efficiency of PSAP call taking and dispatching first responders which include the type, amount of calls and response times.

2. The E911 Board has consistently kept its administrative costs (adjusted for uncontrollable expenses) below 5% of total expenditures.

H. Discussion of Program Revenues

Program revenues are generated from surcharges assessed on wireless and VoIP connection service provider customers and interest income from the Fund balance on deposit at the Enhanced 911 Fund bank account. Surcharges are assessed in accordance with Chapter 138, HRS. Although the Enhanced 911 Board has been unsuccessful in assessing surcharge fees on wireless prepaid mobile funds, it will continue its efforts to introduce related legislation until passed.

I. Summary of Analysis Performed

The Board performs an analysis of anticipated revenue against the allowable operational costs of the PSAPs as defined in Chapter 138, HRS, during its annual five-year strategic budget planning process. As a result of this process, the Board is able to determine if the available funds are sufficient to meet the needs of the PSAPs. Should revenues be insufficient or excessive, the Board has the authority to recommend an appropriate adjustment to its surcharge fee assessed on the wireless and VoIP connection service providers to the Legislature.

In addition, administrative costs are tracked on a monthly basis to ensure those costs are contained within 5% or less of total disbursements.

J. Further Considerations

1. The Board will continue to make the recommendation to the Legislature to modify Chapter 138, HRS, to include the surcharge fee assessment on prepaid wireless phones.

Program Plan Narrative

AGS891: ENHANCED 911 BOARD

11 03 04

2. The Board will support the transition of all county PSAPs to NG911 technology.
3. The Board will support a certified training program for call takers and dispatchers.
4. The Board will revive public education for text-to-911 technology to save lives of victims of an active shooter and domestic abuse.
5. The Board will continue to support technology that will assist the disabled community to improve their 911 access.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO: **110307**
PROGRAM TITLE: **PROPERTY MANAGEMENT**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
CURRENT LEASE PAYMENTS								
OTHER CURRENT EXPENSES	99,900	2,100,300	2,100,300	2,100,300	2,100	2,100	2,100	2,100
TOTAL CURRENT LEASE PAYMENTS COST	99,900	2,100,300	2,100,300	2,100,300	2,100	2,100	2,100	2,100
BY MEANS OF FINANCING								
GENERAL FUND	99,900							
INTERDEPARTMENTAL TRANSFERS		2,100,300	2,100,300	2,100,300	2,100	2,100	2,100	2,100
OPERATING COST	17.00*	23.00*	23.00*	23.00*	23.0*	23.0*	23.0*	23.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	1,368,753	1,794,891	2,130,022	2,205,832	2,206	2,206	2,206	2,206
OTHER CURRENT EXPENSES	42,302,307	77,793,596	77,643,596	77,643,596	77,643	77,643	77,643	77,643
EQUIPMENT	22,982							
TOTAL OPERATING COST	43,694,042	79,588,487	79,773,618	79,849,428	79,849	79,849	79,849	79,849
BY MEANS OF FINANCING								
	13.00*	18.00*	18.00*	18.00*	18.0*	18.0*	18.0*	18.0*
	**	**	**	**	**	**	**	**
GENERAL FUND	15,950,649	33,384,704	33,417,440	33,467,478	33,467	33,467	33,467	33,467
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS	3,314,676	3,684,700	3,684,700	3,684,700	3,685	3,685	3,685	3,685
	4.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
	**	**	**	**	**	**	**	**
REVOLVING FUND	24,428,717	42,519,083	42,671,478	42,697,250	42,697	42,697	42,697	42,697
TOTAL PERM POSITIONS	17.00*	23.00*	23.00*	23.00*	23.0*	23.0*	23.0*	23.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	43,793,942	81,688,787	81,873,918	81,949,728	81,949	81,949	81,949	81,949

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **AGS203**
 PROGRAM STRUCTURE NO: **11030702**
 PROGRAM TITLE: **STATE RISK MANAGEMENT & INSURANCE ADMIN**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	4.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	517,303	581,569	733,964	759,736	760	760	760	760
OTHER CURRENT EXPENSES	33,899,409	69,075,509	68,925,509	68,925,509	68,925	68,925	68,925	68,925
TOTAL OPERATING COST	34,416,712	69,657,078	69,659,473	69,685,245	69,685	69,685	69,685	69,685
BY MEANS OF FINANCING								
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
GENERAL FUND	9,987,995	27,137,995	26,987,995	26,987,995	26,988	26,988	26,988	26,988
	4.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
	**	**	**	**	**	**	**	**
REVOLVING FUND	24,428,717	42,519,083	42,671,478	42,697,250	42,697	42,697	42,697	42,697
TOTAL PERM POSITIONS	4.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	34,416,712	69,657,078	69,659,473	69,685,245	69,685	69,685	69,685	69,685

PROGRAM ID: **AGS203**
 PROGRAM STRUCTURE: **11030702**
 PROGRAM TITLE: **STATE RISK MANAGEMENT AND INSURANCE ADMINISTRATION**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. NO. INSUR POLICIES PROCURED BEFORE EXPIRATION DATE	4	4	4	4	4	4	4	4
2. AV # OF DAYS TO PROCESS PROP LOSS CLAIM REQ	15	15	15	15	15	15	15	15
3. AV # OF DAYS TO RECOVER INSURANCE PROCEEDS	60	60	60	60	60	60	60	60
4. AV # OF DAYS TO PROCESS LIABILITY LOSS CLAIMS	90	90	90	90	90	90	90	90
5. AV # DAYS TO PROCESS LIABILITY LOSS POTHOLE CLAIMS	70	70	70	70	70	70	70	70
6. AV # OF DAYS TO PROCESS AUTO LOSS CLAIMS	90	90	90	90	90	90	90	90
PROGRAM TARGET GROUPS								
1. TOTAL NO. OF STATEWIDE INSURANCE POLICIES PROCURED	4	4	4	4	4	4	4	4
2. TOTAL NO. OF PROPERTY LOSS CLAIMS PROCESSED	100	100	100	100	100	100	100	100
3. TOTAL LIABILITY CLAIMS PROCESSED - EXCL. POTHOLE	500	500	500	500	500	500	500	500
4. TOTAL NO. OF LIABILITY POTHOLE CLAIMS PROCESSED	150	150	150	150	150	150	150	150
5. TOTAL NUMBER OF AUTOMOBILE LOSS CLAIMS PROCESSED	400	400	400	400	400	400	400	400
6. NUMBER OF STATE OFFICIALS AND EMPLOYEES	55000	55000	55000	55000	55000	55000	55000	55000
7. FAIR MARKET VALUE OF STATE BLDGS/CONTENTS (\$ MILL)	18000	24000	24000	24000	24000	24000	24000	24000
8. NUMBER OF STATE VEHICLES	5800	6000	6000	6000	6000	6000	6000	6000
PROGRAM ACTIVITIES								
1. TOTAL NUMBER OF STATEWIDE INSURANCE POLICIES	4	4	4	4	4	4	4	4
2. TOTAL NUMBER OF PROPERTY LOSS CLAIMS RECEIVED	80	80	80	80	80	80	80	80
3. TOTAL NUMBER OF CRIME LOSS CLAIMS RECEIVED	1	1	1	1	1	1	1	1
4. TOTAL NUMBER OF LIABILITY CLAIMS RECEIVED	650	650	650	650	650	650	650	650
5. TOTAL NUMBER OF AUTOMOBILE CLAIMS RECEIVED	375	375	375	375	375	375	375	375
6. NUMBER OF RISK ASSESSMENT REPORTS ISSUED	1	1	1	1	1	1	1	1
7. NUMBER OF BUILDING INSPECTION REPORTS ISSUED	1	1	1	1	1	1	1	1
8. NO. OF TRAINING SESSIONS PROVIDED TO STATE DEPTS	2	2	2	2	2	2	2	2
9. NUMBER OF STATEMENTS OF SELF-INSURANCE ISSUED	500	500	500	500	500	500	500	500
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUES FROM THE USE OF MONEY AND PROPERTY	67	150	150	150	150	150	150	150
CHARGES FOR CURRENT SERVICES	17,104	34,331	17,331	20,031	20,031	20,031	20,031	20,031
TOTAL PROGRAM REVENUES	17,171	34,481	17,481	20,181	20,181	20,181	20,181	20,181
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
ALL OTHER FUNDS	17,171	34,481	17,481	20,181	20,181	20,181	20,181	20,181
TOTAL PROGRAM REVENUES	17,171	34,481	17,481	20,181	20,181	20,181	20,181	20,181

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS203: STATE RISK MANAGEMENT & INSURANCE ADMIN

11 03 07 02

A. Statement of Program Objectives

The objective of this program is to operate a comprehensive risk management and insurance program to protect the State against catastrophic losses and to minimize total cost of risk.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 203):

OPERATING BUDGET:

(1) Adds \$17,000,000 in FY 24 and FY 25 in general funds and the same amount in revolving funds to cover annual recurring costs related to significant increases in insurance premium costs. Increased costs are due in part to the direct and/or indirect impact of adverse international/national events (including, but not limited to, world conflicts, volatile economic conditions, and the COVID-19 pandemic). Act 248, SLH 2022, added \$17,000,000 in general and revolving funds; however, the funds were added for FY 23 only, as non-recurring costs. Funds are needed on a recurring basis in the outyears. Such funding is required to avoid insolvency.

(2) Adds \$106,000 in FY 24 and FY 25 in revolving funds for increased personal services expenses due to increases in fringe benefits.

C. Description of Activities Performed

Activities performed include identifying and analyzing automobile, property and liability exposures; determining the frequency and severity of losses; and forecasting of losses to determine the most economical way of financing losses and to develop methods of minimizing exposures to loss. Other activities include claims investigations, processing and tracking.

D. Statement of Key Policies Pursued

The State Risk Management and Insurance Administration, Chapter 41D, HRS, provides the program the authority to and the responsibility of financing or preventing catastrophic losses to the State government. It is the policy of the program to support the Hawaii State Plan in ways that will ensure financial integrity, accountability, and efficiency in government operations through the management of risk.

E. Identification of Important Program Relationships

There are no significant program relationships with federal, city and county and private sector programs.

F. Description of Major External Trends Affecting the Program

The amount of insurance purchased is based upon several factors which include the best balance between risk and cost. Cost includes both the cost of insurance policies plus the payment of losses within deductible portions of the insurance policies. Risk is viewed in terms of historical losses and the number of occurrences for a type of loss. Also, due to fluctuating insurance markets, the cost of insurance continues to be difficult to project for biennium budget purposes. Majority of the State of Hawaii's cost of risk is the Property insurance premium. Insurance for the State's \$24 billion insurable assets (buildings, contents and equipment) can be affected by national and global catastrophic events. In addition, the State's own loss history will directly affect the program. The State Risk Management and Insurance Administration also utilizes the results of a Probable Maximum Loss study that provides projections of losses to establish a reasonable amount of insurance for the State to purchase.

G. Discussion of Cost, Effectiveness, and Program Size Data

The State Risk Management Revolving Fund was established to centralize the financing of losses. Statewide property, crime, cyber and liability insurance policies are purchased to protect against losses. Claims adjusting services are done entirely in-house, reducing the processing cost and improving quality.

Program Plan Narrative

AGS203: STATE RISK MANAGEMENT & INSURANCE ADMIN

11 03 07 02

H. Discussion of Program Revenues

The State Risk Management Revolving Fund receives proceeds from a general fund appropriation, insurance settlements, restitutions, interest from participation in the statewide investment pool on unexpended funds, and assessments from special-funded departments/agencies benefiting from insurance coverages.

I. Summary of Analysis Performed

Pursuant to Act 248, SLH 2022, a Self-Insurance Study is being conducted within FY 23. This study will assist in evaluating the cost of risk for the State and determine if self-insurance is a viable option.

J. Further Considerations

None.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **AGS211**
 PROGRAM STRUCTURE NO: **11030703**
 PROGRAM TITLE: **LAND SURVEY**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	9.00*	10.00*	10.00*	10.00*	10.0*	10.0*	10.0*	10.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	694,879	759,034	825,208	863,558	863	863	863	863
OTHER CURRENT EXPENSES	19,733	327,802	327,802	327,802	328	328	328	328
EQUIPMENT	22,982							
TOTAL OPERATING COST	737,594	1,086,836	1,153,010	1,191,360	1,191	1,191	1,191	1,191
BY MEANS OF FINANCING								
	9.00*	10.00*	10.00*	10.00*	10.0*	10.0*	10.0*	10.0*
	**	**	**	**	**	**	**	**
GENERAL FUND	737,594	801,836	868,010	906,360	906	906	906	906
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS		285,000	285,000	285,000	285	285	285	285
TOTAL PERM POSITIONS	9.00*	10.00*	10.00*	10.00*	10.0*	10.0*	10.0*	10.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	737,594	1,086,836	1,153,010	1,191,360	1,191	1,191	1,191	1,191

PROGRAM ID: **AGS211**
 PROGRAM STRUCTURE: **11030703**
 PROGRAM TITLE: **LAND SURVEY**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. AV NO. OF DAYS TO COMPLETE A QUIET TITLE REPORT	5	5	5	5	5	5	5	5
2. COMPLETED DESCRIPTION OF LANDS AS % OF REQUESTS	60	60	85	85	85	85	85	85
3. AVE NO. OF DAYS TO PROCESS LC & FP MAPS	15	15	40	40	40	40	40	40
4. AV NO. OF DAYS TO PRODUCE A DESCRIPTION OF LANDS	20	20	30	30	30	30	30	30
5. AV NO. OF DAYS TO PROCESS SHORELINE CERTIFICATION	40	40	40	40	40	40	40	40
PROGRAM TARGET GROUPS								
1. NO. REQUESTS FOR QUIET TITLE REPORTS	20	20	10	10	10	10	10	10
2. NO. REQUESTS FOR DESCRIPTIONS - STATE-OWNED LANDS	110	110	60	60	60	60	60	60
3. OWNERS OF LD CT & OTHER LANDS(TTL NO. MAPS RECD)	150	150	90	90	90	90	90	90
4. OWNERS OF BEACHFRONT PROPRTY(TTL NO CERT REQ RECD)	140	140	100	100	100	100	100	100
PROGRAM ACTIVITIES								
1. NO. OF REQUESTS FOR QUIET TITLE REPORTS COMPLETED	20	20	10	10	10	10	10	10
2. NO OF REQUESTS FOR DESCRIPTION OF LANDS COMPLETED	66	66	60	60	60	60	60	60
3. NO. OF LAND COURT AND FILE PLAN MAPS COMPLETED	150	150	90	90	90	90	90	90
4. NO. OF SHORELINE CERTIFICATIONS COMPLETED	140	140	100	100	100	100	100	100
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
CHARGES FOR CURRENT SERVICES	10	22	22	22	22	22	22	22
NON-REVENUE RECEIPTS		285	285	285	285	285	285	285
TOTAL PROGRAM REVENUES	10	307	307	307	307	307	307	307
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
GENERAL FUNDS	10	22	22	22	22	22	22	22
ALL OTHER FUNDS		285	285	285	285	285	285	285
TOTAL PROGRAM REVENUES	10	307	307	307	307	307	307	307

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS211: LAND SURVEY

11 03 07 03

A. Statement of Program Objectives

To assist in protecting the rights of public and private land ownership by providing field survey services and descriptions of surveyed lands.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 211):

OPERATING BUDGET:

Adds \$18,036 in FY 24 and \$18,936 in FY 25 for full-year funding for a new FY 23 position pursuant to Act 248, SLH 2022.

C. Description of Activities Performed

Major activities include statewide field surveying services and furnishing of maps and descriptions of all government and selected private lands as a service to State agencies who require this program's technical assistance. Maps and descriptions are utilized by these agencies for various types of land transactions.

Checking and processing all Land Court and File Plan maps referred by the Land Court and the Bureau of Conveyances, respectively, prior to these maps being adjudicated and recorded.

Assist the Department of Land and Natural Resources (DLNR) by reviewing all shoreline applications statewide. Maps are reviewed, checked on the ground and recommendations are forwarded to the Chairperson of the Board of Land and Natural Resources.

The State is required to respond through the Circuit Courts on all "Quiet Title Actions" in which the State is cited as the defendant. The interest of the State, as well as the general public, are thoroughly researched and reported to the Department of the Attorney General (AG). The program is also involved in litigation as expert witnesses.

D. Statement of Key Policies Pursued

In support of the Hawaii State Plan, the program provides office and field land surveying services to facilitate the achievements of priority directives of the agencies serviced. Included as part of the policy is the protection of the State government and individuals' property rights.

For the State's socio-cultural advancement with regard to housing, the program will assist in effectively accommodating the housing needs of Hawaii's people. Subdivision maps submitted on behalf of government agencies such as the Hawaii Public Housing Authority, the Department of Hawaiian Home Lands, the federal government, and the private sector are checked and processed in a timely manner.

To aid in exercising an overall conservation ethic in the use of Hawaii's resources, the program reviews all shoreline certification applications to insure conformance with existing shoreline administrative rules and statutes.

E. Identification of Important Program Relationships

Although essential activities exist between this program and other government agencies as well as others in the private sector, respective objectives of the parties involved are distinct and do not warrant integration.

On land litigations, the AG relies on the program's expertise and professional knowledge as expert witness.

F. Description of Major External Trends Affecting the Program

The amendment to Chapters 205 and 669, HRS, Shoreline Setback Act, and "Quiet Title Actions," significantly increased the program's workload. Special attention is concentrated in preserving the public's rights to access along beaches, forest lands and historic sites. In addition, previously unaccounted for old school grants, government remnants, and government roads have been claimed on behalf of the State. Numerous illegal use of government lands, especially along shorelines, have been detected and reported to DLNR. Subsequent actions by DLNR have resulted in the sale or lease of lands or assessment of penalties that resulted in increased revenues.

Program Plan Narrative

AGS211: LAND SURVEY

11 03 07 03

G. Discussion of Cost, Effectiveness, and Program Size Data

Acquisition of computers, scanners and electronic surveying instruments, together with the use of e-mail and the internet, have expedited services and dramatically improved accessibility to the public and government agencies requesting survey maps and survey information.

However, limited funding and staff reductions negatively impacts the program's effectiveness.

H. Discussion of Program Revenues

Revenues for this program are derived from the sale of copies of maps and descriptions and prints of Land Court and File Plan maps. Fees are also assessed for the checking and processing of all Land Court and File Plan subdivision maps and field check of original Land Court Applications.

I. Summary of Analysis Performed

An in-depth program analysis has not been performed for this program.

J. Further Considerations

Rapidly changing technology in the field of computers and surveying equipment requires the program's constant need to update its software and equipment. The continued observations of the latest developments in equipment methodology are a necessary ingredient for a successful operation.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: AGS223
 PROGRAM STRUCTURE NO: 11030704
 PROGRAM TITLE: OFFICE LEASING

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
CURRENT LEASE PAYMENTS								
OTHER CURRENT EXPENSES	99,900	2,100,300	2,100,300	2,100,300	2,100	2,100	2,100	2,100
TOTAL CURRENT LEASE PAYMENTS COST	99,900	2,100,300	2,100,300	2,100,300	2,100	2,100	2,100	2,100
BY MEANS OF FINANCING								
GENERAL FUND	99,900							
INTERDEPARTMENTAL TRANSFERS		2,100,300	2,100,300	2,100,300	2,100	2,100	2,100	2,100
OPERATING COST	4.00*	8.00*	8.00*	8.00*	8.0*	8.0*	8.0*	8.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	156,571	454,288	570,850	582,538	583	583	583	583
OTHER CURRENT EXPENSES	8,383,165	8,390,285	8,390,285	8,390,285	8,390	8,390	8,390	8,390
TOTAL OPERATING COST	8,539,736	8,844,573	8,961,135	8,972,823	8,973	8,973	8,973	8,973
BY MEANS OF FINANCING								
	4.00*	8.00*	8.00*	8.00*	8.0*	8.0*	8.0*	8.0*
	**	**	**	**	**	**	**	**
GENERAL FUND	5,225,060	5,444,873	5,561,435	5,573,123	5,573	5,573	5,573	5,573
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS	3,314,676	3,399,700	3,399,700	3,399,700	3,400	3,400	3,400	3,400
TOTAL PERM POSITIONS	4.00*	8.00*	8.00*	8.00*	8.0*	8.0*	8.0*	8.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	8,639,636	10,944,873	11,061,435	11,073,123	11,073	11,073	11,073	11,073

PROGRAM ID: **AGS223**
 PROGRAM STRUCTURE: **11030704**
 PROGRAM TITLE: **OFFICE LEASING**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. # OF LEASING SVCS REQUESTS PROC AS % REQ RECEIVED	98	98	98	98	98	98	98	98
2. AV NO. OF DAYS FROM REQUEST TO EXECUTED LEASE	270	270	270	270	270	270	270	270
3. # LEASE PAYMTS TO VENDORS COMPL BY PAYMT DUE DATE	1442	1442	1442	1442	1442	1442	1442	1442
PROGRAM TARGET GROUPS								
1. TOTAL NUMBER OF STATE DEPARTMENTS AND AGENCIES	13	13	13	13	13	13	13	13
2. NUMBER OF EMPLOYEES	2880	2880	2880	2880	2880	2880	2880	2880
PROGRAM ACTIVITIES								
1. NO. OF REQUESTS FOR OFFICE LEASING SERVICES	25	25	25	25	25	25	25	25
2. NO. OF OFFICE LEASES CONSUMMATED	25	25	25	25	25	25	25	25
3. NO. OF OFFICE LEASE PAYMENTS COMPLETED	1442	1442	1442	1442	1442	1442	1442	1442
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUES FROM THE USE OF MONEY AND PROPERTY	3,334	3,426	3,426	3,426	3,426	3,426	3,426	3,426
TOTAL PROGRAM REVENUES	3,334	3,426	3,426	3,426	3,426	3,426	3,426	3,426
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
GENERAL FUNDS	19	26	26	26	26	26	26	26
ALL OTHER FUNDS	3,315	3,400	3,400	3,400	3,400	3,400	3,400	3,400
TOTAL PROGRAM REVENUES	3,334	3,426	3,426	3,426	3,426	3,426	3,426	3,426

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS223: OFFICE LEASING

11 03 07 04

A. Statement of Program Objectives

To provide centralized office leasing services and acquire office space in non-State owned buildings for use by State departments and agencies.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 223):

OPERATING BUDGET:

Adds \$107,358 in FY 24 and \$112,206 in FY 25 for full-year funding for four new FY 23 positions pursuant to Act 248, SLH 2022.

C. Description of Activities Performed

This program provides leasing services for all State agencies of the Executive Branch, with exceptions to include the Hawaii Community Development Authority, Hawaii Housing Finance and Development Corporation, and the University of Hawaii. It assists user agencies in locating to suitable office space, negotiating lease terms and conditions, including provisions for tenant improvements, and preparing lease agreements. The program staff act as tenant representatives by initiating and/or coordinating and managing necessary renovation projects for leased office space, monitoring and ensuring the delivery of proper services provided for in leases (i.e., repairs and maintenance, air conditioning, and custodial services), and coordinating with the Department of Accounting and General Services, Central Services Division, in providing building operations and maintenance services where applicable. The program tracks existing leases and renegotiates each as required. It processes invoices for lease payments and bills and collects lease rent reimbursements from user agencies, where applicable.

D. Statement of Key Policies Pursued

The program collects data for determining geographic lease cost, and compiles market data to determine current and future trends in the commercial office market. The key policies of cost effectiveness and service provided by the program are in keeping with the objectives and policies of the Hawaii State Plan and interim planning documents.

E. Identification of Important Program Relationships

The program services all State departments of the Executive Branch upon request, and is sensitive to the operational needs of user agencies, as well as applicable funding and other restrictions and requirements affecting them. Timely completion of contracts for securing office space can have a direct impact on the user agency in providing services to other State agencies and to the general public.

F. Description of Major External Trends Affecting the Program

According to the 3rd quarter market report by the research division of one of Honolulu's real estate firms, the overall office vacancy rate on Oahu was 12.85% from 14.8%. Suburban areas of Oahu had vacancy rates ranging from a low of 4.27% (East Oahu) to a high of 14.01% (Waikiki). Additionally, the Central Business District had a vacancy rate of 14.06%.

The current average asking base rent on Oahu ranges from \$1.48 to \$2.48 per square foot, per month, and \$1.49 per square foot for common area maintenance, or a gross of \$2.97 to \$3.97 per square foot, per month.

G. Discussion of Cost, Effectiveness, and Program Size Data

The Leasing Program will continue to pursue the most favorable lease rates and terms in any given commercial office market. However, the program is hesitant about leasing space in Class A downtown buildings with attractive introductory rates due to concerns about rising rents during improved market conditions and the negative public perception. The program responds to the leasing needs of State agencies as efficiently as possible, with emphasis on placing new programs in lease space in order to expedite services to the public and meeting the needs of any federal mandates and legislative requirements.

The program will continue to work with our division's Planning Branch to relocate agencies from lease space to State-owned office buildings, in order to maximize the use of State space, reduce lease expenditures and create operational efficiencies for user agencies.

Program Plan Narrative

AGS223: OFFICE LEASING

11 03 07 04

H. Discussion of Program Revenues

The program generates revenue of approximately \$23,900 per year from rents collected from several media tenants occupying the State Capitol and a portion of State Office Buildings in Downtown Honolulu.

I. Summary of Analysis Performed

The Leasing Program continues to operate under policies of the Hawaii State Plan and departmental goals and objectives. Reduction in statewide office leasing cost is a major objective of the program.

J. Further Considerations

There are no further considerations.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

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

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
CURRENT LEASE PAYMENTS								
OTHER CURRENT EXPENSES	3,118,378	2,486,812	2,486,812	2,486,812	2,487	2,487	2,487	2,487
TOTAL CURRENT LEASE PAYMENTS COST	3,118,378	2,486,812	2,486,812	2,486,812	2,487	2,487	2,487	2,487
BY MEANS OF FINANCING								
GENERAL FUND	3,118,378	2,486,812	2,486,812	2,486,812	2,487	2,487	2,487	2,487
OPERATING COST	263.00*	278.00*	279.00*	279.00*	279.0*	279.0*	279.0*	279.0*
	2.00**	2.00**	2.00**	2.00**	2.0**	2.0**	2.0**	2.0**
PERSONAL SERVICES	14,006,392	17,396,780	19,091,835	19,908,572	19,910	19,910	19,910	19,910
OTHER CURRENT EXPENSES	14,368,370	20,074,228	21,288,825	21,306,146	21,306	21,306	21,306	21,306
EQUIPMENT	32,247		12,500					
MOTOR VEHICLES	23,800		62,521					
TOTAL OPERATING COST	28,430,809	37,471,008	40,455,681	41,214,718	41,216	41,216	41,216	41,216
BY MEANS OF FINANCING								
	263.00*	278.00*	279.00*	279.00*	279.0*	279.0*	279.0*	279.0*
	2.00**	2.00**	2.00**	2.00**	2.0**	2.0**	2.0**	2.0**
GENERAL FUND	26,618,656	31,771,924	34,756,597	35,515,634	35,517	35,517	35,517	35,517
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS	1,492,548	1,699,084	1,699,084	1,699,084	1,699	1,699	1,699	1,699
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
REVOLVING FUND	319,605	4,000,000	4,000,000	4,000,000	4,000	4,000	4,000	4,000
CAPITAL IMPROVEMENT COSTS								
PLANS	3,000	2,000	2,000	1,000	1,001	1,901	2,001	1
LAND ACQUISITION	1,000		1,000	1,000	1	1	1	1
DESIGN	3,461,000	899,000	1,495,000	101,000	2,197	1,697	997	497
CONSTRUCTION	22,182,000	9,625,000	16,851,000	28,496,000	27,398	24,298	11,000	8,000
EQUIPMENT	3,000	2,000	2,000	1,000	2	2	1	1
TOTAL CAPITAL EXPENDITURES	25,650,000	10,528,000	18,351,000	28,600,000	30,599	27,899	14,000	8,500

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

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

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
BY MEANS OF FINANCING								
GENERAL FUND			15,000,000	15,000,000				
G.O. BONDS	25,650,000	10,528,000	2,851,000	13,100,000	30,599	27,899	14,000	8,500
PRIVATE CONTRIBUTIONS			500,000	500,000				
TOTAL PERM POSITIONS	263.00*	278.00*	279.00*	279.00*	279.0*	279.0*	279.0*	279.0*
TOTAL TEMP POSITIONS	2.00**	2.00**	2.00**	2.00**	2.0**	2.0**	2.0**	2.0**
TOTAL PROGRAM COST	57,199,187	50,485,820	61,293,493	72,301,530	74,302	71,602	57,703	52,203

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **AGS221**
 PROGRAM STRUCTURE NO: **11030801**
 PROGRAM TITLE: **PUBLIC WORKS-PLANNING, DESIGN & CONSTRUCTION**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	91.00*	91.00*	91.00*	91.00*	91.0*	91.0*	91.0*	91.0*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
PERSONAL SERVICES	5,637,721	7,890,589	8,358,073	8,683,855	8,684	8,684	8,684	8,684
OTHER CURRENT EXPENSES	318,628	2,709,000	2,650,000	2,650,000	2,650	2,650	2,650	2,650
EQUIPMENT	977							
TOTAL OPERATING COST	5,957,326	10,599,589	11,008,073	11,333,855	11,334	11,334	11,334	11,334
BY MEANS OF FINANCING								
	91.00*	91.00*	91.00*	91.00*	91.0*	91.0*	91.0*	91.0*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
GENERAL FUND	5,637,721	6,599,589	7,008,073	7,333,855	7,334	7,334	7,334	7,334
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
REVOLVING FUND	319,605	4,000,000	4,000,000	4,000,000	4,000	4,000	4,000	4,000
CAPITAL IMPROVEMENT COSTS								
PLANS	2,000	2,000	2,000	1,000	1,001	1,901	2,001	1
LAND ACQUISITION	1,000		1,000	1,000	1	1	1	1
DESIGN	3,460,000	899,000	1,495,000	101,000	2,197	1,697	997	497
CONSTRUCTION	19,085,000	9,625,000	16,851,000	28,496,000	27,398	24,298	11,000	8,000
EQUIPMENT	2,000	2,000	2,000	1,000	2	2	1	1
TOTAL CAPITAL EXPENDITURES	22,550,000	10,528,000	18,351,000	28,600,000	30,599	27,899	14,000	8,500
BY MEANS OF FINANCING								
GENERAL FUND			15,000,000	15,000,000				
G.O. BONDS	22,550,000	10,528,000	2,851,000	13,100,000	30,599	27,899	14,000	8,500
PRIVATE CONTRIBUTIONS			500,000	500,000				
TOTAL PERM POSITIONS	91.00*	91.00*	91.00*	91.00*	91.0*	91.0*	91.0*	91.0*
TOTAL TEMP POSITIONS	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
TOTAL PROGRAM COST	28,507,326	21,127,589	29,359,073	39,933,855	41,933	39,233	25,334	19,834

PROGRAM ID: **AGS221**
 PROGRAM STRUCTURE: **11030801**
 PROGRAM TITLE: **PUBLIC WORKS - PLANNING, DESIGN, AND CONSTRUCTION**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. AV VARIANCE BETWEEN EST & ACTUAL BID OPENING DATES	3	3	3	3	3	3	3	3
2. AV PRE-BID CONSTRUCTION EST AS % OF AV BID PRICE	100	100	100	100	100	100	100	100
3. AV VAR BTWN EST & ACTUAL CONSTR COMPLETION DATES	3	3	3	3	3	3	3	3
4. AV COST CHANGE ORDERS AS % AV ACTUAL CONST COST	3	3	3	3	3	3	3	3
5. FOR TTL CIP REQUIRED, % OF FUNDS ACTUALLY APPROP	100	100	100	100	100	100	100	100
PROGRAM TARGET GROUPS								
1. CAPITAL IMPROV APPROPRIATIONS (IN \$100,000)	527	50	733	733	733	733	733	733
2. PUBLIC BUILDINGS, REPAIRS & ALTERATIONS (\$100,000)	132	51.25	132	132	132	132	132	132
PROGRAM ACTIVITIES								
1. TOTAL COSTS OF FAC OR PROJECT UNDER DESIGN (\$MILL)	400	400	400	400	400	400	400	400
2. PROJ UNDER CONSTRUCTION DURING FY (EST COST \$MILL)	500	500	500	500	500	500	500	500
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUES FROM THE USE OF MONEY AND PROPERTY	6	8	8	8	8	8	8	8
CHARGES FOR CURRENT SERVICES	394	262	261	261	261	261	261	261
TOTAL PROGRAM REVENUES	400	270	269	269	269	269	269	269
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
ALL OTHER FUNDS	400	270	269	269	269	269	269	269
TOTAL PROGRAM REVENUES	400	270	269	269	269	269	269	269

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS221: PUBLIC WORKS-PLANNING, DESIGN & CONSTRUCTION

11 03 08 01

A. Statement of Program Objectives

The objective of this program is to ensure provision of approved physical facilities necessary for the effective operation of State programs by providing timely and economical design and construction services within assigned areas of responsibility.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 221):

I. OPERATING BUDGET: None.

II. CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET (all general obligation bond funds unless otherwise noted):

(1) Adds \$15,000,000 in FY 24 and FY 25 in general funds for the Lump Sum Maintenance of Existing Facilities, Public Works Division, Statewide, project. The funds are needed to cover the highest priority projects for building elements that are beyond the usable life of Department of Accounting and General Services (DAGS)-managed facilities.

(2) Adds \$33,500,000 in FY 24 for the new project, State Capitol Building, Rehabilitation of Chambers/Parking Level Waterproofing System, Oahu. The funds are required for various health and safety repairs and improvements.

(3) Adds \$4,700,000 in FY 24 for the Washington Place, Health and Safety and Queen's Gallery Renovation, Oahu, project for health and safety repairs and improvements; Americans with Disabilities Act-related improvements; and various other preservation repairs and improvements.

C. Description of Activities Performed

The program provides centralized planning, architectural, engineering, and construction management services to DAGS, other departments of the Executive Branch, Judiciary, Legislature, and others as delegated or upon request. The program conducts site selection studies; coordinates the acquisition of land; master plans proposed improvements to the sites; designs and constructs buildings, facilities and other improvements; acquires furniture and equipment for these facilities; administers

DAGS-managed office spaces; reviews office space needs for all departments; and prepares and implements long-range facility plans for meeting administrative space requirements for all agencies.

The Lump Sum Maintenance of Existing Facilities, Statewide, request focuses on all work necessary to: complete critical health and safety repair, replacement and upgrades, especially of deteriorated air conditioning systems; upgrade lighting systems, retro-commission or conduct energy surveys of existing facilities; and upgrade and implement facility management initiatives for conserving energy and non-renewable resources to maximize energy conservation benefits and to meet the mandates of Act 77, SLH 2002.

D. Statement of Key Policies Pursued

In designing facilities, spaces provided are optimized in terms of size, use, configuration, location and necessary utilities. The program strives to provide these spaces as effectively as possible, by striking a balance between aesthetics, function, purpose, materials and cost.

Costs for operation and maintenance are also factored into the design by incorporating energy efficient systems for elements such as lighting, electrical systems, water heating and ventilation systems. The program is also concerned with expediting the design and construction so that the facilities will be available for occupancy by user agencies when needed.

E. Identification of Important Program Relationships

The dollar value of appropriations and number of projects that designate DAGS as the expending agency vary annually. These projects are implemented upon request by user agencies. Therefore, the program's target group size workload is dependent to a large degree on work requested by other agencies and the types of projects for which appropriations are received.

Program Plan Narrative

AGS221: PUBLIC WORKS-PLANNING, DESIGN & CONSTRUCTION

11 03 08 01

F. Description of Major External Trends Affecting the Program

According to a recent market report by the research division of one of Honolulu's real estate firms, the overall office vacancy rate on Oahu was 12.85% from 14.8%. Suburban areas of Oahu had vacancy rates ranging from a low of 4.27% (East Oahu) to a high of 14.01% (Waikiki). Additionally, the Central Business District had a vacancy rate of 14.06%.

The current average asking base rent on Oahu ranges from \$1.48 to \$2.48 per square foot, per month, and \$1.49 per square foot for common area maintenance, or a gross of \$2.97 to \$3.97 per square foot, per month.

G. Discussion of Cost, Effectiveness, and Program Size Data

FY 21 and FY 22 actual expenditures in the operating budget were lower due to a combination of vacancy savings and the inability to successfully recruit to fill vacancies, and the total actual revolving fund expenditures for supplies, services and equipment for CIP projects were lower than the budgeted expenditure ceiling, resulting in an overall decrease in expenditures for the CIP mileage, supplies, and accrued vacation and sick leave accounts.

Program efficiency increased as the variance between estimated opening times and actual opening dates decreased from FY 22. The program pre-bid cost estimates were greater than 17% of actual bid costs, reflecting slower growth and increased competition in the construction industry, associated pandemic-related uncertainty, and supply chain-related price increases.

H. Discussion of Program Revenues

Program revenue is derived from minor amounts collected for: annual interest earned investment pool accounts for CIP managed by the Department of Budget and Finance; the sale of copies of public documents per Section 92-21, HRS; and the rebate from "pCard" charge card purchases and assessments to CIP projects in accordance with Section 107-1.5. HRS.

I. Summary of Analysis Performed

Conventional analyses have been conducted for this request.

J. Further Considerations

None.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: AGS231
 PROGRAM STRUCTURE NO: 11030802
 PROGRAM TITLE: CENTRAL SERVICES - CUSTODIAL SERVICES

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
CURRENT LEASE PAYMENTS								
OTHER CURRENT EXPENSES	3,118,378	2,486,812	2,486,812	2,486,812	2,487	2,487	2,487	2,487
TOTAL CURRENT LEASE PAYMENTS COST	3,118,378	2,486,812	2,486,812	2,486,812	2,487	2,487	2,487	2,487
BY MEANS OF FINANCING								
GENERAL FUND	3,118,378	2,486,812	2,486,812	2,486,812	2,487	2,487	2,487	2,487
OPERATING COST	117.00*	124.00*	124.00*	124.00*	124.0*	124.0*	124.0*	124.0*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
PERSONAL SERVICES	5,294,135	5,736,980	6,424,561	6,721,074	6,721	6,721	6,721	6,721
OTHER CURRENT EXPENSES	13,044,570	15,650,064	16,912,861	16,930,182	16,931	16,931	16,931	16,931
EQUIPMENT	13,073							
TOTAL OPERATING COST	18,351,778	21,387,044	23,337,422	23,651,256	23,652	23,652	23,652	23,652
BY MEANS OF FINANCING								
	117.00*	124.00*	124.00*	124.00*	124.0*	124.0*	124.0*	124.0*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
GENERAL FUND	16,859,230	19,687,960	21,638,338	21,952,172	21,953	21,953	21,953	21,953
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS	1,492,548	1,699,084	1,699,084	1,699,084	1,699	1,699	1,699	1,699
TOTAL PERM POSITIONS	117.00*	124.00*	124.00*	124.00*	124.0*	124.0*	124.0*	124.0*
TOTAL TEMP POSITIONS	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
TOTAL PROGRAM COST	21,470,156	23,873,856	25,824,234	26,138,068	26,139	26,139	26,139	26,139

PROGRAM ID: **AGS231**
 PROGRAM STRUCTURE: **11030802**
 PROGRAM TITLE: **CENTRAL SERVICES - CUSTODIAL SERVICES**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. 4 INTERNAL SVC INSPECTIONS/QTR & ACCEPTBLE SCORE %	80	80	80	80	80	80	80	80
2. BLDG OCCUPANT'S EVALUATION OF CUSTODIAL SERVICES %	75	75	75	75	75	75	75	75
PROGRAM TARGET GROUPS								
1. TOTAL ASSIGNED BUILDINGS	78	78	78	78	78	78	78	78
PROGRAM ACTIVITIES								
1. TOTAL NUMBER OF WORK STATIONS (JANITOR II)	72	72	72	72	72	72	72	72
2. NUMBER OF SQUARE FEET SERVICED (MILLIONS)	2.7	2.7	2.7	2.7	2.7	2.7	2.7	2.7
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUES FROM THE USE OF MONEY AND PROPERTY	2	8	8	9	9	9	9	9
CHARGES FOR CURRENT SERVICES	1,493	1,600	1,600	1,600	1,600	1,600	1,600	1,600
TOTAL PROGRAM REVENUES	1,495	1,608	1,608	1,609	1,609	1,609	1,609	1,609
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
GENERAL FUNDS		1	1	1	1	1	1	1
ALL OTHER FUNDS	1,495	1,607	1,607	1,608	1,608	1,608	1,608	1,608
TOTAL PROGRAM REVENUES	1,495	1,608	1,608	1,609	1,609	1,609	1,609	1,609

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS231: CENTRAL SERVICES - CUSTODIAL SERVICES

11 03 08 02

A. Statement of Program Objectives

To maintain assigned public buildings in a clean and safe condition by providing a variety of custodial services.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 231):

OPERATING BUDGET:

(1) Adds \$1,000,000 in FY 24 and FY 25 for increased electricity costs for Department of Accounting and General Services (DAGS)-managed State buildings on Oahu.

(2) Adds \$253,797 in FY 24 and \$271,118 in FY 25 for increased costs for utilities and contracts on the island of Hawaii for the Hawaii District Office.

(3) Adds \$170,478 in FY 24 and \$179,004 in FY 25 for full-year funding for seven new FY 23 positions per Act 248, SLH 2022.

(4) Adds \$9,000 in FY 24 and FY 25 for water costs for maintenance of the Hanapepe Chinese, Filipino and Portuguese Cemetery managed by the Kauai District Office.

C. Description of Activities Performed

The program performs building management functions for assigned facilities statewide. With the complexity of mechanical systems found in newer buildings and progressive aging of existing ones, program responsibilities and scope of work have significantly increased. In order to meet these challenges, management initiatives have been implemented that place greater emphasis on the "user as client" relationship. In this respect, an internet-based work order system has been implemented for assigned public facilities on Oahu.

The major activities provided by this program include building management functions to address, respond and evaluate user and occupant concerns; monitoring maintenance contracts; providing housekeeping services; ensuring that preventative maintenance and

alteration functions are performed adequately and in a timely manner; and establishing energy management policy and monitoring of energy consumption for all assigned buildings. Washington Place is also part of the Custodial Program, having been transferred from the Office of the Governor in FY 13.

D. Statement of Key Policies Pursued

The program supports Chapter 226-14 of the Hawaii State Plan that is to accommodate the custodial requirements of agencies housed in DAGS-managed facilities. Additionally, energy conservation and efficiency practices are promoted through a computerized system that monitors and controls air conditioning use in major buildings on Oahu. These activities are pursued in accordance with Chapter 226-18 of the Hawaii State Plan.

E. Identification of Important Program Relationships

The program is not involved in any significant relationships with other agencies.

F. Description of Major External Trends Affecting the Program

Hawaii's dependency on oil and the impact of volatile world oil prices have created funding shortfalls in the past. Although prices have declined and have become somewhat stable, future increases are expected in the coming years as the oil market rebalances according to supply and demand after the pandemic situation.

G. Discussion of Cost, Effectiveness, and Program Size Data

Program effectiveness and costs are controlled through the development of standardized work procedures for janitorial staff, careful selection of cleaning products, monitoring of equipment maintenance contracts, preventative maintenance activity, customer satisfaction surveys, and energy conservation practices. Program size data will increase for the coming biennium, as new facilities come on-line.

Program Plan Narrative

AGS231: CENTRAL SERVICES - CUSTODIAL SERVICES

11 03 08 02

H. Discussion of Program Revenues

The program generates approximately \$1,000 in locker rentals to employees at various locations within the Downtown Civic Center on Oahu.

I. Summary of Analysis Performed

There are no recent studies that have been performed on this program.

J. Further Considerations

None.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO:
PROGRAM TITLE:

AGS232
11030803
CENTRAL SERVICES - GROUNDS MAINTENANCE

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	24.00*	30.00*	31.00*	31.00*	31.0*	31.0*	31.0*	31.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	1,085,504	1,489,906	1,783,512	1,883,029	1,883	1,883	1,883	1,883
OTHER CURRENT EXPENSES	521,066	649,253	660,053	660,053	660	660	660	660
EQUIPMENT	12,269		12,500					
MOTOR VEHICLES			62,521					
TOTAL OPERATING COST	1,618,839	2,139,159	2,518,586	2,543,082	2,543	2,543	2,543	2,543
BY MEANS OF FINANCING								
	24.00*	30.00*	31.00*	31.00*	31.0*	31.0*	31.0*	31.0*
	**	**	**	**	**	**	**	**
GENERAL FUND	1,618,839	2,139,159	2,518,586	2,543,082	2,543	2,543	2,543	2,543
TOTAL PERM POSITIONS	24.00*	30.00*	31.00*	31.00*	31.0*	31.0*	31.0*	31.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	1,618,839	2,139,159	2,518,586	2,543,082	2,543	2,543	2,543	2,543

PROGRAM ID: **AGS232**
 PROGRAM STRUCTURE: **11030803**
 PROGRAM TITLE: **CENTRAL SERVICES - GROUNDS MAINTENANCE**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
<u>MEASURES OF EFFECTIVENESS</u>								
1. EVALUATION % FROM GROUNDS SURVEY FROM BLDG OCUPNTS	70	70	70	70	70	70	70	70
2. ANNUAL FACILITY ASSESSMENT SCORES %	85	85	85	85	85	85	85	85
<u>PROGRAM TARGET GROUPS</u>								
1. TOTAL NUMBER OF FACILITIES	119	119	119	119	119	119	119	119
<u>PROGRAM ACTIVITIES</u>								
1. NUMBER OF GROUNDSKEEPING POSITIONS	24	24	24	24	24	24	24	24
2. TOTAL ACREAGE SERVICED	110.9	110.9	110.9	110.9	110.9	110.9	110.9	110.9
3. NUMBER OF REFUSE COLLECTION SITES	28	28	28	28	28	28	28	28

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS232: CENTRAL SERVICES - GROUNDS MAINTENANCE

11 03 08 03

A. Statement of Program Objectives

To maintain the grounds surrounding assigned public buildings in a neat and attractive condition by providing a variety of grounds maintenance services.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 232):

OPERATING BUDGET:

(1) Adds \$159,924 in FY 24 and \$167,442 in FY 25 for full-year funding for six FY 23 new positions per Act 248, SLH 2022.

(2) Adds 1.00 permanent position (Groundskeeper) in FY 24 and FY 25, and \$109,935 in FY 24 and \$61,440 in FY 25 for the Kauai District Office. In addition to salary costs, the FY 24 funds also include funds for non-recurring equipment and motor vehicle costs.

C. Description of Activities Performed

The program performs grounds maintenance services at assigned public buildings and contracts out to trim trees at those facilities.

D. Statement of Key Policies Pursued

The program supports Chapter 226-14 of the Hawaii State Plan by maintaining grounds at assigned public buildings in a functional, aesthetic, and safe condition providing a variety of grounds maintenance services.

E. Identification of Important Program Relationships

The program relies on AGS 233, Repair and Alterations, to make emergency, major, and minor repairs at the facilities. These include irrigation systems, walkways, parking lots, etc.

F. Description of Major External Trends Affecting the Program

Liability issues have necessitated additional and timely tree trimming to ensure public safety.

G. Discussion of Cost, Effectiveness, and Program Size Data

Program effectiveness and costs are controlled through the development of standardized work procedures for grounds staff, monitoring of equipment maintenance contracts, preventative maintenance activity, and customer satisfaction surveys. Program size data will remain constant for the coming biennium, as no new facilities requiring grounds services are planned to be added to the existing building inventory.

H. Discussion of Program Revenues

Not applicable.

I. Summary of Analysis Performed

There are no recent studies that have been performed on this program.

J. Further Considerations

None.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: AGS233
 PROGRAM STRUCTURE NO: 11030804
 PROGRAM TITLE: CENTRAL SERVICES - BUILDING REPAIRS & ALT

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	31.00*	33.00*	33.00*	33.00*	33.0*	33.0*	33.0*	33.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	1,989,032	2,279,305	2,525,689	2,620,614	2,622	2,622	2,622	2,622
OTHER CURRENT EXPENSES	484,106	1,065,911	1,065,911	1,065,911	1,065	1,065	1,065	1,065
EQUIPMENT	5,928							
MOTOR VEHICLES	23,800							
TOTAL OPERATING COST	2,502,866	3,345,216	3,591,600	3,686,525	3,687	3,687	3,687	3,687
BY MEANS OF FINANCING								
	31.00*	33.00*	33.00*	33.00*	33.0*	33.0*	33.0*	33.0*
	**	**	**	**	**	**	**	**
GENERAL FUND	2,502,866	3,345,216	3,591,600	3,686,525	3,687	3,687	3,687	3,687
CAPITAL IMPROVEMENT COSTS								
PLANS	1,000							
DESIGN	1,000							
CONSTRUCTION	3,097,000							
EQUIPMENT	1,000							
TOTAL CAPITAL EXPENDITURES	3,100,000							
BY MEANS OF FINANCING								
G.O. BONDS	3,100,000							
TOTAL PERM POSITIONS	31.00*	33.00*	33.00*	33.00*	33.0*	33.0*	33.0*	33.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	5,602,866	3,345,216	3,591,600	3,686,525	3,687	3,687	3,687	3,687

PROGRAM ID: **AGS233**
 PROGRAM STRUCTURE: **11030804**
 PROGRAM TITLE: **CENTRAL SERVICES - BUILDING REPAIRS AND ALTERATIONS**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. % OF PROGRAM PROJECTS COMPLETED WITHIN TIMETABLE	95	95	95	95	95	95	95	95
2. % EMERGENCY REP & ALTERATNS RESPNDED TO IN 48 HRS	100	100	100	100	100	100	100	100
3. % OF SATISFACTORY SURVEY EVALUATIONS OF R&A SVCS	90	90	90	90	90	90	90	90
4. % OF SATISFACTORY SURVEY EVAL OF SPECIAL PROJECTS	90	90	90	90	90	90	90	90
PROGRAM TARGET GROUPS								
1. TOTAL NUMBER OF ASSIGNED STATE BUILDINGS	164	164	164	164	164	164	164	164
PROGRAM ACTIVITIES								
1. TTL NO. OF NORMAL REPAIRS & ALTERATIONS PROJECTS	3700	3700	3700	3700	3700	3700	3700	3700
2. TOTAL NUMBER OF EMERGENCY PROJECTS	1000	1000	1000	1000	1000	1000	1000	1000

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS233: CENTRAL SERVICES - BUILDING REPAIRS & ALT

11 03 08 04

A. Statement of Program Objectives

To maintain assigned public buildings in a safe condition and at a high level of utility by providing repair and maintenance services by making minor alterations.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 233):

OPERATING BUDGET:

Adds \$112,314 in FY 24 and \$116,820 in FY 25 for full-year funding for three new FY 23 positions per Act 248, SLH 2022 (Oahu Repair and Alterations).

C. Description of Activities Performed

The program provides management, technical and workforce support to upkeep and maintain assigned public buildings, public libraries, and health and civic centers statewide. The program administers projects that involve both general funds as well as capital improvement program and repair and alteration funds. With respect to minor and emergency repairs, appropriate staff on Oahu is dispatched to accomplish work orders that are primarily received via an internet-based request system.

All work is performed to preserve the life of buildings as well as safeguard its occupants and public users. Activities involving emergency repairs are completed immediately to remove unsafe barriers or conditions. In addition, the program provides staff and technical assistance for legislative sessions as well as State and national functions.

D. Statement of Key Policies Pursued

The program supports Chapter 226-14 of the Hawaii State Plan that relates to the preservation and use of public facilities.

E. Identification of Important Program Relationships

The program is not involved in any significant relationships with other agencies.

F. Description of Major External Trends Affecting the Program

The cost of energy and the conservation of natural resources have necessitated the program to look at ways to reduce the consumption of natural resources in State buildings.

G. Discussion of Cost, Effectiveness, and Program Size Data

Program costs are controlled through the development of standardized work procedures, bulk purchases and competitive bidding practices. Effectiveness is measured through workload statistics, internal inspections and survey of user satisfaction.

H. Discussion of Program Revenues

Not applicable.

I. Summary of Analysis Performed

No recent studies have been performed on this program.

J. Further Considerations

None.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:

PROGRAM STRUCTURE NO:

PROGRAM TITLE:

110309

PROCUREMENT, INVENTORY & SURPLUS PROP MGT

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	24.00*	28.00*	30.00*	30.00*	30.0*	30.0*	30.0*	30.0*
	0.00**	0.00**	1.00**	1.00**	1.0**	1.0**	0.0**	0.0**
PERSONAL SERVICES	1,331,437	1,872,498	2,429,618	2,524,413	2,524	2,524	2,398	2,398
OTHER CURRENT EXPENSES	157,527	268,600	324,850	323,850	324	324	199	199
EQUIPMENT	1,388		48,250					
MOTOR VEHICLES		1,400,000	1,400,000	1,400,000	1,400	1,400	1,400	1,400
TOTAL OPERATING COST	1,490,352	3,541,098	4,202,718	4,248,263	4,248	4,248	3,997	3,997
BY MEANS OF FINANCING								
	19.00*	23.00*	25.00*	25.00*	25.0*	25.0*	25.0*	25.0*
	**	**	1.00**	1.00**	1.0**	1.0**	**	**
GENERAL FUND	1,068,351	1,579,010	2,286,888	2,313,491	2,313	2,313	2,062	2,062
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
A R P FUNDS	80,000	84,000						
	5.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
	**	**	**	**	**	**	**	**
REVOLVING FUND	342,001	1,878,088	1,915,830	1,934,772	1,935	1,935	1,935	1,935
TOTAL PERM POSITIONS	24.00*	28.00*	30.00*	30.00*	30.0*	30.0*	30.0*	30.0*
TOTAL TEMP POSITIONS	**	**	1.00**	1.00**	1.0**	1.0**	**	**
TOTAL PROGRAM COST	1,490,352	3,541,098	4,202,718	4,248,263	4,248	4,248	3,997	3,997

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **AGS240**
 PROGRAM STRUCTURE NO: **11030901**
 PROGRAM TITLE: **STATE PROCUREMENT**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	19.00*	23.00*	25.00*	25.00*	25.0*	25.0*	25.0*	25.0*
	0.00**	0.00**	1.00**	1.00**	1.0**	1.0**	0.0**	0.0**
PERSONAL SERVICES	1,048,328	1,497,971	2,017,349	2,093,202	2,093	2,093	1,967	1,967
OTHER CURRENT EXPENSES	98,974	165,039	221,289	220,289	220	220	95	95
EQUIPMENT	1,049		48,250					
TOTAL OPERATING COST	1,148,351	1,663,010	2,286,888	2,313,491	2,313	2,313	2,062	2,062
BY MEANS OF FINANCING								
	19.00*	23.00*	25.00*	25.00*	25.0*	25.0*	25.0*	25.0*
	**	**	1.00**	1.00**	1.0**	1.0**	**	**
GENERAL FUND	1,068,351	1,579,010	2,286,888	2,313,491	2,313	2,313	2,062	2,062
	*	*	*	*	*	*	*	*
	**	**	**	**	**	**	**	**
A R P FUNDS	80,000	84,000						
TOTAL PERM POSITIONS	19.00*	23.00*	25.00*	25.00*	25.0*	25.0*	25.0*	25.0*
TOTAL TEMP POSITIONS	**	**	1.00**	1.00**	1.0**	1.0**	**	**
TOTAL PROGRAM COST	1,148,351	1,663,010	2,286,888	2,313,491	2,313	2,313	2,062	2,062

PROGRAM ID: **AGS240**
 PROGRAM STRUCTURE: **11030901**
 PROGRAM TITLE: **STATE PROCUREMENT**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. EST COST SAVINGS BY JURISIC UTILIZ SPO PL/VL(\$1000)	40000	40000	40000	40000	40000	40000	40000	40000
2. PROPERTY TRANSFERRED BETWEEN AGENCIES (\$1000)	4800	5000	5000	5000	5000	5000	5000	5000
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)	2000	2000	2000	2000	2000	2000	2000	2000
5. REBATES REC FR PCARD FOR PARTICIPATNG (THOU DOLLR)	1000	1000	1000	1000	1000	1000	1000	1000
PROGRAM TARGET GROUPS								
1. NO. OF JURISDTNS UTILIZING COOP PURCHASING AGREEMT	20	20	20	20	20	20	20	20
2. NO. OF ORG CODES LISTED IN THE FIXED ASSET INV SYS	1010	1010	1010	1010	1010	1010	1010	1010
3. NO. AGENCIES ISSUING HLTH & HUMN SVS SOLICITATIONS	10	30	30	30	30	30	30	30
4. NO. OF PCARD HOLDERS FOR ALL PARTICIPATING JURISDI	2700	2000	2500	2500	2500	2500	2500	2500
PROGRAM ACTIVITIES								
1. NUMBER OF AWARDS FOR PRICE & VENDOR LIST CONTRACTS	30	30	30	30	30	30	30	30
2. NO. OF HANDS SOLICITATIONS	1600	1000	1000	1000	1000	1000	1000	1000
3. NO. OF PROCURMT TRAINING WORKSHOP ATTENDEES	7600	8000	8000	8000	8000	8000	8000	8000
4. RATIO PCARD TRANS/PO TRANS OBJ CODE EX DOE,UH,HHSC	14	14	14	14	14	14	14	14
5. NUMBER OF ITEMS TRANSFERRED BETWEEN AGENCIES	1130	1500	1500	1500	1500	1500	1500	1500
6. NO. OF INVENTORY TRANSACTIONS AUDITED & PROCESSED	18000	25000	25000	25000	25000	25000	25000	25000
7. TOTAL VALUE OF PROP ADDED TO INVENTORY (\$1000)	1744000	555000	555000	555000	555000	555000	555000	555000
8. NO. OF COMP/RESTRICT HLTH & HMN SVC SOLICITATIONS	65	70	70	70	70	70	70	70
9. NO. OF AWARDS NOTICES POSTED IN HANDS	2500	2000	2000	2000	2000	2000	2000	2000
10. NO. OF VENDORS REGISTERED IN HCE	17000	17500	17500	17500	17500	17500	17500	17500
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
CHARGES FOR CURRENT SERVICES		25	25	25	25	25	25	25
TOTAL PROGRAM REVENUES		25	25	25	25	25	25	25
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
GENERAL FUNDS		25	25	25	25	25	25	25
TOTAL PROGRAM REVENUES		25	25	25	25	25	25	25

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS240: STATE PROCUREMENT

11 03 09 01

A. Statement of Program Objectives

The objective of this program is to promote economy, efficiency, effectiveness, and impartiality in the procurement of commodities, services and construction for State and county governments through development, implementation and maintenance of policies and procedures that provide for broad-based competition, accessibility to government contracts, and fiscal integrity and responsibility in the procurement process; and to procure or supervise the procurement of commodities and services to meet the State's need through economical and competitive purchases and inventory control.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 240):

OPERATING BUDGET:

(1) Adds \$165,068 in FY 24 and \$144,498 in FY 25 for full-year funding for four new FY 23 permanent positions, budgeted pursuant to Act 248, SLH 2022.

(2) Adds 2.00 permanent positions in FY 24 and FY 25, and \$170,200 in FY 24 and \$160,244 in FY 25 for continued specific appropriation funding to manage the statewide Procurement Automation System pursuant to Act 176, SLH 2022.

(3) Adds 1.00 temporary exempt position in FY 24 and FY 25, and \$259,000 in FY 24 and \$251,250 in FY 25 for continued specific appropriation funding for the five-year Small Business Assistance Initiative pursuant to Act 168, SLH 2022.

(4) Adds \$13,500 in FY 24 and FY 25 for annual maintenance and support fees of the statewide Past Performance Database pursuant to Act 188, SLH 2021.

All are in compliance with Section 37-68(1)(A)(B).

C. Description of Activities Performed

The State Procurement Office (SPO) serves as the central procurement office for all governmental bodies of the State by developing and advising on revisions to the Hawaii procurement code, rules, policies, and procedures; providing assistance and guidance; coordinating and conducting procurement training; responding to requests for Chief Procurement Officer (CPO) approval; and developing and maintaining an online procurement manual and vendor guide for the procurement of commodities, services, construction, and purchases of health and human services. Purchasing and compliance activities focus on further improving the procurement process and guidance through the Hawaii Awards & Notices Data System (HANDS), Hawaii Compliance Express, the State of Hawaii Electronic Procurement System, the purchasing card (pCard) program, website content and navigation, and training workshops and on-demand training through the Learning Management System (LMS). The SPO continues to apply the principles of standardization and volume buying on a competitive basis to secure the most favorable prices on commodities and services. Price and vendor lists for common-use commodity/services groups are posted online for all agencies of the Executive Branch, with cooperative participation by the Judiciary, Legislature, counties, and other separate purchasing jurisdictions.

Inventory management activities establish and enforce strict standards, policies and procedures pertaining to the accounting of State-owned property. These standards are intended to achieve the uniformity necessary to facilitate the safeguarding of State property against unauthorized use or removal, to provide an essential part of the accounting records of State agencies, to assist administrators and property custodians with the effective management of State property, to provide a basis of property insurance, and to fix property responsibilities of State officials as prescribed by Part XII, Chapter 103D, HRS.

The SPO also governs and optimizes resources for the planning, procuring, and contracting of all health and human services for the State pursuant to Section 103F, HRS. It directs a single process that provides fair and equitable treatment of providers. Centralized activities include training and distribution of information through the Health and Human

Program Plan Narrative

AGS240: STATE PROCUREMENT

11 03 09 01

Services Section of the SPO. Requests for CPO approval are processed and HANDS is maintained as a centralized database for contracts, request for proposals, and requests for CPO approval.

D. Statement of Key Policies Pursued

Key policy priorities focus on improving procurement efficiency through the development and implementation of a statewide web-based software solution for an online catalog Marketplace, and the establishment of a pathway to the implementation of a broader Electronic Procurement (eProcurement) Solution that supports and complies with all State statutes, regulations, policies, and guidelines relevant to procurement, including soliciting, awarding, processing, executing and administering contracts.

The SPO, with the release of a competitive solicitation, is seeking to implement a best-in-class procurement marketplace and an automated solution that will provide the State with a fully integrated platform (including the State's new Financial System) able to support the full procurement lifecycle and align with organizational, policy, and process improvements to drive a more coordinated, efficient and strategically-focused capacity across the State.

The SPO policies also focus on compliance, procurement guidance, and accessibility to education and training through the LMS. Expanding the training program will improve the corporate knowledge of purchasing and contracting personnel.

Reviews and updates of the Hawaii Administrative Rules based on Chapter 103D, Hawaii Public Procurement Code, and Chapter 103F, Purchase of Health and Human Services, continue to direct procurement and inventory management processes. It is the policy of the SPO to be in support of the Hawaii State Plan by promoting the achievement of efficient, effective, and responsive government programs by providing necessary procurement services and promoting transparency of government procurement processes.

E. Identification of Important Program Relationships

The SPO and its leadership is a member of the National Association of State Procurement Officials (NASPO); National Institute of Government Purchasing; National Contract Management Association; National Association of Purchasing Card Professionals; National Association of State Auditors, Comptrollers and Treasurers; International Association for Contract and Commercial Management; Airport Purchasing Group; and Alaska-Hawaii Governmental Procurement Association. These organizations provide valuable information and assistance on procurement and open communications to states, cities, and other entities with similar processes and rules.

F. Description of Major External Trends Affecting the Program

The external trend that affects the SPO is the highly competitive labor market, magnified by Hawaii's high cost of living. During the SPO's recruitment to fill a number of vacancies, a number of candidates declined interviews when informed about starting salaries. Some candidates go through the entire interview process then decline the job offer to take another position that pays a higher salary, offers career growth, and has potential for promotions.

The competitive labor market will impact the program as it begins to recruit to fill new positions that are being authorized/established. As the SPO embarks on a new eMarketplace and eProcurement System, it is critical to attract qualified staff to oversee this very complex solicitation and implementation process.

Staff retention impacts the SPO, in which staff resign for higher-paying salaries and promotions. The loss of valuable knowledge and experience impacts the SPO's ability to provide procurement guidance to the State.

G. Discussion of Cost, Effectiveness, and Program Size Data

The SPO continues to implement/promote procurement best practices, education, professional development, training, cooperative purchasing, technology, and innovative procurement strategies to ensure that all procurement is conducted efficiently and in compliance with Chapters 103D and 103F, HRS.

Program Plan Narrative

AGS240: STATE PROCUREMENT

11 03 09 01

H. Discussion of Program Revenues

For FY 2023-25, the SPO projects \$1.6 million annually in rebates received from pCard transactions, and \$17,000 annually in reimbursement for Hawaii's participation on the NASPO ValuePoint sourcing team. The State's annual commissions on State car rental revenue is anticipated to be low due to COVID-19 travel restrictions. Rebates, reimbursements, and commissions are deposited into the State general fund, except where prohibited by law.

I. Summary of Analysis Performed

No new in-depth analyses have been performed at this time.

J. Further Considerations

There are no further considerations at this time.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **AGS244**
 PROGRAM STRUCTURE NO: **11030902**
 PROGRAM TITLE: **SURPLUS PROPERTY MANAGEMENT**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	5.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	283,109	374,527	412,269	431,211	431	431	431	431
OTHER CURRENT EXPENSES	58,553	103,561	103,561	103,561	104	104	104	104
EQUIPMENT	339							
MOTOR VEHICLES		1,400,000	1,400,000	1,400,000	1,400	1,400	1,400	1,400
TOTAL OPERATING COST	342,001	1,878,088	1,915,830	1,934,772	1,935	1,935	1,935	1,935
BY MEANS OF FINANCING								
	5.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
	**	**	**	**	**	**	**	**
REVOLVING FUND	342,001	1,878,088	1,915,830	1,934,772	1,935	1,935	1,935	1,935
TOTAL PERM POSITIONS	5.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	342,001	1,878,088	1,915,830	1,934,772	1,935	1,935	1,935	1,935

PROGRAM ID: **AGS244**
 PROGRAM STRUCTURE: **11030902**
 PROGRAM TITLE: **SURPLUS PROPERTY MANAGEMENT**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. SURPLUS PROPERTY TRANSFERRED TO DONEES (\$1000)	3000	3000	3000	3000	3000	3000	3000	3000
2. RATIO SVS FEE OVER PROPERTY TRANSFER VALUE (%)	2	2	20	20	20	20	20	20
3. ACTUAL DONEES AS % OF ELIGIBLE DONEES	84	84	64	64	64	64	64	64
PROGRAM TARGET GROUPS								
1. NON-PROFIT TAX-EXMPT EDUC & PUBLIC HTH INSTUTNS	70	70	20	20	20	20	20	20
2. PUBLIC AGENCY THAT SERVES OR PROMOTES PUB PURPOSE	60	60	60	60	60	60	60	60
3. 8(A) BUSINESS DEV/SMALL DISADVANTAGED BUSINESSES	40	40	25	25	25	25	25	25
PROGRAM ACTIVITIES								
1. FED PERSONAL PROP RECEIVED (LINE ITEMS)	300	300	300	300	300	300	300	300
2. FED PROP DONATED (LINE ITEMS)	500	500	300	300	300	300	300	300
3. ACQ OF STATE PROP FOR UTIL/SALE (LINE ITEMS)	235	235	300	300	300	300	300	300
4. DIST OF STATE PROP FOR REUTIL (LINE ITEMS)	235	235	223	223	223	223	223	223
5. STATE PROP DISP OF BY PUBLIC SALE (LINE ITEMS)	80	80	80	80	80	80	80	80
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUES FROM THE USE OF MONEY AND PROPERTY	3	2	2	2	2	2	2	2
NON-REVENUE RECEIPTS	978	1,709	1,709	1,709	1,709	1,709	1,709	1,709
TOTAL PROGRAM REVENUES	981	1,711	1,711	1,711	1,711	1,711	1,711	1,711
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
ALL OTHER FUNDS	981	1,711	1,711	1,711	1,711	1,711	1,711	1,711
TOTAL PROGRAM REVENUES	981	1,711	1,711	1,711	1,711	1,711	1,711	1,711

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS244: SURPLUS PROPERTY MANAGEMENT

11 03 09 02

A. Statement of Program Objectives

The program coordinates the transfer of State surplus property and federal surplus property available through the Federal Surplus Property program to eligible "donees" (State/local government, non-profit organizations that serve or promote a public purpose, qualified small minority-owned businesses, tax-exempt educational and public health institutions or organizations).

To achieve the greatest economical use of State and federal property declared surplus by providing a viable source of surplus goods for re-utilization.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 244): None.

C. Description of Activities Performed

In accordance with Public Law 94-519, federal surplus property generated on Oahu is physically inspected and requested through applications filed with the U.S. General Services Administration. Property allocated to the State is selected, transported, checked, and warehoused by agency personnel for distribution to eligible donees.

A self-service system enables donees to take immediate delivery of property selected. Neighbor island requests are filled, packed, and shipped via barge. Periodically, property is available at neighbor island federal facilities (i.e., Barking Sands on Kauai), and donee may inspect, select and take delivery under oversight by surplus agency personnel. Line items per transaction number are from 1 to 25 and often times more.

Based on formal or verbal notices of State disposal, desirable items are physically inspected to determine suitability for further re-utilization or disposal by public sale. All property selected are transported, checked, and warehoused by agency personnel for distribution.

Potential State user agencies are advised of the availability of desirable property. Items selected for re-utilization are transferred to the user agency for a nominal service and handling charge.

D. Statement of Key Policies Pursued

Policies governing program operations are directed toward maximum acquisition and fair and equitable distribution of federal/State surplus property at the least possible cost to eligible donees. Emphasis is placed on the cost-effective utilization of surplus property by State and local agencies charged with implementing the overall goals, objectives, and policies set forth in the Hawaii State Plan.

E. Identification of Important Program Relationships

As a liaison agency, working relationships are maintained with federal and State agencies for the acquisition of property and with public agencies at the State and local level who are eligible recipients of surplus property for use in implementing the priority actions mandated by the Hawaii State Plan, and agencies from the private sector whose efforts contribute to the improvement of educational and public health programs. However, the difference in roles and jurisdiction of the respective agencies in the acquisition, warehousing, and distribution process is distinct and precludes integration of programs.

F. Description of Major External Trends Affecting the Program

A number of factors dominating federal/State program operations include the unpredictable generation of surplus property by types, quantity, and condition; new federal legislation; changing federal/State disposal regulations and re-utilization policies; specific donee requirements; and seasonal trends in donee participation. Of recent note are the economic recession and its impact on the budgets of government agencies and other donees.

G. Discussion of Cost, Effectiveness, and Program Size Data

No appreciable long-term changes are anticipated in regards to the program's costs, effectiveness and size.

H. Discussion of Program Revenues

Revenues accumulated from service and handling charges and the sale of surplus federal and State vehicles and property are deposited into the Federal Property Revolving Fund.

Program Plan Narrative

AGS244: SURPLUS PROPERTY MANAGEMENT

11 03 09 02

Due to the nature of the surplus property program, it is difficult to establish a basis for revenue estimates since the income generated is non-fixed revenue subject to fluctuation according to the types, quantities, and condition of available property and expenditures policies of respective donee agencies.

I. Summary of Analysis Performed

No new in-depth analyses have been performed at this time.

J. Further Considerations

There are no further considerations at this time.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

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

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	40.00*	40.00*	40.00*	40.00*	40.0*	40.0*	40.0*	40.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	2,722,504	2,753,961	3,711,110	3,906,600	3,906	3,906	3,906	3,906
OTHER CURRENT EXPENSES	1,809,409	3,205,757	3,205,757	3,205,757	3,206	3,206	3,206	3,206
EQUIPMENT	1,248	31,575	31,575	31,575	32	32	32	32
MOTOR VEHICLES	64,555	954,400	954,400	954,400	954	954	954	954
TOTAL OPERATING COST	4,597,716	6,945,693	7,902,842	8,098,332	8,098	8,098	8,098	8,098
BY MEANS OF FINANCING	40.00*	40.00*	40.00*	40.00*	40.0*	40.0*	40.0*	40.0*
	**	**	**	**	**	**	**	**
REVOLVING FUND	4,597,716	6,945,693	7,902,842	8,098,332	8,098	8,098	8,098	8,098
TOTAL PERM POSITIONS	40.00*	40.00*	40.00*	40.00*	40.0*	40.0*	40.0*	40.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	4,597,716	6,945,693	7,902,842	8,098,332	8,098	8,098	8,098	8,098

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID:
PROGRAM STRUCTURE NO:
PROGRAM TITLE:

AGS251
11031001
AUTOMOTIVE MANAGEMENT - MOTOR POOL

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	13.00*	13.00*	13.00*	13.00*	13.0*	13.0*	13.0*	13.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	1,112,829	1,091,407	1,468,268	1,550,270	1,550	1,550	1,550	1,550
OTHER CURRENT EXPENSES	668,962	1,028,478	1,028,478	1,028,478	1,029	1,029	1,029	1,029
EQUIPMENT		5,000	5,000	5,000	5	5	5	5
MOTOR VEHICLES	64,555	954,400	954,400	954,400	954	954	954	954
TOTAL OPERATING COST	1,846,346	3,079,285	3,456,146	3,538,148	3,538	3,538	3,538	3,538
BY MEANS OF FINANCING								
	13.00*	13.00*	13.00*	13.00*	13.0*	13.0*	13.0*	13.0*
	**	**	**	**	**	**	**	**
REVOLVING FUND	1,846,346	3,079,285	3,456,146	3,538,148	3,538	3,538	3,538	3,538
TOTAL PERM POSITIONS	13.00*	13.00*	13.00*	13.00*	13.0*	13.0*	13.0*	13.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	1,846,346	3,079,285	3,456,146	3,538,148	3,538	3,538	3,538	3,538

PROGRAM ID: **AGS251**
 PROGRAM STRUCTURE: **11031001**
 PROGRAM TITLE: **AUTOMOTIVE MANAGEMENT - MOTOR POOL**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. MOTOR POOL VEHICLES-AVERAGE OPER COST PER VEHICLE	3870	3870	3870	3870	3870	3870	3870	3870
2. PERCENTAGE OF REVENUES OVER EXPENDITURES	96	96	96	96	96	96	96	96
PROGRAM TARGET GROUPS								
1. STATE AGENCIES UTILIZING MOTOR POOL & NON-MP VEH	21	21	21	21	21	21	21	21
PROGRAM ACTIVITIES								
1. MOTOR POOL FLEET RENTAL REVENUES	1980	1980	1980	1980	1980	1980	1980	1980
2. OTHER NON-MOTOR POOL VEHICLE SERVICE REVENUES	185	185	185	185	185	185	185	185
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUES FROM THE USE OF MONEY AND PROPERTY	6	37	37	37	37	37	37	37
CHARGES FOR CURRENT SERVICES	2,207	1,945	1,945	1,945	1,945	1,945	1,945	1,945
TOTAL PROGRAM REVENUES	2,213	1,982	1,982	1,982	1,982	1,982	1,982	1,982
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
ALL OTHER FUNDS	2,213	1,982	1,982	1,982	1,982	1,982	1,982	1,982
TOTAL PROGRAM REVENUES	2,213	1,982	1,982	1,982	1,982	1,982	1,982	1,982

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS251: AUTOMOTIVE MANAGEMENT - MOTOR POOL

11 03 10 01

A. Statement of Program Objectives

The objective of the program is to support State agencies by providing safe motor pool vehicle transportation required to perform their official duties.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 251):

OPERATING BUDGET:

Adds \$302,000 in FY 24 and \$332,000 in FY 25 to increase revolving fund ceiling for increases in personal services costs due to fringe benefit increases.

C. Description of Activities Performed

Activities of the program include the acquisition, operation, repair, maintenance, storage, dispatching, replacement and disposal of its vehicles as well as maintaining records of rentals, assignments, mileage and billing records. The program also provides vehicular maintenance and repair services for non-motor pool vehicles.

D. Statement of Key Policies Pursued

The primary policies pursued by the program are to provide safe, dependable and economical vehicular transportation for State officials and employees requiring the use of State vehicles to meet their transportation requirements.

E. Identification of Important Program Relationships

The program is not directly involved in any significant relationships with other agencies other than providing vehicle rental and maintenance services.

F. Description of Major External Trends Affecting the Program

Major uncontrollable trends affecting the program are: 1) unpredictable cost of fuel; 2) the cost of acquiring replacement vehicles; and 3) the State agency demand for motor pool vehicles.

G. Discussion of Cost, Effectiveness, and Program Size Data

The program plans to continue replacement of vehicles more than eight years old and/or too costly to repair and maintain by acquiring new and used vehicles.

For the budget and planning period, funding is included for audits, insurance coverage and equipment requirements necessary to maintain present levels of service. Program effectiveness and size reflect current service levels.

H. Discussion of Program Revenues

State agencies are assessed rental fees based on vehicle age, size and miles traveled. In addition, the program generates revenue from sale of gasoline, oil and services from agencies utilizing non-pool vehicles. Interest earned from special fund balances are another source of program revenue.

I. Summary of Analysis Performed

An in-depth analysis of the program has not been performed.

J. Further Considerations

There are no further considerations at this time.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: AGS252
 PROGRAM STRUCTURE NO: 11031002
 PROGRAM TITLE: AUTOMOTIVE MANAGEMENT - PARKING CONTROL

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	27.00*	27.00*	27.00*	27.00*	27.0*	27.0*	27.0*	27.0*
	0.00**	0.00**	0.00**	0.00**	0.0**	0.0**	0.0**	0.0**
PERSONAL SERVICES	1,609,675	1,662,554	2,242,842	2,356,330	2,356	2,356	2,356	2,356
OTHER CURRENT EXPENSES	1,140,447	2,177,279	2,177,279	2,177,279	2,177	2,177	2,177	2,177
EQUIPMENT	1,248	26,575	26,575	26,575	27	27	27	27
TOTAL OPERATING COST	2,751,370	3,866,408	4,446,696	4,560,184	4,560	4,560	4,560	4,560
BY MEANS OF FINANCING	27.00*	27.00*	27.00*	27.00*	27.0*	27.0*	27.0*	27.0*
	**	**	**	**	**	**	**	**
REVOLVING FUND	2,751,370	3,866,408	4,446,696	4,560,184	4,560	4,560	4,560	4,560
TOTAL PERM POSITIONS	27.00*	27.00*	27.00*	27.00*	27.0*	27.0*	27.0*	27.0*
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**
TOTAL PROGRAM COST	2,751,370	3,866,408	4,446,696	4,560,184	4,560	4,560	4,560	4,560

PROGRAM ID: **AGS252**
 PROGRAM STRUCTURE: **11031002**
 PROGRAM TITLE: **AUTOMOTIVE MANAGEMENT - PARKING CONTROL**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. PERCENTAGE UTILIZATION OF PARKING SPACES	105	105	105	105	105	105	105	105
2. PERCENTAGE OF REVENUES OVER EXPENDITURES	121	121	121	121	121	121	121	121
PROGRAM TARGET GROUPS								
1. STATE OFFICIALS-EMPLOYEE & PUB CONDUCTG BUS W/STATE	8400	8400	8400	8400	8400	8400	8400	8400
PROGRAM ACTIVITIES								
1. NO. OF SPACES FOR EMPLOYEES & PUBLIC	7369	7369	7369	7369	7369	7369	7369	7369
2. NO. OF PARKING CITATIONS ISSUED (MONTHLY AVERAGE)	965	965	965	965	965	965	965	965
3. EMPLOYEE PARKING & PUBLIC PARKING REVENUES	3000	3000	3000	3000	3000	3000	3000	3000
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
REVENUES FROM THE USE OF MONEY AND PROPERTY	526	785	785	785	785	785	785	785
CHARGES FOR CURRENT SERVICES	2,599	2,636	2,636	2,636	2,636	2,636	2,636	2,636
FINES, FORFEITS AND PENALTIES	85	225	225	225	225	225	225	225
TOTAL PROGRAM REVENUES	3,210	3,646	3,646	3,646	3,646	3,646	3,646	3,646
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
ALL OTHER FUNDS	3,210	3,646	3,646	3,646	3,646	3,646	3,646	3,646
TOTAL PROGRAM REVENUES	3,210	3,646	3,646	3,646	3,646	3,646	3,646	3,646

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS252: AUTOMOTIVE MANAGEMENT - PARKING CONTROL

11 03 10 02

A. Statement of Program Objectives

The objectives of the program are to maintain and allocate parking spaces, assess and collect parking fees, and control parking on State lands under the jurisdiction of the Comptroller.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 252):

OPERATING BUDGET:

Adds \$472,000 in FY 24 and \$515,000 in FY 25 to increase revolving fund ceiling for increases in personal services costs due to fringe benefit increases.

C. Description of Activities Performed

Program activities performed include the assignment, patrolling, and controlling of spaces; enforcing rules and regulations; and exercising the management functions of the program.

Other related activities include providing parking accommodations for the Legislature when in session; providing accommodations for special functions; providing metered and attendant spaces for the general public; repairing and maintaining parking facilities, signs and meters; and administrative recordkeeping.

Although responsibility is statewide in scope, activities are confined to those geographical areas specifically designated to be under the jurisdiction of the Comptroller.

D. Statement of Key Policies Pursued

The primary policies pursued by the program are to meet the parking demand of State officials, employees and the general public and to maintain parking facilities in a safe and presentable condition.

E. Identification of Important Program Relationships

This program is not directly involved in any significant relationships with other agencies other than providing supportive services.

F. Description of Major External Trends Affecting the Program

There are no major external trends affecting this program.

G. Discussion of Cost, Effectiveness, and Program Size Data

There are no significant discrepancies in previously planned cost, effectiveness and program size levels.

H. Discussion of Program Revenues

Program revenues are received from parking fees assessed primarily from government officials and employees, public meter and attendant controlled lots, parking citations, and investment pool interest earnings.

I. Summary of Analysis Performed

An in-depth analysis of the program has not been performed.

J. Further Considerations

There are no further considerations at this time.

OPERATING AND CAPITAL EXPENDITURES

REPORT: P61-A

PROGRAM ID: **AGS901**
 PROGRAM STRUCTURE NO: **110313**
 PROGRAM TITLE: **GENERAL ADMINISTRATIVE SERVICES**

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
OPERATING COST	37.00*	42.00*	42.00*	42.00*	42.0*	42.0*	42.0*	42.0*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
PERSONAL SERVICES	2,780,474	4,260,157	4,524,977	4,687,885	4,688	4,688	4,688	4,688
OTHER CURRENT EXPENSES	61,379	795,763	70,138	70,138	70	70	70	70
EQUIPMENT	51,850	10,428	10,428	10,428	10	10	10	10
TOTAL OPERATING COST	2,893,703	5,066,348	4,605,543	4,768,451	4,768	4,768	4,768	4,768
BY MEANS OF FINANCING								
	35.00*	41.00*	41.00*	41.00*	41.0*	41.0*	41.0*	41.0*
	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
GENERAL FUND	2,794,783	4,979,673	4,517,149	4,678,946	4,679	4,679	4,679	4,679
	2.00*	1.00*	1.00*	1.00*	1.0*	1.0*	1.0*	1.0*
	**	**	**	**	**	**	**	**
INTERDEPARTMENTAL TRANSFERS	98,920	86,675	88,394	89,505	89	89	89	89
TOTAL PERM POSITIONS	37.00*	42.00*	42.00*	42.00*	42.0*	42.0*	42.0*	42.0*
TOTAL TEMP POSITIONS	1.00**	1.00**	1.00**	1.00**	1.0**	1.0**	1.0**	1.0**
TOTAL PROGRAM COST	2,893,703	5,066,348	4,605,543	4,768,451	4,768	4,768	4,768	4,768

PROGRAM ID: **AGS901**
 PROGRAM STRUCTURE: **110313**
 PROGRAM TITLE: **GENERAL ADMINISTRATIVE SERVICES**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29
MEASURES OF EFFECTIVENESS								
1. % OF LATE (INTEREST) PAYMENTS TO TOTAL PAYMENTS	.2	.2	.2	.2	.2	.2	.2	.2
2. % OF INVOICE PAYMNTS PROCESSED W/IN 7 WORKING DAYS	95	95	95	95	95	95	95	95
3. AV TIME FOR NON-COMPETITIVE RECRUITMENT ACTION	45	45	45	45	45	45	45	45
4. AV TIME FOR DELEGATED CLASSIFICATION ACTION	30	40	50	60	50	40	40	40
5. NO. OF NON-ROUTINE PERSONNEL CONSULTATIVE SVCS	900	800	700	600	500	400	400	400
6. PERCENTAGE OF DATA PROCESSING REQUESTS COMPLETED	80	80	80	80	80	80	80	80
7. % OF DP REQUESTS COMPLTD WHICH IMPROVED EFFICIENCY	70	70	70	70	70	70	70	70
8. PERCENTAGE OF B&F REQUESTS SUBMITTED BY DUE DATE	100	100	100	100	100	100	100	100
9. % OF LEGISLATIVE REQUESTS SUBMITTED BY DATE	100	100	100	100	100	100	100	100
10. % ENT FIN SYS (EFS) TECHNICAL REQUESTS COMPLETED	80	80	80	80	80	80	80	80
PROGRAM TARGET GROUPS								
1. NO. OF DIVISIONS, DISTRICT OFFICES & ATTACHED AGEN	24	24	24	24	24	24	24	24
2. TOTAL NUMBER OF EMPLOYEES (PERMANENT/TEMPORARY)	856	856	856	856	856	856	856	856
3. TOTAL NO. OF PAYMENT TRANSACTIONS PROCESSED (000)	27	27	27	27	27	27	27	27
4. NO. OF DEPARTMENTAL VACANCIES DURING THE YEAR	250	275	300	325	275	225	225	225
5. TOTAL NO. OF DATA PROCESSING REQUESTS PROCESSED	430	430	430	430	430	430	430	430
6. NO. OF COMPUTER APPLICATION PROGRAMS ADMINSTERED	3500	3500	3500	3500	3500	3500	3500	3500
7. NO. OF REQUESTS FROM DEPT. OF BUDGET AND FINANCE	15	15	15	15	15	15	15	15
8. TOTAL NUMBER OF LEGISLATIVE REQUESTS	40	40	40	40	40	40	40	40
9. TOTAL NO. OF ENT FIN SYS (EFS) TECHNICAL REQUESTS	0	5	20	20	20	20	20	20
PROGRAM ACTIVITIES								
1. NO. OF EMPLOYEES PROVIDING ADMIN/TECH/CLERICAL SUP	35	35	35	35	35	35	35	35
2. NUMBER OF PURCHASING CARDS OUTSTANDING	160	160	160	160	160	160	160	160
3. NUMBER OF PAYROLL REGISTERS HANDLED	8	8	8	8	8	8	8	8
4. NUMBER OF EPARS PROCESSED	2500	2500	2500	2500	2500	2500	2500	2500
5. NUMBER OF NON-EPAR ACTIONS PROCESSED	4000	4000	4000	4000	4000	4000	4000	4000
6. NO. OF REQUESTS FOR NON-COMPETITIVE RECRUITMENTS	50	50	50	50	100	100	100	100
7. NO. OF REQUESTS FOR DELEGATED CLASSIFICATN ACTIONS	140	140	140	140	140	140	140	140
8. NO. OF NEW COMPUTER APPLICATION SYSTEMS INSTALLED	2	2	2	2	2	2	2	2
9. NO. OF ADMIN RULES & REORG REQUESTS REVIEWED	4	4	4	4	4	4	4	4
10. NO. OF ENT FIN SYS (EFS) INTERFACES INSTALLED	0	2	2	1	1	1	1	1
PROGRAM REVENUES BY TYPE (IN THOUSANDS of DOLLARS)								
CHARGES FOR CURRENT SERVICES	116	50	50	50	50	50	50	50
TOTAL PROGRAM REVENUES	116	50	50	50	50	50	50	50
PROGRAM REVENUES BY FUND (IN THOUSANDS of DOLLARS)								
GENERAL FUNDS	116	50	50	50	50	50	50	50
TOTAL PROGRAM REVENUES	116	50	50	50	50	50	50	50

NOTE: PROGRAM REVENUES BY TYPE AND FUND MAY NOT BE ACCURATE DUE TO SYSTEM ERROR.

Program Plan Narrative

AGS901: GENERAL ADMINISTRATIVE SERVICES

11 03 13

A. Statement of Program Objectives

To enhance program effectiveness and efficiency by formulating policies, allocating resources and administering operations and personnel, and providing staff support services.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

FB 2023-25 Executive Budget Request (AGS 901):

OPERATING BUDGET:

Adds \$51,990 in FY 24 and \$54,156 in FY 25 for full-year funding for two new FY 23 permanent positions per Act 248, SLH 2022.

C. Description of Activities Performed

This program provides executive direction, internal management and administrative services, budgetary and financial administration and services, and personnel and procedural services designed to guide and assist departmental programs in accomplishing their respective objectives.

There are four distinct administrative functions in the program. A brief description of major activities by organizational units is as follows:

Office of the Comptroller - This office renders decisions on matters that require policy determination, executive direction, etc. It plans, coordinates and directs departmental programs providing statewide services.

Administrative Services Office - This office provides centralized administrative management and fiscal services and exercises administrative control over appropriated funds, conducts studies, develops management improvement programs, and prepares reports for management.

Personnel Office - This office administers, develops and coordinates departmental human resource management activities. It functions as the liaison unit with the State's central personnel agency, employee organizations and other agencies affecting employment. It manages the recruitment, selection and placement, classification, labor relations,

workers' compensation, employee relations, safety, Equal Employment Opportunity, and training programs; maintains records of personnel and position transactions; and prepares reports for management and other agencies.

Systems and Procedures Office - This office coordinates all electronic data processing activities for the department, and functionally administers computer application systems and local area networks under the jurisdiction of the State Comptroller. It provides systems and computer programming support for the development, enhancement and maintenance of operational systems requiring computerization, and manages, operates, and maintains the mini-computers, web, file and e-mail servers for the department.

District Office - District Offices are located on Hawaii, Maui and Kauai as administrative arms of the Office of the Comptroller. These offices provide coordinated direction, staff services in the respective counties, and implement delegated staff and program functions affecting the district and private agencies.

D. Statement of Key Policies Pursued

It is the policy of this program to exercise coordinative review and evaluation functions to guide departmental programs. The program maintains flexibility to accommodate shifts in State priorities and changes in program emphasis of agencies served.

E. Identification of Important Program Relationships

There are no important program relationships identified. However, departmental programs have some cooperative working relationships maintained with agencies in the private sector as well as with agencies from the federal and county jurisdiction.

F. Description of Major External Trends Affecting the Program

There are no major external trends affecting the program.

G. Discussion of Cost, Effectiveness, and Program Size Data

No significant differences between planned effectiveness and program size.

Program Plan Narrative

AGS901: GENERAL ADMINISTRATIVE SERVICES

11 03 13

H. Discussion of Program Revenues

This program does not generate any revenue.

I. Summary of Analysis Performed

In-depth program analysis has not been performed.

J. Further Considerations

Guidance and support are provided for departmental operations through internal policies, administrative decisions and services.



Capital Budget Details

PROJECT NUMBER	PRIORITY NUMBER	SCOPE	PROJECT TITLE		BUDGET PERIOD								SUCCEED
		COST ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	YEARS
PROGRAM TOTALS													
		DESIGN	19,284	19,284									
		CONSTRUCTION	321,247	321,247									
		EQUIPMENT	1,000	1,000									
		TOTAL	341,531	341,531									
		G.O. BONDS	341,531	341,531									

PROJECT NUMBER	PRIORITY NUMBER	SCOPE	PROJECT TITLE											
			COST ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 21-22	FY 22-23	BUDGET PERIOD		FY 25-26	FY 26-27	FY 27-28	FY 28-29	SUCCEED YEARS
FY 23-24	FY 24-25													
PROGRAM TOTALS														
		PLANS	550	550										
		LAND ACQUISITION	500	500										
		DESIGN	805	805										
		CONSTRUCTION	8,799	8,799										
		EQUIPMENT	319	319										
		TOTAL	10,973	10,973										
		SPECIAL FUND	5,983	5,983										
		G.O. BONDS	4,990	4,990										

PROJECT NUMBER	PRIORITY NUMBER	SCOPE	PROJECT TITLE		BUDGET PERIOD								SUCCEED
		COST ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	YEARS
PROGRAM TOTALS													
		PLANS	13,877	13,877									
		DESIGN	21,606	21,606									
		CONSTRUCTION	136,943	136,943									
		EQUIPMENT	651	651									
		TOTAL	173,077	173,077									
		SPECIAL FUND	15,772	15,772									
		G.O. BONDS	145,305	145,305									
		REVENUE BONDS	12,000	12,000									

PROJECT NUMBER	PRIORITY NUMBER	SCOPE	PROJECT TITLE										
					BUDGET PERIOD								
		COST ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	SUCCEED YEARS
PROGRAM TOTALS													
		EQUIPMENT	15,000	15,000									
		TOTAL	15,000	15,000									
		G.O. BONDS	15,000	15,000									

PROJECT NUMBER	PRIORITY NUMBER	SCOPE	PROJECT TITLE		BUDGET PERIOD								SUCCEED
		COST ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	YEARS
PROGRAM TOTALS													
		PLANS	5,003	5,003									
		LAND ACQUISITION	11,498	11,498									
		DESIGN	13,180	13,180									
		CONSTRUCTION	54,615	54,615									
		EQUIPMENT	6,904	6,904									
		TOTAL	91,200	91,200									
		G.O. BONDS	91,200	91,200									

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

AGS131
11030202
ENTERPRISE TECHNOLOGY SERVICES

REQUIRED CAPITAL APPROPRIATIONS - BY CAPITAL PROJECT
IN THOUSANDS OF DOLLARS

REPORT B78
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PROJECT NUMBER	PRIORITY NUMBER	SCOPE	PROJECT TITLE									
			PROJECT TOTAL	PRIOR YRS	FY 21-22	FY 22-23	BUDGET PERIOD				FY 28-29	SUCCEED YEARS
COST ELEMENT/MOF	FY 23-24	FY 24-25					FY 25-26	FY 26-27	FY 27-28			
	Q102	03	OTHER	LUMP SUM HEALTH AND SAFETY, HAWAII WIRELESS INTEROPERABILITY NETWORK, STATEWIDE								
PLANS			1,404	1,402	1	1						
LAND ACQUISITION			337	336	1							
DESIGN			6,032	5,633	1	398						
CONSTRUCTION			57,342	52,046	4,696	600						
EQUIPMENT			8,975	8,973	1	1						
TOTAL			74,090	68,390	4,700	1,000						
G.O. BONDS			74,090	68,390	4,700	1,000						
Y104A	NEW	STATE FINANCE SYSTEM (HAWAII MODERNIZATION INITIATIVE), STATEWIDE										
	PLANS	1,000		1,000								
	TOTAL	1,000		1,000								
	G.O. BONDS	1,000		1,000								
	PROGRAM TOTALS											
	PLANS	19,133	18,131	1,001	1							
	LAND ACQUISITION	416	415	1								
	DESIGN	8,282	7,883	1	398							
	CONSTRUCTION	71,625	66,329	4,696	600							
	EQUIPMENT	14,833	14,831	1	1							
	TOTAL	114,289	107,589	5,700	1,000							
	GENERAL FUND	992	992									
	G.O. BONDS	113,297	106,597	5,700	1,000							

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

AGS111
110303
ARCHIVES - RECORDS MANAGEMENT

REQUIRED CAPITAL APPROPRIATIONS - BY CAPITAL PROJECT

IN THOUSANDS OF DOLLARS

REPORT B78
2 of 13

PROJECT NUMBER	PRIORITY NUMBER	SCOPE	PROJECT TITLE				BUDGET PERIOD							SUCCEED YEARS
			PROJECT TOTAL	PRIOR YRS	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29		
		COST ELEMENT/MOF												
AR101	05	REPLACEMENT	KEKAULUOHI HALON SYSTEM REPLACEMENT, OAHU											
		DESIGN	90	89			1							
		CONSTRUCTION	3,958	560			3,398							
		EQUIPMENT	2	1			1							
		TOTAL	4,050	650			3,400							
		G.O. BONDS	4,050	650			3,400							
AR102	08	NEW	KEKAULUOHI BACKUP GENERATOR, OAHU											
		DESIGN	2	1			1							
		CONSTRUCTION	767	69			698							
		EQUIPMENT	431	430			1							
		TOTAL	1,200	500			700							
		G.O. BONDS	1,200	500			700							
AR103	005	NEW	STATE ARCHIVES MASTER PLAN, OAHU											
		PLANS	1,000			1,000								
		TOTAL	1,000			1,000								
		G.O. BONDS	1,000			1,000								

STATE OF HAWAII
PROGRAM ID: AGS111
PROGRAM STRUCTURE NO: 110303
PROGRAM TITLE: ARCHIVES - RECORDS MANAGEMENT

REQUIRED CAPITAL APPROPRIATIONS - BY CAPITAL PROJECT
IN THOUSANDS OF DOLLARS

PROJECT NUMBER	PRIORITY NUMBER	SCOPE	PROJECT TITLE		BUDGET PERIOD								SUCCEED
		COST ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	YEARS
PROGRAM TOTALS													
		PLANS	1,000			1,000							
		DESIGN	92	90			2						
		CONSTRUCTION	4,725	629			4,096						
		EQUIPMENT	433	431			2						
		TOTAL	6,250	1,150		1,000	4,100						
		G.O. BONDS	6,250	1,150		1,000	4,100						

PROJECT NUMBER	PRIORITY NUMBER	SCOPE	PROJECT TITLE											
			COST ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 21-22	FY 22-23	BUDGET PERIOD		FY 25-26	FY 26-27	FY 27-28	FY 28-29	SUCCEED YEARS
FY 23-24	FY 24-25													
PROGRAM TOTALS														
		DESIGN	1,026	1,026										
		CONSTRUCTION	9,221	9,221										
		EQUIPMENT	1	1										
		TOTAL	10,248	10,248										
		REVOLVING FUND	10,248	10,248										

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

AGS221
11030801
PUBLIC WORKS-PLANNING, DESIGN & CONSTRUCTION

REQUIRED CAPITAL APPROPRIATIONS - BY CAPITAL PROJECT
IN THOUSANDS OF DOLLARS

REPORT B78
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PROJECT NUMBER	PRIORITY NUMBER	SCOPE	PROJECT TITLE										SUCCEED YEARS
			PROJECT TOTAL	PRIOR YRS	FY 21-22	FY 22-23	BUDGET PERIOD		FY 25-26	FY 26-27	FY 27-28	FY 28-29	
		COST ELEMENT/MOF					FY 23-24	FY 24-25					
P104	07	RENOVATION	WASHINGTON PLACE, HEALTH AND SAFETY AND QUEEN'S GALLERY RENOVATION, OAHU										
		PLANS	4	4									
		DESIGN	1,434	835		199	400						
		CONSTRUCTION	15,169	8,070		2,800	4,299						
		EQUIPMENT	6	4		1	1						
		TOTAL	16,613	8,913		3,000	4,700						
		G.O. BONDS	12,352	5,652		2,000	4,700						
	PRIVATE CONTRIBUTIONS	4,261	3,261		1,000								
P23204		NEW	STATE CAPITOL BUILDING, OAHU										
		PLANS	1			1							
		DESIGN	1			1							
		CONSTRUCTION	998			998							
		TOTAL	1,000			1,000							
		G.O. BONDS	1,000			1,000							
Q101	01	RENOVATION	LUMP SUM MAINTENANCE OF EXISTING FACILITIES, PUBLIC WORKS DIVISION, STATEWIDE										
		PLANS	1,262	1,252	1	1	1	1	1	1	1	1	2
		LAND ACQUISITION	22	13	1		1	1	1	1	1	1	2
		DESIGN	23,481	11,344	3,210	498	546	1	1,597	1,597	997	497	3,194
		CONSTRUCTION	257,001	134,542	15,787	4,625	14,451	14,996	13,400	13,400	11,000	8,000	26,800
		EQUIPMENT	886	876	1	1	1	1	1	1	1	1	2
		TOTAL	282,652	148,027	19,000	5,125	15,000	15,000	15,000	15,000	12,000	8,500	30,000
		GENERAL FUND	30,000				15,000	15,000					
	G.O. BONDS	252,652	148,027	19,000	5,125			15,000	15,000	12,000	8,500	30,000	

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

AGS221
11030801
PUBLIC WORKS-PLANNING, DESIGN & CONSTRUCTION

REQUIRED CAPITAL APPROPRIATIONS - BY CAPITAL PROJECT

IN THOUSANDS OF DOLLARS

REPORT B78
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PROJECT NUMBER	PRIORITY NUMBER	SCOPE	PROJECT TITLE													
			COST ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 21-22	FY 22-23	BUDGET PERIOD		FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	SUCCEED YEARS
V104	04	OTHER	LUMP SUM STATE OFFICE BUILDING REMODELING, STATEWIDE													
		PLANS		5	4	1										
		DESIGN		1,196	696	500										
		CONSTRUCTION		15,098	5,800	9,298										
		EQUIPMENT		1		1										
TOTAL				16,300	6,500	9,800										
G.O. BONDS				16,300	6,500	9,800										
X102	02	RENOVATION	STATE CAPITOL BUILDING, REHABILITATION OF CHAMBERS LEVEL WATERPROOFING SYSTEM, OAHU													
		PLANS		2	1					1						
		DESIGN		1,797	1,197					600						
		CONSTRUCTION		32,899	1					32,898						
		EQUIPMENT		2	1					1						
TOTAL				34,700	1,200					33,500						
G.O. BONDS				34,700	1,200					33,500						
PROGRAM TOTALS																
		PLANS		163,304	163,291	2	2			2	1	1	1	1	1	2
		LAND ACQUISITION		73	64	1				1	1	1	1	1	1	2
		DESIGN		54,912	41,075	3,710	698			1,546	1	1,597	1,597	997	497	3,194
		CONSTRUCTION		490,661	317,909	25,085	8,423			51,648	14,996	13,400	13,400	11,000	8,000	26,800
		EQUIPMENT		9,979	9,965	2	2			3	1	1	1	1	1	2
TOTAL				718,929	532,304	28,800	9,125			53,200	15,000	15,000	15,000	12,000	8,500	30,000
GENERAL FUND				43,464	13,464					15,000	15,000					
G.O. BONDS				663,804	508,179	28,800	8,125			38,200		15,000	15,000	12,000	8,500	30,000
PRIVATE CONTRIBUTIONS				7,661	6,661		1,000									
REVOLVING FUND				4,000	4,000											

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

AGS233
11030804
CENTRAL SERVICES - BUILDING REPAIRS & ALT

REQUIRED CAPITAL APPROPRIATIONS - BY CAPITAL PROJECT

IN THOUSANDS OF DOLLARS

REPORT B78
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PROJECT NUMBER	PRIORITY NUMBER	SCOPE	PROJECT TITLE										
			COST ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 21-22	FY 22-23	BUDGET PERIOD		FY 25-26	FY 26-27	FY 27-28	FY 28-29
FY 23-24	FY 24-25												
CSD09	004	RENOVATION	LUMP SUM FIRE ALARM SYSTEMS REPLACEMENT AND UPGRADE, STATEWIDE										
		PLANS	3	2	1								
		DESIGN	301	300	1								
		CONSTRUCTION	5,094	1,997	3,097								
		EQUIPMENT	2	1	1								
		TOTAL	5,400	2,300	3,100								
		G.O. BONDS	5,400	2,300	3,100								
PROGRAM TOTALS													
		PLANS	3	2	1								
		DESIGN	3,710	3,709	1								
		CONSTRUCTION	26,317	23,220	3,097								
		EQUIPMENT	2	1	1								
		TOTAL	30,032	26,932	3,100								
		G.O. BONDS	30,032	26,932	3,100								