

1995-96 SESSION
COMMITTEE HEARING
RECORDS

Committee Name:

Joint Committee on
Finance (JC-Fi)

Sample:

Record of Comm. Proceedings ... RCP

- 05hrAC-EdR_RCP_pt01a
- 05hrAC-EdR_RCP_pt01b
- 05hrAC-EdR_RCP_pt02

➤ Appointments ... Appt

➤ **

➤ Clearinghouse Rules ... CRule

➤ **

➤ Committee Hearings ... CH

➤ **

➤ Committee Reports ... CR

➤ **

➤ Executive Sessions ... ES

➤ **

➤ Hearing Records ... HR

➤ **

➤ Miscellaneous ... Misc

➤ 95hrJC-Fi_Misc_pt15

➤ Record of Comm. Proceedings ... RCP

➤ **

STATE OF WISCONSIN

SENATE CHAIR
TIM WEEDEN

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ASSEMBLY CHAIR
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JOINT COMMITTEE ON FINANCE

February 23, 1996

Wisconsin Institute for
School Executives Board of Trustees
c/o Miles Turner, Executive Director
Wisconsin Association of
School District Administrators, Inc.
4797 Hayes Road
Madison, WI 53704

Dear Mr. Turner:

On February 6, 1996, a report required under 1995 Act 27, section 9137(1j), relating to the release of funds for the Institute, was submitted to the Joint Committee on Finance for approval.

It has been decided that this item should receive further review by the Committee and therefore, a meeting will be scheduled on this item.

A handwritten signature in black ink that reads "Tim Weeden".

TIM WEEDEN
Senate Chair

Sincerely,

A handwritten signature in black ink that reads "Ben Brancel".

BEN BRANCEL
Assembly Chair

TW/BB/dr

cc: Members, Joint Committee on Finance
Bob Lang

STATE OF WISCONSIN

SENATE CHAIR
TIM WEEDEN



ASSEMBLY CHAIR
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JOINT COMMITTEE ON FINANCE

February 8, 1996

TO: Members
Joint Committee on Finance

FROM: Senator Tim Weeden, Senate Chair
Representative Ben Brancel, Assembly Chair

SUBJECT: 14-Day Review of Report from the Wisconsin Institute for School Executives

On February 6, 1996, the attached report required under 1995 Act 27, section 9137(1j), was submitted by the Wisconsin Institute for School Executives to the Joint Committee on Finance for approval.

Act 27 created an appropriation within the Department of Public Instruction for payments to the Wisconsin Institute for School Executives (WISE). The purpose of the Institute is to provide statewide, continuing education programs for school administrators.

Rather than providing the funds through the WISE appropriation in DPI, Act 27 increased the Committee's appropriation for agency supplements by \$125,000 GPR annually and earmarked these funds for WISE. The release of funds to the WISE appropriation is contingent upon the Committee's approval of a report submitted by the Institute. The report is to include the following:

- The Institute's objectives and proposed activities.
- A detailed budget for the staffing and operation of the Institute.
- An identification of all funding sources.

Act 27 provides that approval of the WISE report and release of the funds from the Committee's appropriation would be conducted under a 14-day passive review process. Therefore, if no Committee member requests that the Committee meet formally to consider the

Members, Joint Committee on Finance

February 8, 1996

Page 2

report within 14 working days after receipt of the report, then the report is approved and the funds will be released. The 14-day deadline is February 26, 1996.

Please review the attached report and notify our offices by February 23, 1996, if you would like the Committee to meet formally to consider this matter. We have asked the Fiscal Bureau to prepare, prior to that date, a memorandum to the Committee which provides additional information regarding this issue.

TW/BB/kc



HISTORY

In March of 1994, Secretary of the Department of Administration James Klauser met with a representative group of school administrators to discuss reform initiatives that might be included in the governor's biennial budget.

During this same period of time, representatives from the Wisconsin Association of School District Administrators were meeting with Senator Joe Lekan to discuss training programs for school administrators in the state of Wisconsin. At the encouragement of Secretary Klauser and Senator Lekan, a proposal was drafted to create a statewide institute for school executives.

This proposal was then presented to Governor Thompson, who agreed to put this into the 1995-97 biennial budget as a staff development reform issue for the training of school administrators in the state of Wisconsin. School administrators--superintendents, principals, business officials, and special services administrators--worked with both Republicans and Democrats while this bill was making its way through the legislative process and there was broad bipartisan support for this proposal.

WISE, the Wisconsin Institute for School Executives, was included in the budget passed by the legislature and Governor Thompson signed it into law during the summer of 1995.

WISE BOARD OF TRUSTEES MEMBERS

PARENT ORGANIZATIONS

Association of Wisconsin School Administrators
Timothy Laatsch, Executive Director
Donna Kalnes, President

Wisconsin Association of School Business Officials
Don Mrdjenovich, Executive Director
Elizabeth Rossiter, President

Wisconsin Association of School District Administrators
Miles Turner, Executive Director
John Egan, President

Wisconsin Council of Administrators of Special Services
John Gruenloh, Co-President
Steve LaVallee, Co-President

PARTNERSHIP MEMBERS

Wisconsin Manufacturers & Commerce
Jim Morgan, Vice President, Education/Programs

Wisconsin Association of School Boards
Pam Rewey, Search Services Consultant

University of Wisconsin System
Dr. George Kliminski, Professor of Educational Administration

Cooperative Education Service Agencies
Tony Evers, Administrator, CESA #6

WISCONSIN INSTITUTE FOR SCHOOL EXECUTIVES

Mission

The mission of the Wisconsin Institute for School Executives is to improve student learning through high quality and comprehensive continuing education programs for practicing school administrators.

The Program

Effective leadership is imperative for the continuing success of Wisconsin's public schools. Practicing school administrators are a major source of that leadership. To ensure that Wisconsin maintains the lead in school improvement, it is essential that school administrators have opportunities for continuing education to enhance their professional development, to provide them with important technical assistance, and to respond appropriately to changes affecting education. Currently, comprehensive, continuing, and coordinated programs are not available to practicing school administrators. Most other professions have continued training programs which lead to advanced levels of proficiency. It is believed that professional administrators need continuing educational programs in their fields. To that end, the Wisconsin Institute for School Executives (WISE) is formed to design, implement, and manage a continuing professional education program for practicing school leaders in Wisconsin.

There are several features that make the institute unique:

- WISE will provide certificates of advanced proficiency to school administrators who complete WISE programs successfully.
- WISE will identify new and emerging needs, develop programs to meet such needs, and deliver them efficiently and effectively to school administrators.
- WISE will create a partnership which includes the four largest school administrator associations in Wisconsin who recognize the need for an integrated program of continuing professional development:

Wisconsin Association of School District Administrators (WASDA)
Association of Wisconsin School Administrators (AWSA)
Wisconsin Association of School Business Officials (WASBO)
Wisconsin Council of Administrators of Special Services (WCASS)

The initial partnership will also include representatives from the Wisconsin Manufacturers & Commerce (WMC), Wisconsin Association of School Boards (WASB), the University of Wisconsin System and the Cooperative Educational Service Agencies (CESA).

- WISE will build alliances among organizations and stakeholders in the public and private sectors to create and operate an efficient system for providing a high quality professional development program for school administrators.
- WISE will be partially state funded for the 1995-97 biennium. Continued funding will be sought for the 1997-99 biennium. Reliance on state funding will be phased out during the second biennium. It is the goal of the Board of Trustees to make the Institute financially self-sufficient.

Goals

The following goals have been established to guide the work of the Wisconsin Institute for School Executives during its first four years of operation:

1. To design, implement and support an institute that provides opportunities for continuing professional development of practicing school administrators in Wisconsin.
2. To update and improve administrative proficiencies.
3. To establish partnerships with the private sector, institutions of higher education, professional associations and governmental agencies to identify critical proficiencies and to develop continuous education programs for practicing school administrators.
4. To take advantage of and improve existing means of delivering continuous education programs, as well as to create new and innovative ways to deliver such programs in a cost effective manner.
5. To encourage and support research efforts related to school leadership.
6. To provide formal recognition for practicing administrators who have participated successfully in a continuous program of professional development.
7. To provide opportunities to meet standards and proficiencies for those who have received alternative licensure or waiver of licensure.
8. To develop programs that address cultural, ethnic, and gender issues in educational administration.

Role of the Wisconsin Institute for School Executives

Much has been written about the pre-service preparation of teachers and administrators in recent years and there has been heated debate concerning the "best" way to prepare them to work effectively in schools. For example, national organizations of school administrators such as the American Association of School Administrators (AASA), the National Association of Elementary School Principals (NAESP), the National Association of Secondary School Principals (NASSP), and the Association of School Business Officials (ASBO) have each prepared formal standards for the structure and content of programs designed to prepare administrators for these positions. (See bibliography)

Relatively little has been written concerning the continuing professional development of school administrators once they have begun to practice their profession. This situation is in direct contrast to organizations in the private sector, which devote substantial resources to programs of continuing professional development for their employees. It also stands in contrast to the active role professional organizations in fields such as medicine and law play in insuring that their members have ample opportunities to hone existing skills and acquire new skills in their fields.

In Wisconsin higher education institutions justifiably devote their primary attention to the preservice preparation of school administrators. They are constrained by the course and credit requirements of administrator certification programs, as well as institutional funding practices. Private sector organizations, both the for profit and the not-for profit, tend to specialize in the latest "hot topics." Thus, there is need for an organization which has as its primary focus the development of programs that will address the critical skills and proficiencies needed by practicing administrators in their daily work. The Wisconsin Institute for School Executives will fill this important role.

PLAN OF ACTION

Establish Relationships with Stakeholders

It is crucial for the ultimate success of the Wisconsin Institute for School Executives that high priority be given to contacting other stakeholders concerned with school leadership, such as private sector organizations, public and private institutions of higher education currently engaged in administrator preparation, professional associations, the Wisconsin Department of Public Instruction, and other relevant governmental agencies. The goal will be to establish partnerships with these organizations to create and operate a structured, coherent, sequential program of continuing professional development for Wisconsin school administrators who are responsible for school business affairs, instruction, and personnel.

It is important to establish that the Wisconsin Institute for School Executives is not conceived as being a competitor with these organizations, but as a partner. The institute will not engage in preservice preparation programs. It will have as its primary function the development and coordination of a systematic program of continuing professional development for practicing school administrators. It will seek the support and assistance of stakeholders in the development and conduct of its mission. It is evident that in some cases the most appropriate vehicle for continuing professional development will be existing credit courses offered by higher education institutions. In other instances, the institute will wish to draw upon the talent of private sector organizations and institutions of higher education in the design, development, and delivery of non-credit courses offered in non-traditional formats.

Identify Critical Proficiencies

A second high priority will be to identify critical proficiencies which will enable practicing school administrators to understand and further develop the knowledge and skills they need. Existing standards proposed by national organizations will provide a convenient and available starting point in identifying and prioritizing the critical need areas to be addressed initially by the institute. Categories and subcategories of knowledge and skills needed for the successful practice of school administration will be identified from the existing listings and will be used to prepare a survey instrument for use with practicing Wisconsin school administrators to identify and prioritize areas of greatest need.

Survey respondents will:

- be asked to prioritize the importance of various items as they perceive them for their positions.
- be asked to identify any critical proficiencies that do not appear in the survey instrument.
- be asked to identify the five highest priority needs that should be addressed by the institute in planning a program of continuing professional development for school administrators.

The results of the survey will be used to identify and prioritize the critical proficiencies of greatest concern to Wisconsin school administrators and to those they serve.

Program Development

The data obtained from the survey of school administrators and those they serve will be analyzed to identify and prioritize the most critical proficiencies and needs of practicing Wisconsin school administrators. The next task will be to adapt, modify or develop programs designed to deal with the identified needs. In some cases it may be possible to adapt or modify existing programs; in other cases it may be necessary to design and develop new programs. Concurrent with the survey of administrators, a catalogue of existing programs will be developed. Existing credit courses and special topic seminars offered by public and private higher education institutions are obvious candidates for inclusion in such a catalogue. In addition, professional associations and higher education institutions have regularly offered programs or workshops built around particular topics or issues and these will be identified in the catalogue. It will be important to identify and catalogue these various activities since they may be appropriate components of a program of continuous inservice training and development coordinated through the institute.

Develop Long-Term Plans and Schedules

Having accumulated data concerning critical needs and available offerings, the institute will develop a three-year plan for meeting the continuing professional development needs of Wisconsin school administrators. The plan will utilize existing programs, courses or workshops where appropriate and will identify those areas of need where new programs must be developed. It can be anticipated that some critical proficiencies are associated with a particular administrative position and that other proficiencies will be more generic in nature and applicable to several positions. The long term plan must be responsive to both types of proficiencies. The goal will be to construct a schedule that enables individuals in various administrative positions to acquire the specific skills and proficiencies associated with their administrative assignments, as well as the skills and proficiencies common to several administrative positions.

The use of new and emerging technology such as interactive television and teleconferencing will be explored to deliver these programs and to maximize the audience served and minimize the cost of program delivery. In some cases it may be feasible to hold workshops in conjunction with the meetings of professional organizations; in other cases it may be desirable to bring participants together at a conference center location.

Provision will be made for evaluation and feedback from participants concerning the program. Sessions will be evaluated in terms of both the value of their content and the effectiveness of the instructional procedures employed. Participants will be asked to give their suggestions for changes and modifications to improve the program content and delivery. The goal will be to develop a three- or four-year program of professional development (depending on the number and nature of critical proficiencies identified) that will serve as the basis for certification of the participants' proficiency in areas covered by the program in which they participate.

Organization and Governance of the Wisconsin Institute for School Executives

The WISE Board of Trustees will consider various alternatives for the implementation and on-going management of the institute. These alternatives may include:

- A. acting as an employer; hiring a full time institute director to implement the goals of the WISE.
- B. contracting for services with such vendors judged to be qualified for the purposes outlined in this proposal.

The implementation of the WISE is predicated on a fifteen (15) month development and implementation time-line. Implementation will begin upon the receipt of funds previously approved by the legislature. This is anticipated in April of 1996.

In the first year of operation the institute will seek funding from other sources. These may include foundation grants, awards, membership fees and program revenue to help support the operations of the institute. In the first 15 months of operation the anticipated revenue from these sources will not generate enough revenue to substantially offset operating costs.

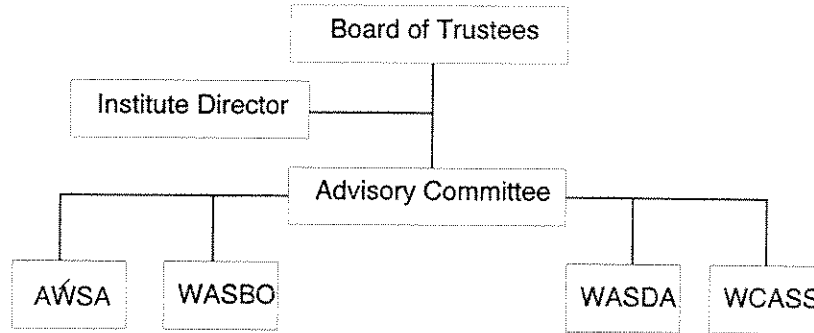
Formal Recognition of Professional Development

The Wisconsin Institute for School Executives will provide documentation for the successful completion of coursework recognized by the institute to the individual and their employer. The accumulation of recognized coursework will lead to the issuance of certificates of advanced proficiencies (CAP) in each administrative area. Participation in the program to earn these certificates will be voluntary. The quality of the coursework and the achievement of these certificates will demonstrate professional competence and dedication to continuing education on the part of the administrator. WISE will develop strategies to market the importance of this advanced certification.

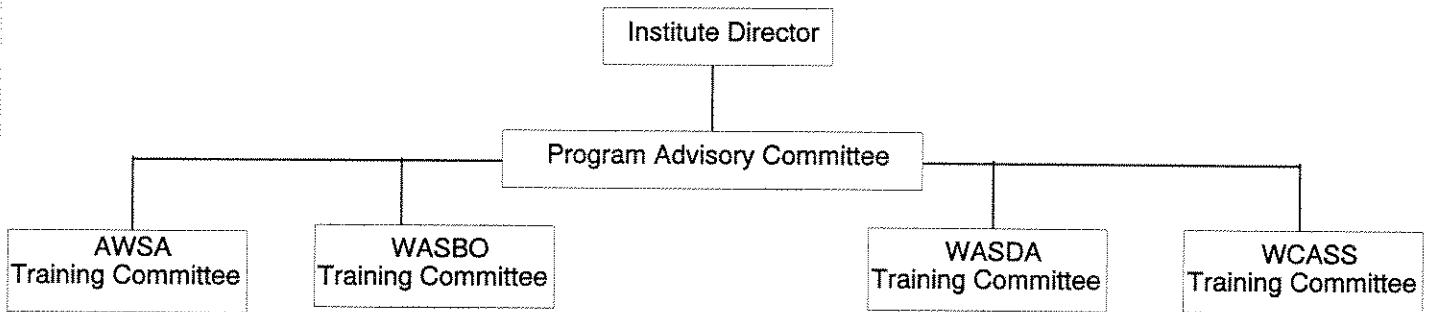
Wisconsin Institute for School Executives

Organizational Structure

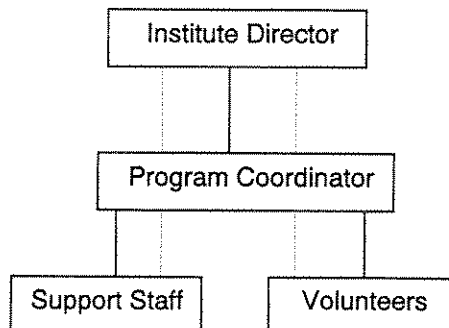
Decision-Making



Program Development



Operations



WISCONSIN INSTITUTE FOR SCHOOL EXECUTIVES

Proposed Budget Allocations 1996-97

EXPENSES	MAY, 1996-97
Postage/mailing	\$ 5,312
Office supplies & equipment	9,000
Rent & Utilities	8,250
Printing	7,500
Telephone & Fax	3,000
Meeting expenses	6,250
Travel	10,000
Training & Inservice	2,500
Research & Program Development	14,250
Member Services	40,000
Salaries	121,702
Includes: Institute Director	
Program Director	
Clerical	
Limited term staff	
Fringes	59,943
TOTAL PROPOSED OPERATING COSTS	\$287,707
Revenues from state funds	<u>- 250,000</u>
BALANCE NEEDED FROM OTHER SOURCES	\$ 37,707
*Program Revenues	
*Grants	
*Membership	
*Foundations	
*In-kind contributions from state associations	

Wisconsin Institute for School Executives

Position Description

TITLE: Institute Director

QUALIFICATIONS: Education: Minimum of Masters Degree

Experience: Develop, organize, and implement professional development programs

Specific skills: Financial management, personnel management, needs assessments, contract negotiations, fund-raising, speaking, writing, public relations

REPORTS TO: WISE Board of Trustees

SUPERVISES: Executive and support staff members employed by the institute

JOB GOALS: To provide the leadership necessary in order to achieve the mission of the institute

RESPONSIBILITIES:

1. Obtain information regarding the professional development needs of school administrators and supervisors.
2. Meet and consult with the program advisory committee and with organizations' training committees.
3. Coordinate professional development activities with constituent organizations.
4. Select programs, topics, and presenters appropriate for the continuous and sequential inservice training of educational administrators.
5. Negotiate contracts for institute program presenters and sites.
6. Establish and publish an annual calendar of institute programs.
7. Develop, write, and maintain financial grants for the institute.
8. Market institute programs.
9. Implement an external public relations program.
10. Monitor and evaluate institute programs.

11. Maintain a positive relationship with the state education agency, universities, colleges, and other training institutions, other state and national educational associations, and with representatives of the private sector.
12. Manage the institute's administrative and financial affairs.
13. Develop and monitor the institute's annual budget.
14. Prepare monthly financial reports and facilitate an annual certified audit.
15. Deposit institute funds according to board of trustees policy.
16. Recommend staff appointments and separations.
17. Supervise and evaluate institute employees.
18. Act as the administrative officer of the board of trustees and assist them by providing the necessary information, reports, and recommendations they need to make informed decisions.
19. Inform, the board of trustees about the programs, practices, and problems of the institute.

INTENT:

In addition to the responsibilities listed here, and WISE Institute Director shall perform other duties as may be directed by the board of trustees.

BIBLIOGRAPHY

- "Curriculum Guidelines for Programs in Educational Leadership: Advanced Programs in Educational Leadership for Principals, Superintendents, Curriculum Directors, and Supervisors." National Policy Board for Educational Administration for the Educational Leadership Constituent Council. Approved by: The National Council for Accreditation of Teacher Education, September 30, 1995.
- "NCATE Unveils New Educational Administration Standards." NCATE News (press release). National Council for Accreditation of Teacher Educators. October 2, 1995.
- Thompson, Scott D. (editor). Principals For Our Changing Schools: The Knowledge and Skill Base. National Policy Board for Educational Administration. 1993.



Legislative Fiscal Bureau

One East Main, Suite 301 • Madison, WI 53703 • (608) 266-3847 • Fax: (608) 267-6873

February 20, 1996

TO: Members
Joint Committee on Finance

FROM: Bob Lang, Director

SUBJECT: Report from the Wisconsin Institute for School Executives

On February 6, 1996, a report was submitted to the Co-Chairs of the Joint Committee on Finance by the Wisconsin Institute for School Executives (WISE) Board of Trustees. The report is required under 1995 Act 27, section 9137(1j), as a condition of the release of funds (\$125,000 GPR annually) for the Institute.

On February 8, Committee members received a memorandum from the Co-Chairs which described the approval process and included a copy of the WISE report. Members were asked to notify the Co-Chairs by Friday, February 23, if they wish to meet in formal session to consider this report. If the Committee does not schedule a meeting for the purpose of reviewing the report by February 26, 1996, the report will be approved and the funds will be released.

Legislative History

Funding for WISE was originally included in the Governor's 1995-97 budget bill (1995 AB 150). The bill would have created a new, annual appropriation within the Department of Public Instruction (DPI) and provided \$250,000 GPR in 1996-97 for payments to WISE. According to the Executive Budget Book, the funds were to be used for start-up costs for the Institute which would provide statewide continuing education programs for school administrators.

The Joint Committee on Finance modified the Governor's proposal by deleting the funds in the DPI appropriation and instead providing \$125,000 GPR annually in the Committee's supplemental appropriation and earmarking these funds for payments to WISE. The release of funds to the WISE appropriation would be contingent upon the Committee's approval, under a

14-day passive review process, of a report submitted by the Institute which included the following information:

- The Institute's objectives and proposed activities.
- A detailed budget for the staffing and operation of the Institute.
- An identification of all funding sources.

During deliberations on the budget bill, the Assembly deleted all funding for WISE. However, through Senate action, the Joint Finance provision related to WISE was restored and became part of the final state budget (1995 Act 27).

Objectives and Proposed Activities of WISE

The Institute's Board of Trustees consists of the following twelve members:

- Two representatives of the Association of Wisconsin School Administrators
- Two representatives of the Wisconsin Association of School Business Officials
- Two representatives of the Wisconsin Association of School District Administrators
- Two representatives of the Wisconsin Council of Administrators of Special Services
- One representative of the Wisconsin Manufacturers and Commerce
- One representative of the Wisconsin Association of School Boards
- One representative of the UW System
- One representative of Cooperative Educational Service Agencies

The report states that the Institute's mission is "to improve student learning through high quality and comprehensive continuing education programs for practicing school administrators" and lists six primary activities which the Institute plans to undertake in order to fulfill this mission. According to the report, the Institute plans to do all of the following:

1. Determine the management structure of the Institute. The WISE Board of Trustees is currently considering either hiring staff directly or contracting with a professional association and/or other vendors for services to the Board. The Institute will also pursue alternative revenue sources to support its operations.
2. Establish partnerships with other groups concerned with school leadership (including private organizations, higher education institutions which provide school administrator preparation programs, professional associations and DPI) to create a sequential program for continuing professional development for school administrators.
3. Identify critical proficiencies for school administrators using currently existing national standards and a survey which the Institute will develop and distribute to Wisconsin school administrators to assist in identifying additional continuing education needs.

4. Create a catalog of existing continuing education programs for school administrators and use the information obtained in the survey to adapt and/or modify these programs and to develop new programs which address the professional needs of school administrators.
5. Develop three-year or four-year programs designed to meet the continuing education needs of school administrators. The programs and courses may be offered through teleconferencing, workshops or other means. The Institute plans to issue certificates of advanced proficiencies to administrators who successfully complete its programs.
6. Develop strategies to market the Institute's programs and certificates.

Budget Plan for WISE

The budget information included in the report is based on a 15-month development and implementation schedule which would begin in April, 1996, and end on June 30, 1997. The Institute estimates that total operating costs for this period will be \$287,707, of which \$250,000 would be covered by the GPR funds earmarked for WISE.

The report indicates that the balance of \$37,707 would be obtained from other sources (such as program fees, grants, membership fees, foundation awards and in-kind contributions from school administrator professional associations), but provides no further detail regarding these alternative revenue sources. Although one of the goals of the Institute is to become self-sufficient, the Board of Trustees does not anticipate generating significant revenues to offset operating costs during the first 15 months of operation.

While a section of the Institute's report indicates that the Board has not yet determined whether it will hire a staff or contract for services, the Institute's proposed budget includes the costs of employing an Institute director, a program director, clerical staff and limited-term staff. Of the total proposed budget, 67.5% would be allocated for staff costs, 21.5% would be used for program development and services, and the remaining 11% would be budgeted for operating expenses. The following table provides a breakdown of the estimated expenditures for the 15-month period.

STAFF COSTS

Salaries*	\$141,750
Fringe Benefits*	39,895
Travel**	10,000
Training	<u>2,500</u>
Subtotal	\$194,145

PROGRAM DEVELOPMENT AND SERVICES

Direct Program Costs***	\$40,000
Research and Program Development	14,250
Printing	<u>7,500</u>
Subtotal	\$61,750

OPERATING EXPENSES

Supplies and Equipment	\$9,000
Rent and Utilities	8,250
Postage and Mailing	5,312
Telephone	3,000
Board Meetings	<u>6,250</u>
Subtotal	\$31,812

GRAND TOTAL**\$287,707**

- * According to WISE, the allocation between salaries and benefits was incorrect in its report. The amounts in the table are the correct amounts.
- ** Primarily staff travel, although some Board members may also travel.
- *** Costs directly related to continuing education programs (such as speakers' fees, workshops and conferences).

If the Committee approves the Institute's report, the amount of funding approved would be transferred from the Committee's supplemental appropriation (a biennial appropriation) to the WISE appropriation (an annual appropriation) within DPI. However, the Institute has not specified the allocation of the funds between 1995-96 and 1996-97, nor does the report indicate what portion of the total expenses would be incurred in each year. Although \$125,000 GPR annually was earmarked for payments to WISE, the Committee has discretion over the amount of funds allocated each year. Furthermore, Act 27 does not require that the Committee release the entire \$250,000. If the Committee does not believe that the entire \$250,000 should be provided, a lesser amount could be approved for release to the DPI appropriation.

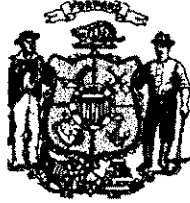
While funding for WISE would be provided through an appropriation in DPI, the appropriation language only states that payments would be made to WISE and does not specify the purposes for which the funds could be used by the Institute. Furthermore, Act 27 did not provide DPI with any responsibilities to monitor the program. Therefore, according to DPI staff, once the funds are transferred to the WISE appropriation, the Institute would simply request payment from DPI and the agency would make the payment. The Institute would not be required to report expenditure information to DPI which would document how the state funds were actually used. The Institute would be under no obligation to expend the monies according to the budget plan included in its report.

Finally, the report states that the Institute plans to seek additional GPR funds in the 1997-99 biennium and that "reliance on state funding will be phased out during the second biennium." It should be noted, however, that the appropriation within DPI for payments to WISE will sunset on June 30, 1997.

STATE OF WISCONSIN

SENATE CHAIR
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JOINT COMMITTEE ON FINANCE

February 16, 1996

Mr. James R. Klauser, Secretary
Department of Administration
101 East Wilson Street, 10th Floor
Madison, WI 53707

Dear Secretary Klauser:

On January 29, 1996, the Committee received a request from the Department of Administration, under s. 16.515 to approve an expenditure authority increase in a Department of Justice local assistance appropriation for county-tribal law enforcement program grants (s. 20.455(2)(hn)). The DOA recommendation was to approve the DOJ request to increase the expenditure authority by \$45,000 each year in the 1995-97 biennium only.

The Committee has no objection to the \$45,000 increase in 1995-96. However, it is not clear, at this time, whether penalty assessment revenue would fully support the increase in 1996-97. Therefore, the request to approve the additional expenditure authority in 1996-97 is not approved. DOJ may submit a separate request to increase expenditure authority in the grant program appropriation in 1996-97 if penalty assessment revenue is sufficient to fully fund the grants in 1996-97. If revenues are not sufficient, any DOJ request should identify how grant amounts would be adjusted to bring expenditures in line with available revenue.

The Committee will consider the one-time \$45,000 expenditure authority increase in 1995-96 approved and the remainder of the request withdrawn at this time unless you notify us by February 23, 1996, that you wish us to schedule a meeting of the Committee to consider the request.

With regard to the two University of Wisconsin System requests, there were no objections raised, and accordingly, they have been approved.

Handwritten signature of Tim Weeden in black ink.

TIM WEEDEN
Senate Chair

Sincerely,
Handwritten signature of Ben Brancel in black ink.

BEN BRANCEL
Assembly Chair

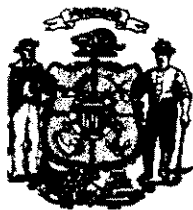
TW/BB/kc

cc: Members, Joint Committee on Finance

STATE OF WISCONSIN

SENATE CHAIR
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JOINT COMMITTEE ON FINANCE

January 29, 1996

TO: Members, Joint Committee on Finance

FROM: Senator Tim Weeden
Representative Ben Brancel
Co-Chairs, Joint Committee on Finance

RE: 14-day Review
UWS, Intercollegiate Athletics Auxiliary Enterprises
UWS, Gifts and Grants
DOJ, County-Tribal Programs, Local Assistance

Attached is a request from the Department of Administration dated January 29, 1996 pursuant to Sections 16.515/16.505(2) pertaining to requests from the University of Wisconsin System and the Department of Justice.

Please review these items and notify Senator Tim Weeden's office not later than Wednesday, February 14, 1996 if you have any concerns about the request or would like the committee to meet formally to consider it.

Also, please contact us if you need further information.

TW:BB:dr
Attachments

RESPONDENCE MEMORANDUM


**STATE OF WISCONSIN
Department of Administration**

Date: January 29, 1996

To: The Honorable Tim Weeden, Co-Chair
Joint Committee on Finance

The Honorable Ben Brancel, Co-Chair
Joint Committee on Finance

From: James R. Klauser, Secretary
Department of Administration



Subject: S. 16.515/16.505(2) Requests

Enclosed are requests which have been approved by this department under the authority granted in s. 16.515 and s. 16.505(2). The explanation for each request is included in the attached materials. Listed below is a summary of each item:

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>1995-96</u> <u>AMOUNT</u>	<u>FTE</u>	<u>1996-97</u> <u>AMOUNT</u>	<u>FTE</u>
UWS 20.285(5)(h)	Intercollegiate Athletics Auxiliary Enterprises	\$1,708,300		\$1,708,300	
UWS 20.285(5)(j)	Gifts and Grants	\$2,866,000			
DOJ 20.455(2)(hn)	County-Tribal Programs, Local Assistance	\$ 45,000		\$ 45,000	

As provided in s. 16.515, this request will be approved on February 19, 1996, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about this request.

Please contact Linda Nelson at 266-3330, or the analyst who reviewed the request in the Division of Executive Budget and Finance, if you have any additional questions.

Attachments

RESPONDENCE/MEMORANDUM

STATE OF WISCONSIN
Department of Administration

Date: January 24, 1996

To: James R. Klauser
Secretary

From: Marty Olle, Budget Analyst *MO*
Department of Administration

Subject: s.16.515 Request for the University of Wisconsin System -- Intercollegiate Athletics

REQUEST

The UW System requests approval of \$1,708,300 additional expenditure authority for the appropriation under s.20.285 (5) (h), Intercollegiate Athletics Auxiliary Enterprises and \$2,866,000 for s.20.285 (5) (j), Gifts and Grants.

REVENUE SOURCES FOR APPROPRIATIONS:

Revenues in the s.20.285 (5) (h) appropriation are obtained from UW-Madison athletic events, golf course receipts, concerts and other special events. Revenues in s.20.285 (5) (j) are gifts, grants, donations and Athletic booster club contributions.

BACKGROUND/ANALYSIS

Functionally, the request includes \$198,300 for ongoing FY96 pay plan costs, \$1,510,000 for ongoing program-related cost increases and \$2,866,000 in one-time expenditure increases for 1995-96 only. All Athletics Department increases, regardless of fund source and appropriation status, are included in the request based on a UW interpretation of the Joint Finance Committee policy regarding UW Athletics position and expenditure authority.

Pay Plan

The 1995-96 pay plan costs total \$198,300, based on actual payroll and approved compensation increases for FY96. Current DOA policy allows program revenue pay plan increases to be included with s.16.515 requests rather than the pay plan supplement process. The request appears reasonable.

Program-Related Cost Increases

The request includes \$1,510,000 in program-related cost increases from auxiliary enterprises. All items in this category were approved by the Athletics Board and Board of Regents prior to the start of the fiscal year. The major components of the increases are:

- University Ridge Golf Course [\$232,600 increase to a base of \$2.2 million]
- Special Events [\$177,000 increase to a base of \$2.2 million]
- Team Travel Costs [\$173,000 increase to a base of \$1.9 million]
- Post-Season Play [\$150,200 increase to a base of \$1.4 million]
- Event Management [\$140,400 increase to a base of \$400,000]
- Restricted Earnings Coaches Salary and Fringe Benefits [\$132,800]
- Weight Room Staffing/Operational Costs [\$88,500 increase to a base of \$235,800]
- Coliseum Renovation Bond Payment Charges [\$85,500 increase over prior year payment]
- Marketing Dept. and Ticket Office Operations [\$104,600]
- Sports Clinics and Camps [\$48,000]
- Video Maintenance Contracts [\$40,500]

Most of the increases appear to be reasonable and justified. Special events and event management are costs related to increased use of athletics facilities for concerts and other non-routine events. Compensation increases for "restricted earnings" coaches are a result of a recent NCAA policy change. Coliseum renovation payments are related to recent hockey improvements.

The post-season play increase of \$150,200 may no longer be necessary due to team performance this fiscal year, although the Athletic division includes it as an element of its ongoing budget-building process. [See further discussion of this issue in the revenues section below.]

One-Time Expenditures

Gift and grant funds are expected to generate \$2,866,000 for one-time capital projects including \$1,600,000 for the McClain Academic Affairs Center, \$1,000,000 for softball/track/soccer complex improvements, \$600,000 for the stadium wrestling complex, \$100,000 for the crew house project and \$75,000 for the north stadium reception room. Of the larger projects, all but the softball/track/soccer improvements [which are awaiting funding from a single private donor] have been approved by the State Building Commission. The requests appear reasonable.

Revenues

The UW's latest FY96 revenue projection for athletics auxiliaries is \$23,125,000. The requested increase in expenditure authority would bring the FY96 total to \$23,889,100 which is \$764,100 more than projected receipts. The difference is due mostly to a decrease in post-season play revenues this year, although as noted earlier the

Athletic division considers this a legitimate item for budget planning. It may be appropriate to approve the increase in expenditure authority but withhold the full post-season play budgeted amount [\$1,100,000] in unallotted reserve pending confirmation from UW System Administration that adequate revenues will be received to cover the amount. This would keep the authorized expenditure authority level from fluctuating yearly with the level of post-season activity. The UW System would monitor the need for Athletic division spending authority for post-season play, determine whether adequate revenues exist to support it, and submit an annual request to DOA to release expenditure authority from unallotted reserve.

Projected FY96 gifts and grants revenues of \$6,350,600 are \$376,200 higher than the requested expenditure authority. As of 12/31/95, gift and grant revenues were \$786,000. Most of the athletics fundraising events occur in the spring, generating more revenue the second half of the fiscal year.

Given the continued positive fiscal condition within the Athletics division this year, it is reasonable to conclude that the division will meet or exceed its FY96 revenue projections.

Accumulated Deficit/Reserve Fund Status

The division's operating deficit, which reached \$2.1 million in FY89, has been eliminated. A reserve fund of approximately \$3.7 million had accumulated by June 30, 1995. A new Athletic Board policy sets the reserve goal at \$3.8 million for FY96 with an increase to \$6 million when the Kohl Center becomes operational.

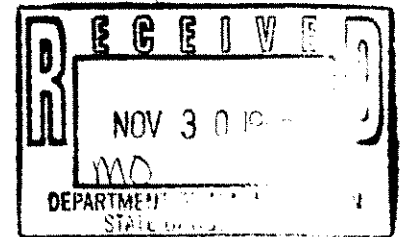
RECOMMENDATION

Approve the request, but hold \$1,100,000 in unallotted reserve in s.20.285 (5)(h) pending confirmation by UW System Administration that the Athletics division has received revenues to match post-season play expenditures.



The University of Wisconsin System

Vice President for Business and Finance
1752 Van Hise Hall
1220 Linden Drive
Madison, Wisconsin 53706
(608) 262-1311 FAX (608) 262-3985



DATE: November 29, 1995
TO: James R. Klausner
Secretary, Department of Administration
FROM: Raymond A. Marnocha
Vice President for Business and Finance
RE: S. 16.515 Request for Intercollegiate Athletics

The purpose of this letter is to comply with the policy of the Joint Committee on Finance that any request for increase in the allotment authority for Intercollegiate Athletics at UW-Madison must be submitted by December 1. This request is for increased expenditure authority for the Program Revenue appropriations under s.20.285(5)(h) and s.20.285(5)(j). The request increases allotment authority to the spending levels approved by the Board of Regents in the 1995-96 Redbook budget subject to approval by the Department of Administration and the Joint Committee on Finance. However, I would like to note that due to the uncertainties concerning the Kohl Center project requirements, we may need to request additional spending authority later in this fiscal year.

The following is a table detailing the requested increases by appropriation:

Table with 4 columns: Appropriation, Current Allotment, Requested Authority, Increase. Rows include s.20.285(5)(h) and s.20.285(5)(j).

The increase in the allotment for s.20.285(5)(h) of \$1,708,259 in 1995-96 expenditure authority represents items such as payplan and equity adjustments, personnel changes, telephone and postage, team travel, capital projects, post-season play, an athlete support program, event management, camps and clinics, special events and costs related to new sports. The increase of \$2,866,000 in s.20.285(5)(j) is in anticipation of increased gift and donation revenues and related expenditures.

The attachments indicate in more detail how the requested increases are determined. The request includes an estimate for 1995-96 payplan. Of the total requested for s.20.285(h), \$900,000 requires one-time funding; the remainder is ongoing. The entire amount requested for s.20.285(j) requires one-time funding.

Questions regarding this request may be directed to George Ketterer (265-3831).

- cc: President Katharine Lyall, John Torphy, Chancellor David Ward, Nancy Seifert, Pat Richter, Dan Clancy, Marty Olle, Debbie Durcan, Kathi Sell, George Ketterer, Tom Sonleitner, Bob Andersen

UNIVERSITY OF
WISCONSIN
M A D I S O N

November 22, 1995

MEMORANDUM

To: Raymond Marnocha
From: John Torphy
RE: 1995-96 Allotment Adjustment Request
Division of Intercollegiate Athletics

The Joint Committee on Finance has required that the Intercollegiate Athletics allotment increase request be submitted no later than December 1 of the fiscal year for which the request is made. Consequently, I am providing you with a table comparing the current allotment levels for each appropriation for the Division of Intercollegiate Athletics to the 1995-96 budget approved by the Finance Committee on October 12, 1995 and approved by the Athletic Board at their October 27, 1995 meeting.

Increases in the following appropriations need to be made (no provision for encumbrances carried forward has been made):

<u>Appropriation</u>	<u>Current Allotment</u>	<u>Requested Authority</u>
s.20.285(5)(h)	\$22,180,800	\$23,889,059
s.20.285(5)(j)	\$3,108,400	\$5,974,400

The increase in the allotment for s.20.285(5)(h) of \$1,708,259 in 1995-96 relates to items such as capital projects, payplan adjustments, special events, team travel, post season play, event management, and costs relating to the two new women's sports of Lightweight Crew and Softball (see attached). The increase in s.20.285(5)(j) is in anticipation of increased gift and donation revenues and related expenditures for major construction projects such as the Academic Learning Center and the Wrestling Complex. Please note the minor adjustment required in s.20.285(5)(i).

The request is consistent with the budget adopted by the Regents. It is my understanding that the current allotment authority figures are consistent with your and our understanding of the Joint Finance Committee action of last year.

If you have any questions regarding this request, please contact Nancy Seifert (2-5449).

Enclosures

xc: Ms. Durcan Ms. Seifert
 Mr. Richter Mr. Richner

ALLOTM

Vice Chancellor for Administration

UNIVERSITY OF WISCONSIN-MADISON
 DIVISION OF INTERCOLLEGIATE ATHLETICS
 FY 1995-96 Budget Adjustment Request Summary

	Unclassified Salaries	LTE/SH Salaries	Fringe Benefits	Supplies & Expense	Capital	Aids to Individuals	Special Purpose	Total	Allo6 Wk4 DLR 20-Nov-95
Fund 501 [20 285](a)									
Requested Budget Authority	423,824	0	140,361	1,800	0	0	0	565,985	
Current Allotment Excluding C/O Encumbrs	422,400	0	137,500	1,800	0	0	0	561,700	
Subtotal	1,424	0	2,861	0	0	0	0	4,285	
Less: Pay Plan (Future Request)	1,483	0	2,802	0	0	0	0	4,285	
Requested Adjustment	(59)	0	59	0	0	0	0	0	
Fund 526 [20 285](fw)									
Requested Budget Authority	0	0	0	0	0	0	0	0	
Current Allotment Excluding C/O Encumbrs	0	0	0	0	0	0	0	0	
Requested Adjustment	0	0	0	0	0	0	0	0	
Fund 528 [20 285](n)									
Requested Budget Authority*	6,299,357	1,274,369	1,992,667	13,561,601	748,465	0	12,600	23,889,059	
Current Allot + 30 Day Excl C/O Encumbrs	5,841,200	1,137,200	2,012,200	11,905,100	1,033,200	241,400	10,500	22,180,800	
Requested Adjustment	458,157	137,169	(19,533)	1,656,501	(284,735)	(241,400)	2,100	1,708,259	
Fund 529 [20 285](g)									
Requested Budget Authority	0	0	0	0	0	0	0	0	
Current Allotment	0	0	0	0	0	0	0	0	
Subtotal	0	0	0	0	0	0	0	0	
Unallocated Reserve	0	0	0	0	0	0	0	0	
Requested Adjustment	0	0	0	0	0	0	0	0	
Fund 530 [20 285](o)									
Requested Budget Authority	0	0	0	16,151	0	233,649	0	250,000	
Current Allotment	111,700	1,300	35,100	4,500	0	97,500	0	250,100	
Requested Adjustment	(111,700)	(1,300)	(35,100)	(11,651)	0	(136,349)	0	(100)	
Fund 533 [20 285](j)									
Requested Budget Authority	149,384	22,160	47,561	1,683,895	2,518,500	1,572,900	0	5,974,400	
Current Allotment Excluding C/O Encumbrs	335,900	124,200	69,400	1,345,200	1,053,300	1,128,400	0	3,108,400	
Subtotal	(186,516)	(102,040)	(21,839)	318,695	2,413,200	444,500	0	2,866,000	
Unallocated Reserve	0	0	0	0	0	0	0	0	
Requested Adjustment	(186,516)	(102,040)	(21,839)	318,695	2,413,200	444,500	0	2,866,000	
Subtotal Fund 5nn [20 285](s)									
Requested Budget Authority	6,872,565	1,296,529	2,180,589	15,243,447	3,266,965	1,806,749	12,600	30,679,444	
Current Allot + 30 Day Excl C/O Encumbrs	6,711,200	1,262,700	2,254,200	13,256,600	1,138,500	1,467,300	10,500	26,101,000	
Requested Adjustment	161,365	33,829	(73,611)	1,986,847	2,128,465	339,449	2,100	4,578,444	
Unallocated Reserve	0	0	0	0	0	0	0	0	
Requested Adjustment	161,365	33,829	(73,611)	1,986,847	2,128,465	339,449	2,100	4,578,444	
Funds 123 and 137									
Requested Budget Authority	0	0	0	295,000	765,000	0	459,800	1,519,800	
Current Allotment (Athr alloc)	0	0	0	295,000	765,000	0	459,800	1,519,800	
Requested Adjustment	0	0	0	0	0	0	0	0	
Total Athletics									
Requested Budget Authority	6,872,565	1,296,529	2,180,589	15,538,447	4,031,965	1,806,749	472,400	32,199,244	
Current Allotment	6,711,200	1,262,700	2,254,200	13,551,600	1,903,500	1,467,300	470,300	27,620,800	
Subtotal	161,365	33,829	(73,611)	1,986,847	2,128,465	339,449	2,100	4,578,444	
Less: Fund 501 Pay Plan (Future Request)	1,483	0	2,802	0	0	0	0	4,285	
Subtotal	159,882	33,829	(76,413)	1,986,847	2,128,465	339,449	2,100	4,574,159	
Unallocated Reserve	0	0	0	0	0	0	0	0	
Requested Adjustment	159,882	33,829	(76,413)	1,986,847	2,128,465	339,449	2,100	4,574,159	

* Requested Budget Authority for fund 528 includes pay plans. (Zero for F(96))

INTERCOLLEGIATE ATHLETICS
1995-96 Budget
Expenditure Budget Increases (Fund 528)

Allot6A.Wk4
DLR
16-Jan-96

Fund 528 Expenditure Budget Increases

FY1995-96
Annual Budget
Increase

University Ridge Golf Course	\$232,600
Payplan and Equity Adjustments	198,252
Special Events	177,000
Sport Team Travel	173,000
Post Season Play	150,200
Event Management	140,400
Restricted Earnings Coaches Salary and Fringe Benefits	132,817
Weight Room Staffing/Operational Costs	88,500
Coliseum Renovation Bond Payment Charges	85,500
Marketing Department Staffing/Operational Costs	54,600
Ticket Office Operational Costs	50,000
Clinics	48,000
Video Maintenance Contracts	40,500
Credit Card Processing Fees - Increased Volume Master Card & Visa	35,000
Spirit Squad	21,200
Recruiting (Net of Women's Softball & Lightweight Crew)	25,900
Sports Medicine-Athlete Support Program	25,000
Women's Basketball Intern	10,000
Other Increases	19,790
Totals	\$1,708,259

INTERCOLLEGIATE ATHLETICS
 95-96 BUDGET
 Capital Projects

	Program Revenue (137)	Program Revenue (528)	Gifts (533)	Gen Purpose Rev (80% Contr)*
Program Revenue Projects				
Fieldhouse First Aid Room		\$25,000		
McClain Academic Affairs Center	\$500,000			
McClimon Soccer Fields-Turf Improvement		\$50,000		
Nielsen Tennis Stadium Lighting (1)				
Shell Floor Replacement	\$350,000			
Stadium Office Remodeling/Other Projects		\$80,000		
Stadium Police Center	\$125,000			
Stadium Safety Projects		\$100,000		
Total Program Revenue Projects*	\$975,000	\$255,000		
Gift Projects				
Crew House Preliminary Costs			\$101,000	
McClain Academic Affairs Center			\$1,601,000	
North Stadium Reception Room			\$75,000	
Softball/Track/Soccer Complex			\$1,001,000	
Stadium Wrestling Complex			\$601,000	
Total Gift Projects			\$3,375,000	
General Purpose Revenue Projects**				
Stadium Restroom Renovation (80%)	\$0	\$0		\$0
Stadium Safety/ADA Improvements (80%)	\$0	\$0		\$0
Total General Purpose Revenue Projects				\$0

* Note: \$483,828 in Rose Bowl licensing revenues were received in 1994-95. These funds will be utilized to offset a majority of the McClain Academic Affairs Center program revenue requirement.

** These projects are funded directly by the State of Wisconsin and do not appear in the Intercollegiate Athletic budget.

(1) This project was not included in the Board 1995-96 budget. Informed of this project by Auxiliary Operations on 3/31/95 (included partially in Rec Sports' budget).


Note: Golf course capital costs are included in the UW Golf Course budget.

CORRESPONDENCE/MEMORANDUM

STATE OF WISCONSIN
Department of Administration

Date: January 23, 1996

To: James R. Klauser, Secretary
Department of Administration

From:  Michael Heifetz, Executive Policy and Budget Analyst
State Budget Office

Subject: Request under s. 16.515 from the Department of Justice relating to County-Tribal Law Enforcement Grants.

REQUEST:

The Department of Justice (DOJ) requests increased PRS expenditure authority of \$45,000 PRO annually in the appropriation under s. 20.455(2)(hn), County-tribal programs, local assistance, to fund additional law enforcement activities on Native American reservations. The request would enable the department to make additional grants to eligible counties and tribes for expanded law enforcement activities on reservations.

REVENUE SOURCE FOR APPROPRIATION:

The source of revenue for the appropriation under s. 20.455 (2)(hn) is the *County-tribal programs, surcharge, receipts* appropriation under s. 20.455 (2)(hm). The *County-tribal programs, surcharge, receipts* appropriation receives revenue from the penalty assessment surcharge.

BACKGROUND:

The County-Tribal Law Enforcement Program under s. 165.90 authorizes DOJ to award grants to counties that have one or more federally recognized Native American reservations within or partially within its boundaries. To be eligible for funding, counties and tribes must jointly develop a cooperative county-tribal law enforcement program. In determining whether to approve and fund a program, DOJ is required to consider the population of the reservation to be served, the complexity of law enforcement problems that the program proposes to address and the range of services that the program proposes to provide. In FY96 DOJ plans to award \$607,200 in county-tribal law enforcement grants to 14 counties and 10 tribes. Services funded under the state grant program range from basic patrol services and community policing to training and maintaining a joint county-tribal water rescue team.

The County-Tribal Law Enforcement Program is currently funded with \$60,000 GPR and \$547,200 PRO annually. The program revenue to support the program is generated by the statutory earmark of 5% of total penalty assessment revenues. Currently, the 5% draw from the penalty assessment revenues generates more revenues than are needed at the current expenditure level. However, because FY96 grant requests far exceeded DOJ's current level of expenditure authority, DOJ is requesting additional expenditure authority in order to use available revenue to fund additional requests that otherwise would not receive a grant.

ANALYSIS:

In FY96, DOJ received grant requests from 16 counties totaling approximately \$1,015,500. As of January 12, DOJ was processing awards totaling \$607,200 (this includes \$547,200 PRO and \$60,000 GPR). The table below illustrates county-tribal grant requests and DOJ's planned distribution of the grants (**excluding** the requested expenditure authority increase):

<u>County</u>	<u>Tribe</u>	<u>1996 Request</u>	<u>1996 Award</u>
Ashland	Bad River Anishinabe	\$75,000	\$54,000
Bayfield	Red Cliff Anishinabe	\$121,900	\$80,000
Burnett	St. Croix Anishinabe	\$32,000	\$28,000
Forest	Mole Lake Sokaogon Anishinabe	\$156,200	\$26,000
Forest	Potawatomi	\$156,200	\$32,000
Jackson	Ho Chunk Nation	\$30,700	\$29,000
Juneau	Ho Chunk Nation	\$34,300	\$29,000
Menominee	Menominee Nation	\$20,000	\$20,000
Monroe	Ho Chunk Nation	\$20,000	\$20,000
Polk	St. Croix Anishinabe	\$33,500	\$27,500
Sauk	Ho Chunk Nation	\$28,200	\$26,000
Sawyer	Lac Courte Oreilles Anishinabe	\$74,800	\$74,800
Shawano	Stockbridge-Munsee Mohican	\$73,900	\$55,900
Vilas	Lac Du Flambeau Anishinabe	\$85,000	\$85,000
Wood	Ho Chunk Nation	<u>\$20,000</u>	<u>\$20,000</u>
Totals:		\$1,015,500	\$607,200

If this request for additional expenditure authority is approved, the additional \$45,000 will be awarded to Outagamie County and the Oneida Nation (\$27,000), and to Shawano County and the Stockbridge-Munsee Mohican Tribe (\$18,000) to increase this award from \$55,900 to \$73,900.

DOJ's request for an additional \$45,000 PRO annually would bring total annual funding for the program to \$652,200 (all funds). DOJ is requesting this increase for both FY96 and FY97 because it anticipates making the same awards in both years. As illustrated below, carryover from prior fiscal years and revenue projections for FY96 and FY97 indicate that there will be sufficient revenue to cover this request and still maintain a reasonable balance:

	<u>FY96</u>	<u>FY97</u>
Carryover	\$60,100	\$54,900
Projected Revenue	\$587,000	\$587,000
Currently Authorized PRO Grant Funding	(\$547,200)	(\$547,200)
Requested Increase	<u>\$45,000</u>	<u>\$45,000</u>
Remaining Balance	\$54,900	\$49,700

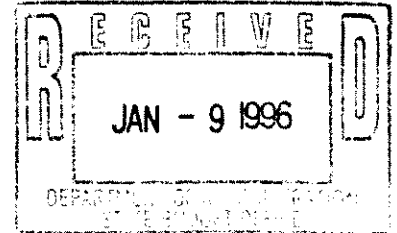
James R. Klauser, Secretary
January 23, 1996
Page 2

While the preceding table demonstrates that there will be sufficient revenue to cover this increase during the current biennium, penalty assessment revenue is subject to fluctuation. Therefore, it is appropriate to approve this request on a one-time basis only, and reevaluate the fiscal situation during 1997-99 biennial budget development.

RECOMMENDATION:

Approve increased expenditure authority of \$45,000 PRO in FY96 and \$45,000 in FY97 in appropriation 20.455(2)(hn), to fund additional law enforcement activities on Native American reservations. This approval is for FY96 and FY97 only; any proposed change to the base budget should be evaluated during 1997-99 biennial budget development.

Date: January 8, 1996
To: Michael Heifetz
Department of Administration
From: Andrew Cohn *Andy*
Department of Justice



Subject: REQUEST UNDER SEC. 16.515, WIS. STAT., RELATING TO
COUNTY/TRIBAL LAW ENFORCEMENT

Under the authority of sec. 16.515, Wis. Stat., the Department of Justice requests increases in the appropriation under sec. 20.455(2)(hn) -- "County-Tribal Programs, Local Assistance." Increases of \$45,000 are requested for '96 and '97. These increases will enable us to award additional amounts for the law enforcement purposes provided for under sec. 165.90, Wis. Stat.

Background

Sec. 165.90 authorizes counties and tribes to establish cooperative law enforcement programs. Funding is available for certain related purposes, from two sources. First, \$60,000 GPR is appropriated under sec. 20.455(2)(d). Second, \$547,200 PR-O is appropriated under sec. 20.455(2)(hn). A portion of the revenues from the Penalty Assessment Surcharge under sec. 165.87(2)(a) is the source of this PR-O.

To be eligible for funding, a county and tribe must submit to the Department of Justice a joint program plan, including information specified in sec. 165.90(2). The Department has the authority to determine whether to approve a program plan, and how much funding to provide in each case, based on factors specified in sec. 165.90(3m).

Analysis

For '96, the Department plans to issue 16 awards totaling \$652,155. All 11 of Wisconsin's tribes are involved, along with 15 different counties. (Forest County has separate plans involving the Mole Lake and Potawatomi tribes.) The \$652,155 level represents a 10% increase over the \$591,885 awarded in '95. County/tribal programs requested nearly \$1 million in funding for this year's plans.

There are two primary reasons for a higher award level. First, the Oneida tribe would receive its first-ever award (\$27,000), for a plan developed with Outagamie County. Second, funding for the plan developed by Shawano County and the Mohican tribe would be restored to the \$73,850 level which had been

County/Tribal Law Enforcement
Page 2

provided in '93 and '94, but which was reduced to \$43,580 in '95. In addition, eleven awards would be at the same level provided in '95, two would be increased by \$3,000 each, and one would be decreased by \$3,000. (Please see the attached summary.)

Revenues are available to support the higher level of Program Revenue spending authority which we are requesting, as follows:

\$ 60,052	Opening Cash Balance
<u>607,420</u>	Projected New Revenue
\$667,472	Projected Total Revenue Available
- <u>45,100</u>	Program Revenue Appropriated for State Administration
\$622,372	Program Revenue Available for Grants

Our projection of new Penalty Assessment Surcharge revenue to be received in '96 is based on actual receipts during the first five months of this fiscal year. If our request is approved, then spending from this Program Revenue appropriation would be increased to approximately \$592,200 annually. This would leave a balance of about \$30,200 as of June 30, 1996. Assuming the same spending level, a 5% increase in '97 revenues over '96 revenues would leave about the same balance at the close of the biennium, as well.

Summary

Based on a careful analysis of plans submitted by counties and tribes, the Department intends to award \$652,155 in '96, for law enforcement programs under sec. 165.90. This level would enable the Oneida tribe to be newly-funded, and the Shawano County/Mohican plan to be restored to a previous level of funding. To accomplish this, the Program Revenue appropriation under sec. 20.455(2)(hn) must be increased by \$45,000. Because it is reasonable to assume that we may want to award more-or-less the same amounts in both '96 and '97, we are requesting this increase in each year. We expect that there will be more than enough revenue to support this higher level of spending.

CTY	COMMUNITY	1990	1993	1994	1995	1996 REQUEST	1996 AWARD
ASHLAND	Bad River Anishinabe	45,000	54,302	52,824	\$ 54,000	75,000.	54,000.
BAYFIELD	Red Cliff Anishinabe	50,000	70,000	80,000	80,000	121,850.	80,000.
BROWN	Oneida Nation	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -
BURNETT	St. Croix Anishinabe	28,000	28,000	28,000	28,000	32,000.	28,000.
FOREST	Mole Lake Sokaogon Anishinabe	27,000	27,000	27,000	29,000	156,200.	26,000.
FOREST	Potawatomi	27,000	27,000	27,000	29,000	156,200.	32,000.
JACKSON	Ho Chunk Nation	30,000	20,000	28,000	29,000	30,691.	29,000.
JUNEAU	Ho Chunk Nation	20,000	37,300	28,000	29,000	34,319.	29,000.
MENOMINEE	Menominee Nation	- 0 -	20,000	20,000	20,000	20,000.	20,000.
MONROE	Ho Chunk Nation	20,000	- 0 -	20,000	20,000	20,000.	20,000.
OUTAGAMIE	Oneida Nation	- 0 -	- 0 -	- 0 -	- 0 -	54,086.	27,000.
POLK	St. Croix Anishinabe	22,500	27,100	22,500	27,500	33,500.	27,500.
SAUK	Ho Chunk Nation	20,299	20,884	20,000	23,000	28,186.	26,000.
SAWYER	Lac Courte Oreilles Anishinabe	50,000	68,537	75,000	74,805	74,805.	74,805.
SHAWANO	Stockbridge-Munsee Mohican	55,000	73,580	73,580	43,580	73,580.	73,850.
VILAS	Lac Du Flambeau Anishinabe	50,000	80,000	85,000	85,000	85,000.	85,000.
WOOD	Ho Chunk Nation	20,000	20,000	20,000	20,000	20,000.	20,000.
		464,799.00	573,703.00	606,904.00	591,885.00	981,098.00	652,155.00 ✓

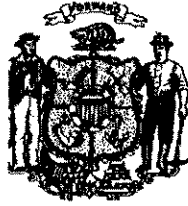
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STATE OF WISCONSIN

SENATE CHAIR
TIM WEEDEN

119 Martin Luther King Blvd.
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-2253



ASSEMBLY CHAIR
BEN BRANCEL

119 Martin Luther King Blvd.
P.O. Box 8952
Madison, WI 53708-8952
Phone: 266-7746

JOINT COMMITTEE ON FINANCE

January 4, 1996

Secretary William McCoshen
Department of Development
123 West Washington Avenue
Madison, WI 53707

Dear Secretary McCoshen:

On December 15, 1995, a report required under 1995 Act 27, section 9116 (6g), relating to the Department's plan to lapse \$500,000 GPR in each year of this biennium, was submitted to the Joint Committee on Finance for approval.

It has been decided that this item should receive further review by the Committee and therefore a meeting will be scheduled on this item.

Handwritten signature of Tim Weeden in cursive script.

TIM WEEDEN
Senate Chair

Handwritten signature of Ben Brancel in cursive script.

BEN BRANCEL
Assembly Chair

TW/BB/dr

cc: Members, Joint Committee on Finance
Bob Lang

STATE OF WISCONSIN

SENATE CHAIR
TIM WEEDEN

Room 119 South, State Capitol
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-2253



12-26-95
Sen Weeden
119 LL
ASSEMBLY CHAIR
BEN BRANCEL

Room 107 South, State Capitol
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Madison, WI 53708-8952
Phone: 266-7746

JOINT COMMITTEE ON FINANCE

December 26, 1995

TO: Members
Joint Committee on Finance

FROM: Senator Tim Weeden, Senate Chair
Representative Ben Brancel, Assembly Chair

Sen. George objects
minority business cuts
Ben clarification
FB doing letter

SUBJECT: Passive Review of DOD Plan for GPR Expenditure Reductions

Section 9116(6g) of 1995 Wisconsin Act 27 requires the Department of Development (DOD) to reduce GPR expenditures to generate \$500,000 of savings annually in the 1995-97 biennium. The Secretary of Administration will lapse this \$1,000,000 to the general fund by the end of the 1995-97 biennium and DOD's base funding level in 1996-97 will be reduced by \$500,000 to reflect these savings amounts. Act 27 requires DOD to submit a plan identifying how the expenditure reductions will be made for review by the Committee under a 14-day passive review process by January 1, 1996.

DOD submitted its plan for these required spending cuts, which is attached, on December 19, 1995.

Please review this item and notify Representative Ben Brancel's office not later than January 3, 1996, if you have any concerns about the request or would like the Committee to meet formally to consider it.

Also, please contact us if you need further information.

TW/BB/dr
Attachment



123 West Washington Avenue
 P. O. Box 7970
 Madison, Wisconsin 53707
 (608)266-1018

Tommy G. Thompson, Governor
 William J. McCoshen, Secretary

December 15, 1995

The Honorable Ben Brancel
 Co-Chair, Joint Committee on Finance
 State Capitol, Room 107 South
 Madison, WI 53702

The Honorable Timothy Weeden
 Co-Chair, Joint Committee on Finance
 State Capitol, Room 115 South
 Madison, WI 53702

SUBJECT: FY96 & FY97 GPR Lapse Plan

Dear Co Chairs:

Request

The Department of Development requests approval of the following plan to lapse \$500,000 GPR in each year of the current biennium as directed under 1995 Act 27, section 9116 (6g). The Department of Development understands that cuts taken in FY97 will become permanent in the next biennial budget.

Appropriation	Title	FY96	FY97	FY98 & FY99
s. 20.143 (1)(c)	Wisconsin Development Fund	\$255,000	\$400,000	\$800,000
s. 20.143 (1)(cb)	Technology and Pollution Control and Abatement Grants and Loans	\$200,000	\$0	\$0
s. 20.143 (1)(dg)	American Indian Economic Development: Liaison	\$25,000	\$0	\$0
s. 20.143 (1)(er)	Rural Economic Development Program	\$0	\$50,000	\$100,000
s. 20.143 (1)(fm)	Minority Business Projects	\$0	\$50,000	\$100,000
s. 20.143 (2)(bm)	Heritage Tourism	\$20,000	\$0	\$0
	TOTAL	\$500,000	\$500,000	\$1,000,000

Background

The Department of Development reviewed the activity of all GPR operations and funding programs. DOD based its proposed GPR lapses on the following policies: (1) maintain support for basic program activities; (2) minimize the impact of the cuts on program operations; and (3) minimize the burden on individual programs to the extent possible.

Wisconsin Development Fund (WDF)

The Wisconsin Development Fund has one of the department's larger GPR appropriations with \$15.5 million for this biennium. Consequently, this program represents the majority of the cuts. (WDF also has an additional \$3 million appropriated from program revenue.) DOD hopes that the new Enterprise Development Zones will lessen the impact of the WDF cuts on state economic development.

Technology and Pollution Control and Abatement Grant

This new program has \$1.2 million divided among three funding sources: \$400,000 each in GPR, SEG-Recycling, and SEG-Environmental fund. The Development Finance Board has awarded \$750,000 to date. Another potential application of approximately \$110,000 is currently being developed. If that application is submitted and approved by the Development Finance Board, the program will still have \$140,000 for awards during the rest of the biennium. The department believes that the legislative intent of the program can still be achieved with \$1 million.

American Indian Economic Development: Liaison

The annual appropriation for this position is \$50,100 including salary, fringe benefits and supplies and services. The lengthy recruitment process is currently taking place and the department expects to fill the position after January 1, 1996. The savings from the vacancy during part of FY96 will provide a lapse that does not adversely affect program operations.

Rural Economic Development Program

The Rural Economic Development Board has not turned any project away due to lack of funding. The program received a small increase in its appropriations for the 1995-97 biennium through the availability of program revenue. The permanent GPR cut may cause the program to rely more on program revenues in future biennia.

Minority Business Projects

The funding for the Minority Business Development program increased from \$1,029,200 in GPR and program revenue for 1993-95 to \$1,550,700 for its grants and loans during 1995-97. (The 1993-95 appropriations also had \$650,800 in spending authority that was legislatively designated for specific projects through nonstatutory provisions.) The Minority Business Development Board funded all acceptable projects and still had some funds remaining during 1993-95. The \$50,000 lapse in FY97 should not prevent qualified applicants from receiving

financial assistance. The permanent GPR cut may cause the program to rely more on program revenues in future biennia.

Heritage Tourism

Due to a technical error, the budget included \$100,000 for awards in a program that is statutorily limited to \$80,000. Therefore, the \$20,000 lapse will not adversely affect program operations.

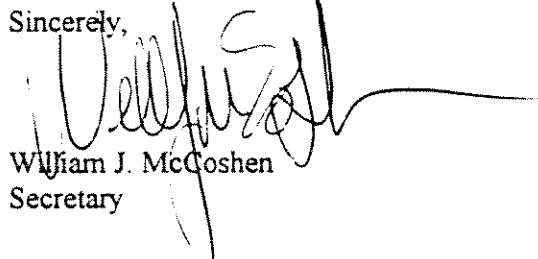
The department did not recommend any cuts to GPR operations because they have already experienced significant reductions under 1995 Act 27. In addition, any cuts to salaries would result in layoffs. The following table shows the reductions taken by GPR operations:

Appropriation	FY95	FY96	FY97
111	\$17,600	\$9,400	\$8,600
101	\$2,130,600	\$2,055,800	\$2,014,200
110	\$252,800	\$246,300	\$219,300
TOTAL	\$2,401,000	\$2,311,500	\$2,242,100

DOD did not propose cuts in other aid programs for the following reasons: (1) the programs are not able to support current demand; or (2) the programs need to maintain enough funding to fulfill match requirements for their grants; or (3) the programs need to meet contractual obligations.

Please let me know if you need additional information.

Sincerely,



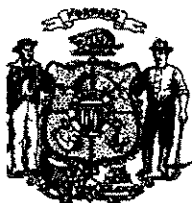
William J. McCoshen
Secretary

CC: Legislative Fiscal Analysts for the Department of Development
State Budget Analysts for the Department of Development

STATE OF WISCONSIN

SENATE CHAIR
TIM WEEDEN

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ASSEMBLY CHAIR
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JOINT COMMITTEE ON FINANCE

January 22, 1996

Mr. James Klauser, Secretary
Department of Administration
101 East Wilson Street, 10th Floor
Madison, WI 53707

Dear Secretary Klauser:

On December 29, 1995, your memorandum approving increased funding of \$142,000 PR in 1995-96 and \$156,000 PR in 1996-97 for the Department of Military Affairs for maintenance and repair financing [s. 20.465(1)(g)] was submitted to the Joint Committee on Finance for its approval.

The Co-chairs have decided that this item should receive further review by the Committee and therefore we will schedule a meeting of the Committee to consider this request.

A handwritten signature in black ink that reads "Tim Weeden".

TIM WEEDEN
Senate Chair

Sincerely,

A handwritten signature in black ink that reads "Ben Brancel".

BEN BRANCEL
Assembly Chair

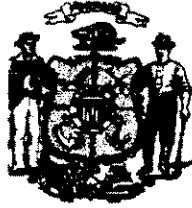
TW/BB/dr

cc: Members, Joint Committee on Finance
Bob Lang

STATE OF WISCONSIN

✓
+

SENATE CHAIR
TIM WEEDEN



ASSEMBLY CHAIR
BEN BRANCEL

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JOINT COMMITTEE ON FINANCE

TO: Members of Joint Committee on Finance

FROM: Senator Tim Weeden
Representative Ben Brancel
Co-Chairs, Joint Committee on Finance

DATE: January 2, 1995

RE: 16.505/.515 request
Department of Military Affairs for Maintenance and Repairs

Attached is a copy of a request from the Department of Administration dated December 29, 1995 pursuant to 16.515/.502(2) pertaining to requests from the Department of Military Affairs.

Please review this item and notify Senator Tim Weeden's office not later than Wednesday, January 17, 1995 if you have any concerns about the request or would like the committee to meet formally to consider it.

Also, please contact us if you need further information.

TW:BB:dr

*Cowles - objection
want just fixation
HB sending letter out Monday*

12-29-95

CORRESPONDENCE MEMORANDUM

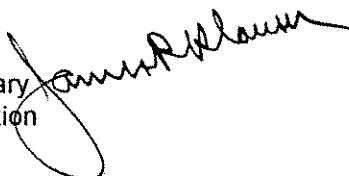
**STATE OF WISCONSIN
Department of Administration**

Date: December 29, 1995

To: The Honorable Tim Weeden, Co-Chair
Joint Committee on Finance

The Honorable Ben Brancel, Co-Chair
Joint Committee on Finance

From: James R. Klauser, Secretary
Department of Administration



1-22-95

Subject: S. 16.515/16.505(2) Requests

Enclosed are requests which have been approved by this department under the authority granted in s. 16.515 and s. 16.505(2). The explanation for each request is included in the attached materials. Listed below is a summary of each item:

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>1995-96</u>		<u>1996-97</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
DMA 20.465(1)(g)	Maintenance and Repair Financing	\$142,000		\$156,000	

As provided in s. 16.515, this request will be approved on January 23, 1996, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about this request.

Please contact Linda Nelson at 266-3330, or the analyst who reviewed the request in the Division of Executive Budget and Finance, if you have any additional questions.

Attachments

Date: December 28, 1995

To: James R. Klauser, Secretary
Department of Administration

From: Pamela Henning, Policy and Budget Analyst *PH*
State Budget Office

Subject: Request Under s. 16.515 From the Department of Military Affairs For Maintenance and Repairs

REQUEST:

The Department of Military Affairs (DMA) requests an one-time increase in expenditure authority of \$142,000 in 1995-96 and \$156,000 in 1996-97 in its military property appropriation, s. 20.465 (1)(g), for maintenance and repair of current facilities and to replace maintenance related equipment.

REVENUE SOURCES FOR APPROPRIATION(S):

The sources of revenue deposited in the appropriation under s. 20.465 (1)(g), military property, are from the sale of any state-owned military property, real or personal.

BACKGROUND:

Under s. 20.465 (1)(g), the DMA has authority to expend revenues credited to the military property appropriation for rental of state-owned military lands or buildings used for the Wisconsin National Guard, for the repair and maintenance of state-owned military lands or buildings and for the purchase and construction of new military property, real and personal.

Under s. 21.19 (3), the DMA is granted the authority to sell any state-owned property acquired or erected for state military purposes when the property is no longer useful to the Wisconsin National Guard.

The DMA, under its authority granted by s. 21.19 (3), has sold the Phillips Armory and is close to selling an unused Motor Vehicles Storage Building (MVSb) in the city of Fond du Lac. The Phillips Armory was transferred to the City of Phillips on October 17, 1995, for \$251,500. Sale proceeds from a pending offer to buy the MVSb are estimated at \$50,000.

ANALYSIS:

The current expenditure authority of \$26,000 in the military property appropriation is inappropriate to do the long-standing maintenance and repairs at DMA facilities. With the sale of the Phillips Armory and the MVSb in Fond du Lac, DMA will be able to utilize the available revenues to paint facilities and purchase needed maintenance equipment that would have otherwise not been possible. An increased expenditure authority of \$298,000 from revenues of the sale of the Phillips Armory and MVSb will fund the following projects for the current biennium:

James R. Klauser, Secretary
December 28, 1995
Page 2

<u>Project (s)</u>	<u>1995-96</u>	<u>1996-97</u>
• Painting of Armory Interiors	96,000	
• Exterior Painting of Oshkosh & Green Bay Armories and MVSB	20,000	
• Interior Painting, Ceiling Replacement & Carpet Replacement at Madison Armory	16,000	
• Development & Installation of Computerized Work Order/Preventative Maintenance System at Camp Williams & Madison Armory	10,000	
• Purchase of 10 Floor Scrubbers		18,000
• Purchase of 2 Hydraulic Lifts		11,000
• Conversion of Indoor Shooting Ranges to Storage, Classrooms & Locker Rooms at 10 Armories		15,500
• Upgrade of Restroom and Shower Facilities at 3 Armories		45,000
• Kitchen Upgrades at Tomah & Wausau		50,000
• Purchase of 15 Lawn Mowers		16,500
<u>Total:</u>	<u>\$142,000</u>	<u>\$156,000</u>

This request to utilize revenues from the sale of state-owned military property addresses a number of deferred maintenance needs at DMA facilities throughout the state. The use of these resources now will reduce the need for future requests for GPR resources through bonding commitments.

RECOMMENDATION:

Approve the request.

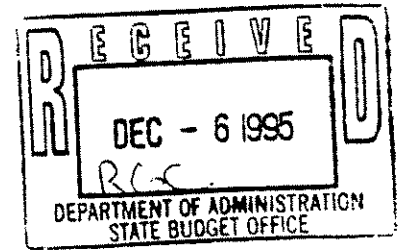
CORRESPONDENCE/MEMORANDUM

Department of Military Affairs

November 29, 1995

To: Secretary James R. Klauser
Department of Administration

From: Major General Jerald D. Slack
The Adjutant General
Department of Military Affairs



RE: Request pursuant to s.16.515
Use of Real Property Sale Proceeds for Maintenance & Repair

Request:

The Department of Military Affairs requests supplemental expenditure authority for its Military Property appropriation under s.20.465(1)(g), in the amounts of \$142,000 in 1995-96 and \$156,000 in 1996-97. The additional revenue is derived from the sales of the Phillips Armory and an unused Motor Vehicle Storage Building (MVSF) in the city of Fond du Lac. Funding will be used to perform maintenance and obtain maintenance related equipment that cannot be supported by base resources or through Building Commission sources.

Revenue Source for this Appropriation:

Pursuant to s.20.465(1)(g), all moneys received "from the sale of any state-owned military property, real and personal, under s.21.19(3)..." are to be credited to the Military Property appropriation to be used "for the repair and maintenance of state owned military lands or buildings and for the purchase and construction of new military property, real and personal." Pursuant to authority granted by s.21.19(3), the department has determined the above facilities to be no longer needed for military purposes and offered them for sale. The Phillips Armory was conveyed to the City of Phillips on October 17, 1995, for \$251,500. An offer to purchase the Fond du Lac MVSF is currently pending, and sale proceeds are estimated at \$50,000.

Proposed Use of Funding:

The department proposes using the proceeds of these sales to supplement base resources available for repair and maintenance. The bulk of the funding will be used to paint facilities and obtain/replace maintenance equipment, neither of which is typically authorized funding from the Building Commission. The following expenditures are proposed:

	<u>1995-96</u>	<u>1996-97</u>
1.) Contracted painting of armory interiors (Racine, Janesville, Burlington, Ripon, Spooner, Reedsburg, Neillsville, and Prairie du Chien)	\$96,000	
2.) Exterior Painting of Oshkosh and Green Bay armories and Neillsville MVSF.	20,000	

Proposed Expenditure Budget (Continued)

	<u>1995-96</u>	<u>1996-97</u>
3.) Interior painting, ceiling replacement and carpet replacement at old Madison armory (1420 Wright Street)	16,000	
4.) Development and Installation of a computerized work order/preventive maintenance system at Camp Williams and the Madison armory complex.	10,000	
5.) Purchase of 10 walk behind floor scrubbers.		\$ 18,000
6.) Purchase of 2 hydraulic lifts		11,000
7.) Conversion of inadequate indoor shooting ranges to storage, classrooms, or locker rooms at 10 armories.		15,500
8.) Upgrade latrines and showers at Baraboo, Reedsburg, and Viroqua armories.		45,000
9.) Kitchen upgrades at Tomah & Wausau		50,000
10.) Purchase 15 riding lawn mowers.		16,500
	<u>\$142,000</u>	<u>\$156,000</u>

Relationship to Statutory Criteria

The revenues generated by the sales of these properties are probably best described as an unforeseen opportunity to address a number of long-standing deferred maintenance needs, without diminishing other on-going maintenance efforts, or requiring future GPR resources to meet additional bonding commitments. The purposes proposed are clearly authorized by the referenced statutory sections and therefore consistent with legislative intent. The department believes it is prudent to make use of these resources now, rather than waiting two years to include them in the next biennial budget, as cost escalations over time will simply diminish what can be accomplished with the limited funds available.

Prepared by:

Steven L. Bendrick
 Budget & Fiscal Officer
 242-3155