

State of Alaska FY2011 Governor's Operating Budget

**Department of Administration
State Travel Office
Component Budget Summary**

Component: State Travel Office

Contribution to Department's Mission

This component has been replaced by the E-Travel Component.

Key Component Challenges

No key component challenges.

Significant Changes in Results to be Delivered in FY2011

This component has been replaced by the E-Travel component.

Major Component Accomplishments in 2009

This component has been replaced by the E-Travel component.

Statutory and Regulatory Authority

This component has been replaced by the E-Travel component.

Contact Information

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**State Travel Office
Component Financial Summary**

All dollars shown in thousands

	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	294.2	297.3	0.0
72000 Travel	12.9	5.0	0.0
73000 Services	2,449.4	2,013.4	0.0
74000 Commodities	7.1	25.0	0.0
75000 Capital Outlay	0.0	0.0	0.0
77000 Grants, Benefits	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	2,763.6	2,340.7	0.0
Funding Sources:			
1004 General Fund Receipts	4.4	7.4	0.0
1007 Inter-Agency Receipts	2,759.2	2,333.3	0.0
Funding Totals	2,763.6	2,340.7	0.0

Estimated Revenue Collections

Description	Master Revenue Account	FY2009 Actuals	FY2010 Conference Committee	FY2010 Authorized	FY2010 Authorized	FY2011 Governor
Unrestricted Revenues						
Interagency Receipts	51015	4.4	0.0	0.0	0.0	0.0
Unrestricted Fund	68515	2.9	0.0	0.0	0.0	0.0
Unrestricted Total		7.3	0.0	0.0	0.0	0.0
Restricted Revenues						
Interagency Receipts	51015	2,759.2	0.0	0.0	2,333.3	0.0
Restricted Total		2,759.2	0.0	0.0	2,333.3	0.0
Total Estimated Revenues		2,766.5	0.0	0.0	2,333.3	0.0

**Summary of Component Budget Changes
From FY2010 Management Plan to FY2011 Governor**

All dollars shown in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2010 Management Plan	7.4	0.0	2,333.3	2,340.7
Adjustments which will continue current level of service:				
-Transfer to E-Travel	-7.4	0.0	-2,333.3	-2,340.7
FY2011 Governor	0.0	0.0	0.0	0.0

**State Travel Office
Personal Services Information**

Authorized Positions			Personal Services Costs	
	FY2010 Management Plan	FY2011 Governor		
Full-time	3	0	Annual Salaries	0
Part-time	0	0	Premium Pay	0
Nonpermanent	1	0	Annual Benefits	0
			<i>Less 0.00% Vacancy Factor</i>	(0)
			Lump Sum Premium Pay	0
Totals	4	0	Total Personal Services	0

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
No personal services.					
Totals	0	0	0	0	0

Component Detail All Funds
Department of Administration

Component: State Travel Office (2828)
RDU: Centralized Administrative Services (13)

	FY2009 Actuals	FY2010 Conference Committee	FY2010 Authorized	FY2010 Management Plan	FY2011 Governor	FY2010 Management Plan vs FY2011 Governor	
71000 Personal Services	294.2	297.3	297.3	297.3	0.0	-297.3	-100.0%
72000 Travel	12.9	5.0	5.0	5.0	0.0	-5.0	-100.0%
73000 Services	2,449.4	2,013.4	2,013.4	2,013.4	0.0	-2,013.4	-100.0%
74000 Commodities	7.1	25.0	25.0	25.0	0.0	-25.0	-100.0%
75000 Capital Outlay	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
77000 Grants, Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
78000 Miscellaneous	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Totals	2,763.6	2,340.7	2,340.7	2,340.7	0.0	-2,340.7	-100.0%
Fund Sources:							
1004 Gen Fund	4.4	7.4	7.4	7.4	0.0	-7.4	-100.0%
1007 I/A Rcpts	2,759.2	2,333.3	2,333.3	2,333.3	0.0	-2,333.3	-100.0%
General Funds	4.4	7.4	7.4	7.4	0.0	-7.4	-100.0%
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	2,759.2	2,333.3	2,333.3	2,333.3	0.0	-2,333.3	-100.0%
Positions:							
Permanent Full Time	3	3	3	3	0	-3	-100.0%
Permanent Part Time	0	0	0	0	0	0	0.0%
Non Permanent	1	1	1	1	0	-1	-100.0%

Change Record Detail - Multiple Scenarios With Descriptions
Department of Administration

Component: State Travel Office (2828)
RDU: Centralized Administrative Services (13)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2010 Conference Committee To FY2010 Authorized *****												
FY2010 Conference Committee												
ConfCom		2,340.7	297.3	5.0	2,013.4	25.0	0.0	0.0	0.0	3	0	1
1004 Gen Fund		7.4										
1007 I/A Rcpts		2,333.3										
Subtotal		2,340.7	297.3	5.0	2,013.4	25.0	0.0	0.0	0.0	3	0	1
***** Changes From FY2010 Authorized To FY2010 Management Plan *****												
Subtotal		2,340.7	297.3	5.0	2,013.4	25.0	0.0	0.0	0.0	3	0	1
***** Changes From FY2010 Management Plan To FY2011 Governor *****												
Transfer to E-Travel												
Trout		-2,340.7	-297.3	-5.0	-2,013.4	-25.0	0.0	0.0	0.0	-3	0	-1
1004 Gen Fund		-7.4										
1007 I/A Rcpts		-2,333.3										
The State Travel Office is transferred to the new E-Travel budget component.												
Totals		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0

Personal Services Expenditure Detail
Department of Administration

Scenario: FY2011 Governor (7749)
Component: State Travel Office (2828)
RDU: Centralized Administrative Services (13)

Note: If a position is split, an asterisk (*) will appear in the Split/Count column. If the split position is also counted in the component, two asterisks (**) will appear in this column.
[No valid job title] appearing in the Job Class Title indicates that the PCN has an invalid class code or invalid range for the class code effective date of this scenario.

Line Item Detail
Department of Administration
Travel

Component: State Travel Office (2828)
RDU: Centralized Administrative Services (13)

Line Number	Line Name		FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
72000	Travel		12.9	5.0	0.0
Expenditure Account	Servicing Agency	Explanation	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
72000 Travel Detail Totals			12.9	5.0	0.0
72100		Instate Travel	0.2	2.2	0.0
72411		Airfare (Out of state Emp)	7.8	1.7	0.0
72412		Surface Transport (Out of state Emp)	0.4	0.1	0.0
72413		Lodging (Out of state Emp)	3.4	0.5	0.0
72414		Meals & Incidentals (Out of state Emp)	1.1	0.5	0.0

Line Item Detail
Department of Administration
Services

Component: State Travel Office (2828)
RDU: Centralized Administrative Services (13)

Line Number	Line Name		FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
73000	Services		2,449.4	2,013.4	0.0
Expenditure Account	Servicing Agency	Explanation	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
73000 Services Detail Totals			2,449.4	2,013.9	0.0
73029		Memberships	0.2	0.4	0.0
73150		Information Technlgy	0.7	0.7	0.0
73401		Long Distance	7.4	9.5	0.0
73403		Data/Network	2.0	2.7	0.0
73404		Cellular Phones	0.3	0.9	0.0
73450		Advertising & Promos	0.3	0.3	0.0
73525		Utilities	0.3	0.0	0.0
73650		Struc/Infstruct/Land	0.3	0.2	0.0
73675		Equipment/Machinery	1.7	3.5	0.0
73750		Other Services (Non IA Svcs)	2,335.4	0.0	0.0
73759		Commission Sales (Non-IA-Other Svcs)	0.0	1,893.9	0.0
73805	IT-Non-Telecommnctns	Enterprise Technology Services	1.4	1.9	0.0
73806	IT-Telecommunication	Enterprise Technology Services	22.7	23.5	0.0
73809	Mail	Central Mail	1.1	0.9	0.0
73810	Human Resources	Personnel	0.1	0.1	0.0
73811	Building Leases	Facilities	62.6	62.0	0.0
73814	Insurance	Risk Management	0.1	0.1	0.0
73815	Financial	Finance	0.3	0.2	0.0
73819	Commission Sales (IA Svcs)	State Travel Office	0.2	0.1	0.0

Line Item Detail
Department of Administration
Services

Component: State Travel Office (2828)

RDU: Centralized Administrative Services (13)

Expenditure Account	Servicing Agency	Explanation	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
73000 Services Detail Totals			2,449.4	2,013.9	0.0
73979	Mgmt/Consulting (IA Svcs)	Admin Commissioner's Office, Administrative Services, and desk top computer support.	12.3	13.0	0.0

Line Item Detail
Department of Administration
Commodities

Component: State Travel Office (2828)
RDU: Centralized Administrative Services (13)

Line Number	Line Name		FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
74000	Commodities		7.1	25.0	0.0
Expenditure Account	Servicing Agency	Explanation	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
74000 Commodities Detail Totals			7.1	25.0	0.0
74226		Equipment & Furniture	0.6	2.9	0.0
74229		Business Supplies	5.0	19.3	0.0
74233		Info Technology Equip	1.3	2.6	0.0
74236		Subscriptions	0.2	0.2	0.0

Unrestricted Revenue Detail
Department of Administration

Component: State Travel Office (2828)
RDU: Centralized Administrative Services (13)

Master Account	Revenue Description	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
51015	Interagency Receipts	4.4	0.0	0.0

Detail Information

Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
59026	State Travel Office Receipts	State Travel Office	2400270	11100	4.4	0.0	0.0

Unrestricted Revenue Detail
Department of Administration

Component: State Travel Office (2828)
RDU: Centralized Administrative Services (13)

Master Account	Revenue Description	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
68515	Unrestricted Fund	2.9	0.0	0.0

Detail Information

Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
68515	Unrestrict Fu Source FY09 to FY10 Carryforward.	State Travel Office	2400270	11100	2.9	0.0	0.0

Restricted Revenue Detail
Department of Administration

Component: State Travel Office (2828)
RDU: Centralized Administrative Services (13)

Master Account	Revenue Description	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
51015	Interagency Receipts	2,759.2	2,333.3	0.0

Detail Information

Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
59020	Administration	Department-wide	2400270	11100	4.9	5.8	0.0
59026	State Travel Office Receipts FY08 to FY09 Carryforward.	State Travel Office	2400270		85.4	0.0	0.0
59026	State Travel Office Receipts	State Travel Office	2400270	11100	2,575.3	2,221.8	0.0
59030	Law	Department-wide	2400270	11100	2.6	3.1	0.0
59040	Revenue	Department-wide	2400270	11100	2.1	2.6	0.0
59050	Education	Department-wide	2400270	11100	3.0	3.3	0.0
59060	Health & Social Svcs	Department-wide	2400270	11100	24.5	28.8	0.0
59070	Labor	Department-wide	2400270	11100	5.2	5.6	0.0
59080	Commrc & Econmc Dev	Department-wide	2400270	11100	3.1	4.1	0.0

Restricted Revenue Detail
Department of Administration

Component: State Travel Office (2828)
RDU: Centralized Administrative Services (13)

Master Account	Revenue Description	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
51015	Interagency Receipts	2,759.2	2,333.3	0.0

Detail Information

Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
59090	Military & Vet Affrs	Department-wide	2400270	11100	3.1	3.2	0.0
59100	Natural Resources	Department-wide	2400270	11100	8.5	9.4	0.0
59110	Fish & Game	Department-wide	2400270	11100	10.6	10.6	0.0
59120	Public Safety	Department-wide	2400270	11100	11.4	11.9	0.0
59180	Environmental Consvn	Department-wide	2400270	11100	5.3	5.7	0.0
59200	Corrections	Department-wide	2400270	11100	7.6	8.0	0.0
59250	Dotpf Op, Tpb,& Othr	Department-wide	2400270	11100	6.6	9.4	0.0

Inter-Agency Services
Department of Administration

Component: State Travel Office (2828)
RDU: Centralized Administrative Services (13)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2010		
				FY2009 Actuals	Management Plan	FY2011 Governor
73805	IT-Non-Telecommnctns	Intra-dept	Enterprise Technology Services	1.4	1.9	0.0
73805 IT-Non-Telecommnctns subtotal:				1.4	1.9	0.0
73806	IT-Telecommunication	Intra-dept	Enterprise Technology Services	22.7	23.5	0.0
73806 IT-Telecommunication subtotal:				22.7	23.5	0.0
73809	Mail	Intra-dept	Central Mail	1.1	0.9	0.0
73809 Mail subtotal:				1.1	0.9	0.0
73810	Human Resources	Inter-dept	Personnel	0.1	0.1	0.0
73810 Human Resources subtotal:				0.1	0.1	0.0
73811	Building Leases	Intra-dept	Facilities	62.6	62.0	0.0
73811 Building Leases subtotal:				62.6	62.0	0.0
73814	Insurance	Inter-dept	Risk Management	0.1	0.1	0.0
73814 Insurance subtotal:				0.1	0.1	0.0
73815	Financial	Intra-dept	Finance	0.3	0.2	0.0
73815 Financial subtotal:				0.3	0.2	0.0
73819	Commission Sales (IA Svcs)	Intra-dept	State Travel Office	0.2	0.1	0.0
73819 Commission Sales (IA Svcs) subtotal:				0.2	0.1	0.0
73979	Mgmt/Consulting (IA Svcs)	Commissioner's Office, Administrative Services, and desk top computer support.	Intra-dept Admin	12.3	13.0	0.0
73979 Mgmt/Consulting (IA Svcs) subtotal:				12.3	13.0	0.0
State Travel Office total:				100.8	101.8	0.0
Grand Total:				100.8	101.8	0.0