



Budget Systems Project Stakeholder Event

Friday, June 13, 2014
9:30 - 11:30
Skjegstad Conference Room,
Department of Revenue

Agenda

- Welcome/Introduction
- Budget Narrative Instructions/Templates
- BPAS Changes for 2016-2017 Biennium
- FNTS Project Preview
- CBS Project Timeline and Design Overview

2016-17 Biennial Budget Timeline

- June 13 Budget narrative instructions and templates released
- June 13 Budget Systems stakeholder event and overview of process
- June 23-25 Results Based Accountability forum and individual agency meetings
- July Base budget and Governor's budget instructions released
- July 16 & 24 Plain Language Training
- August 25 Budget narratives due to MMB
- August 26 BPAS open for budget input and governor's budget instructions released
- October 15 Base budget information and agency budget requests due in BPAS
- October Budget narratives posted to MMB website
- December 1 Base budget submission to legislature
- Jan 27/Feb 17 Governor's budget presented to legislature

Budget Systems Project Stakeholder Event – June 13, 2014

BUDGET NARRATIVE INSTRUCTIONS/ TEMPLATES

2016-17 Biennial Budget

Goals:

- To provide a plain language description of the agency's work so that decision-makers and the public can easily understand what the agency does, and the public good or outcome that is provided by investing funds in that effort.
- Use performance measures at the program or budget activity level to convey how much is provided (the **quantity**), how well it is done (the **quality**) and whether or not anyone is better off (the **result**).

What's different this year?

- Statewide outcomes identified at the agency level; performance measures at program/activity level
- Change items presented in the context of Results Based Accountability (RBA) framework
- Charts and graphs allowed in narratives (as long as they are accessible)
- Instructions will be released by topic area, rather than Part A, B and C

RBA in the Budget Narratives

- RBA framework reflected in the Biennial Budget Narratives
 - Population outcomes on the Agency Profile
 - Program-level performance measures on the Program and Budget Activity Page
 - “Turn the Curve” Proposals on the Change Item Page
- Instructions include cross-walk between the RBA framework and the budget narratives

RBA Training

- June 23rd: Mark Friedman to lead RBA 101
 - Registration now open at <http://www.mmb.state.mn.us/elm-reg>
- June 24-25th: Friedman to host individual coaching sessions with agencies

Budget Narrative Templates – Agency Profile

Agency Name
www.arts088.gov
Agency Profile

AT A GLANCE

- Provide some brief statistics on your agency
- Describe, with numbers if possible, the population you serve

**Our goal is to have the At A Glance box, purpose statement and budget charts on the first page. Please link your text to these sections to achieve this goal.*

- A clear, healthy environment with sustainable uses of natural resources
- Sustainable options to safely move people, goods, services & information
- Efficient and accountable government services

PURPOSE

Please provide a narrative description of your agency's purpose. Answer the questions: What do you do and why are you here? What's your mission statement? What is the role of your agency in contributing to statewide outcomes? Please note which outcome(s) (listed below) by bolding them in your response.

- A thriving economy that encourages business growth and employment opportunities
- Minnesotans have the education and skills needed to achieve their goals
- All Minnesotans have optimal health
- Strong and stable families and communities
- People in Minnesota are safe

BUDGET

**Spending by Program
FY 13 Actual**

Add any footnotes on charts above
Source: SWIFT

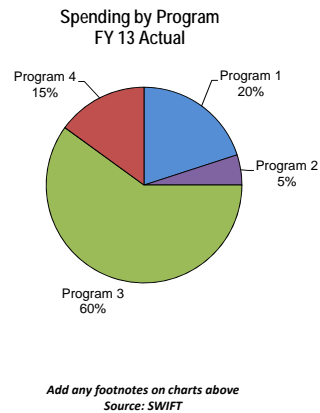
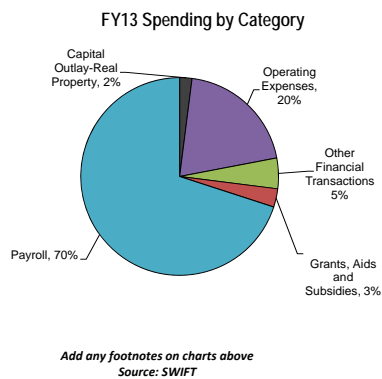
Historical Spending

Add any footnotes on charts above
Source: Consolidated Fund Statement

- At A Glance box
- Purpose, Outcomes
- Budget
- Strategies
- Legal Citations

Budget Narrative Templates – Agency Profile

- Two options for spending budget chart



Budget Narrative Templates – Program/Activity Narrative

Agency Name	RESULTS			
Program				
Activity	Stable ('09-'13)			
Agency Address				
City				

Type of Measure	Description of Measure	Previous	Current	Dates
Quantity	Pesticide inspections of various pesticide users and distributors	252	259	2009 & 2013
Quantity	Anhydrous ammonia inspections of bulk storage facilities	55	64	2005 & 2013
Quantity	Pounds of waste pesticide collected and properly disposed	336,127	304,089	2010 & 2013
Quality	Annual number of Ag chemical contamination sites remediated within one year	30	31	2003 & 2013
Result	Number of counties participating in long-term nitrate monitoring that have seen reductions in nitrate levels	9	23	2006 & 2012

agency's access

Option 2: Use the chart

- Indicate 3-5 per
- In the Type of M

 - Quantity
 - Quality
 - Result

For each measu

data points in th

Result: Number of counties participating in long-term nitrate monitoring that have seen reductions in nitrate levels.

Type of Measure				
Quantity				
Quality				
Results				

Budget Narrative Templates – Small Agency Profile

STRATEGIES

Please provide a narrative description of your agency's strategies. Answer the questions:

- How do you achieve your mission?
- Describe what you do within the role you identified above in the purpose section.

RESULTS

Option 1: Use performance measures charts or graphics produced by your agency.

- Include charts for 3-5 performance measures used within your agency.
- For each measure, include at least two data points from different points in time to demonstrate a trend.
- In your description of the charts indicate if the measure displayed is a quantity, quality or result type of measure.
- Please note: **All charts and graphs must be accessible.** Reference the accessibility instructions and work with your agency's accessibility officer before you submit your completed template to MMB.

Option 2: Use the chart below, if your agency has not produced performance measurement charts.

- Indicate 3-5 performance measures that are used for performance management within your agency.
- In the Type of Measure column, include:
 - Quantity if you are including an output measure,
 - Quality for an efficiency measure, and
 - Result for an outcome measure.
- For each measure, include two data points from two different points in time to demonstrate a trend. Put the dates of those two data points in the Date column.

Type of Measure	Name of Measure	Previous	Current	Dates
Quantity				
Quality				
Results				

Use this endnote section to provide the specific legal citations for the statutes that apply to your agency. For example, M.S. 16A (<https://www.revisor.mn.gov/statutes/26-16A>) provides the legal authority for MMB.

- Hybrid of Agency Profile & Program/Activity Narrative

Budget Narrative Templates – Change Items

Fiscal Impact Detail by Agency				
Agency 1 Name	FY 2016	FY 2017	FY 2018	FY 2019
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Other Funds				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Net Fiscal Impact =	0	0	0	0
FTEs	0	0	0	0
Agency 2 Name	FY 2016	FY 2017	FY 2018	FY 2019
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Other Funds				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Net Fiscal Impact =	0	0	0	0
FTEs	0	0	0	0
Agency 3 Name	FY 2016	FY 2017	FY 2018	FY 2019
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Other Funds				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Net Fiscal Impact =	0	0	0	0
FTEs	0	0	0	0

Additional Resources

- Instructions on the web:
 - Budget Structure & Selecting Templates
 - Sample Narratives
 - Plain Language & Style
 - SharePoint
 - Statewide Outcomes & RBA
 - Accessibility
- Executive Budget Officers
- Alisha Cowell, Biennial Budget Coordinator
alisha.cowell@state.mn.us
- Michelle Weber, Budget Operations Director
michelle.weber@state.mn.us

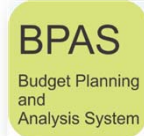
Questions?



Budget Systems Project Stakeholder Event – June 13, 2014

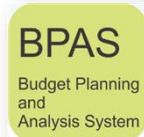
**BPAS CHANGES FOR 2016-2017
BIENNIUM**

BPAS Phase I Improvements



- Reporting: Simplify report options and organization to limit user selection and increase confidence in data selected. *Go Live August 2014*
- Transfers: rebuilt the application to eliminate double counting of transfers in fiscal pages and simplify reporting. *Completed*
- Change Items: rebuilt the application to enhance usability and reporting capabilities. *Completed*

Reporting Improvements



- Reorganization of reports

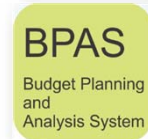
/Reorganization				
!	*	Name	Modified	Description
		Capital Budget	4/29/14 7:06 PM	CBS Application Reports
		Consolidated Fund Statements	5/15/14 5:40 PM	Reports used to produce the CFS
		Departmental Earnings	4/29/14 7:08 PM	Reports based off the Departmental Earnings module, used to produce the biannual report
		Detail Reports	4/29/14 7:09 PM	Reports to reconcile and review Biennial Budget data
		Fiscal Page Reports	5/15/14 5:41 PM	2016-17 fiscal page reports
		General Fund Statement	5/15/14 5:41 PM	Reports to reconcile with the General Fund Statement
		Legislative Tracking Reports	6/11/14 12:20 PM	Reports used to reconcile with legislative tracking spreadsheets

Reporting Improvements

- Detailed Reports are organized by the output of the report

/Reorganization/Detail Reports		
* Name ▲	Modified	Description
Accounts	4/17/14 4:15 PM	Accounts on the row, drill down to zero level account
Ad Hoc	4/17/14 4:15 PM	Flexible reports that allows user to select multiple variables
Appropriation	4/17/14 4:16 PM	Appropriations in the row. These reports are used for reconciliation
Change Items	4/17/14 4:16 PM	Governor's change items
Dimension Hierarchy Overview	6/11/14 12:33 PM	Provides a list of members in the dimension in the hierarchical order.
Statewide Level	4/17/14 4:17 PM	Statewide and Fund level reporting

Reporting Improvements



Usability Improvements

Reduce the number of members users have to select in order to bring back data

Preview User Point of View

This report/book runs for the members on the user Point of View listed below.

Account

Sources

Scenario

May Base

Version

Working

Entity

B04

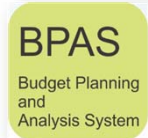
Fund

All_Funds

TypeCodeAttribute

TypeCodeAttribute

Renamed Scenario Hierarchy



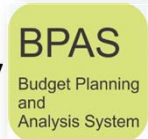
Current Hierarchy

- Actuals
- Governor's Recommendation
 - Base
 - Base Maintenance
 - CI
- Governor's Revised
 - Feb Forecast
 - Feb Maintenance
 - CI Revised
- Enacted
 - February Forecast
 - May Maintenance
 - Enacted Changes

New Hierarchy

- Actuals
- Governor's Recommendation
 - Nov Base
 - Change
- Governor's Revised
 - Feb Base
 - Revised Change
- Enacted
 - May Base
 - Enacted Changes

Reorganized Account Hierarchy



Account Net

- Sources
 - Balance Forward In
 - Revenue
 - Transfers In
 - Appropriation
- Uses
 - Balance Forward Out
 - Expenditures
 - Cancellations
 - Transfers Out

Account Net

- Sources
 - Balance Forward In
 - Revenue
 - Appropriation
 - Net Transfers
 - Transfers In
 - Transfers Out
 - Balance Forward Out
 - Cancellations
- Uses
 - Expenditures

Transfer Application



A.0 Budget Transfers

E370010-Education Agcy Operati | 1000 - General | To_1000 - General | TO_E370016-Education Agcy Op

A.1 Budget Transfer Details | A.2 Legal Citation

	Actual		May Base			
	FY12	FY13	FY14	FY15	FY16	FY17
Amount						

Change Application



B.0 Change Item Detail

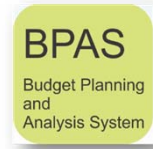
G9Y-CI : Disability Council-CI

B.1 Change Item | B.2 Change Item High Level Funding | B.3 Change Item Review by Fund

CI-1

	FY14
CI Name	Change Item Name
CI Desc	Short Description of the Change Item
Performance Measures	How success of the change item will be tracked and measured
Analysis 1	
Analysis 2	

Change Application



Change Item Review Form

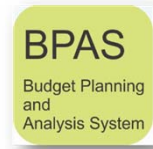
- Lists all change items
- Track status (Yes, No, Pending)
- Track ranking (priority) which will impact the order change items are printed

C.0 Change Item Review

G9Y-CI : Disability Council-CI

	Name	Priority Ranking	Chg Itm Status	Category A	Category B	Summary Fund	IT Spending
CI-1	Change Item Name	Rank_01	Yes	Technical	Mobility Outco...	General Fund	No

Change Application



Approved Change items are distributed to appropriations so they can be linked with BBIS base data.

The high-level approved dollar amounts are at the top of the page for easy reconciliation.

E.0 Change Item Distribution

CI-1

CI HLA Funding

G9Y-CI : Disability Council-CI

There are no valid rows of data for this form.

FY14	FY15	FY16	FY17

Change Item Distribution

E379010 (A) : E379010-Education

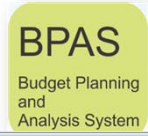
E.2 Change Item Distribution E.3 Add Account

1000 - General

There are no valid rows of data for this form.

FY14	FY15	FY16	FY17

BBIS Application



Budget Entry Form General Fund

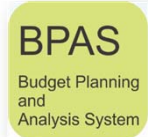
General Fund

All Appropriations | All Appropriations | Dedicated | Dedicated | Non Dedicated | Non Dedicated | Add Account | Adjust Base | Adjust Base | FTE Entry | FTE Entry

1000 - General | G9R0023-Tort Claims | Working

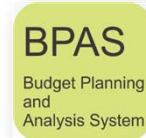
	Actual			Feb Base			
	FY12	FY13	FY14	FY15	FY16	FY17	FY18
Prior Year Balance Fwd In		161					
RFPWIN - Balance Forward In		161					
Balance Forward In		161					
Appropriation (Source)	161	161		161	161	161	
Appropriation	161	161		161	161	161	
RFPWOUT - Balance Forward Out	161						
Balance Forward Out	161						
CNL - Cancellations		322					
Cancellations		322					
Available Resources	322	805		161	161	161	
41200 - Claims				161	161	161	
412-Claims-Employee-Insurance				161	161	161	
Operating Expenses				161	161	161	
Non-Payroll Expense				161	161	161	
Expenditures				161	161	161	
Uses of Funds				161	161	161	
ACCOUNT NET	322	805		0	0	0	

Balance Forward In



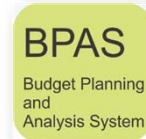
	Actual		Base				
	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	FY 19
Balance Forward In	0	301	=190 FY14 BFOUT	= FY15 BFOUT	= FY16 BFOUT	= FY17 BFOUT	= FY18 BFOUT
Approp	6733	6733	6733	6733	6733	6733	6733
Sources	6733	7013	6923	6733	6733	6733	6733
Balance Forward Out	280	190					
41101	6453	6823	6733	6733	6733	6733	6733
Uses	6733	7013	6733	6733	6733	6733	6733
Account Net	0	0	190	0	0	0	0

Departmental Earnings



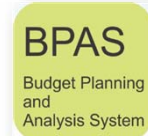
- New forms for Departmental Earnings will be built after August 26th go-live
- Instructions on account changes needed for FY15 went out on June 2nd.
- New forms will open in October with data entry due Nov. 1st.

BPAS Phase 3



- Budget Authority Load – *Go Live April 2015*
 - streamline annual SWIFT appropriation load by utilizing the enacted budget data in BPAS
- Monthly Revenue – *Go Live July 2015*
 - Planned implementation in SWIFT for FY15 after agency budgets are established
 - State agencies will be involved in planning and development
 - Integration with BPAS will be reviewed
- Salary Roster – *TBD*
 - Reviewing options
 - Spreadsheets to assist with compensation planning for FY16-17 budget development are under construction

Training Plan



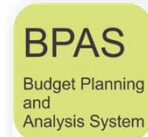
In Person

- BBIS/Transfer classes in August
- Change classes in September
- Workshops in October

Online

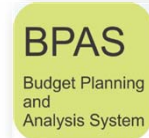
- BBIS/Transfer and Change Overviews
- Short how-to videos on specific topics
- System manual, one pagers and FAQ's on the website

2016-17 Timeline



July 15	BPAS Closed
July 31	Spend Plans Submitted
August 1	BPAS Open with FY12 & FY13 Data
August 4	System Training Begins
August 15	SWIFT Close
August 25	Narratives Due
August 26	BPAS Open
October 15	Base budgets due
November 30	Base data submitted to legislature

Questions



Kristy Swanson, BPAS Project Manager
651-201-8082 or kristy.swanson@state.mn.us



Budget Systems Project Stakeholder Event – June 13, 2014

FNTS PROJECT PREVIEW

FNTS Preview

- System Design Review
- Demonstration
- Project Timeline

Familiar Features

- User Roles
- Screens and Functions
- Fiscal Note Status
- Agency Status

Familiar Features

- Email Notifications
- Reports
- Directories

New Features

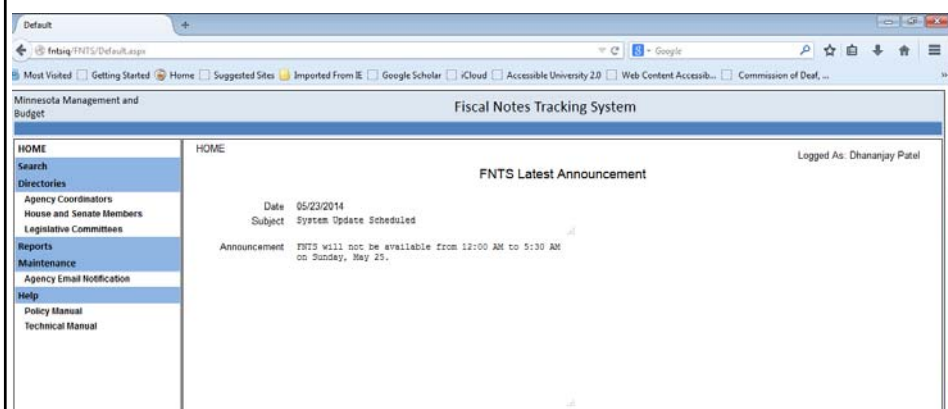
Fiscal Note Type

- Regular
- Unofficial
- Classified Unofficial – *restricted access, view*
- Local Impact Note

New Features

- Agency Draft Status
- File Attachment Upload
- Agency Signoff
- Inter-Fund Transfers

FNTS Home Page



FNTS Home Page

Minnesota Management and Budget	Fiscal Notes Tracking System
HOME	HOME
Search	
Directories	FNTS Lat
Agency Coordinators	Date 05/23/2014
House and Senate Members	Subject System Update
Legislative Committees	
Reports	Announcement FNTS will not
Maintenance	on Sunday, May
Agency Email Notification	
Help	
Policy Manual	
Technical Manual	

System Demonstration

- Search
- Prepare
- View
- Reports

FNTS Project Timeline

✓ July – October 2013:	Project Initiation, System Design Phase
October – June 2014:	Build System
July – September:	Internal System Testing, Fixes, Retest
October:	User Acceptance Testing/Final Modifications
December:	User and Helpdesk Training
January 2015:	Open for Business

Questions?



Lisa DeRemee, FNTS Project Manager

lisa.deremee@state.mn.us or (651) 201-8084



Budget Systems Project Stakeholder Event – June 13, 2014

CBS TIMELINE & DESIGN OVERVIEW

Timeline: Progress To-Date



February	Project Kick-Off
February	Documented the Current System
March	Gathered Data on the System “To Be” & Analyzed Technological Gaps
April	Began System Design
May/June	Drafted Forms
June (current)	Finalizing Design and Draft Forms

Forms Discussion (A.1)

CBS
 Capital Budget System

1. A.1 Capital Budget Request - General Information	
G02-Cl: Dept. of Administration	↓
CBR-1	→
Preliminary Request	
Project Name	Continue Capitol Restoration
Facility/Campus	
City	St. Paul ↓
County	Ramsey ↓
Zip Code	55155
Agency Priority	Priority 1 ↓
Contact Name	XXXXX XXXXX
Contact Title	XXXXXXXXX XXXXX
Contact Phone	XXX-XXX-XXXX
Contact Email	XXXXX.XXXXX@state.mn.us
Project Category	Renovation & Renewal
CBR Submission Status	Submitted ↓
Short Description	The Department of Administration seeks \$126,300,000 in general obligation bond dollars for continued restoration of the State Capitol Building and site.
Project Rationale	This request represents phase three funding for the restoration of the Minnesota State Capitol. Phase one (\$44M, 2012) is complete and phase
Long Description	In 1896, Architect Cass Gilbert sketched his vision of a white marble American Renaissance state capitol to serve the people of Minnesota for
Other Considerations	The Capitol Restoration Project is underway and has been very carefully planned, budgeted, and scheduled so as to be on track for completion in

Forms Discussion (A.2)

CBS
 Capital Budget System

2. A.2 Capital Budget Request - Detailed Project Information	
G02-Cl: Dept. of Administration	↓
CBR-1	↓ →
Preliminary Request	
Who will own the facility?	State of Minnesota
Who will operate the facility?	Department of Administration
Description of Private Entity Occupancy/Use	None
Public Purpose	State Capitol
Measurement of Work	500,000
Unit of Measurement	Square Feet
Anticipated Encumbrance Date	6/14
Anticipated Mid-Point of Construction	9/15
Anticipated End Date	12/16
Project Phase	Phase 3 ↓
Previous Appropriations	\$44 million in 2012; \$109 million in 2013
State Program or Project-Specific Request	Project-Specific Request ↓
Statutory Program Citation	
Bondable Activity	Multiple Bondable Activities ↓
Project Type	Building ↓
Policy Area	State Building ↓
Facility Condition Index	

Forms Discussion (B.1)

CBS
 Capital Budget System

3. B.1 Project Funding - Prior Year Funding and Uses

G02: Dept. of Administration ↓ →

CBR-1 ↓ →

	2010	2011	2012	2013	2014	2015
Total Prior Year Funding	-	-	44,000	109,000	126,300	-
General Obligation Bonds			44,000	109,000	126,300	-
Appropriation Bonds						
General Fund Cash						
User Financing						
Trunk Highway Bonds						
Trunk Highway Cash						
Other State Funds						
Federal Funds						
City Funds						
County Funds						
Other Local Government Funds						
Non-Governmental Funds						
Other Funding						
Total Prior Year Uses	-	-	44,000	109,000	126,300	-
Property Acquisition Costs						
Pre-design Fees			3,000			
Design Fees			10,000			
Project Management Costs			1,000	3,000	5,000	
Construction Costs			30,000	106,000	121,300	
Relocation Expenses						
One Percent for Art						
Occupancy Costs						
Net Prior Year Funding and Uses	-	-	-	-	-	-
Comments						

Forms Discussion (B.2)

CBS
 Capital Budget System

4. B.2 Funding Sources for Request

G02: Dept. of Administration ↓ →

CBR-1 ↓ →

	2016	2018	2020
General Obligation Bond Request	126,300	-	-
Appropriation Bond Request			
General Fund Cash Request			
User Financing Request			
Trunk Highway Bond Request			
Trunk Highway Cash Request			
Other Fund-Type Request			
Total Requested Amount	126,300	-	-
Committed General Obligation Bonds			
Committed Appropriation Bonds			
Committed General Fund Cash			
Committed User Financing			
Committed Trunk Highway Bonds			
Committed Trunk Highway Cash			
Other Committed State Funds			
Committed Federal Funds			
Committed City Funds			
Committed County Funds			
Committed Other Local Government Funds			
Committed Non-Governmental Funds			
Total Funds Currently Committed	-	-	-
Pending State Funds			
Pending Federal Funds			
Pending Local Funds			
Other Pending Funds			
Total Pending Contributions	-	-	-
Total Funding Sources Related to the Request	126,300	-	-
Matching Funds %			
Comments			

Forms Discussion (B.3)

5. B.3 Project Costs - Summary Level			
G02: Dept. of Administration			
CBR-1			
		2016	2018
Project Costs			
Property Acquisition			
Predesign Fees			
Design Fees			
Project Management		3,000	
Construction		123,300	
Relocation Expenses			
One Percent for Art			
Occupancy Costs			
Project Cost Subtotal		126,300	-
System Calculated Inflation			
Adjustment to Calculated Inflation			
Total Inflationary Adjustment			
System Calculated Contingency			
Adjustment to Calculated Contingency			
Total Contingency Adjustment			
Total Project Costs			
Total Funding Sources		126,300	-
Net Funding Sources and Project Costs for Request		-	-
IT Costs			
Operating Budget Impact (\$)			
Operating Budget Impact (FTE)			
Comments			

Forms Discussion (B.4)

6. B.4 Project Funding - Detail Level			
G02: Dept. of Administration			
CBR-2			
		2016	2018
Project Costs			
Acquisition of Land, Land Easements, Options			
Acquisition of Land and Buildings			
Subtotal-Property Acquisition		-	-
Predesign Fees		1,250	
Schematic design		156	
Design Development		1,213	
Contract Documents		384	
Construction Administration		248	
Other Design Costs			
Subtotal-Design Fees		2,001	-
State Staff Project Management		3,000	
Non-State Staff Project Management			
Commissioning			
Other Project Management Costs			
Subtotal-Project Management		3,000	-
Site and Building Preparation		4,000	
Demolition and Decommissioning			
Construction		100,000	
Infrastructure/Roads/Utilities			
Hazardous Materials Abatement			
Construction Contingency		15,000	
Subtotal-Construction Costs		119,000	-
Relocation Expenses			
One Percent for Art			
Furniture, Fixtures, and Equipment		315	
Telecommunications (voice & data)		370	
Security Equipment		364	
Subtotal-Occupancy Costs		1,049	-
Project Cost Subtotal		126,300	-
System Calculated Inflation			
Adjustment to Calculated Inflation			
Total Inflationary Adjustment			
System Calculated Contingency			
Adjustment to Calculated Contingency			
Total Contingency Adjustment			
Total Project Costs			
Total Funding Sources		126,300	-
Net Funding Sources and Project Costs		-	-
IT Costs			
Operating Budget Impact (\$)			
Operating Budget Impact (FTE)			
Comments			

Forms Discussion (C.1)

CBS
 Capital Budget System

7. C.1 Additional Information - Statutory Requirements	
G02-Cl: Dept. of Administration	↓
CBR-1	→
	Preliminary Request
Major Construction: MS 16B.335 1a	Yes ↓
Pre-design Review: M.S. 16B.335 (3)	Yes ↓
Pre-design Submitted to Commissioner of Administration	Yes ↓
Pre-design Approved by the Commissioner of Administration	Yes ↓
Comments on Pre-design	
Energy Conservation: M.S. 16B.335 and M.S. 16B.325	Yes ↓
Energy Conservation Comments	
Meets Sustainable Building Guidelines	Yes ↓
Sustainable Building Guideline Comments	
Meets Sustainable Building Designs	Yes ↓
Sustainable Building Design Comments	
IT Review Required: M.S. 16B.335 (5)	Yes ↓
Public Ownership: M.S. 16A.695	Yes ↓
Use Agreement Required: M.S. 16A.695 (2)	No ↓
Program Funding Review: M.S. 16A.695 (4)	No ↓
Will Meet Cancellation Deadline: M.S. 16A.642	Yes ↓
Guideway Project: M.S. 174.93, subdivision 1a	N/A ↓
Guideway Project Documentation Submitted	N/A ↓
Meets Match Requirement: M.S. 16A.86	N/A ↓
Additional Comments	

Forms Discussion (C.2)

CBS
 Capital Budget System

8. C.2 Additional Information - Resolutions	
G02-Cl: Dept. of Administration	
CBR-1	↓ →
	Preliminary Request
Resolution of Support Passed	↓
Date Resolution Passed	
Resolution Number	
Electronic Signature Verifying Passage	
Second Resolution-Political Subdivision	
Second Resolution-Number	
Third Resolution-Political Subdivision	
Third Resolution-Number	
Fourth Resolution-Political Subdivision	
Fourth Resolution-Number	
Fifth Resolution-Political Subdivision	
Fifth Resolution-Number	
Comments	

Forms Discussion (D.1)



9. D.1 Capital Budget Review - Detail	
G02-CI: Dept. of Administration	
CBR-1	
Preliminary Request	
Private Use	
Bondability Issues	
MMB Comments	
Previous Recommendation - Gov	
Comments Previous Gov	
Previous Recommendation - House	
Comments Previous House	
Previous Recommendation - Senate	
Comments Previous Senate	
Other Potential Funding Sources	
Primary Associated State Agency	
Primary Agency Review	
Secondary Associated State Agency	
Secondary Agency Review	
Tertiary Associated State Agency	
Tertiary State Agency Review	
CAAP Board Review	

Forms Discussion (D.2)



10. D.2 Capital Budget Review - Summary						
G02-CI: Dept. of Administration						
(select "entity" dimension)						
		CBR Submission				
CBR Code	CBR Name	Agency Priority	Status	MMB Ranking	Flexible Category 1	Flexible Category 2
CBR-1	Continue Capitol Restoration					
CBR-2	State Office Building Restoration Design					
CBR-3	Agency Relocation					
CBR-4	Statewide CAPRA					

Forms Discussion (D.3)



11. D.3 Capital Budget Review - Decision Making	
G02-CI: Dept. of Administration	
CBR-1	→
Governor's Recommendation	
EBO Short Description	
EBO Project History	
EBO Project Analysis	
CBR Submission Status	↓
Flexible Category 1	↓
Flexible Category 2	↓
Governor's Recommendation	
Revised Governor's Recommendation	

Forms Discussion (D.4)



12. D.4 Capital Budget Review - Governor's Recommendation			
G02-CI: Dept. of Administration			
CBR-1	→		
	↓		
	2016	2018	2020
General Obligation Bond Appropriation			
User Financing Appropriation			
Total GO and UF Appropriation			
Appropriation Bond Authorization			
General Fund Cash Appropriation			
Trunk Highway Bond Appropriation			
Trunk Highway Cash Appropriation			
Revenue Bond Appropriation			
Total Governor's Recommendation			
Revised General Obligation Bond Appropriation			
Revised User Financing Appropriation			
Revised Total GO and UF Appropriation			
Revised Appropriation Bond Authorization			
Revised General Fund Cash Appropriation			
Revised Trunk Highway Bond Appropriation			
Revised Trunk Highway Cash Appropriation			
Revised Revenue Bond Appropriation			
Total Governor's Recommendation			

Forms Discussion (E.1)




13. E.1 Session - House	
G02-CI: Dept. of Administration	↓
CBR-1	→
2016	
House General Obligation Bond Appropriation	
House User Financing Appropriation	
House Total GO and UF Appropriation	
House Appropriation Bond Authorization	
House General Fund Cash Appropriation	
House Trunk Highway Bond Appropriation	
House Trunk Highway Cash Appropriation	
House Revenue Bond Appropriation	
Total House	
Comments	

Forms Discussion (E.2)



14. E-2 Session-Senate	
G02-CI: Dept. of Administration	↓
CBR-1	→
2016	
Senate General Obligation Bond Appropriation	
Senate User Financing Appropriation	
Senate Total GO and UF Appropriation	
Senate Appropriation Bond Authorization	
Senate General Fund Cash Appropriation	
Senate Trunk Highway Bond Appropriation	
Senate Trunk Highway Cash Appropriation	
Senate Revenue Bond Appropriation	
Total Senate	
Comments	

Forms Discussion (E.3)



15. E.3 Session-Final Funding	
G02-Cl: Dept. of Administration	↓
CBR-1	↓ →
2016	
General Obligation Bond Appropriation	
User Financing Appropriation	
Total GO and UF Appropriation	
Appropriation Bond Authorization	
General Fund Cash Appropriation	
Other User Financing	
Trunk Highway Bond Appropriation	
Trunk Highway Cash Appropriation	
Revenue Bond Appropriation	
Conference	
Vetoed Amount	
Total Enacted Budget	
Comments	

Timeline: Moving Forward



June 23	Lead Contractor Begins
June-October	System Build Phase
November	Initial System Testing
December	User Acceptance Testing
January	Training and Curriculum Development
March-April	User Training & Capital Budget Instructions Released
April 15	System Available for Use

Questions



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