

**Business Oregon // Ways & Means Appendix**  
Transportation and Economic Development Subcommittee  
2015-17 Budget Presentation

**Enclosed**

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**Business Oregon // Appendix A**

**Compliance with HB 4131 (2012) – Ratio of Employees to Supervisory Employees**

Business Oregon’s employee to supervisor ratio was 1:5 at the beginning of the 2013-15 biennium. During the biennium, the agency implemented three phases of its HB 4131 (2012) plan to meet the current goal of 1:8. The first phase of the biennium (2013) included combining the Infrastructure Finance Authority (IFA) financial section with the agency’s Fiscal & Budget Services section. This resulted in the abolishment of the IFA Financial Services Manger PEM F position. During this phase, the agency also changed the representation of two positions from supervisory to non-supervisory. During the second phase of the biennium (2014), the agency reclassified the facilities coordinator from a Support Service Supervisor 2 to an Administrative Specialist 2. During this phase, the agency also changed the representation for an additional two positions from supervisory to non-supervisory. The final phase of the biennium (2015) was a downward reclass of a Principle Executive Manager E to an Operations and Policy Analyst 4. The second action, which will be completed by April 1, 2014, is a downward reclass of a Principle Executive Manager D to an Information Systems Specialist 7. Business Oregon continues to make progress towards compliance with HB 4131 (2012).

<b>Year</b>	<b>Beginning Ratio</b>	<b>Actions Taken</b>	<b>Ending Ratio</b>
2012	1:4	<ul style="list-style-type: none"> <li>• Downward Reclass – PEM E to PA 4</li> <li>• Downward Reclass – PEM E to PA 4</li> <li>• Representation changed from supervisory to non-supervisory for one position</li> </ul>	1:5
2013	1:5	<ul style="list-style-type: none"> <li>• PEM F position Abolished</li> <li>• Representation changed from supervisory to non-supervisory for two positions</li> </ul>	1:6
2014	1:6	<ul style="list-style-type: none"> <li>• Reclass – SSS 2 to AS 2</li> <li>• Representation changed from supervisory to non-supervisory for two positions</li> </ul>	1:7
2015	1:7	<ul style="list-style-type: none"> <li>• Downward Reclass – PEM E to OPA 4</li> <li>• Downward Reclass – PEM D to ISS (pending)</li> </ul>	1:8

**Business Oregon // Appendix B  
 Financial and/or Performance Audit Results  
 Audits Completed Since 2013 Legislative Session**

Audit	Audit Completion Date	Findings/Recommendations	Agency Response
Special Public Works Fund and Water Fund for the fiscal year ended June 30, 2012	March 2013	The auditors issued an unqualified opinion on the Funds' financial statements. The auditors did not report any findings.	An unqualified opinion is the highest level of assurance auditors may issue.
Special Public Works Fund and Water Fund for the fiscal year ended June 30, 2013	March 2014	The auditors issued an unqualified opinion on the Funds' financial statements. The auditors did not report any findings.	An unqualified opinion is the highest level of assurance auditors may issue.

## **Business Oregon // Appendix C**

### **Description of how recent changes to agency budget and/or management flexibility affected agency operations**

Business Oregon received two new programs in its 2013-15 Legislatively Approved Budget.

The Seismic Rehabilitation Grant Program (Seismic Program) was transferred from the Military Department in January 2014. The department received two positions to administer the \$31.5 million of program funding for the biennium and permanently. The positions received include a program coordinator and accountant, while the other contracting, administrative and management functions of the program have been absorbed into existing operations. Integration of the program into the department required establishing new funding award processes and administration of a new type of funding (Article XI-M and IX-N general obligation bond proceeds and associated general fund debt service). Through the Infrastructure Finance Authority within Business Oregon, the following program tasks were accomplished:

1. Completed projects in progress that were initiated by the Military Department
2. Met with the statutorily described program grant committee to review historic program performance and identify program improvements.
3. Solicited program constituent comment on the program, including program improvements.
4. Wrote and adopted Administrative rules for the program.
5. Distributed information to eligible applicants to familiarize schools and emergency service providers with the program parameters.
6. Solicited next funding round grant applications for review by staff and program committee.
7. Worked with the program grant committee to award the next round of funding.
8. Execute funding contracts for 2015 bond proceeds.

The Regional Infrastructure Fund was established within Business Oregon during the 2013 Session. The Regional Infrastructure Fund provides the funding for the Regional Solutions Program projects and received \$9.35 million of lottery bond proceeds during the 2013-15 biennium. The Regional Solutions Program was established in HB 4015 (2014) within the office of the Governor, in collaboration

with state agencies, and consists of Regional Solutions Centers located throughout the state in each of the 11 federally designate Economic Development Districts. Each Regional Solutions Center includes a Regional Coordinator from the Governor's Office and participating agency staff. These Regional Solutions Teams are advised by local Regional Solutions Advisory Committees. The funding for projects identified as a priority by each of the regions is administered by the Infrastructure Finance Authority within Business Oregon. Business Oregon did not receive any positions or operations budget to manage the project funding. The staff of the Infrastructure Finance Authority perform a fiduciary and financial review to determine to what extent the project can be funded within existing grant and loan programs. The department has absorbed this management, contracting and disbursement of the funds into existing operations.

**Business Oregon // Appendix D**

**Position Reclassifications Completed During 2013-15 Biennium**

Business Oregon completed three reclassification packages (Permanent Financing Plans) during the 2013-15 biennium. Additional information regarding each package is provided below. The agency plans to complete one additional permanent finance plan before the end of the biennium to implement its 2015 phase for HB 4131 (2012) compliance.

<b>PFP #</b>	<b>Action Taken</b>	<b>Positions #</b>	<b>Salary Changes*</b>
1501	Upward Reclass – Office Specialist 2 → Administrative Specialist 1	3007008	\$3,178 → \$3,486
	Upward Reclass – Operations and Policy Analyst 3 → Operations and Policy Analyst 4	3008002	\$6,760 → \$7,438
	Downward Reclass – Office Manager 2 → Executive Support Specialist 2 (HB 2020 Compliance)	1900002	\$4,159 → \$3,970
	Abolish – Principal Executive/Manager F	3009005	<\$8,613>
1502-1	Upward Reclass – Office Specialist 2 → Administrative Specialist 1	3003013	\$3,226 → \$3,538
	Upward Reclass – Program Analyst 3 → Program Analyst 4	3013017	\$6,256 → \$6,887
	Equal Reclass – Support Service Supervisor 2 → Administrative Specialist 2 (HB2020 Compliance)	0070121	\$4,030 → \$3,895
	Establish – Information Systems Specialist 5	3013025	\$5,960
	Establish – Accountant 4	3013024	\$6,560
	Abolish – Operations and Policy Analyst 2	0070204	<\$5,688>
1503	Upward Reclass – Program Analyst 4 → Operations and Policy Analyst 4	3013020	\$7,025 → \$7,701
	Downward Reclass – Principal Executive/Manager E → Operations and Policy Analyst 4	3006003	\$8,087 → \$7,701
	Establish – Program Executive/Manager G	3013033	\$10,306
	Abolish – Operations and Policy Analyst 4	0020210	<\$7,701>
	Abolish – Administrative Specialist 1	3007008	<\$3,609>

\*Salary change uses top step of position salary range.

**Business Oregon // Appendix E****List of New Hires**

Business Oregon made the following new hires during the 2013-15 biennium.

<b>Hire Date</b>	<b>Classification</b>	<b>Position #</b>	<b>Step</b>	<b>Justification</b>
4/14/2014	Information Systems Specialist 5	3013025	3	Experience – Private Sector Salary Match
5/5/2014	Compliance Specialist 2	3009011	2	N/A
7/1/2014	Loan Specialist 3	3011008	5	Private Sector Salary Match
7/7/2014	Principal Executive/Manager E	1900001	8	Specialized Experience – Nationwide Executive Director Recruitment (Difficult Recruitment – 1 <sup>st</sup> Recruitment Failed)
7/7/2014	Principal Executive/Manager E (DBL)	0010115	8	Director Appointment - Experience and Salary Match
8/4/2014	Office Specialist 2	0070115	2	N/A
8/20/2014	Program Analyst 4	3003012	2	N/A
10/1/2014	Public Affairs Specialist 2	3007003	3	Specialized Experience – Private Sector Salary Match
11/17/2014	Principal Executive/Manager G	3013033	8	Specialized Experience – Executive Recruitment (Difficult Recruitment)
11/24/2014	Executive Assistant	3003018	8	Director Appointment - Private Sector Salary Match
11/26/2014	Public Affairs Specialist 3	3006009	8	Specialized Experience – Private Sector Salary Match

## Appendix F

**UPDATED LOTTERY FUNDS ENDING BALANCES FOR THE 2013-15 & 2015-17 BIENNIA**

Agency: Oregon Business Development Department  
 Contact Person (Name & Phone #): Amanda Beitel (503) 986-0018

(a) Lottery Fund Type	(b) Program Area (SCR)	(c) Treasury Fund #/Name	(d) Category/Description	(e) Constitutional and/or Statutory reference	(f) 2013-15 Ending Balance		(g) 2015-17 Ending Balance		(i) Comments
					In LAB	Revised	In CSL	Revised	
Limited	110-00-00-00000	571 Business Development Miscellaneous (Lottery Administration Fund)	Operations (Shared Services)	ORS 461.540	\$ 573,464	\$ 616,662	\$ 573,464	\$ -	cash carry-over from 11-13. Per DAS' instruction, the department didn't change any lottery fund beginning balances in ORBITS for the 2015-17 Agency Request Budget. Therefore, 2015-17 CSL ending balances in ORBITS have not changed from 2013-15 LAB. In the 2015-17 Governor's Budget, lottery fund beginning balances in ORBITS were increased to estimated ending balances and the lottery transfer in was reduced by the same amount. However, if 2013-15 lottery fund ending balances will be reverted to the Administrative Services Economic Development Fund, the 2015-17 lottery transfers cannot be reduced by estimated ending balances. Due to lottery fund reversion, no actual 2015-17 ending balances are projected. Lottery fund reversion will create a cash flow issue for the agency in the first quarter of each biennium starting in 2017-19.
Limited	210-00-00-00000	412 Business Retention	Grant fund	ORS 285A.224	\$ -	\$ 38,015	\$ -	\$ -	13-15 ending balance higher than budget due to cash carry-over from 11-13.
Limited	210-00-00-00000	569 Local Economic Opportunity Fund (LEOF)	Grant fund	ORS 285B.260	\$ 70,389	\$ 461	\$ 70,389	\$ -	Fund balance is committed to a project and expected to be disbursed by the end of the 2013-15 biennium. Remaining 13-15 balance is interest earned on the funds.
Limited	210-00-00-00000	570 Strategic Reserve Fund	Grant/Loan Fund	ORS 285B.266	\$ -	\$ 5,679,538	\$ -	\$ -	13-15 ending balance higher than budget due to cash carry-over from 11-13. The department also projects that \$3.57 million of the fund will be awarded but not disbursed at June 30, 2015.
Limited	210-00-00-00000	571 Business Development Miscellaneous (Lottery Administration Fund)	Operations (BITD)	ORS 461.540	\$ 191,871	\$ 713,764	\$ 191,871	\$ -	13-15 ending balance higher than budget due to cash carry-over from 11-13. Lottery fund reversion will create a cash flow issue for the agency in the first quarter of each biennium starting in 2017-19.
Limited	210-00-00-00000	767 Business Innovation & Trade Fund	Grant/Loan Fund	ORS 285A.277	\$ -	\$ 886,132	\$ -	\$ -	13-15 ending balance higher than budget due to cash carry-over from 11-13.
Limited	210-00-00-00000	1181 Oregon Innovation Fund	Grant Fund	ORS 284.720	\$ 9,691	\$ 13,506	\$ 9,691	\$ -	Fund balance is accumulated interest earnings.
Limited	210-00-00-00000	1254 Industry Competitiveness Fund	Grant Fund	ORS 285B.290	\$ -	\$ 240,497	\$ -	\$ -	13-15 ending balance higher than budget due to cash carry-over from 11-13.
Debt Service	900-00-00-0000	Bank Lottery Bond Debt Service	Other		\$ (565,000)	\$ -	\$ -	\$ -	Lottery fund debt service.



## Appendix F

**UPDATED OTHER FUNDS ENDING BALANCES FOR THE 2013-15 & 2015-17 BIENNIA**

Agency: Oregon Business Development Department  
 Contact Person (Name & Phone #): Amanda Beitel (503) 986-0018

(a) Other Fund Type	(b) Program Area (SCR)	(c) Treasury Fund #/Name	(d) Category/Description	(e) Constitutional and/or Statutory reference	(f) 2013-15 Ending Balance		(g) 2015-17 Ending Balance		(i) 2015-17 Ending Balance	(j) Comments
					In LAB	Revised	In CSL	Revised		
Limited	110-00-00-00000	401/927 Misc Receipts	Operations	ORS 285A.200	357,036	608,429	65,036	316,429		Fund balance is used for Shared Services other fund operations expenditures. Balance is also used to fund agency payroll and operating costs during the first quarter of the biennium before lottery revenues are received. Variance between estimated ending balances and budgeted balances due to a difference in the actual amount of funds carried forward from the 2011-13 to 2013-15 biennium.
Limited	210-00-00-00000	412 Business Retention	Grant Fund	ORS 285A.200	42,212	82,710	2,850	6,425		Estimated revised ending balances are higher than budgeted balances due to larger balances carried forward from the 2011-13 biennium.
Nonlimited	210-00-00-00000	471/1077/1425 Oregon Business Development Fund (OBDF)	Loan Program	ORS 285B.092	4,007,079	15,953,450	10,853,826	14,525,090		Estimated revised ending balances are higher than budgeted balances due to larger balances carried forward from the 2011-13 biennium. Principal payments have increased significantly due to payoffs. Program was also capitalized with federal SSBCI grant funds creating increased other fund revenues.
Limited	210-00-00-00000	541/1427 Capital Access Fund	Loan Program	ORS 285B.119	175,819	189,232	28,696	73,784		Estimated revised ending balances are higher than budgeted due to variances between budgeted limitation and actual disbursements. Program was also capitalized with federal SSBCI grant funds creating increased other fund revenues.
Nonlimited	210-00-00-00000	613 Oregon Entrepreneurial Development Loan Fund (EDLF)	Loan Program	ORS 285B.758	417,404	1,609,110	0	541,946		Estimated revised ending balances are higher than budgeted due to variances between budgeted limitation and actual disbursements.
Nonlimited	210-00-00-00000	654/1426 Credit Enhancement Fund (CEF)	Loan Program	ORS 285B.215	6,010,619	7,473,750	4,540,716	6,503,847		Estimated revised ending balances are higher than budgeted due to variances between budgeted limitation and actual disbursements. Expenditure limitation is only required when claims for defaulted loans are paid. Claims are estimated at less than the limitation included in the 13-15 and 15-17 budgets. Program was also capitalized with federal SSBCI grant funds creating increased other fund revenues.
Nonlimited	210-00-00-00000	768/1027/1218 Brownfields Redevelopment Loan Fund	Loan Program	ORS 285A.188	79,583	571,457	0	0		Estimated revised ending balances are higher than budgeted due to variances between budgeted limitation and actual disbursements. As of November 2014, \$1.6 million of the fund was committed to existing projects.
Limited	210-00-00-00000	768/1027/1218 Brownfields Redevelopment Loan Fund	Loan Program	ORS 285A.188	145,867	0	0	0		Limited other fund ending balance included in the 2013-15 budget. Brownfields program does not have any limited program balance. Corrected in 2015-17 Agency Request Budget.

## Appendix F

(a) Other Fund Type	(b) Program Area (SCR)	(c) Treasury Fund #/Name	(d) Category/Description	(e) Constitutional and/or Statutory reference	(f) 2013-15 Ending Balance		(h) 2015-17 Ending Balance		(j) Comments
					In LAB	Revised	In CSL	Revised	
Limited	210-00-00-00000	921 Strategic Reserve Fund	Grant Fund/Loan Program	ORS 285B.266	11,224	1,442,626	300,000	531,402	Estimated revised ending balances are higher than budgeted balances due to larger balances carried forward from the 2011-13 biennium and increased revenues. The 2015-17 Governor's Budget includes a \$900,000 fund shift of limitation from lottery funds to other funds to use the actual cash balance.
Limited	210-00-00-00000	925 Local Economic Opportunity Fund	Grant Fund	ORS 285B.260	50,625	0	50,625	0	Fund balance is committed to a project and expected to be disbursed by the end of the 2013-15 biennium.
Limited	210-00-00-00000	927 Business, Innovation & Trade Fund/Miscellaneous Receipts	Operations	ORS 285A.227	278,479	251,669	76,488	92,080	Fund balance is used for Business, Innovation & Trade other fund operations and unallocated expenditures.
Limited	210-00-00-00000	927 New Market Tax Credit Program	Operations	ORS 285C.650	41,471	83,873	0	0	Balance of NMTC fees used for program administration.
Limited	210-00-00-00000	927 Industrial Development Bond Program	Operations	ORS 285B.236	0	29,903	0	19,105	IDB fees received are used to fund program administration.
Limited	210-00-00-00000	927 Office of Minority, Women and Emerging Small Business	Operations	ORS 200.055	465,410	515,958	156,992	207,540	2013-15 OMWESB projected fund ending balance used to decrease 2015-17 transfers-in.
Limited	210-00-00-00000	1254 Industry Competitiveness Fund	Grant Fund	ORS 285B.290	0	37,238	0	37,238	ICF grant repayments and interest earnings.
Limited	210-00-00-00000	1500 Oregon Broadband Advisory Council Fund	Other	Section 3, chapter 782, Oregon Laws 2009	0	4,886	0	4,771	Funds used to support the Oregon Broadband Advisory Council.
Limited	210-00-00-00000	9999 Wells Fargo Cash in Bank for Innovation Initiatives Article XI-Q Bond Proceeds	Grant Fund	Chapter 705, Oregon Laws 2013.	0	1,766,322	0	0	\$5.12 million of Article XI-Q general obligation bonds were sold in Spring 2014 to fund three Innovation projects (RAIN, NWSMC, Oregon Research Collaboratory). The funds are currently held in a Wells Fargo account managed by DAS. The 2013-15 LAB included all project funds being disbursed by the end of the biennium. The RAIN project is not anticipated to be completed by 06/30/2015, so the department included limitation of \$1,750,000 in 2015-17 Agency Request Budget to expend the estimated balance of funds and interest earnings.
Limited	300-00-00-00000	433/655/473 Special Public Works Fund (SPWF) Water/Wastewater Fund (WF) Oregon Port Revolving Loan Fund Administration	Operations	ORS 285A.096	11,860	0	11,860	0	Funds transferred annually from nonlimited revolving funds to limited administration funds for IFA operations. No ending balance projected; however, any balances that did remain at the end of a biennium would reduce the amount of the following biennium's budgeted transfer.

## Appendix F

(a) Other Fund Type	(b) Program Area (SCR)	(c) Treasury Fund #/Name	(d) Category/Description	(e) Constitutional and/or Statutory reference	(f) 2013-15 Ending Balance		(g) 2015-17 Ending Balance		(j) Comments
					In LAB	Revised	In CSL	Revised	
Nonlimited	300-00-00-00000	433/995/996/997/1027/1044/1157/1467 Special Public Works Fund (SPWF)	Loan Program	ORS 285B.410-285B.479 and 285B.482	3,889,512	60,793,675	8,188,847	42,464,414	Estimated revised ending balances are higher than budgeted balances due to larger balances carried forward from the 2011-13 biennium and the variance between budgeted limitation and actual disbursements. Recapitalizations of the fund are included in total revenue and total expenditures for the biennium. For example, a \$10 million bond sale will included \$10 million of lottery bond proceeds and \$10 million of associated expenditure limitation. Infrastructure projects take on average 3 years to disburse and don't use all of the limitation in the first biennium (especially when the bond sale is in the last quarter). This results in the variance in budgeted cash and actual cash. As of November 2014, \$8.3 million of the Special Public Works Fund is committed to existing projects and the IFA is making commitments at a rate of \$3.3 million per month.
Nonlimited	300-00-00-00000	655/995/996/1027/1044/1075 Water/Wastewater Fund (WF)	Loan Program	ORS 285B.560-285B.599 and 285B.482	9,051,335	17,275,536	361,331	585,532	Estimated revised ending balances are higher than budgeted balances due to higher than budgeted loan repayments in the fund. As of November 2014, \$27.5 million of the Water/Wastewater Fund is committed to existing projects. SPWF capitalizes the fund.
Limited	300-00-00-00000	Water Revolving Loan Fund (SDW) Administration	Operations	ORS 285A.213	0	0	0	0	Safe Drinking Water administrative expenses reimbursed by Oregon Health Authority after incurred (other as federal funds).
Nonlimited	300-00-00-00000	797/1027/1068/1069/1075 Safe Drinking Water Revolving Loan Fund (SDW)	Loan Program	ORS 285A.213	12,374,007	60,044,755	5,158,338	42,829,086	Estimated revised ending balances are higher than budgeted balances due to larger balances carried forward from the 2011-13 biennium and the variance between budgeted limitation and actual disbursements. As of November 2014, \$19 million of the Safe Drinking Water Fund is committed to existing projects.
Limited	300-00-00-00000	510 Port Planning and Marketing Fund	Grant Fund	ORS 285A.654	37,702	580,153	1,401	203,852	Estimated revised ending balances are higher than budgeted balances due to larger balances carried forward from the 2011-13 biennium. Increased balance will reduce 2015-17 transfers from the Port Revolving Fund. As of November 2014, \$262,400 of the Port Planning and Marketing Fund was committed to existing projects.
Nonlimited	300-00-00-00000	473/1132/1133/1309/TBD Oregon Port Revolving Loan Fund/Marine Navigation Improvement Fund	Loan Program	ORS 285A.708 & ORS 777.267	346,107	4,713,923	0	367,816	Estimated revised ending balances are higher than budgeted due to \$3 million 2015 lottery bond sale that is estimated to be disbursed in 2015-17. As of November 2014, \$245,932 of the Marine Navigation Fund was committed to existing projects (not including total allocated to dredging).
Limited	300-00-00-00000	1334 Oregon Infrastructure Finance Fund	Other	ORS 285A.103	0	1,778	0	1,778	Infrastructure Finance Authority miscellaneous receipts balance.

## Appendix F

(a) Other Fund Type	(b) Program Area (SCR)	(c) Treasury Fund #/Name	(d) Category/Description	(e) Constitutional and/or Statutory reference	(f) 2013-15 Ending Balance		(h) 2015-17 Ending Balance		(j) Comments
					In LAB	Revised	In CSL	Revised	
Limited	300-00-00-00000	TBD Regional Infrastructure Fund	Grant Fund	Section 3, chapter 786, Oregon Laws 2013	0	4,005,000	0	0	Lottery bonds are expected to be sold in January 2015 to fund the Regional Solutions projects (\$9.35 million). A treasury fund will be established when bonds are sold. The 2013-15 LAB included all project funds being disbursed by the end of the biennium. Projects are not anticipated to be completed by 06/30/2015, so the department included limitation of \$8,000,000 in 2015-17 Agency Request Budget to expend the estimated balance of funds. However, a more recent estimate of project disbursements in conjunction with the lottery bond sale planning project \$5,345,000 of funds being expended by June 30, 2015 and \$4,005,000 in the 2015-17 biennium.
Limited	300-00-00-00000	1494/1495/1496/1497/1498/TBD Seismic Rehabilitation Grant Program	Grant Fund	ORS 401.910	0	28,964,200	0	0	\$30 million of Article XI-M (\$15 million) and XI-N (\$15 million) general obligation bonds are expected to be sold in May 2015 to fund the Seismic Rehabilitation Grant Program. Treasury funds exist from prior bond sales that are committed to projects and currently being disbursed. New treasury funds will be established when bonds are sold. The 2013-15 LAB included the entire \$30 million of bond funds being disbursed by the end of the 2013-15 biennium. The department anticipates expending the \$535,800 cost of issuance and an additional \$500,000 in grants by 6/30/2015. The \$28,964,200 balance of bond funds is expected to be disbursed in the 2015-17 biennium.
Limited	600-00-00-00000	1085 Cultural Trust	Trust Fund	ORS 359.405	21,666,163	24,194,622	25,307,936	29,471,170	The Trust for the Cultural Development Account is currently invested in the Oregon Intermediate Term Pool (OITP) at Oregon State Treasury. The revised ending balances are higher than the budgeted balances because the total expended by the Trust is limited to the distribution formula established in ORS 359.426 and not the total limitation in the budget. Historically, budgeted limitation has been higher than the amount distributed; however, the limitation provides the Trust the ability to disburse required amounts even if donations and investment earnings increase.
Limited	600-00-00-00000	1138 Arts Trust Account	Operations	ORS 359.120	144,021	168,041	114,903	138,923	Fund is used for the Oregon Arts Commission percent for art administration expenditures as well as disbursing grants received from the Oregon Cultural Trust and Ford Family Foundation.

## Appendix F

(a) Other Fund Type	(b) Program Area (SCR)	(c) Treasury Fund #/Name	(d) Category/Description	(e) Constitutional and/or Statutory reference	(f) 2013-15 Ending Balance		(g) 2015-17 Ending Balance		(j) Comments
					In LAB	Revised	In CSL	Revised	
Limited	600-00-00-00000	TBD Arts Special Projects	Grant Fund	Section 5, chapter 786, Oregon Laws 2013	0	1,145,000	0	0	Lottery bonds are expected to be sold in January 2015 to fund the Celilo Park Confluence project (\$1.5 million) and High Desert Museum project (\$250,000). A treasury fund will be established when bonds are sold. The 2013-15 LAB included all project funds being disbursed by the end of the biennium. Projects are not anticipated to be completed by 06/30/2015, so the department included limitation of \$1,145,000 in 2015-17 Agency Request Budget to expend the estimated balance of funds.
Limited	910-00-00-00000	893 Connecting Oregon Communities Fund	Other	ORS 759.445	33,678	87,984	87,790	88,234	Balance of funds from performance assurance plan (PAP) payments from Qwest (now CenturyLink). Qwest terminated its PAP in 2014 and will make no future payments. The balance is not sufficient to transfer to the Department of Education per section 34, chapter 1093, Oregon Laws 1999. The department recommends that the funds be "swept" into the State's General fund in the 2015 Legislative session and the account inactivated.

**Objective: Provide updated Other Funds ending balance information for potential use in the development of the 2015-17 legislatively adopted budget.**

**Instructions:**

Column (a): Select one of the following: Limited, Nonlimited, Capital Improvement, Capital Construction, Debt Service, or Debt Service Nonlimited.

Column (b): Select the appropriate Summary Cross Reference number and name from those included in the 2013-15 Legislatively Approved Budget. If this changed from previous structures, please note the change in Comments (Column (j)).

Column (c): Select the appropriate, statutorily established Treasury Fund name and account number where fund balance resides. If the official fund or account name is different than the commonly used reference, please include the working title of the fund or account in Column (j).

Column (d): Select one of the following: Operations, Trust Fund, Grant Fund, Investment Pool, Loan Program, or Other. If "Other", please specify. If "Operations", in Comments (Column (j)), specify the number of months the reserve covers, the methodology used to determine the reserve amount, and the minimum need for cash flow purposes.

Column (e): List the Constitutional, Federal, or Statutory references that establishes or limits the use of the funds.

Columns (f) and (h): Use the appropriate, audited amount from the 2013-15 Legislatively Approved Budget and the 2015-17 Current Service Level as of the Agency Request Budget.

Columns (g) and (i): Provide updated ending balances based on revised expenditure patterns or revenue trends. Do not include adjustments for reduction options that have been submitted unless the options have already been implemented as part of the 2013-15 General Fund approved budget or otherwise incorporated in the 2013-15 LAB. The revised column (i) can be used for the balances included in the Governor's budget if available at the time of submittal. Provide a description of revisions in Comments (Column (j)).

Column (j): **Please note any reasons for significant changes in balances previously reported during the 2013 session.**

Additional Materials: If the revised ending balances (Columns (g) or (i)) reflect a variance greater than 5% or \$50,000 from the amounts included in the LAB (Columns (f) or (h)), attach supporting memo or spreadsheet to detail the revised forecast.