



Government of the District of Columbia
FY 2017 Proposed Budget and Financial Plan

A Fair Shot

Volume 2

Agency Budget Chapters - Part I

**(Governmental Direction and Support, Economic Development and
Regulation, and Public Safety and Justice)**

Submitted to the
Council of the District of Columbia

by
Muriel Bowser, Mayor

March 24, 2016



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

District of Columbia Government

District of Columbia

For the Fiscal Year Beginning

October 1, 2015

A handwritten signature in cursive script, reading "Jeffrey R. Egan".

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to District of Columbia Government, District of Columbia, for its annual budget for the fiscal year beginning October 1, 2015. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. This award is the sixteenth in the history of the District of Columbia.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

Government of the District of Columbia

Muriel Bowser, Mayor

Rashad M. Young

City Administrator

Kevin Donahue

Deputy City Administrator

and Deputy Mayor for Public Safety and Justice

Brenda Donald

Deputy Mayor for Health and
Human Services

Brian Kenner

Deputy Mayor for Planning and
Economic Development

Jennifer C. Niles

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Courtney Snowden

Deputy Mayor for Greater Economic Opportunity

John Falcicchio

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Jeffrey S. DeWitt

Chief Financial Officer

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Assistant General Counsel

Associate Chief Financial Officers

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Cyril Byron, Jr.

Economic Development and Regulation

George Dines

Government Services

Angelique Hayes Rice

Public Safety and Justice

Mohamed Mohamed

Government Operations

Deloras Shepherd

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Sandra M. Pinder, Director
Narayan Ayyagari, IT Manager

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Office of Budget and Planning

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Deputy Chief Financial Officer

Lakeia Williams, Executive Assistant

James Spaulding

Associate Deputy Chief Financial Officer

Budget Administration

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Capital City Fellow

John McGaw
Director
Capital Improvements Program

Deborah Kelly
Budget Analyst

Anthony Gamblin
Budget Analyst



District of Columbia Organization Chart



GOVERNMENT OF THE DISTRICT OF COLUMBIA

LEGISLATIVE BRANCH

- Council of the District of Columbia
- DC Auditor
- Advisory Neighborhood Commissions

- ### CHARTER INDEPENDENT AGENCIES
- Board of Elections (including the Office of Campaign Finance)
 - Public Service Commission
 - Zoning Commission

- ### INDEPENDENT AGENCIES
- Alcoholic Beverage Regulation Administration
 - Board of Ethics and Government Accountability
 - Contract Appeals Board
 - Criminal Justice Coordinating Council
 - DC Housing Authority
 - DC Public Library
 - DC Retirement Board
 - DC Water (Water and Sewer Authority)
 - Health Benefit Exchange Authority
 - Housing Finance Agency
 - New Columbia Statehood Commission
 - Not-for-Profit Hospital Corporation
 - Office of Administrative Hearings
 - Office of Employee Appeals
 - Office of the People's Counsel
 - Office of the Statehood Delegation
 - Office of the Tenant Advocate
 - Office of Zoning
 - Public Charter School Board
 - Public Employee Relations Board
 - Real Property Tax Appeals Commission
 - State Board of Education
 - University of the District of Columbia (including UDC Community College)
 - Washington Convention and Sports Authority

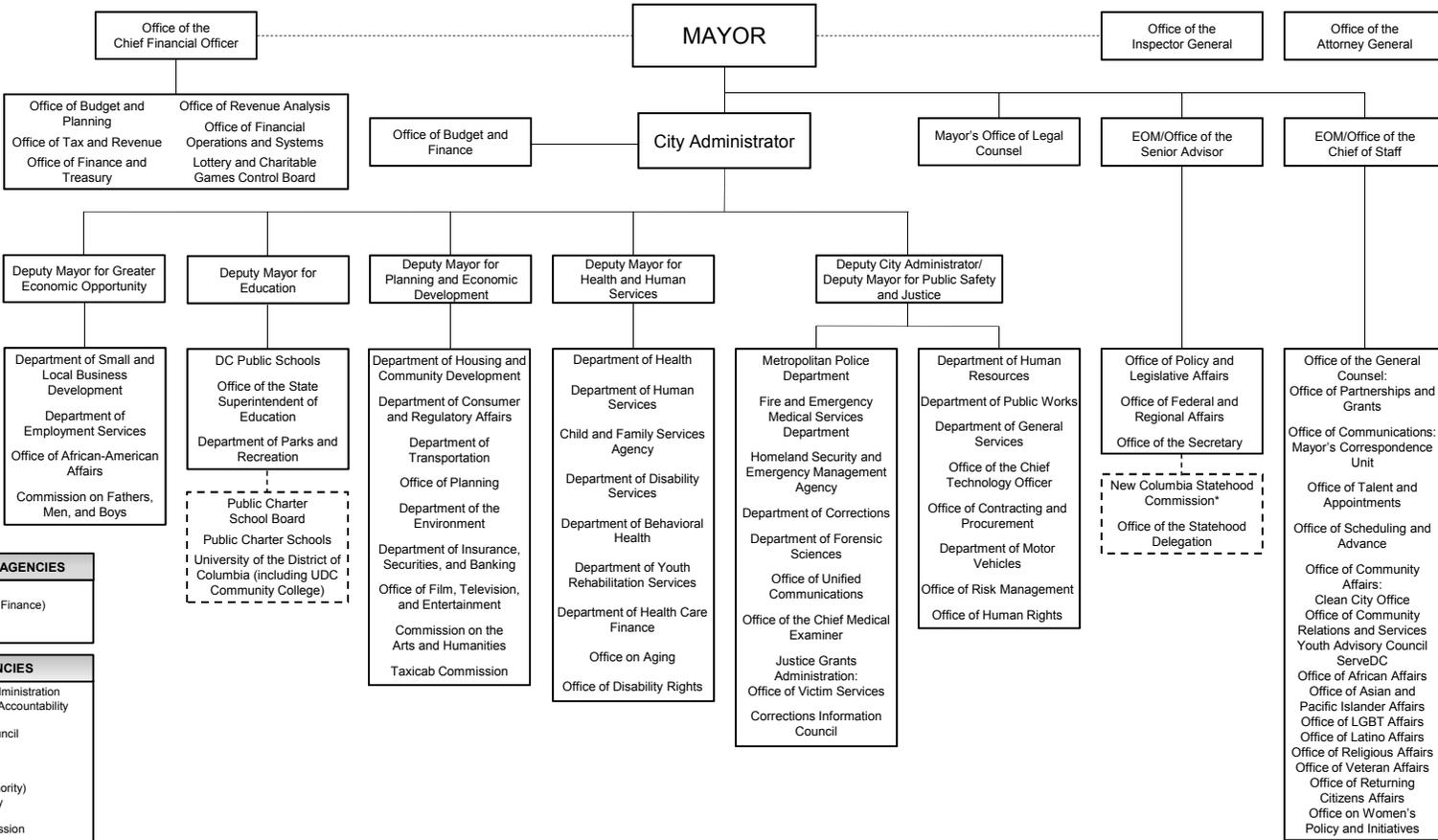
- ### REGIONAL BODIES
- Metropolitan Washington Council of Governments
 - National Capital Planning Commission
 - Washington Metropolitan Area Transit Authority
 - Washington Metropolitan Area Transit Commission
 - Washington Metropolitan Airports Authority

RESIDENTS

EXECUTIVE BRANCH

MAYOR

City Administrator



JUDICIAL BRANCH

- DC Court of Appeals
- DC Superior Court
- Joint Committee on Judicial Administration
- Commission on Judicial Disabilities and Tenure
- Judicial Nomination Commission
- Sentencing and Criminal Code Revision Commission



NOTE: Agencies enclosed within dashed boxes are independent agencies.

* The New Columbia Statehood Commission is co-chaired by the Mayor and the Council Chairman.



Transmittal Letters

GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF THE CHIEF FINANCIAL OFFICER



Jeffrey S. DeWitt
Chief Financial Officer

March 24, 2016

The Honorable Muriel Bowser
Mayor of the District of Columbia
John A. Wilson Building
1350 Pennsylvania Avenue, NW, Room 306
Washington, DC 20004

Dear Mayor Bowser:

I am pleased to transmit the Fiscal Year 2017 Proposed Budget and Financial Plan. The Fiscal Year 2017 Proposed Budget includes \$7.3 billion in Local funds and \$13.4 billion in Gross funds (excluding Intra-District funds).

The Office of the Chief Financial Officer (OCFO) worked closely with your executive leadership team, the City Administrator's Office of Budget and Finance (OBF) staff, and agency program staff to produce a balanced budget and five-year financial plan. The FY 2017 policy budget reflects your administration's funding priorities and determinations.

After careful review, I certify that the FY 2017 – FY 2020 Budget and Financial Plan, as proposed, are balanced.

REVENUE OUTLOOK

The revenue outlook is predicated on continuing moderate growth in the national economy and assumes similar growth in the District's economy, with added jobs and residents over the period of the financial plan.

Measures to constrain federal spending, however, are expected to be in effect during the period of the financial plan, with the severity of their impact diminishing over time.

Population growth has been a major factor in increasing the District's income and sales tax bases, and a major driving force behind rising home values. In the last five years (2010 to 2015),

the District's population has grown by 67,102 (11.1 percent), an increase that has averaged more than 1,000 net new residents per month over this period. Currently, about one third of the District's population growth is from natural increase (births minus deaths), and the rest is from migration from the rest of the U.S. and from overseas.

The FY 2016 baseline estimate of \$6.90 billion in total Local Fund Revenue, excluding Dedicated Taxes and Special Purpose Revenue, is essentially unchanged from FY 2015. FY 2015 revenues included more than \$300 million in one-time revenues related to capital gains and deed transfer and recordation taxes, as well as an on-line travel settlement of \$73.6 million. These extraordinary gains are not expected to recur in FY 2016. Furthermore, enacted tax policy proposals, which lower the corporate and individual income tax rates, also contribute to flat growth in FY 2016. The \$7.14 billion estimate for FY 2017 is an increase of \$233.7 million (3.4 percent) over FY 2016 and reflects continued strength across the major revenue sources, particularly in real property taxes. Including Dedicated General Fund Tax Revenue, Special Purpose Revenues, and policy initiatives, total FY 2016 General Fund Revenue in the financial plan is \$7.7 billion. Total General Fund Revenue in FY 2017 is \$8.0 billion, \$269.6 million more than FY 2016.

Various policy initiatives increase General Fund Revenue by \$3.7 million in FY 2016, \$26.7 million in FY 2017, and by nearly \$9.5 million through the remainder of the Financial Plan. Some of the major policy proposals are listed below:

- A delay of five years, from tax year 2016 to tax year 2021, in the implementation of a business franchise tax deduction, known as FAS 109 that was enacted with combined reporting laws in the FY 2011 legislation, raises \$3.7 million in FY 2016, increasing to \$7.4 million in FY 2017 through FY 2020
- An extension, on a one-time basis, of the hospital gross receipts tax, which authorizes the District to tax hospitals' inpatient and outpatient revenues, is expected to raise almost \$17 million in FY 2017
- A City Clean Hands initiative, which identifies delinquent (non-filer) sales and withholding tax returns, will increase revenues by \$2.0 million annually throughout the Financial Plan

EXPENDITURES

Local Funds

The FY 2017 Mayor's Proposed Budget includes \$7.3 billion in spending supported by \$7.3 billion of resources, with an operating margin of \$0.5 million, as shown in Table 1.

Table 1	
FY 2017 Proposed Budget Summary	
Local Funds	
(\$ in millions)	
Taxes	\$ 6,647.9
Non-Tax Revenues	422.8
Lottery	55.5
Other Resources (Bond Issuance, TIF Transfers, etc.)	21.2
Revenue Proposals	9.2
Interfund Transfers	85.2
Fund Balance Use	44.1
Total Local Fund Resources	\$ 7,285.9
Local Expenditures	\$ 7,285.4
Projected FY 2017 Operating Margin	\$0.5

Note: Details may not add to totals due to rounding.

Gross Funds

The proposed FY 2017 gross funds operating budget (excluding intra-District funds) is \$13.4 billion, an increase of \$346.3 million, or 2.7 percent, over the FY 2016 approved gross budget of \$13.0 billion. The Local and non-Local funding components of the proposed FY 2017 gross budget and the changes from FY 2016 are summarized in Table 2 below.

Table 2				
FY 2017 Gross Funds Budget by Fund Type				
(\$ in millions)				
Fund Type	<u>FY 2016</u> <u>Approved</u> <u>Budget</u>	<u>FY 2017</u> <u>Mayor's</u> <u>Proposed</u>	<u>Change</u>	<u>%</u> <u>Change</u>
Local	7,063.0	\$ 7,285.4	\$ 222.4	3.1%
Dedicated Tax	320.4	305.7	-14.7	-4.6%
Special Purpose	587.3	599.2	11.8	2.0%
Subtotal, General Fund	7,970.7	8,190.3	219.6	2.8%
Federal	3,258.6	3,408.3	149.8	4.6%
Private	1.5	1.3	-0.2	-12.0%
Total, Operating Funds	11,230.7	11,599.9	369.2	3.3%
Enterprise and Other Funds (including from Dedicated Taxes)	1,808.9	1,786.0	-22.9	-1.3%
Total Gross Funds	\$ 13,039.6	\$ 13,385.9	\$ 346.3	2.7%

Note: Details may not add to totals due to rounding.

MAJOR COST DRIVERS – LOCAL FUNDS

Overall, the proposed FY 2017 Local funds budget increased by \$222.4 million, or 3.1 percent, over FY 2016. Table 3 provides a snapshot of the major cost drivers associated with the increase.

Table 3	
Mayor's FY 2017 Proposed Budget	
Cost Drivers - Local Funds (in millions)	Amount
FY 2016 Approved Local Funds Budget	\$ 7,063.0
Major Changes:	
PA0 - Pay-As-You-Go Capital Fund	\$ 54.3
GC0 - District of Columbia Public Charter Schools	46.0
JA0 - Department of Human Services	31.1
GA0 - District of Columbia Public Schools	28.9
DS0 - Repayment of Loans and Interest	28.6
FB0 - Fire and Emergency Medical Services Department	19.7
GX0 - Teachers' Retirement System	12.3
FA0 - Metropolitan Police Department	10.8
KT0 - Department of Public Works	10.6
All Other Agencies	(19.9)
Total Changes	\$ 222.4
FY 2017 Proposed Local Funds Budget	\$ 7,285.4

Note: Details may not add to totals due to rounding

Primary Cost Drivers

- **Pay-As-You-Go Capital Fund (Paygo):** \$54.3 million increase is primarily due to \$21.7 million towards the District's contribution to WMATA's capital improvements program and \$39.4 million for the United Medical Center capital project. The remaining amounts are the result of smaller changes to various projects.
- **D.C. Public Charter Schools (DCPCS):** \$46.0 million increase over FY 2016, primarily due to increased enrollment from 38,962 in SY 2016 to 40,953 in SY 2017 (a 5.1% increase) and the opening of four new Charter schools.

- **Department of Human Services (DHS):** \$31.1 million increase in Local funds primarily due to \$10.0 million for additional housing resources for individuals and families, \$3.1 million for shelter and housing resources targeted to homeless youth, \$10.1 million of one-time funding to support TANF policy, \$4.9 million of one-time funding for the D.C. Access system, and \$1.5 million of one-time funding to support the Parent Adolescent Support Services (PASS) and Alternatives to the Court Experience Diversion (ACE) programs.
- **D.C. Public Schools (DCPS):** \$28.9 million increase over FY 2016, primarily due to increased enrollment from 49,190 in SY 2016 to 50,016 in SY 2017 (a 1.7% increase) and the costs associated with opening two new schools.
- **Repayment of Loans and Interest:** \$28.6 million increase in Local funds, which is the result of the District's increased borrowing for capital projects.
- **Fire and Emergency Medical Services Department:** \$19.7 million increase in Local funds, primarily due to a one-time increase of \$12.0 million for a third-party Emergency Medical Services provider contract for ambulance services. This service is a pilot program in FY 2016 and FY 2017.
- **Teachers' Retirement System:** \$12.3 million increase over FY 2017, which is based on the District of Columbia Retirement Board's approved actuarial certification that was transmitted to the Mayor in a letter dated January 11, 2016.
- **Metropolitan Police Department (MPD):** \$10.8 million increase in Local funds, primarily due to \$2.8 million for an initiative to civilianize 35 positions in MPD, thereby freeing sworn officers from administrative responsibilities to perform strictly law enforcement activities; \$4.9 million to support the Automated Traffic Enforcement program; \$3.1 million to implement full funding for the Body Worn Camera Program to cover the costs of 2,800 cameras; and additional spending requirements for personnel and equipment to handle Freedom of Information Act (FOIA) requests.
- **Department of Public Works (DPW):** \$10.6 million increase in Local funds, primarily due to \$4.0 million for additional staffing resources and increased salary and fringe benefits; \$4.0 million to support a pilot program for central management of DDOT fleet costs; \$1.5 million to support contract escalations for disposal of recycling waste; and \$1.1 million to support contract rate escalations for disposal of municipal waste.
- **All Other Agencies:** \$19.9 million reduction is the net of policy increases and decreases to various agency programs.

CAPITAL IMPROVEMENTS PLAN

The District is addressing its continuing infrastructure needs through its Capital Improvements Plan (CIP). The total proposed appropriation request for the FY 2017 through FY 2022 CIP is \$6.27 billion from all sources. The majority of the budget will be financed with municipal bonds totaling \$4.25 billion, along with Pay-As-You-Go (Paygo) transfers from the General Fund, Federal Grants, a local match to the grants from the Federal Highway Administration, private donations, sale of assets and local transportation fund revenue.

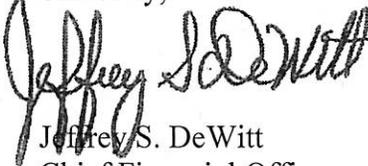
The proposed FY 2017 capital program includes \$1.31 billion in planned capital expenditures to be financed by \$865 million in new I.T. or G.O. bonds, \$6.5 million from new short-term bonds, \$94 million from Grant Anticipation Revenue Vehicle (GARVEE) bonds, \$80.2 million in Paygo, \$160.6 million in federal grants and payments, \$27.3 million in the Local Match to the Federal Highway Administration grants, \$45.1 million from the Local Transportation Revenue Fund, \$5 million from private grants, and \$26.3 million from the Sale of Assets. Debt service within the CIP period remains below the 12 percent debt cap.

MULTI-YEAR FINANCIAL PLAN

The plan shows substantial growth in debt service costs during the plan period to support the \$6.27 billion Capital Improvements Plan through FY 2022. Because of the growth in these costs, labor costs and other non-capital costs must be constrained at low to moderate growth levels throughout the financial plan. Careful monitoring of these costs, as well as execution of the capital plan, is required to ensure the plan remains balanced in the future.

The leadership provided by you and your team, along with the hard work of the Office of Budget and Planning and others in the OCFO, allowed us to work effectively together to produce a balanced budget. I look forward to continuing to work with you and the Council during the upcoming budget deliberations.

Sincerely,



Jeffrey S. DeWitt
Chief Financial Officer



Table of Contents

FY 2017 Proposed Budget and Financial Plan

Volume 2

Agency Budget Chapters - Part I *(by Appropriation Title)*

Contents

1. How to Read the Budget and Financial Plan

2. Agency Budget Chapters by Appropriation Title

(Governmental Direction and Support, Economic Development and Regulation, Public Safety and Justice)

A. Governmental Direction and Support

1. Council of the District of Columbia (AB0)	A-1
2. Office of the District of Columbia Auditor (AC0).....	A-9
3. Advisory Neighborhood Commissions (DX0).....	A-15
4. Uniform Law Commission (AL0).....	A-21
5. Office of the Mayor (AA0).....	A-25
6. Mayor’s Office of Legal Counsel (AH0)	A-33
7. Office of the Senior Advisor (AI0).....	A-39
8. Office of the Secretary (BA0)	A-43
9. Office of the City Administrator (AE0)	A-49
10. Office of the Deputy Mayor for Greater Economic Opportunity (EM0)	A-55
11. D.C. Office of Risk Management (RK0).....	A-61
12. D.C. Department of Human Resources (BE0).....	A-67
13. Office of Disability Rights (JR0).....	A-75
14. Captive Insurance Agency (RJ0)	A-81
15. Office of Finance and Resource Management (AS0).....	A-85
16. Office of Contracting and Procurement (PO0).....	A-91
17. Office of the Chief Technology Officer (TO0).....	A-99
18. Department of General Services (AM0).....	A-109
19. Contract Appeals Board (AF0)	A-117
20. Board of Elections (DL0).....	A-123
21. Office of Campaign Finance (CJ0)	A-129
23. Public Employee Relations Board (CG0).....	A-135
23. Office of Employee Appeals (CH0).....	A-141
24. Metropolitan Washington Council of Governments (EA0)	A-147
25. Office of the Attorney General for the District of Columbia (CB0).....	A-153
26. D.C. Board of Ethics and Government Accountability (AG0).....	A-167
27. Statehood Initiatives (AR0).....	A-173
28. Office of the Inspector General (AD0)	A-179
29. Office of the Chief Financial Officer (AT0).....	A-185

B. Economic Development and Regulation

- 1. Office of the Deputy Mayor for Planning and Economic Development (EB0).....B-1
- 2. Office of Planning (BD0)B-9
- 3. Department of Small and Local Business Development (EN0).....B-17
- 4. Office of Motion Picture and Television Development (TK0).....B-25
- 5. Office of Film, Television, and Entertainment (CI0).....B-29
- 6. Office of Zoning (BJ0)B-37
- 7. Department of Housing and Community Development (DB0)B-43
- 8. Department of Employment Services (CF0).....B-55
- 9. Real Property Tax Appeals Commission (DA0).....B-65
- 10. Department of Consumer and Regulatory Affairs (CR0).....B-71
- 11. Office of the Tenant Advocate (CQ0)B-79
- 12. D.C. Commission on the Arts and Humanities (BX0)B-85
- 13. Alcoholic Beverage Regulation Administration (LQ0).....B-91
- 14. Public Service Commission (DH0).....B-97
- 15. Office of the People's Counsel (DJ0)B-103
- 16. Department of Insurance, Securities, and Banking (SR0)B-109
- 17. Office of Cable Television, Film, Music, and Entertainment (CT0).....B-117
- 18. Housing Authority Subsidy (HY0).....B-121
- 19. Housing Production Trust Fund Subsidy (HP0)B-125
- 20. Business Improvement Districts Transfer (ID0)B-131

C. Public Safety and Justice

- 1. Metropolitan Police Department (FA0)C-1
- 2. Fire and Emergency Medical Services Department (FB0).....C-13
- 3. Police Officers’ and Fire Fighters’ Retirement System (FD0).....C-23
- 4. Department of Corrections (FL0).....C-29
- 5. District of Columbia National Guard (FK0)C-37
- 6. Homeland Security and Emergency Management Agency (BN0).....C-45
- 7. Commission on Judicial Disabilities and Tenure (DQ0).....C-53
- 8. Judicial Nomination Commission (DV0).....C-57
- 9. Office of Police Complaints (FH0)C-61
- 10. District of Columbia Sentencing and Criminal Code Revision Commission (FZO).....C-67
- 11. Office of the Chief Medical Examiner (FX0)C-73
- 12. Office of Administrative Hearings (FS0).....C-79
- 13. Criminal Justice Coordinating Council (FJ0).....C-85
- 14. Office of Unified Communications (UC0).....C-91
- 15. Homeland Security Grants (FT0).....C-99
- 16. Department of Forensic Sciences (FR0).....C-105
- 17. Corrections Information Council (FI0)C-113
- 18. Office of Victim Services and Justice Grants (FO0)C-119
- 19. Office of the Deputy Mayor for Public Safety and Justice (FQ0)C-125

Volumes Bound Separately

- Volume 1 - FY 2017 Proposed Budget and Financial Plan - *Executive Summary*
- Volume 3 - FY 2017 Proposed Budget and Financial Plan - *Agency Budget Chapters - Part II*
- Volume 4 - FY 2017 Proposed Budget and Financial Plan - *Agency Budget Chapters - Part III*
- Volume 5 - FY 2017 Proposed Budget and Financial Plan - *FY 2017 - FY 2022 Capital Improvements Plan (Including Highway Trust Fund)*

Web Only: Volume 6 - FY 2017 Proposed Budget and Financial Plan - *Operating Appendices*



**How to Read the
FY 2017 Proposed
Budget and Financial
Plan**

How to Read the FY 2017 Proposed Budget and Financial Plan

The District of Columbia's FY 2017 Proposed Budget and Financial Plan is a communication tool that presents and explains policy priorities, agency operations, including programmatic/organizational structures, and performance measures in the context of the Financial Plan, which shows the District's sources of revenue and planned expenditures. The Budget and Financial Plan includes forecasts of economic and financial conditions, current and planned long-term debt financing, policy decisions, and other important financial information for the District's government, all of which are essential elements for accurate financial reporting and sound management of public resources.

This chapter, How to Read the Budget and Financial Plan, is a guide for understanding the sections of this budget volume that define the budget priorities for the District. These sections are consistent with the National Advisory Council on State and Local Budgeting's recommended budget practices, which call for a presentation of information to provide readers with a guide to government programs and organizational structure. Additionally, these sections are consistent with the standards of the Government Finance Officers Association for the Distinguished Budget Presentation Award.

The FY 2017 Proposed Budget and Financial Plan is presented in six volumes summarized as follows:

Executive Summary (Volume 1) - provides a high-level summary of the budget and financial information, including sections describing new initiatives within the District's proposed budget, the transmittal letters from the Mayor and the Chief Financial Officer, the District's five-year financial plan, detailed information on the District's projected revenues and expenditures, and summary information about the Capital Improvements Plan. In addition, this volume includes information about the District's budgetary and financial management policies, a glossary of budget terms, a description of agency performance plans, budget summary tables by agency and fund type, and the Budget Act legislation that serves as the basis for the District's federal appropriations act.

Agency Budget Chapters (Volumes 2, 3, and 4) - describes, by appropriation title, the operating budgets for each of the District's agencies. Appropriation titles categorize the general areas of services provided by the District on

behalf of its citizens and are listed in the table of contents. Examples are Governmental Direction and Support, Public Safety and Justice, and Financing and Other.

Capital Improvements Plan (Including Highway Trust Fund) (Volume 5) - describes the District's proposed six-year Capital Improvements Plan for all of the District's agencies. The Highway Trust Fund describes the District's proposed FY 2017 to FY 2022 planned transportation projects including federal highway grants.

Operating Appendices (Volume 6) - includes detailed supporting tables displaying the proposed expenditures and full-time equivalents in the operating budgets that are described in Volumes 2, 3, and 4. Please note: This volume is available exclusively on the Government of the District of Columbia website at <http://cfo.dc.gov/>.

Detailed information on the chapter contents of each volume include:

Volume 1: Executive Summary

Includes the following sections:

Introduction: FY 2017 Proposed Budget and Financial Plan

This chapter is a narrative and graphic summary of the proposed budget and financial plan. It describes the overall proposed budget, including the sources and uses of public funds, and compares the prior year's approved budget to the current one. The chapter also explains the budget development process and budget formulation calendar for FY 2017.

Financial Plan

The Financial Plan summarizes planned revenues and expenditures from FY 2017 through FY 2022. This chapter includes financing sources, uses, and the assumptions used to derive the District's short-term and long-term economic outlook.

Revenue

This chapter shows current revenue projections for each revenue type as certified by the Office of the Chief Financial Officer. It also details the District's revenue sources, provides an overview of the District's and regional economy and economic trends, and describes the revenue outlook for FY 2017 through FY 2020.

Operating Expenditures

This chapter describes the District's recent Local funds expenditures. It includes analysis of expenditures between FY 2012 and FY 2015, both by agency and by expense category, e.g. personnel, supplies, and fixed costs.

Capital Improvements Plan (CIP)

This chapter describes the overall CIP, including the sources and uses of Capital funds.

Appendices

The last section of the Executive Summary includes explanations of items specific to the District's budget:

- The D.C. Comprehensive Financial Management Policy provides a framework for fiscal decision-making by the District to ensure that financial resources are available to meet the present and future needs of District citizens;
- The Basis of Budgeting and Accounting section describes the basis of budgeting and accounting, enabling the readers to understand the presentation methods of the District's finances;
- The Fund Structure and relationship to other the Budget section relates the District's fund structure to its budget presentation;
- The Current Services Funding Level (CSFL) Development section describes how the CSFL was developed for the Local funds budget;
- The Agency Performance Plans section describes how the Office of the City Administrator evaluates government agencies, services, and operations; contains details on major plan revisions or changes in the assessment process; and directs readers to the agency plans, including performance measures, on the District's website;
- The Summary Tables detail the District's proposed operating budget by agency and fund type for both budgeted dollars and positions;
- The Glossary of Budget Terms section describes unique budgeting, accounting, and District terms that may not be known by the general reader; and
- The Budget Act is the legislation that the District uses to enact the District's budget via local law, and serves as the basis for the District's federal appropriations act to be enacted into law by the United States Congress and the President through the federal appropriations process.

Volumes 2, 3, and 4: Agency Budget Chapters - Part I, II, and III

These volumes include agency chapters that describe available resources, their uses, and the achieved and anticipated outcomes as a result of these expenditures. New for this year, the Agency Performance Plan Objectives and Measures tables for certain agencies will now appear on the Internet at <http://cfo.dc.gov/>. Chapters in these volumes are grouped by appropriation title and each chapter contains the following sections, as applicable:

Header Information:

- Agency name and budget code;
- Website address and telephone; and
- FY 2017 proposed operating budget table.

Introduction:

- Agency Mission; and
- Summary of Services.

Financial and Program Information:

- Proposed Funding and Full-Time Equivalents by Source table;
- Proposed Expenditure by Comptroller Source Group table;
- Division/Program descriptions;
- Proposed Expenditure by Division/Program table;
- FY 2017 Proposed Budget Changes; and
- FY 2016 Approved Budget to FY 2017 Proposed Budget reconciliation table.

FY 2017 Proposed Budget Changes

The FY 2017 Proposed Budget Changes section within each agency chapter provides a comprehensive explanation of the FY 2016 Approved Budget to FY 2017 Proposed Budget, by Revenue Type table that appears in nearly every chapter. Please see the Current Services Funding Level (CSFL) Development appendix in this volume for more information about the CSFL methodology, which is only applied to agencies with Local funds. This section includes major changes within the agency budget by program, fund, and full-time equivalents, from the initial request through the policy decisions made by the Mayor. The FY 2017 Proposed Budget Changes section uses the following terms to describe budgetary or programmatic changes:

Actions with an impact on services:

- **Enhance:** More funding to improve the quality or quantity of an existing service (e.g., Funding to support the new DMV service center in Georgetown).
- **Reduce:** Reduction, but not elimination of an existing service (e.g. Close a service center and provide services at other locations; Realign staffing in the Fleet Management division).
- **Eliminate:** Total elimination of an existing service, with no anticipation of the service being provided by another entity (e.g. Eliminate unfunded vacant FTEs for staffing realignment).

Actions with no service impact:

- **Increase:** Additional funds necessary to continue service at current levels (e.g., Fund recurring operating cost of Automated Traffic Enforcement).
- **Decrease:** Reduction in cost without a service impact (e.g., Align energy budget with revised DGS estimate).
- **Transfer-In:** Shift of an existing program, operation, or personnel from another District agency (e.g., Transfer the Central Cell Block Security activity from MPD to DOC).
- **Transfer-Out:** Shift of an existing program, operation, or personnel to another District agency (e.g., Transfer APRA division from DOH to establish DBH).
- **Shift:** Shift an existing program or operation from one Fund type to another (e.g., Shift from Special Purpose Revenue to Local funds to support telecommunications for the D.C. Lottery).
- **Technical Adjustment:** An increase or decrease to the budget that is required because of a legislative mandate or to correct an error or omission.
- **No Change:** The agency has no changes in funding and/or budget structures from the FY 2016 approved budget to the FY 2017 proposed budget.

An example of an agency narrative is at the end of this chapter to help the reader navigate the Agency Budget Chapter volume. The example shows an agency with a performance plan. Call-out boxes highlight the features discussed above.

Volume 5: Capital Improvements Plan (Including Highway Trust Fund)

This volume covers the District's FY 2017 - FY 2022 Capital Improvements Plan (CIP) and the Highway Trust Fund. The capital volume includes:

- An **Introduction** chapter that describes the overall CIP, including the sources and uses of capital funds, the District's policies and procedures for its capital budget and debt, and the FY 2017 planning process;
- **Project Description Forms** that comprise the major portion of the capital volume. The project description forms provide details on capital projects funded by general obligation bonds, Pay-As-You-Go (Paygo) capital, and the Local Street Maintenance Fund. Each page shows one subproject's planned allotments for FY 2017 through FY 2022, including a description, its annual operating impact, milestone data, and its location; and
- **Appendices** that provide supporting tables and a glossary about the District's capital budget, including:
 - The **FY 2017 Appropriated Budget Authority Request** table that summarizes proposed new projects and changes (increase or decrease) for ongoing projects by agency, subproject, and funding source;
 - The **FY 2017 - FY 2022 Planned Expenditures from New Allotments** table that summarizes the new allotments' planned FY 2017 - FY 2022 expenditures by agency, project, and subproject;
 - The **FY 2017 - FY 2022 Planned Funding** table that summarizes the FY 2017 and six-year funding sources for all new allotments by agency, subproject, and funding source;
 - The **Capital Budget Authority and Allotment Balances** table that summarizes the lifetime budget authority and allotment, life-to-date expenditures, total commitments, and balance of budget authority and allotment for all ongoing capital projects by agency, project, and authority (District versus federal);
 - The **Capital Project Cost Estimate Variances** table displays changes of 5 percent or greater to project costs since the FY 2016 Budget;
 - FY 2016 year-to-date budget actions; and
 - Rescissions, Redirections, and Reprogrammings that occurred between June 1, 2015 (the cut-off date for last year's budget book) and September 30, 2015 (the end of FY 2015).

Highway Trust Fund

This appendix covers the District's FY 2017 through FY 2022 proposed Highway Trust Fund expenditures, including:

- An **Introduction** chapter, which describes the Highway Trust Fund program, including the sources and uses of the funds, the District's policies and procedures for the trust fund, and the FY 2017 planning process;
- The **Project Description Forms**, which show planned allotments, for FY 2017 through FY 2022 and descriptions for Highway Trust Fund master projects; and
- **Appendices** that provide supporting tables for the District's Highway Trust Fund program.
 - An overview of the District of Columbia's Water and Sewer Authority's FY 2016 - FY 2025 Capital Improvements Plan.

Volume 6: Operating Appendices

This volume provides supporting tables to each agency's proposed operating budget. The tables generally include FY 2015 actual expenditures, the FY 2016 approved budget, the FY 2017 proposed budget, and the change from FY 2016 to FY 2017 (unless noted).

The following tables are provided:

Schedule 30-PBB - dollars summarized by program, activity, and governmental fund (governmental fund breakout is for FY 2016 only and includes general fund detail);

Schedule 40-PBB - dollars summarized by program, comptroller source group, and governmental fund;

Schedule 40G-PBB - dollars summarized by program, comptroller source group, and appropriated fund within the General Fund;

Schedule 41 - dollars and FTEs summarized by comptroller source group and governmental fund;

Schedule 41G - dollars and FTEs summarized by comptroller source group and appropriated fund within the General Fund; and

Schedule 80 - dollars and FTEs summarized by appropriated fund, with specific revenue source (for the FY 2017 Proposed Budget only).

(KA0)

Agency name, website address and telephone number (if applicable)

Department of Transportation

Agency budget code

www.ddot.dc.gov
Telephone: 202-673-6813

Table KA0-1

This shows the agency's FY 2015 actual expenditures, FY 2016 approved budget, the FY 2017 proposed budget, and the percent variance from FY 2017 to FY 2016. This includes the agency's operating budget and FTEs.

Description	Actual	Approved	Proposed	% 2017
OPERATING BUDGET	\$91,505,661	\$113,676,337	\$110,856,255	-2.5
FTEs	544.3	553.4	569.4	2.9

The District Department of Transportation's (DDOT) mission is to enhance the quality of life for District residents and visitors by ensuring that people and goods move safely with minimal adverse impact on residents and the environment.

Summary of Services

DDOT executes its mission through the work of the following divisions: The Infrastructure Project Management Administration designs and builds roads and bridges; the Progressive Transportation Services Administration provides Metro and the Circulator bus system; the Transportation Operations Administration provides a user-friendly transportation environment; the Planning, Policy and Strategic Initiatives Administration sets strategic goals for the agency; the Public Space Regulation Administration issues permits; and the Urban Forestry Administration maintains the District's street trees, providing our community with traffic calming, improved air quality, increased ground water retention that minimizes runoff and flooding, temperature moderation, and aesthetics.

The agency's FY 2017 proposed budget is presented in the following tables:

This section describes the agency's mission and purpose.

A Summary of Services is a concise explanation of the agency's key functions.

FY 2017 Proposed Gross Funds Operating Budget and FTEs, by Revenue Type

Table KA0-2 contains the proposed FY 2017 budget by revenue type compared to the FY 2016 approved budget. It also provides FY 2015 actual data.

Table KA0-2
(dollars in thousands)

Appropriated Fund	Dollars in Thousands					Full-Time Equivalents				
	Actual FY 2015	Approved FY 2016	Proposed FY 2017	Change from FY 2016	Percentage Change*	Actual FY 2015	Approved FY 2016	Proposed FY 2017	Change from FY 2016	Percentage Change
GENERAL FUND										
LOCAL FUNDS	75,050	85,025								-1.6
SPECIAL PURPOSE REVENUE FUNDS	11,258	20,706								N/A
TOTAL FOR GENERAL FUND	86,308	105,731								-0.7
FEDERAL RESOURCES										
FEDERAL GRANT FUNDS	5,198	7,945								N/A
TOTAL FOR FEDERAL RESOURCES	5,198	7,945								N/A
INTRA-DISTRICT FUNDS										
INTRA-DISTRICT FUNDS	0	0	308	308	N/A	0.0	0.0	0.0	0.0	N/A
TOTAL FOR INTRA-DISTRICT FUNDS	0	0	308	308	N/A	0.0	0.0	0.0	0.0	N/A
GROSS FUNDS	91,506	113,676	110,856	-2,820	-2.5	544.3	553.4	569.4	16.0	2.9

*Percent

Note: agreed on the

This table also shows the agency's total operating budget from each funding source (Local, Dedicated Taxes, Special Purpose Revenue, Federal Payments, Federal Grants, Medicaid, Private Grants, or Intra-District sources).

Intra-District es located

FY 2017 Proposed Operating Budget, by Comptroller Source Group

Table KA0-3 contains the proposed FY 2017 budget at the Comptroller Source Group (object class) level compared to the FY 2016 approved budget. It also provides FY 2014 and FY 2015 actual expenditures.

Table KA0-3
(dollars in thousands)

Comptroller Source Group	Actual FY 2014	Actual FY 2015	Approved FY 2016	Proposed FY 2017	Change from FY 2016	Percentage Change*
11 - REGULAR PAY - CONTINUING FULL-TIME						13.4
12 - REGULAR PAY - OTHER						-33.4
13 - ADDITIONAL GROSS PAY						0.0
14 - FRINGE BENEFITS - CURRENT PERSONNEL						18.7
15 - OVERTIME PAY						0.0
SUBTOTAL PERSONAL SERVICES (PS)						7.6
20 - SUPPLIES AND MATERIALS						1.7
30 - ENERGY, COMMUNICATION AND TRAVEL						-35.2
31 - TELEPHONE, TELEGRAPH, TELEGRAM, ETC.	0	-54	150	150	0	0.0
40 - OTHER SERVICES AND CHARGES	6,486	5,908	5,824	2,020	-3,804	-65.3
41 - CONTRACTUAL SERVICES - OTHER	30,267	31,218	50,554	51,082	528	1.0
50 - SUBSIDIES AND TRANSFERS	1,296	2,149	7,378	7,600	222	3.0
70 - EQUIPMENT AND EQUIPMENT RENTAL	1,002	383	299	299	0	0.0
SUBTOTAL NONPERSONAL SERVICES (NPS)	48,563	48,906	73,328	67,441	-5,887	-8.0
GROSS FUNDS	88,469	91,506	110,856	110,856	-2,820	-2.5

*Percent change is based on whole dollars.

This table lists the agency's total operating expenditures for FY 2014 and FY 2015, the FY 2016 approved budget, and the FY 2017 proposed budget at the Comptroller Source Group level.

Table KA0-4
(dollars in thousands)

Division/Program and Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2015	Approved FY 2016	Proposed FY 2017	Change from FY 2016	Actual FY 2015	Approved FY 2016	Proposed FY 2017	Change from FY 2016
(STRE) STREET CAR	8,858	9,311	9,210	-101	3.8	2.0	2.0	0.0
SUBTOTAL (PT00) PROGRESSIVE TRANSPORTATION SERVICES (PU00) PLANNING, POLICY AND SUSTAINABILITY	11,900	11,909	11,466	-443	18.9	19.0	19.0	0.0
(POLD) POLICY DEVELOPMENT	10,517	16,128	14,570	-1,558	17.9	4.0	2.0	-2.0
(SPMG) PUBLIC SPACE MANAGEMENT	2,437	2,309	2,561	252	0.0	35.0	37.0	2.0
(TPLN) PLANNING	5,162	9,120	7,335	-1,785	17.9	0.0	0.0	0.0
SUBTOTAL (PU00) PLANNING, POLICY AND SUSTAINABILITY	18,115	27,557	24,466	-3,091	35.9	39.0	39.0	0.0
(TR00) TRANSPORTATION OPERATIONS								
(CWPS) CITYWIDE PROGRAM SUPPORT	15,434	20,638	17,759	-2,879	5.7	6.0	6.0	0.0
(ITSO) INTELLIGENT TRANSPORTATION SYSTEMS	95							0.0
(OAI) OFFICE OF THE ASSOCIATE DIRECTOR	2,834							1.0
(SIOD) SYSTEM INSPECTION AND OVERSIGHT	1,086							-1.0
(SPET) SPECIAL EVENTS	430							0.0
(STBM) STREET AND BRIDGE MAINTENANCE	5,208							0.0
(TOTM) TRANSPORTATION OPS AND TRAFFIC MGMT	8,791							20.0
(TSFO) TRAFFIC SERVICES FIELD OPERATIONS	1,137							0.0
SUBTOTAL (TR00) TRANSPORTATION OPERATIONS	35,014							20.0
TOTAL PROPOSED OPERATING BUDGET	91,506	115,076	110,856	-4,220	544.3	555.4	509.4	16.0

(Change is calculated by whole numbers and numbers may not add up due to rounding)

Note: For more detailed information regarding the proposed funding for the activities within this agency's programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2017 Operating Appendices located on the Office of the Chief Financial Officer's website. "No Activity Assigned" indicates budget or actuals that are recorded at the division/program level.

Division Description

The District Department of Transportation operates through the following 8 divisions:
Urban Forestry Administration (UFA) – establishes a full population of street trees within the District of Columbia, ensures that the trees lining the District's roadways are maintained in a healthy and safe environment, provides educational information to District residents about the benefits of growing trees, and encourages planting of appropriate trees. UFA also maintains the District's tree inventory and provides technical assistance to other agencies to ensure proper tree care, planting, and maintenance.
Engineering and Construction – designs, constructs, and maintains the District's transportation infrastructure, including roads, bridges, and transit systems. IPMA

This division contains the following

- **Project Development and Management** – supports ward-based teams that design and construct transportation infrastructure projects. They manage the condition of the streets, sidewalks, and alleys

FY 2017 Proposed Budget Changes

The District Department of Transportation's (DDOT) proposed FY 2017 gross budget is \$110,856,255, which represents a 2.5 percent decrease from its FY 2016 approved gross budget of \$113,676,337. The budget is comprised of \$74,435,774 in Local funds, \$15,000,000 in Special Purpose Revenue funds, and \$21,420,481 in Federal Grant funds.

The FY 2017 Proposed Budget Changes section provides a comprehensive explanation of Table 5; it includes major internal changes within the budget including Current Services Funding Level (CSFL) changes, changes to the initial adjusted budget, and policy initiatives.

Current Services Funding Level

The Current Services Funding Level (CSFL) represents the total funding for all operating District agencies, before considering adjustments to the FY 2016 approved budget across multiple divisions. It includes adjustments to the FY 2016 Local funds budget to continue its current divisions and operations. Please see the CSFL Development section regarding the methodology used and components that comprise the CSFL.

DDOT's FY 2017 CSFL budget is \$86,083,783, which represents a \$1,058,848, or 1.2 percent, increase over the FY 2016 approved Local funds budget of \$85,024,935.

CSFL Assumptions

The FY 2017 CSFL calculated for DDOT included adjustment entries that are not described in detail on table 5. These adjustments include a reduction of \$2,105,000 to account for the removal of one-time funding appropriated in FY 2016 to support waiver of Public Parking Space Rental fees, an Aerial Transport Study, a Congestion Management Study, and a Transportation Reorganization Study. Additional adjustments include personal services to account for Fringe Benefits, cost-of-living adjustments, and approved nonpersonal services based on the Consumer Price Index.

CSFL assumptions are presented separately within the budget. For more detail on the CSFL, please see the appendix in this volume.

CSFL funding for DDOT also includes adjustments to reflect estimates for Fleet services, and \$1,058,848 requested in the FY 2016 budget, approved union contracts, and corresponding salary and other adjustments.

Agency Budget Submission

Increase: In Local funds, DDOT's budget proposal includes an increase of \$262,267 and 1.0 Full-Time Equivalent (FTE) to account for the reallocation of a Deputy Director position from the Infrastructure Project Management division to the Transportation Operations division. Additionally, an increase of \$233,099 in the budget proposal for Local funds covers projected salary step increases and Fringe Benefits costs across multiple divisions.

In Federal Grant funds, the proposed budget includes new Indirect Cost Recovery Grant funding source support associated costs, which will help to mitigate rush-hour congestion.

DDOT's budget proposal in Special Purpose Revenue funds includes revenue projections associated with the Tree, Bicycle, and DDOT Enterprise funds.

In Intra-District funds, the budget proposal includes a Memorandum of Understanding with the Metropolitan Police Department to cover costs related to a Traffic Signalization contract.

This section describes the changes made to an agency during the overall budget formulation process by fund and by program (or divisions).

Decrease: The budget proposal in Local funds reflects a net decrease of \$37,429 and 1.0 FTE, partly due to the reallocation of a Deputy Director position from the Infrastructure Project Management Administration division to the Transportation Administration division, offset by miscellaneous adjustments to salary and Fringe Benefits costs within the division. Additionally, a decrease of

FY 2016 Approved Budget to FY 2017 Proposed Budget, by Revenue Type

Table KA0-5 itemizes the changes by revenue type between the FY 2016 approved budget and the FY 2017 proposed budget. For a more comprehensive explanation of changes, please see the FY 2017 Proposed Budget Changes section, which follows the table.

Table KA0-5
(dollars in thousands)

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
LOCAL FUNDS: FY 2016 Approved Budget and FTE		85,025	553.4
Removal of One-Time Funding	Multiple Programs	-2,105	0.0
Other CSFL Adjustments	Multiple Programs	3,164	0.0
LOCAL FUNDS: FY 2017 Current Services Funding Level (CSFL) Budget		86,084	553.4
Increase: To align personal services and Fringe Benefits with projected costs	Transportation Operations	262	1.0
Increase: To align personal services and Fringe Benefits with projected costs	Multiple Programs	233	0.0
Decrease: To align personal services and Fringe Benefits with projected costs	Infrastructure Project Management Admin	-37	-1.0
Decrease: To realize programmatic cost savings in nonpersonal services	Multiple Programs	-1,504	0.0
Decrease: To adjust the Contractual Services budget	Multiple Programs	-2,398	0.0
LOCAL FUNDS: FY 2017 Agency Budget Submission		82,640	553.4
Shift: To reallocate funding within agency (across funds types)	Planning, Policy And Sustainability	-1,013	-5.0
Reduce: To realize programmatic cost savings in nonpersonal services	Transportation Operations	-2,850	0.0
Transfer-Out: To EOM for MOCRS	Multiple Programs	-352	-4.0
Transfer-Out: To reallocate funding within agency (across funds types)	Multiple Programs	-3,990	0.0
LOCAL FUNDS: FY 2017 Mayor's Proposed Budget		74,436	544.4
FEDERAL GRANT FUNDS: FY 2016 Approved Budget and FTE		7,945	0.0
Increase: To align budget with projected revenues	Multiple Programs	4,000	20.0
Decrease: To align budget with projected revenues	Planning, Policy And Sustainability	-250	0.0
FEDERAL GRANT FUNDS: FY 2017 Agency Budget Submission		11,695	20.0
No Change		0	0.0
FEDERAL GRANT FUNDS: FY 2017 Mayor's Proposed Budget		11,695	20.0
SPECIAL PURPOSE REVENUE FUNDS: FY 2016 Approved Budget and FTE		20,706	0.0
Increase: To align budget with projected revenues	Multiple Programs	2,698	0.0
SPECIAL PURPOSE REVENUE FUNDS: FY 2017 Agency Budget Submission		23,405	0.0
Shift: To reallocate funding within agency (across funds types)	Multiple Programs	1,013	5.0
SPECIAL PURPOSE REVENUE FUNDS: FY 2017 Mayor's Proposed Budget		24,418	5.0
INTRA-DISTRICT FUNDS: FY 2016 Approved Budget and FTE		0	0.0
Increase: To align budget with projected revenues		308	0.0
INTRA-DISTRICT FUNDS: FY 2017 Agency Budget Submission		308	0.0
No Change		0	0.0
INTRA-DISTRICT FUNDS: FY 2017 Mayor's Proposed Budget		308	0.0
GROSS FOR KA0 - D		110,856	569.4
(Change is calculated by w			

Typically referred to as Table 5, the *FY 2016 Approved Budget to FY 2017 Proposed Budget, by Revenue Type* table describes the changes made to an agency from the CSFL to the policy decisions, by fund, and by program.

How to Read the Agency Chapters

The agency chapters describe available resources for an agency, how the agency will spend them, and the achieved and anticipated outcomes as a result of these expenditures. For a detailed explanation of the fiscal tables and narrative sections, please see the “How to Read the Budget and Financial Plan” chapter in *Volume 1: Executive Summary*.

Each chapter contains the following, if applicable:

The first page of each agency chapter displays the agency name and budget code, website address, and telephone number. The page also shows a table that contains the agency’s gross funds, or total operating, budget. The table shows the Fiscal Year (FY) 2015 actual expenditures and Full-time Equivalents (FTEs); the FY 2016 Approved budget and FTEs; the FY 2017 Proposed budget and FTEs; and the percent change from the previous year for the budget and FTEs. Lastly, this page typically contains the agency mission statement and a summary of its services.

Subsequent pages reflect agency fiscal and programmatic levels and changes. The information varies by agency but typically contains the following financial tables and narrative sections:

- ***Proposed Funding by Source and Full-Time Equivalents table*** displays the agency FY 2015 actuals, the FY 2016 Approved, and the FY 2017 Proposed dollars by fund type.
- ***Proposed Expenditure by Comptroller Source Group (CSG) table*** identifies the gross fund changes by CSG, which is a type of budgetary classification that identifies category spending within personal services (personnel costs, such as salaries and fringe benefits) and nonpersonal services (operational costs, such as contracts, supplies, and subsidy payments).
- ***Proposed Operating Budget and FTEs, by Division/Program and Activity table*** shows the gross fund changes by dollars and FTEs. The Division/Program descriptions section that precedes this table explains the purpose of the divisions/programs and activities funded in the FY 2017 Proposed budget.
- ***FY 2016 Approved Budget to FY 2017 Proposed Budget reconciliation table*** shows the FY 2017 Proposed budget and FTE changes, by division or program, from the FY 2016 Approved budget. This table also includes a brief description of the change. A detailed narrative of the changes is found in the FY 2017 Proposed Budget Changes section that precedes this table.

