

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Finance and Administration**Reporting level:** 00-125-100-00-00-00-00000000**Program Performance Measures**

Performance measures and results reporting are not currently utilized by this office.

*Services provided by the division include:*

Payment of bills and payroll;

Budget preparation, implementation, and management;

Receptionist services; filing; information processing;

Records management;

Billing for legal and Fire Marshal services; and

Purchasing and printing services for all divisions of the Office of Attorney General.

**Program Statistical Data**

This program provides administrative assistance to all of the Office of Attorney General's 13 divisions. This division supports 204.5 authorized FTEs, two of which are included in a continuing appropriation.

**Explanation of Program Costs**

This cost center of 14 employees consists of three sections: finance, payroll, and budget; word and data processing; and records management and administrative operations. The seven administrative assistant staff members provide word and data processing support to approximately 80 staff members. The Finance and Administration staff provide technical, budget, finance, payroll, records management, purchasing, reception, and other administrative services.

**Program Goals and Objectives**

The Finance and Administration Division provides internal administrative services and assistance to the divisions of the Office of Attorney General in a timely and cost effective manner. These support services include finance and budget, administrative operations, information processing and employee payroll matters.

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

Program: Finance and Administration		Reporting Level: 00-125-100-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Salaries and Wages</b>					
Salaries - Permanent	1,004,161	1,403,894	(216,218)	1,187,676	0
Temporary Salaries	9,872	23,500	500	24,000	0
Overtime	16	500	(500)	0	0
Fringe Benefits	358,293	580,926	(104,288)	476,638	0
Reduction In Salary Budget	0	0	0	0	(13,555)
<b>Total</b>	<b>1,372,342</b>	<b>2,008,820</b>	<b>(320,506)</b>	<b>1,688,314</b>	<b>(13,555)</b>
<b>Salaries and Wages</b>					
General Fund	1,371,029	1,631,277	57,037	1,688,314	(13,555)
Federal Funds	0	141,963	(141,963)	0	0
Special Funds	1,313	235,580	(235,580)	0	0
<b>Total</b>	<b>1,372,342</b>	<b>2,008,820</b>	<b>(320,506)</b>	<b>1,688,314</b>	<b>(13,555)</b>
<b>Operating Expenses</b>					
Travel	11,998	17,000	0	17,000	(7,000)
Supply/Material-Professional	2,795	33,385	0	33,385	(3,000)
Food and Clothing	0	650	0	650	(400)
Bldg, Ground, Maintenance	6,658	2,513	0	2,513	(1,700)
Miscellaneous Supplies	6,240	8,345	0	8,345	(4,000)
Office Supplies	10,465	11,918	0	11,918	(2,000)
Postage	2,814	4,200	0	4,200	(1,600)
Printing	1,879	3,500	0	3,500	(1,500)
Office Equip & Furn Supplies	0	4,000	0	4,000	(3,000)
Insurance	2,659	5,725	0	5,725	(3,711)
Rentals/Leases-Equip & Other	7,079	11,000	0	11,000	(2,500)
Rentals/Leases - Bldg/Land	20,784	77,480	0	77,480	0
Repairs	4,653	5,500	0	5,500	(1,000)
IT - Communications	13,489	14,400	0	14,400	0
Professional Development	21,833	15,764	0	15,764	(6,000)
Operating Fees and Services	2,105	3,000	0	3,000	(1,000)
Fees - Professional Services	1,010	2,000	0	2,000	(1,800)
<b>Total</b>	<b>116,461</b>	<b>220,380</b>	<b>0</b>	<b>220,380</b>	<b>(40,211)</b>
<b>Operating Expenses</b>					
General Fund	114,500	127,495	0	127,495	(40,211)
Federal Funds	0	18,962	0	18,962	0
Special Funds	1,961	73,923	0	73,923	0
<b>Total</b>	<b>116,461</b>	<b>220,380</b>	<b>0</b>	<b>220,380</b>	<b>(40,211)</b>

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

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Program: Finance and Administration		Reporting Level: 00-125-100-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Total Expenditures</b>	<b>1,488,803</b>	<b>2,229,200</b>	<b>(320,506)</b>	<b>1,908,694</b>	<b>(53,766)</b>
<b>Funding Sources</b>					
<b>General Fund</b>					
<b>Total</b>	<b>1,485,529</b>	<b>1,758,772</b>	<b>57,037</b>	<b>1,815,809</b>	<b>(53,766)</b>
<b>Federal Funds</b>					
G020 JAG Grant	0	160,925	(141,963)	18,962	0
<b>Total</b>	<b>0</b>	<b>160,925</b>	<b>(141,963)</b>	<b>18,962</b>	<b>0</b>
<b>Special Funds</b>					
322 Attorney General Fund 322	3,274	309,503	(235,580)	73,923	0
<b>Total</b>	<b>3,274</b>	<b>309,503</b>	<b>(235,580)</b>	<b>73,923</b>	<b>0</b>
<b>Total Funding Sources</b>	<b>1,488,803</b>	<b>2,229,200</b>	<b>(320,506)</b>	<b>1,908,694</b>	<b>(53,766)</b>
<b>FTE Employees</b>	<b>13.50</b>	<b>13.50</b>	<b>0.00</b>	<b>13.50</b>	<b>0.00</b>

**CHANGE PACKAGE DETAIL**

125 Office of the Attorney General  
Biennium: 2011-2013

Bill#: SB2003

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**Program:** Finance and Administration **Reporting Level:** 00-125-100-00-00-00-00000000

Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
<b>Base Budget Changes</b>						
<b>Ongoing Budget Changes</b>						
Base Payroll Change		0.00	57,037	(141,963)	(235,580)	(320,506)
<b>Total Ongoing Budget Changes</b>		<b>0.00</b>	<b>57,037</b>	<b>(141,963)</b>	<b>(235,580)</b>	<b>(320,506)</b>
<b>Total Base Budget Changes</b>		<b>0.00</b>	<b>57,037</b>	<b>(141,963)</b>	<b>(235,580)</b>	<b>(320,506)</b>
<b>Optional Savings Changes</b>						
A-G 17 3% General Fund reductions		0.00	(53,766)	0	0	(53,766)
<b>Total Optional Savings Changes</b>		<b>0.00</b>	<b>(53,766)</b>	<b>0</b>	<b>0</b>	<b>(53,766)</b>

**PROGRAM NARRATIVE****Date:** 01/13/2011**125 Office of the Attorney General****Time:** 11:14:13**Program:** Information Technology**Reporting level:** 00-125-105-00-00-00-00000000**Program Performance Measures**

This office does not currently utilize performance measures and reporting results.

*Services provided by the division include:*

Support and troubleshoot connectivity issues for all office locations and several federal and state agencies/applications through the state's backbone network along with ITD.

Support computer applications which enable the various business functions of the office to conduct business.

Backup and recovery of computer files, and disaster/recovery and contingency plans maintenance.

Strategic planning for division and overall office IT requirements.

Internet services.

Evaluation and implementation services based on current technology trends.

Evaluation and provides tools to facilitate division self-sufficiency.

Planning and replacement of hardware in an effective and efficient manner.

Planning and replacing aging software to enable the office to fulfill its business goals effectively.

Project management of all IT projects utilizing current market standard methodology.

Software using internal programming staff and contractors to meet the ongoing and future needs of the office when purchasing software is too expensive or it doesn't meet office needs.

Help desk function for logging and evaluation of computer problems and requests for services.

Evaluation and planning ongoing security needs as industry changes and to meet market demands.

Developing and maintaining policies and procedures for office IT related areas.

Critical applications and network after normal work hours support.

Participation in division discussions about business processes and how technology can help accomplish office goals.

Effectively maintaining data to easily provide information to the public as needed.

Supports external customers who have access to the office network and applications.

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Information Technology**Reporting level:** 00-125-105-00-00-00-00000000**Program Statistical Data**

This division increased the number of Bismarck supported sites supported from 5 to 6 this biennium.

The IT staff also supports 12 remote sites across the state for BCI agents and Fire Marshal deputies.

Office staff supports personal computers or laptops for more than 180 employees plus task force personnel.

The office supports 41 live scan units compared to 10 in the last reporting period. These devices transmit fingerprints and other information into the office and interact with the office criminal history repository, as well as the fingerprint database housed in Minnesota.

The number of office servers administered by this office has risen from 17 to 25.

IT supports 33 computer applications, mostly developed by office staff. Some of these applications need 24/7 support, so staff is on a rotating on-call schedule. Many enhancements, fixes, or changes are done on these applications on a regular basis.

The office manages and participates in projects. The staff recently participated in a project with the Criminal Justice Information Sharing section (CJIS) to provide protection orders and sex offender information to the Statewide Automated Victim Notification System (SAVIN) being implemented in the state.

**Explanation of Program Costs**

This division increased the number of sites supported in Bismarck from 5 to 6 this biennium. The IT staff also support 12 remote sites across the state for BCI agents and Fire Marshal deputies.

Office staff supports personal computers or laptops for more than 180 employees plus task force personnel.

The office now supports 41 live scan units compared to 10 in the last reporting period. These devices transmit fingerprints and other information into the office and interact with the office criminal history repository, as well as the fingerprint database housed in Minnesota.

The number of servers administrated by this office has risen from 17 to 25.

IT supports 33 computer applications, mostly developed by office staff. Some of these applications need 24/7 support, so staff is on a rotating on-call schedule. Many enhancements, fixes, or changes are done on these applications on a regular basis.

In addition to the support items, the division manages and participates in projects. IT recently participated in a project with CJIS to provide protection orders and sex offender information to SAVIN, the automated victim notification system being implemented in the state.

**Program Goals and Objectives**

Goal: Improve service to office customers through additional on-line access

Objective: Continue to develop applications via the web for the office's customers

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Information Technology**Reporting level:** 00-125-105-00-00-00-00000000

Objective: Continue to use current technology, such as service-oriented architecture (SOA) to allow the ease and security of sharing information with the office's customers

Goal: Continue to review and evaluate ever changing business processes

Objective: Continue to develop applications and processes that are flexible enough to enact change quickly

Objective: Continue to train IT staff in business process modeling and using latest techniques to enhance the development process

Goal: Reduce cost of operations and manual processes where applicable

Objective: Use document management and workflow where possible

Objective: Send electronic copies instead of paper copies through the mail when possible and applicable

Objective: Build applications that allow for web entry at origin of data, rather than paper copies mailed and reentered

Objective: Continue to participate in the Criminal Justice Information Sharing (CJIS) program in the state by developing information flows utilizing the CJIS hub.

Goal: Continue an Enterprise focus

Objective: Continue to participate in the enterprise architecture process and provide input into the decisions

Objective: Continue to seriously evaluate options that have economy of scales benefits

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

<b>Program:</b> Information Technology	<b>Reporting Level:</b> 00-125-105-00-00-00-00000000
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Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Salaries and Wages</b>					
Salaries - Permanent	900,263	1,293,278	7,666	1,300,944	0
Temporary Salaries	23,898	49,691	(11,081)	38,610	0
Overtime	4,134	2,500	0	2,500	0
Fringe Benefits	295,623	469,921	(2,410)	467,511	0
<b>Total</b>	<b>1,223,918</b>	<b>1,815,390</b>	<b>(5,825)</b>	<b>1,809,565</b>	<b>0</b>

**Salaries and Wages**

General Fund	953,117	1,447,773	42,871	1,490,644	0
Federal Funds	0	0	0	0	0
Special Funds	270,801	367,617	(48,696)	318,921	0
<b>Total</b>	<b>1,223,918</b>	<b>1,815,390</b>	<b>(5,825)</b>	<b>1,809,565</b>	<b>0</b>

**Operating Expenses**

Travel	17,361	25,100	0	25,100	(5,760)
Supplies - IT Software	283,969	484,316	0	484,316	131,000
Supply/Material-Professional	9,527	18,600	0	18,600	(6,000)
Bldg, Ground, Maintenance	1,264	1,500	0	1,500	0
Miscellaneous Supplies	7,514	8,000	0	8,000	(5,000)
Office Supplies	329	500	0	500	0
Postage	52	150	0	150	0
Printing	176	200	0	200	0
IT Equip Under \$5,000	127,383	227,004	0	227,004	(20,000)
Office Equip & Furn Supplies	0	6,300	0	6,300	0
Insurance	4,011	4,200	0	4,200	0
Rentals/Leases-Equip & Other	27	100	0	100	0
Rentals/Leases - Bldg/Land	71,656	95,249	0	95,249	0
Repairs	5,640	7,000	0	7,000	(2,500)
IT - Data Processing	582,122	649,193	11,011	660,204	32,514
IT - Communications	18,975	20,000	0	20,000	3,744
IT Contractual Svcs and Rprs	448,359	837,744	1,350,000	2,187,744	(35,000)
Professional Development	20,150	48,000	0	48,000	(12,756)
Operating Fees and Services	4,392	4,500	0	4,500	0
Fees - Professional Services	692	8,000	0	8,000	0
<b>Total</b>	<b>1,603,599</b>	<b>2,445,656</b>	<b>1,361,011</b>	<b>3,806,667</b>	<b>80,242</b>

**Operating Expenses**

General Fund	1,445,822	1,427,549	11,011	1,438,560	68,958
Federal Funds	0	0	0	0	1,062

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

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Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

Program: Information Technology		Reporting Level: 00-125-105-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
Special Funds	157,777	1,018,107	1,350,000	2,368,107	10,222
<b>Total</b>	<b>1,603,599</b>	<b>2,445,656</b>	<b>1,361,011</b>	<b>3,806,667</b>	<b>80,242</b>
<b>Capital Assets</b>					
IT Equip/Sftware Over \$5000	1,824	0	0	0	0
<b>Total</b>	<b>1,824</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Capital Assets</b>					
General Fund	1,824	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>1,824</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Technology Project Carryover</b>					
Supplies - IT Software	0	4,000	(4,000)	0	0
IT Contractual Srvcs and Rprs	0	130,765	(130,765)	0	0
<b>Total</b>	<b>0</b>	<b>134,765</b>	<b>(134,765)</b>	<b>0</b>	<b>0</b>
<b>Technology Project Carryover</b>					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	134,765	(134,765)	0	0
<b>Total</b>	<b>0</b>	<b>134,765</b>	<b>(134,765)</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>	<b>2,829,341</b>	<b>4,395,811</b>	<b>1,220,421</b>	<b>5,616,232</b>	<b>80,242</b>
<b>Funding Sources</b>					
<b>General Fund</b>					
<b>Total</b>	<b>2,400,763</b>	<b>2,875,322</b>	<b>53,882</b>	<b>2,929,204</b>	<b>68,958</b>
<b>Federal Funds</b>					
G020 JAG Grant	0	0	0	0	1,062
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,062</b>
<b>Special Funds</b>					
250 Attorney General Refund Fund 250 F	15,258	863,091	1,365,552	2,228,643	1,811
322 Attorney General Fund 322	413,320	657,398	(199,013)	458,385	8,411

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General  
 Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: Information Technology		Reporting Level: 00-125-105-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Total</b>	<b>428,578</b>	<b>1,520,489</b>	<b>1,166,539</b>	<b>2,687,028</b>	<b>10,222</b>
<b>Total Funding Sources</b>	<b>2,829,341</b>	<b>4,395,811</b>	<b>1,220,421</b>	<b>5,616,232</b>	<b>80,242</b>
<b>FTE Employees</b>	<b>11.00</b>	<b>12.00</b>	<b>0.00</b>	<b>12.00</b>	<b>0.00</b>

**CHANGE PACKAGE DETAIL**

125 Office of the Attorney General

Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

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Program: Information Technology	Reporting Level: 00-125-105-00-00-00-00000000
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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
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**Base Budget Changes****One Time Budget Changes**

A-B 12 Criminal History Rewrite Planning		0.00	0	0	450,000	450,000
A-E 18 Remove Technology Project Carryover		0.00	0	0	(134,765)	(134,765)
<b>Total One Time Budget Changes</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>315,235</b>	<b>315,235</b>

**Ongoing Budget Changes**

A-A 14 Operating adjustments		0.00	11,011	0	0	11,011
A-A 16 Law Enforcement applications		0.00	0	0	900,000	900,000
Base Payroll Change		0.00	42,871	0	(48,696)	(5,825)
<b>Total Ongoing Budget Changes</b>		<b>0.00</b>	<b>53,882</b>	<b>0</b>	<b>851,304</b>	<b>905,186</b>

**Total Base Budget Changes**

<b>0.00</b>	<b>53,882</b>	<b>0</b>	<b>1,166,539</b>	<b>1,220,421</b>
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**Optional Budget Changes****Ongoing Optional Changes**

A-C 14 Operating adjustments	3	0.00	155,974	1,062	10,222	167,258
<b>Total Ongoing Optional Changes</b>		<b>0.00</b>	<b>155,974</b>	<b>1,062</b>	<b>10,222</b>	<b>167,258</b>

**Total Optional Budget Changes**

<b>0.00</b>	<b>155,974</b>	<b>1,062</b>	<b>10,222</b>	<b>167,258</b>
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**Optional Savings Changes**

A-G 17 3% General Fund reductions		0.00	(87,016)	0	0	(87,016)
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**Total Optional Savings Changes**

<b>0.00</b>	<b>(87,016)</b>	<b>0</b>	<b>0</b>	<b>(87,016)</b>
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**PROGRAM NARRATIVE****Date:** 01/13/2011**125 Office of the Attorney General****Time:** 11:14:13**Program:** Attorney General Administration**Reporting level:** 00-125-110-00-00-00-00000000**Program Performance Measures**

Performance measures and results reporting are not currently used by this office.

*Services provided by the division include:*

Administrative assistance to other divisions in the agency.

Support to the Attorney General and coordination of special projects.

General information regarding North Dakota laws to the general public.

Representation on various boards and commissions.

Personnel administration services and public information services to other agency divisions.

**Program Statistical Data**

This division has four staff members including the Attorney General. It provides support services to the entire office (204.5 FTEs) including review of legal matters, administrative supervision, personnel administration, coordination of North Dakota Commission on Drugs & Alcohol, coordination with public and private sector entities on law enforcement enhancement projects (i.e., the Retail Meth Watch program), and provision of public information to members of the public including responses to media inquiries.

The division provides personnel services including maintenance of the personnel files for all office employees, preparation of reclassification requests, administration of all evaluations and support for supervisors in disciplinary, personnel administration and hiring processes.

It is also the responsibility of this division to either compose or edit for final publication all public documents the agency produces. The agency has either produced or is in the process of producing more than 20 publications including: Biennial Report, Open Records and Open Meetings Manuals, Contract Drafting Manual, the Comprehensive Status and Trends report, North Dakota Drug and Violent Crime Strategy, Annual Crime and Homicide Reports, Annual Fire Statistics Report, Gaming Update newsletter, the Concealed Weapons Manual, and the "Too Good to Be True" semi-monthly consumer protection column.

A sampling of the topics covered in brochures produced during the biennium include: Scams, Sham and Flimflams, Small Claims Court, Liability of State Employees, Methamphetamine, Open Records and Open Meetings, Disaster Scams, Lemon Law, Tenant Rights, Pyramid Schemes, Eminent Domain, Concealed Weapons, Identity Theft, Anhydrous Ammonia, What Teenagers Need To Know About Sex and the Law, and general information about the functions of the Attorney General's office and the Opinion process.

In addition, division members are responsible for composing and editing letters to constituents; position papers and correspondence to federal agencies and the Congressional delegation on matters of interest to the legal and law enforcement communities; letters and other documents prepared in conjunction with the United States Attorney; and materials for various public seminars and presentations. During the 2007-09 biennium the division responded to 1,839 e-mails and 365 letters from citizens.

**Explanation of Program Costs**

The salary and wages line item contains funding for four positions including the Attorney General.

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Attorney General Administration**Reporting level:** 00-125-110-00-00-00-00000000

The operating line item includes funds for office supplies, telephones, legal research databases, as well as production and printing of publications, training on personnel and administrative matters, equipment leases and printing costs.

**Program Goals and Objectives**

The objective of the Attorney General Administrative Division is to efficiently and impartially provide quality legal and informational services to citizens and to provide administrative services for other office programs.

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

Program: Attorney General Administration		Reporting Level: 00-125-110-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Salaries and Wages</b>					
Salaries - Permanent	543,177	627,774	83,161	710,935	0
Overtime	954	0	0	0	0
Fringe Benefits	156,308	186,456	10,822	197,278	0
<b>Total</b>	<b>700,439</b>	<b>814,230</b>	<b>93,983</b>	<b>908,213</b>	<b>0</b>
<b>Salaries and Wages</b>					
General Fund	700,439	814,230	93,983	908,213	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>700,439</b>	<b>814,230</b>	<b>93,983</b>	<b>908,213</b>	<b>0</b>
<b>Operating Expenses</b>					
Travel	43,904	57,113	0	57,113	0
Supply/Material-Professional	6,245	4,900	0	4,900	(4,900)
Food and Clothing	36	200	0	200	(150)
Bldg, Ground, Maintenance	3,588	7,434	0	7,434	(7,000)
Miscellaneous Supplies	8,195	11,215	0	11,215	(5,402)
Office Supplies	3,992	2,218	0	2,218	(2,000)
Postage	2,287	3,756	0	3,756	(1,000)
Printing	1,488	6,500	0	6,500	(5,000)
Office Equip & Furn Supplies	835	13,644	0	13,644	0
Insurance	744	583	0	583	(300)
Rentals/Leases-Equip & Other	2,871	5,900	0	5,900	(1,000)
Rentals/Leases - Bldg/Land	1,315	1,000	0	1,000	(1,000)
Repairs	849	720	0	720	0
IT - Communications	9,984	11,394	0	11,394	0
Professional Development	64,000	66,630	0	66,630	0
Operating Fees and Services	7,114	12,771	0	12,771	(2,000)
Fees - Professional Services	2,124	5,160	0	5,160	(2,000)
<b>Total</b>	<b>159,571</b>	<b>211,138</b>	<b>0</b>	<b>211,138</b>	<b>(31,752)</b>
<b>Operating Expenses</b>					
General Fund	158,428	150,968	0	150,968	(31,752)
Federal Funds	0	8,223	0	8,223	0
Special Funds	1,143	51,947	0	51,947	0
<b>Total</b>	<b>159,571</b>	<b>211,138</b>	<b>0</b>	<b>211,138</b>	<b>(31,752)</b>

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General  
 Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: Attorney General Administration		Reporting Level: 00-125-110-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Total Expenditures</b>	<b>860,010</b>	<b>1,025,368</b>	<b>93,983</b>	<b>1,119,351</b>	<b>(31,752)</b>
<b>Funding Sources</b>					
<b>General Fund</b>					
<b>Total</b>	<b>858,867</b>	<b>965,198</b>	<b>93,983</b>	<b>1,059,181</b>	<b>(31,752)</b>
<b>Federal Funds</b>					
G020 JAG Grant	0	8,223	0	8,223	0
<b>Total</b>	<b>0</b>	<b>8,223</b>	<b>0</b>	<b>8,223</b>	<b>0</b>
<b>Special Funds</b>					
250 Attorney General Refund Fund 250 F	0	32,837	0	32,837	0
322 Attorney General Fund 322	1,143	19,110	0	19,110	0
<b>Total</b>	<b>1,143</b>	<b>51,947</b>	<b>0</b>	<b>51,947</b>	<b>0</b>
<b>Total Funding Sources</b>	<b>860,010</b>	<b>1,025,368</b>	<b>93,983</b>	<b>1,119,351</b>	<b>(31,752)</b>
<b>FTE Employees</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	<b>4.00</b>	<b>0.00</b>

**CHANGE PACKAGE DETAIL**

125 Office of the Attorney General  
Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: Attorney General Administration				Reporting Level: 00-125-110-00-00-00-00-00000000			
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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
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**Base Budget Changes**

**Ongoing Budget Changes**

Base Payroll Change		0.00	93,983	0	0	93,983
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<b>Total Ongoing Budget Changes</b>		<b>0.00</b>	<b>93,983</b>	<b>0</b>	<b>0</b>	<b>93,983</b>
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<b>Total Base Budget Changes</b>		<b>0.00</b>	<b>93,983</b>	<b>0</b>	<b>0</b>	<b>93,983</b>
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**Optional Savings Changes**

A-G 17 3% General Fund reductions		0.00	(31,752)	0	0	(31,752)
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<b>Total Optional Savings Changes</b>		<b>0.00</b>	<b>(31,752)</b>	<b>0</b>	<b>0</b>	<b>(31,752)</b>
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**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Legal Services**Reporting level:** 00-125-150-00-00-00-00000000**Program Performance Measures**

Performance measures and results reporting are not currently utilized by this office.

*Services provided by the divisions include:*

Legal advice and representation to state officials, agencies, boards, commissions, and councils.

Legal defense to state employees as required by state law.

State's attorneys and city attorneys with advice and consultation on legal matters.

Included under this heading are four divisions – Civil Litigation, Criminal and Regulatory, Natural Resources and Indian Affairs and State and Local Government. The Criminal and Regulatory Division is responsible for the activities of the Licensing Section.

The Licensing Section provides the following services:

Processes applications;

Collects license fees, miscellaneous types of revenue, and taxes; and

Issues licenses for wholesale and retail alcoholic beverage establishments, wholesale and retail tobacco dealers, organizations which conduct games of chance, distributors and manufacturers of gaming equipment, tobacco vendors, polygraph operators, fair boards, transient merchants, coin operated amusement device machines and operators, and wholesale fireworks dealers.

**Program Statistical Data****Civil Litigation**

For the 2007-09 biennium, the Civil Litigation Division represented state agencies, officials, and employees in numerous legal actions, including cases for the:

1. Department of Human Services (approximately 250 cases)
2. Bank of North Dakota (81 foreclosures, 8 bankruptcies, and 27 collection actions)
3. Department of Transportation (302 district court and 23 North Dakota Supreme Court appeals relating to drivers' licenses, as well as other cases on behalf of the Department)
4. Job Service North Dakota (22 state district court appeals and 2 North Dakota Supreme Court appeals)
5. Department of Corrections and Rehabilitation (approximately 36 state and federal court lawsuits)

For the 2007-09 biennium, the division:

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Legal Services**Reporting level:** 00-125-150-00-00-00-00000000

1. Represented Job Service in 22 state district court appeals and 2 North Dakota Supreme Court appeals involving grants or denials of unemployment benefits. Also during the biennium, staff attorneys issued 672 unemployment tax complaints against employers who owed payments to Job Service, resulting in 217 judgments. Division attorneys also took legal action to recover employee benefit overpayments in 1,659 cases, resulting in 691 judgments and collection of an additional \$457,276.46.
2. Represented the Labor Department, handling 78 wage claim cases involving 205 individual employees, and recovering over \$64,500 for those employees owed wages by their employers.
3. Assisted the State Risk Manager in handling claims against the State and defended 64 lawsuits.
4. Reviewed 159 requests to write or join briefs amicus curiae, resulting in the office joining or writing briefs in 44 of these cases.
5. Represented state agencies in personnel matters, giving legal advice and representing state agencies in employment related administrative appeals and lawsuits.
6. Collected over \$2,004,500 for the Bank of North Dakota.
7. Collected over \$3,420,000 for Job Service North Dakota.
8. Represented numerous state professional licensing boards and commissions in a variety of cases, including appeals from the denial of applications and disciplinary actions.
9. Provided state agencies general legal advice on employment law issues and represented state agencies in state and federal court in employment cases and in matters appealed through the Central Personnel Division.

Criminal and Regulatory

Between January 1, 2008, and December 31, 2009, the Criminal/Regulatory Division:

1. Helped enforce the laws dealing with the regulation of gaming and liquor industries.
2. Assisted the Gaming Division and Licensing Section in the preparation and presentation of administrative complaints and proceedings for gaming and alcoholic beverage statute and administrative rule violations.
3. Researched legal issues for local prosecutors and law enforcement officials, assisted state's attorneys in the prosecution of criminal cases, and handled the prosecution in criminal cases when a local state's attorney was unable to prosecute due to a conflict of interest.
4. Defended the constitutionality of state statutes in the North Dakota Supreme Court and in state district courts.
5. Appeared in state and federal courts to uphold criminal convictions and to defend against requests for release from imprisonment on appeal or in habeas corpus and post-conviction proceedings.

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Legal Services**Reporting level:** 00-125-150-00-00-00-00000000

The Licensing Section is responsible for the licensing of alcoholic beverage retailers, wholesale and retail tobacco product dealers, transient merchants, coin operated amusement devices operators, lessors, and distributors, fair boards, polygraph operators, charitable gaming operators, gaming manufacturers and distributors, and wholesale fireworks distributors.

Between January 1, 2008, and December 31, 2009, the number, types of licenses, and amount of license fees collected by the Licensing Section were:

<u>Number</u>	<u>Type of License</u>	<u>Amount</u>
1,291	Gaming organizations, distributors, and manufacturers	\$303,650
3,104	Retail alcoholic beer	247,233
2,882	Retail alcoholic liquor	228,083
230	Coin operated amusement devices 7 operators	83,375
32	Detection of deception	1,120
20	Fair board	1,000
3,429	Wholesale and retail tobacco	53,955
119	Transient merchant	23,800
<u>46</u>	Wholesale fireworks	<u>11,500</u>
11,153		\$953,716

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Legal Services**Reporting level:** 00-125-150-00-00-00-00000000

For the period from January 2008 to December 2009 there were 15,403 Licensing transactions for receipting gaming taxes, interest, penalties, monetary fines, criminal history record checks, sales of gaming stamps, investigative costs, manufacturer inspections, sales of publications, and funds received by the Lottery Division, and the Crime Lab. Also, there were 798 transactions involving the collection of \$2,810,956 of miscellaneous types of revenue, as follows:

<u>Number</u>	<u>Type of Receipt</u>	<u>Amount</u>
76	24/7 Sobriety program	\$ 56,052
133	Judgment collection	4,057,364
9	Copying charges	295
443	Attorney billings	337,474
<u>137</u>	Miscellaneous revenues	<u>4,167,740</u>
798		\$8,618,925

**State and Local Government**

The State and Local Government Division provides day-to-day legal services to 65 state agencies, boards, and commissions. Many attorneys represent multiple agencies and are required to be experts in a wide variety of practice areas. Attorneys within the division are also the state's primary legal resource for state contracts, procurement, and public improvement related legal issues. The attorneys assist agencies in applying the law consistently and fairly, and help to prevent legal problems from arising by providing consistent oral and written legal advice, reviewing documents and contracts, and being available for consultation and legal research. The division is staffed, on average, by eleven fulltime attorneys and one halftime legal assistant. The division also provides additional services in the following areas:

**Administrative Rule Review**

By statute the Office of Attorney General must review all administrative rules adopted by state agencies and boards for legal sufficiency and to ensure that proper procedures have been followed. The office reviewed 72 sets of rules during the biennium.

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Legal Services**Reporting level:** 00-125-150-00-00-00-00000000Joint Powers Agreements

The division reviewed all joint powers agreements involving the state or state agencies prior to their execution.

Bond Counsel Services

Division staff also participated in and delivered Issuer's Counsel Opinions on each bond transaction generated by every state agency, other than some for the State Board of Higher Education.

Legislative Advisory Services

During the 2007 Legislative Session, attorneys from the division assisted agencies and members of the Legislative Assembly by drafting bills and amendments, explaining the ramifications of proposed legislation and testifying before legislative committees when requested.

Attorney General Opinions

One of the Attorney General's most important statutory duties is issuing Attorney General opinions on questions of law and on questions relating to open records and meetings. The attorneys within the State and Local Government Division are also primarily responsible for researching and drafting these opinions.

**Legal Opinions** The Attorney General is frequently asked for legal opinions by state legislators, state officials, county state's attorneys, city attorneys, city governing bodies, water resource boards, and soil conservation districts. These opinions guide the actions of public officials until the courts decide the issue.

During the 2007-09 biennium the Attorney General issued 37 opinions. The Attorney General issued 12 opinions to legislators, 7 to state's attorneys, 6 to city attorneys, and 12 to state agencies.

**Open Records and Open Meetings** Since 1997, the open records and open meetings laws have authorized the Attorney General to issue opinions to public entities in response to a complaint by a member of the public, including representatives of the media, that the public entity had violated the open records or open meetings law. This form of administrative review has proven to be an effective vehicle to remedy violations of the open records and meetings law. Between July 1, 2007, and June 30, 2009, the office issued 44 opinions, up from 30 opinions issued in the 2005-07 biennium, based on alleged violations of the open records or open meetings laws. The division also handled a large number of telephone calls from public entities and citizens regarding open records and meetings requirements. Responding over the telephone in many cases eliminated possible violations or opinion requests.

All Attorney General opinions issued since January 1, 1980, are posted on the Office of Attorney General's website at <http://www.ag.nd.gov>, on the Legal Opinions link. The Open Records and Open Meetings Manuals are available online from the Open Records and Open Meetings link.

**Natural Resources & Indian Affairs**

During the period of July 1, 2007, to June 30, 2009, the Natural Resources & Indian Affairs Division:

Successfully defended the constitutionality of the state corporate farming law.

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Legal Services**Reporting level:** 00-125-150-00-00-00-00000000

Obtained a court order allowing continued construction on the Northwest Area Pipeline Project while the U.S. Bureau of Reclamation conducted further environmental studies on the project.

Successfully defended the state in a suit brought by landowners around Devils Lake who asserted that the state was responsible for the rise of Devils Lake and thus for property damage caused by the high water.

Worked with the Health Department and the U.S. Environmental Protection Agency to clarify the Clean Air Act's application to North Dakota power plants, and also to address appropriate pollution control technologies on existing power plants and determine whether new plants can be built.

Successfully defended the Health Department in the permits it issued for the Devils Lake Outlet.

Filed two amicus briefs with the Eighth Circuit Court of Appeals—one joined by ten states and the second joined by nine states—on issues involved in the derailment of Canadian Pacific rail cars carrying anhydrous ammonia.

Drafted carbon sequestration legislation enacted by 2009 legislature.

Contributed to the Fourth Edition of the Conference of Western Attorneys General Deskbook of American Indian Law.

**Explanation of Program Costs**

This program is funded from general fund monies and special funds from billing state entities for legal services provided. The salaries and wages line item provides for 27 assistant attorneys general, 4 legal assistants, and 2 licensing administrative positions. Funding in this program provides for reimbursement of prosecution witness fees for district courts and juvenile proceedings, legal research databases, offsite space rent, and necessary travel for staff members. This program also has special line items for arrest and return of fugitives and litigation fees.

**Program Goals and Objectives**

The objectives of the Legal Services program are to efficiently and impartially provide quality legal and informational services to North Dakota government. The program also assists other Office of Attorney General's divisions to provide quality law enforcement, regulatory, and investigatory services.

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Biennium: 2011-2013

Program: Legal Services		Reporting Level: 00-125-150-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Salaries and Wages</b>					
Salaries - Permanent	3,863,324	4,530,384	38,040	4,568,424	0
Temporary Salaries	0	17,000	(17,000)	0	0
Overtime	145	0	0	0	0
Fringe Benefits	1,084,757	1,428,161	8,781	1,436,942	0
Reduction In Salary Budget	0	0	0	0	(77,204)
<b>Total</b>	<b>4,948,226</b>	<b>5,975,545</b>	<b>29,821</b>	<b>6,005,366</b>	<b>(77,204)</b>
<b>Salaries and Wages</b>					
General Fund	3,779,545	3,613,994	(35,832)	3,578,162	(77,204)
Federal Funds	98,873	131,856	7	131,863	0
Special Funds	1,069,808	2,229,695	65,646	2,295,341	0
<b>Total</b>	<b>4,948,226</b>	<b>5,975,545</b>	<b>29,821</b>	<b>6,005,366</b>	<b>(77,204)</b>
<b>Operating Expenses</b>					
Travel	33,932	137,402	0	137,402	0
Supply/Material-Professional	11,638	22,637	0	22,637	0
Food and Clothing	0	269	0	269	0
Bldg, Ground, Maintenance	8,157	9,381	0	9,381	0
Miscellaneous Supplies	14,637	24,479	0	24,479	0
Office Supplies	21,841	14,626	0	14,626	0
Postage	12,378	26,463	0	26,463	0
Printing	9,905	18,822	0	18,822	0
Office Equip & Furn Supplies	498	3,322	0	3,322	0
Insurance	6,220	14,735	0	14,735	0
Rentals/Leases-Equip & Other	15,721	22,708	0	22,708	0
Rentals/Leases - Bldg/Land	67,277	142,082	0	142,082	0
Repairs	16,535	12,571	0	12,571	0
IT - Communications	33,192	37,812	0	37,812	0
Professional Development	41,402	68,103	0	68,103	0
Operating Fees and Services	333,775	250,286	0	250,286	(31,585)
Fees - Professional Services	24,787	36,966	0	36,966	0
<b>Total</b>	<b>651,895</b>	<b>842,664</b>	<b>0</b>	<b>842,664</b>	<b>(31,585)</b>
<b>Operating Expenses</b>					
General Fund	403,295	275,536	0	275,536	(43,552)
Federal Funds	3,755	0	0	0	0
Special Funds	244,845	567,128	0	567,128	11,967
<b>Total</b>	<b>651,895</b>	<b>842,664</b>	<b>0</b>	<b>842,664</b>	<b>(31,585)</b>

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

Program: Legal Services		Reporting Level: 00-125-150-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Litigation Fees</b>					
Travel	5,620	5,700	0	5,700	0
Office Supplies	42	50	0	50	0
Postage	157	160	0	160	0
Rentals/Leases-Equip & Other	49	50	0	50	0
Repairs	15	25	0	25	0
Operating Fees and Services	2,465	29,500	0	29,500	0
Fees - Professional Services	41,433	14,515	0	14,515	0
<b>Total</b>	<b>49,781</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>
<b>Litigation Fees</b>					
General Fund	49,781	50,000	0	50,000	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>49,781</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>
<b>Arrest and Return of Fugitives</b>					
Travel	19,018	10,000	0	10,000	0
Fees - Professional Services	989	0	0	0	0
<b>Total</b>	<b>20,007</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>	<b>0</b>
<b>Arrest and Return of Fugitives</b>					
General Fund	20,007	10,000	0	10,000	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>20,007</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>	<b>0</b>
<b>Total Expenditures</b>	<b>5,669,909</b>	<b>6,878,209</b>	<b>29,821</b>	<b>6,908,030</b>	<b>(108,789)</b>
<b>Funding Sources</b>					
<b>General Fund</b>					
<b>Total</b>	<b>4,252,628</b>	<b>3,949,530</b>	<b>(35,832)</b>	<b>3,913,698</b>	<b>(120,756)</b>
<b>Federal Funds</b>					
G115 Midwest HIDTA	102,628	131,856	7	131,863	0
<b>Total</b>	<b>102,628</b>	<b>131,856</b>	<b>7</b>	<b>131,863</b>	<b>0</b>

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General  
 Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: Legal Services		Reporting Level: 00-125-150-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Special Funds</b>					
250 Attorney General Refund Fund 250 F	0	6,349	0	6,349	0
322 Attorney General Fund 322	1,314,653	2,790,474	65,646	2,856,120	11,967
<b>Total</b>	<b>1,314,653</b>	<b>2,796,823</b>	<b>65,646</b>	<b>2,862,469</b>	<b>11,967</b>
<b>Total Funding Sources</b>	<b>5,669,909</b>	<b>6,878,209</b>	<b>29,821</b>	<b>6,908,030</b>	<b>(108,789)</b>
<b>FTE Employees</b>	<b>33.00</b>	<b>33.00</b>	<b>0.00</b>	<b>33.00</b>	<b>0.00</b>

**CHANGE PACKAGE DETAIL**

125 Office of the Attorney General  
Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: Legal Services				Reporting Level: 00-125-150-00-00-00-00000000			
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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
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**Base Budget Changes**

**Ongoing Budget Changes**

Base Payroll Change		0.00	(35,832)	7	65,646	29,821
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<b>Total Ongoing Budget Changes</b>		<b>0.00</b>	<b>(35,832)</b>	<b>7</b>	<b>65,646</b>	<b>29,821</b>
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<b>Total Base Budget Changes</b>		<b>0.00</b>	<b>(35,832)</b>	<b>7</b>	<b>65,646</b>	<b>29,821</b>
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**Optional Budget Changes**

**Ongoing Optional Changes**

A-C 14 Operating adjustments	3	0.00	0	0	11,967	11,967
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<b>Total Ongoing Optional Changes</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>11,967</b>	<b>11,967</b>
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<b>Total Optional Budget Changes</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>11,967</b>	<b>11,967</b>
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**Optional Savings Changes**

A-G 17 3% General Fund reductions		0.00	(120,756)	0	0	(120,756)
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<b>Total Optional Savings Changes</b>		<b>0.00</b>	<b>(120,756)</b>	<b>0</b>	<b>0</b>	<b>(120,756)</b>
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**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** BCI-General Fund**Reporting level:** 00-125-200-01-00-00-00000000**Program Performance Measures**

This office does not currently utilize performance measures.

*Services provided by the division include:*

Assistance to local law enforcement agencies in investigating cyber crime, homicide, sexual assault, child abuse, arson, terrorism, and polygraph and photography services.

Coordinate intelligence services provided by the Statewide Law Enforcement Intelligence Center and assist local law enforcement target investigations and resources effectively. Gather, analyze, and disseminate information to law enforcement.

Undercover personnel, confidential funds, special surveillance equipment, intelligence information, and training to local law enforcement agencies.

Dedicated investigations in the area of controlled substance trafficking through participation in eight narcotics task forces, including supervision for seven of the eight.

Maintenance of a case management system to document investigations and provide copies to appropriate persons.

Forensic examinations of computers involved in criminal activity for state, local, and federal law enforcement agencies.

Maintenance of a statewide criminal history record information system, and providing this information to the federal criminal history database.

Criminal history record checks to criminal justice agencies and courts, numerous non-criminal justice requesters, and to the general public.

Concealed weapon permits and a system for tracking that information.

Maintain an Automated Fingerprint Identification System (AFIS) for identification and criminal investigation purposes.

Coordinate the statewide 24/7 sobriety program.

Maintain an Automated Fingerprint Identification System (AFIS) for identification and criminal investigation purposes.

Maintain Central Warrant Information System (CWIS), Uniform Crime Reporting (UCR), and a Protection and Restraining Order System.

Statistical reports to criminal justice agencies, government agencies, and interested persons.

Assistance to the Drug and Violent Crime Policy Board in setting guidelines for awarding grants, and assistance to local agencies in preparing grant applications.

Monitor local drug grant programs, audit expenditures of funds, and maintain detailed records of all grant activities.

Provide training to law enforcement and corrections, maintain officer training records, and issue peace officer licenses.

Offer training to the general public, businesses, and other agencies on a variety of law enforcement issues including drug awareness issues and other criminal activity.

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** BCI-General Fund**Reporting level:** 00-125-200-01-00-00-00000000

Maintenance of a statewide sex offender and offenders against children registration system which requires these offenders to register and verifies their addresses every six months for most offenders and every 90 days for lifetime registrants. Maintain a registered offenders website for lifetime registrants and high-risk offenders.

**Program Statistical Data**

Thirty-six investigative agents average over 750 new cases each year. Through March 31, 2010, 222 cases have been opened for the calendar year. Methamphetamine cases investigated by agents decreased slightly to 23% of total drug cases in 2009, compared to an all-time high of 58% of drug cases in 2002.

Methamphetamine labs remain low at 31 in 2009 compared to an all-time high of 297 in 2003.

Criminal history record information is maintained on approximately 130,000 persons. Roughly 13,000 new arrests are posted annually.

The Central Warrant Information System contains a total of 24,000 arrest warrants and protection and disorderly conduct restraining orders.

The Automated Fingerprint Identification System, which North Dakota shares with Minnesota and South Dakota, contains fingerprint images on approximately 1.5 million arrests.

As of May 14, 2010, a total of 13,877 individuals hold North Dakota concealed weapon permits. This is an increase of 116% compared to March 1, 2004, figures of 6,421 permits. In the 2007-2009 biennium, a total of 9,822 permits were issued, which is up 143% from the 2001-2003 biennium when a total of 4,049 new or renewal permits were issued.

BCI processed 31,797 requests for criminal history record information in 2009. Of those, 21,517 were requests for data from the state database and 10,280 were requests for fingerprint based searches of the FBI database. While the State of North Dakota record check total has remained relatively stable since 2007, during this period the number of fingerprint based searches of the FBI database allowed under North Dakota Century Code 12-60-24 has increased by 76 percent. In 2005, the total number of fingerprint based searches of the FBI database was 2,566.

There are currently nine separate statewide information systems being operated by the BCI. These systems include:

1. Uniform Crime Reporting (UCR)/Incident Based and Summary Reporting - a statistical system that tracks crime in North Dakota.
2. Case Management System - an automated system to aid BCI agents in generating and maintaining investigative case reports.
3. Offender Registration System - a system for the registration and tracking of sexual offenders and offenders against children.
4. Criminal History Records System - a system which compiles records of arrests and prosecutions of individual offenders for use by law enforcement, the courts, and the public.
5. Central Warrant Information System (CWIS) - a system used by law enforcement agencies to communicate information on outstanding arrest warrants.
6. Concealed Weapon Permits - a system for receiving and processing applications for concealed weapon permits, issuing permits, and maintaining a permit record information.

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** BCI-General Fund**Reporting level:** 00-125-200-01-00-00-00000000

7. Automated Fingerprint Identification System (AFIS) - a system, operated as part of a regional program with the states of Minnesota and South Dakota, which allows for electronic scanning, transmission, and storage of fingerprint image data to aid in identification in criminal investigations. The AFIS integrates livescan booking stations at the local level with nationwide fingerprint search capabilities provided by the FBI's Integrated AFIS (IAFIS).

8. Protection and Restraining Order System - a system to provide information on individuals with current court orders restricting contact with other persons.

9. POST Board Training Records &ndash a system to maintain peace officer training records, approve law enforcement courses, and issue renewal notices and peace officer licenses.

Statistical crime data is currently collected from 86 local law enforcement agencies, plus data from the Highway Patrol and state drug task forces.

As of April 30, 2010, there are 1,563 sex offenders and offenders against children in North Dakota with a requirement to register.

Annually, the grants management section administers approximately \$3 million in grant funds. During the 2009-11 biennium, the grants management section will manage an additional \$4.2 million in stimulus grants.

Training and license records are maintained for approximately 2,041 peace officers.

In the 2007-09 biennium, 103 training programs were presented to 2,248 students representing police and sheriffs's departments, state and federal agencies, and the public.

As of April 30, 2010, 598 individuals have participated in the 24/7 program, of which 390 completed successfully. To date, only 22 participants have re-offended. There are currently 94 active participants.

**Explanation of Program Costs**

This program contains salaries and wages for 75.5 FTEs, including 40 investigators and 3 intelligence analysts in the Investigative Section, 6 in the Business Services and Grants Management Section, 9.5 in the Administrative Services Section, and 17 in the Information Services Section. The salary for the Director is also included. The office maintains vehicles for 35 agents and 1 administrator who are on call 24 hours a day. BCI operates twelve field offices in addition to the central office in Bismarck, ten of which pay rent. BCI agents manage the activities of eight task forces throughout the state. In addition, agents and other staff provide a variety of services across the state and interface with other state, local, and federal agencies -- all of which increase the need to travel.

In addition to salaries, agents are paid overtime for work on narcotics and major crime investigations, much of which is federally funded. Other federal funds are administered by this office as grants to local and state criminal justice agencies. Federal funds awarded or managed by this office provide for a variety of services including victims' services, demand reduction, and narcotics enforcement.

Aside from criminal and narcotics investigation activities, a rapidly growing service area within BCI continues to be information services. BCI currently maintains state criminal history record information, sex offender and offenders against children registration files, automated warrant files, files of concealed weapon permits, and criminal justice statistical reports from law enforcement agencies throughout the state. The state is part of a regional Automated Fingerprint Identification System (AFIS) with Minnesota and South Dakota that provides law enforcement agencies in the state with a powerful investigative and identification tool in stored fingerprint images. The AFIS allows for the electronic booking of arrested individuals at the local level and the electronic reporting of arrest information and fingerprints to the FBI.

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** BCI-General Fund**Reporting level:** 00-125-200-01-00-00-00000000**Program Goals and Objectives**

Assist local law enforcement agencies in investigating cybercrime, homicide, sexual assault, child abuse, arson, and terrorism.

Provide support to local law enforcement in the area of drug trafficking through participation in eight narcotics task forces, including supervision of seven of the programs.

Maintain a statewide sex offender and offenders against children registration system and a registered offenders web site for lifetime registrants and high-risk offenders.

Maintain the statewide criminal history record information system, and provide this information to the federal criminal history database.

Provide training for law enforcement and corrections officers, maintain officer training records and issue peace officer licenses.

Maintain the Automated Fingerprint Identification System (AFIS) for identification and criminal investigation purposes.

Facilitate federal funding opportunities for local law enforcement.

Provide training to children and the general public about the dangers of drugs and criminal activity.

Facilitate a 24/7 sobriety program.

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

<b>Program:</b> BCI-General Fund	<b>Reporting Level:</b> 00-125-200-01-00-00-00-00000000
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Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Salaries and Wages</b>					
Salaries - Permanent	4,849,120	5,979,483	213,514	6,192,997	0
Salaries - Other	0	0	0	0	190,501
Temporary Salaries	38,540	12,405	98,493	110,898	0
Overtime	82,609	110,493	(98,493)	12,000	0
Fringe Benefits	1,685,758	2,488,920	122,180	2,611,100	0
<b>Total</b>	<b>6,656,027</b>	<b>8,591,301</b>	<b>335,694</b>	<b>8,926,995</b>	<b>190,501</b>

**Salaries and Wages**

General Fund	6,604,949	8,450,693	333,039	8,783,732	190,501
Federal Funds	0	0	0	0	0
Special Funds	51,078	140,608	2,655	143,263	0
<b>Total</b>	<b>6,656,027</b>	<b>8,591,301</b>	<b>335,694</b>	<b>8,926,995</b>	<b>190,501</b>

**Operating Expenses**

Travel	265,855	277,178	0	277,178	0
Supply/Material-Professional	38,611	61,045	0	61,045	0
Food and Clothing	43,850	14,129	0	14,129	0
Bldg, Ground, Maintenance	94,340	134,729	0	134,729	0
Miscellaneous Supplies	65,408	146,974	0	146,974	(3,652)
Office Supplies	75,217	48,502	0	48,502	(2,318)
Postage	43,926	56,733	0	56,733	(8,000)
Printing	39,423	47,198	0	47,198	(360)
Other Equip Under \$5,000	27,377	140,465	0	140,465	(140,465)
Office Equip & Furn Supplies	20,106	47,917	0	47,917	0
Insurance	34,346	36,104	0	36,104	0
Rentals/Leases-Equip & Other	7,436	259,234	0	259,234	0
Rentals/Leases - Bldg/Land	305,165	583,646	0	583,646	0
Repairs	134,048	136,728	0	136,728	(5,000)
IT - Communications	140,149	86,160	0	86,160	0
Professional Development	48,667	61,353	0	61,353	(1,325)
Operating Fees and Services	335,175	786,900	0	786,900	(170,214)
Fees - Professional Services	48,884	110,682	35,772	146,454	0
<b>Total</b>	<b>1,767,983</b>	<b>3,035,677</b>	<b>35,772</b>	<b>3,071,449</b>	<b>(331,334)</b>

**Operating Expenses**

General Fund	1,499,823	2,200,595	0	2,200,595	(331,334)
Federal Funds	0	0	0	0	0
Special Funds	268,160	835,082	35,772	870,854	0

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

Program: BCI-General Fund		Reporting Level: 00-125-200-01-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Total</b>	<b>1,767,983</b>	<b>3,035,677</b>	<b>35,772</b>	<b>3,071,449</b>	<b>(331,334)</b>
<b>Capital Assets</b>					
Equipment Over \$5000	80,933	0	0	0	0
Motor Vehicles	131,227	116,000	(116,000)	0	282,000
<b>Total</b>	<b>212,160</b>	<b>116,000</b>	<b>(116,000)</b>	<b>0</b>	<b>282,000</b>
<b>Capital Assets</b>					
General Fund	212,160	116,000	(116,000)	0	282,000
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>212,160</b>	<b>116,000</b>	<b>(116,000)</b>	<b>0</b>	<b>282,000</b>
<b>Grants</b>					
Grants, Benefits & Claims	29,895	0	0	0	0
<b>Total</b>	<b>29,895</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grants</b>					
General Fund	29,895	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>29,895</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>	<b>8,666,065</b>	<b>11,742,978</b>	<b>255,466</b>	<b>11,998,444</b>	<b>141,167</b>
<b>Funding Sources</b>					
<b>General Fund</b>					
<b>Total</b>	<b>8,346,827</b>	<b>10,767,288</b>	<b>217,039</b>	<b>10,984,327</b>	<b>141,167</b>
<b>Special Funds</b>					
250 Attorney General Refund Fund 250 F	0	41,254	0	41,254	0
322 Attorney General Fund 322	319,238	934,436	38,427	972,863	0
<b>Total</b>	<b>319,238</b>	<b>975,690</b>	<b>38,427</b>	<b>1,014,117</b>	<b>0</b>
<b>Total Funding Sources</b>	<b>8,666,065</b>	<b>11,742,978</b>	<b>255,466</b>	<b>11,998,444</b>	<b>141,167</b>
<b>FTE Employees</b>	<b>54.00</b>	<b>65.50</b>	<b>0.00</b>	<b>65.50</b>	<b>0.00</b>

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

<b>Program:</b> BCI-General Fund		<b>Reporting Level:</b> 00-125-200-01-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013

**CHANGE PACKAGE DETAIL**

125 Office of the Attorney General  
Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: BCI-General Fund			Reporting Level: 00-125-200-01-00-00-00-00000000			
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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
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**Base Budget Changes**

**Ongoing Budget Changes**

A-A 14 Operating adjustments		0.00	0	0	35,772	35,772
A-F 13 Remove 2009-11 biennium capital assets		0.00	(116,000)	0	0	(116,000)
Base Payroll Change		0.00	333,039	0	2,655	335,694
<b>Total Ongoing Budget Changes</b>		<b>0.00</b>	<b>217,039</b>	<b>0</b>	<b>38,427</b>	<b>255,466</b>
<b>Total Base Budget Changes</b>		<b>0.00</b>	<b>217,039</b>	<b>0</b>	<b>38,427</b>	<b>255,466</b>

**Optional Budget Changes**

**Ongoing Optional Changes**

A-C 15 Salary adjustments, reclassifications	2	0.00	190,501	0	0	190,501
A-C 8 Capital Assets	5	0.00	282,000	0	0	282,000
<b>Total Ongoing Optional Changes</b>		<b>0.00</b>	<b>472,501</b>	<b>0</b>	<b>0</b>	<b>472,501</b>
<b>Total Optional Budget Changes</b>		<b>0.00</b>	<b>472,501</b>	<b>0</b>	<b>0</b>	<b>472,501</b>

**Optional Savings Changes**

A-G 17 3% General Fund reductions		0.00	(331,334)	0	0	(331,334)
<b>Total Optional Savings Changes</b>		<b>0.00</b>	<b>(331,334)</b>	<b>0</b>	<b>0</b>	<b>(331,334)</b>

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** BCI-Federal Fund**Reporting level:** 00-125-200-02-00-00-00-00000000**Program Performance Measures**

See BCI GF narrative for this information.

**Program Statistical Data**

See BCI GF narrative for this information.

**Explanation of Program Costs**

See BCI GF narrative for this information.

**Program Goals and Objectives**

See BCI GF narrative for this information.

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

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Program: BCI-Federal Fund		Reporting Level: 00-125-200-02-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Salaries and Wages</b>					
Salaries - Permanent	412,926	384,622	47,306	431,928	73,392
Temporary Salaries	0	32,000	288,000	320,000	0
Overtime	140,910	423,395	(279,472)	143,923	0
Fringe Benefits	158,749	202,224	16,758	218,982	32,627
<b>Total</b>	<b>712,585</b>	<b>1,042,241</b>	<b>72,592</b>	<b>1,114,833</b>	<b>106,019</b>
<b>Salaries and Wages</b>					
General Fund	0	103,692	31,325	135,017	0
Federal Funds	712,585	887,735	40,676	928,411	106,019
Special Funds	0	50,814	591	51,405	0
<b>Total</b>	<b>712,585</b>	<b>1,042,241</b>	<b>72,592</b>	<b>1,114,833</b>	<b>106,019</b>
<b>Operating Expenses</b>					
Travel	181,125	335,607	381	335,988	0
Supplies - IT Software	196,595	46,277	0	46,277	0
Supply/Material-Professional	4,417	64,894	6,358	71,252	0
Food and Clothing	9,745	10,000	(5,000)	5,000	0
Bldg, Ground, Maintenance	92,264	46,655	(930)	45,725	0
Miscellaneous Supplies	27,821	36,500	(3,350)	33,150	0
Office Supplies	6,318	44,500	400	44,900	0
Postage	88	13,500	(2,750)	10,750	0
Printing	1,387	36,250	(1,900)	34,350	0
IT Equip Under \$5,000	39,236	7,084	120,000	127,084	0
Other Equip Under \$5,000	6,600	169,007	(99,408)	69,599	0
Office Equip & Furn Supplies	0	23,299	0	23,299	0
Insurance	1,788	13,500	(250)	13,250	0
Rentals/Leases-Equip & Other	63,600	60,000	0	60,000	0
Rentals/Leases - Bldg/Land	105,000	65,000	(32,000)	33,000	0
Repairs	27,256	52,000	(42,000)	10,000	0
IT - Data Processing	1,476	6,669	0	6,669	0
IT - Communications	18,217	48,600	(17,700)	30,900	0
IT Contractual Svcs and Rprs	207,188	155,446	0	155,446	0
Professional Development	57,950	61,500	31,150	92,650	0
Operating Fees and Services	198,297	386,730	(28,553)	358,177	0
Fees - Professional Services	200,983	1,778,086	275,174	2,053,260	0
<b>Total</b>	<b>1,447,351</b>	<b>3,461,104</b>	<b>199,622</b>	<b>3,660,726</b>	<b>0</b>

**Operating Expenses**

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

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<b>Program:</b> BCI-Federal Fund	<b>Reporting Level:</b> 00-125-200-02-00-00-00-00000000
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Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
General Fund	0	0	0	0	0
Federal Funds	1,447,351	3,461,104	199,622	3,660,726	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>1,447,351</b>	<b>3,461,104</b>	<b>199,622</b>	<b>3,660,726</b>	<b>0</b>

**Capital Assets**

Equipment Over \$5000	5,000	574,005	(574,005)	0	0
IT Equip/Sftware Over \$5000	13,121	385,000	(193,000)	192,000	0
<b>Total</b>	<b>18,121</b>	<b>959,005</b>	<b>(767,005)</b>	<b>192,000</b>	<b>0</b>

**Capital Assets**

General Fund	0	0	0	0	0
Federal Funds	18,121	959,005	(548,005)	192,000	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>18,121</b>	<b>959,005</b>	<b>(767,005)</b>	<b>192,000</b>	<b>0</b>

**Grants**

Grants, Benefits & Claims	1,029,269	2,428,000	47,775	2,475,775	0
Transfers Out	309,323	434,225	0	434,225	0
<b>Total</b>	<b>1,338,592</b>	<b>2,862,225</b>	<b>47,775</b>	<b>2,910,000</b>	<b>0</b>

**Grants**

General Fund	0	0	0	0	0
Federal Funds	1,338,592	2,862,225	47,775	2,910,000	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>1,338,592</b>	<b>2,862,225</b>	<b>47,775</b>	<b>2,910,000</b>	<b>0</b>

**Federal Stimulus Funds - 2009**

Salaries - Permanent	0	454,354	(454,354)	0	435,000
Temporary Salaries	0	2,200	(2,200)	0	23,412
Overtime	0	13,800	(13,800)	0	52,706
Fringe Benefits	0	202,440	(202,440)	0	194,827
Travel	0	29,200	(29,200)	0	53,367
Supplies - IT Software	0	47,012	(47,012)	0	7,725
Supply/Material-Professional	0	7,920	(7,920)	0	22,548
Food and Clothing	0	3,190	(3,190)	0	0
Bldg, Ground, Maintenance	0	7,900	(7,900)	0	11,255
Miscellaneous Supplies	0	11,900	(11,900)	0	10,208
Office Supplies	0	4,960	(4,960)	0	14,462

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

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<b>Program:</b> BCI-Federal Fund	<b>Reporting Level:</b> 00-125-200-02-00-00-00000000
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Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
Postage	0	8,000	(8,000)	0	9,256
Printing	0	3,500	(3,500)	0	2,293
IT Equip Under \$5,000	0	28,628	(28,628)	0	8,262
Other Equip Under \$5,000	0	0	0	0	41,700
Office Equip & Furn Supplies	0	38,500	(38,500)	0	11,299
Insurance	0	3,300	(3,300)	0	212
Rentals/Leases - Bldg/Land	0	32,000	(32,000)	0	44,233
Repairs	0	2,198	(2,198)	0	5,393
IT - Data Processing	0	3,220	(3,220)	0	10,136
IT - Communications	0	3,392	(3,392)	0	14,099
Professional Development	0	31,000	(31,000)	0	49,546
Operating Fees and Services	0	7,227	(7,227)	0	25,292
Fees - Professional Services	0	4,532	(4,532)	0	106,085
Medical, Dental and Optical	0	0	0	0	62,261
Motor Vehicles	0	40,000	(40,000)	0	0
Grants, Benefits & Claims	0	787,823	(787,823)	0	787,823
<b>Total</b>	<b>0</b>	<b>1,778,196</b>	<b>(1,778,196)</b>	<b>0</b>	<b>2,003,400</b>
<b>Federal Stimulus Funds - 2009</b>					
General Fund	0	0	0	0	0
Federal Funds	0	1,778,196	(1,778,196)	0	1,902,427
Special Funds	0	0	0	0	100,973
<b>Total</b>	<b>0</b>	<b>1,778,196</b>	<b>(1,778,196)</b>	<b>0</b>	<b>2,003,400</b>
<b>Total Expenditures</b>	<b>3,516,649</b>	<b>10,102,771</b>	<b>(2,006,212)</b>	<b>7,877,559</b>	<b>2,109,419</b>

**Funding Sources****General Fund**

<b>Total</b>	<b>0</b>	<b>103,692</b>	<b>31,325</b>	<b>135,017</b>	<b>0</b>
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**Federal Funds**

G006 Residential Substance Abuse Tr	95,750	200,000	120,000	320,000	0
G010 Edward Byrne Formula Grant	462,802	0	0	0	0
G020 JAG Grant	1,078,173	3,070,263	(304,985)	2,765,278	0
G034 Marijuana Eradication	838	0	0	0	0
G039 ICAC Stimulus	0	0	105,000	105,000	138,994
G040 Statistical Analysis Center	0	37,787	0	37,787	0
G095 Stop Violence Against Women	1,723	0	0	0	0

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

Program: BCI-Federal Fund		Reporting Level: 00-125-200-02-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
G115 Midwest HIDTA	888,514	934,550	(88,559)	845,991	106,019
G126 Bulletproof Vest Partnership Progra	9,155	5,000	0	5,000	0
G129 North Dakota Criminal History Impro	50,319	1,557,633	(390,005)	1,167,628	0
G130 Internet Crimes Against Children 20	208,036	302,623	0	302,623	0
G162 State Domestic Preparedness Grant	123,198	262,788	3,164	265,952	0
G179 Project Safe Neighborhood	262,146	358,000	(88,000)	270,000	0
G197 Cops Rural Meth Initiative 06	123,000	1,046,547	(32,547)	795,000	0
G198 2006 Project Safe Neighborhood	168,618	54,878	0	54,878	0
G209 SMART (Sex Offenses)	44,377	340,000	416,000	756,000	0
STI2 ICAC 2009 Stimulus	0	216,174	(216,174)	0	53,553
STJ2 JAG Stimulus	0	1,171,434	(1,171,434)	0	1,397,527
STR2 RLEA-Rural Crime Stimulus	0	390,588	(390,588)	0	312,353
<b>Total</b>	<b>3,516,649</b>	<b>9,948,265</b>	<b>(2,038,128)</b>	<b>7,691,137</b>	<b>2,008,446</b>
<b>Special Funds</b>					
250 Attorney General Refund Fund 250 F	0	0	0	0	100,973
367 AG Multijurisdictional Taskforce	0	50,814	591	51,405	0
<b>Total</b>	<b>0</b>	<b>50,814</b>	<b>591</b>	<b>51,405</b>	<b>100,973</b>
<b>Total Funding Sources</b>	<b>3,516,649</b>	<b>10,102,771</b>	<b>(2,006,212)</b>	<b>7,877,559</b>	<b>2,109,419</b>
<b>FTE Employees</b>	<b>14.00</b>	<b>10.00</b>	<b>(6.00)</b>	<b>4.00</b>	<b>6.00</b>

**CHANGE PACKAGE DETAIL**

125 Office of the Attorney General

Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: BCI-Federal Fund	Reporting Level: 00-125-200-02-00-00-00000000
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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
<b>Base Budget Changes</b>						
<b>One Time Budget Changes</b>						
A-E 11 Remove Federal Stimulus funding		0.00	0	(1,105,402)	0	(1,105,402)
<b>Total One Time Budget Changes</b>		<b>0.00</b>	<b>0</b>	<b>(1,105,402)</b>	<b>0</b>	<b>(1,105,402)</b>
<b>Ongoing Budget Changes</b>						
A-A 14 Operating adjustments		0.00	0	199,622	0	199,622
A-A 15 Salary adjustments		0.00	0	352,000	0	352,000
A-A 3 Federal Funds grants and transfers		0.00	0	47,775	0	47,775
A-A 5 Capital Assets		0.00	0	192,000	0	192,000
A-F 13 Remove 2009-11 biennium capital assets		0.00	0	(959,005)	0	(959,005)
Base Payroll Change		(6.00)	31,325	(984,118)	591	(952,202)
<b>Total Ongoing Budget Changes</b>		<b>(6.00)</b>	<b>31,325</b>	<b>(1,151,726)</b>	<b>591</b>	<b>(1,119,810)</b>
<b>Total Base Budget Changes</b>		<b>(6.00)</b>	<b>31,325</b>	<b>(2,257,128)</b>	<b>591</b>	<b>(2,225,212)</b>
<b>Optional Budget Changes</b>						
<b>One Time Optional Changes</b>						
A-D 10 Request Federal Stimulus funding		5.00	0	1,902,427	100,973	2,003,400
<b>Total One Time Optional Changes</b>		<b>5.00</b>	<b>0</b>	<b>1,902,427</b>	<b>100,973</b>	<b>2,003,400</b>
<b>Ongoing Optional Changes</b>						
A-C 15 Salary adjustments, reclassifications	2	1.00	0	106,019	0	106,019
<b>Total Ongoing Optional Changes</b>		<b>1.00</b>	<b>0</b>	<b>106,019</b>	<b>0</b>	<b>106,019</b>
<b>Total Optional Budget Changes</b>		<b>6.00</b>	<b>0</b>	<b>2,008,446</b>	<b>100,973</b>	<b>2,109,419</b>

**PROGRAM NARRATIVE**

125 Office of the Attorney General

**Date:** 01/13/2011**Time:** 11:14:13**Program:** Crime Lab**Reporting level:** 00-125-300-00-00-00-00000000**Program Performance Measures**

Performance measures and results reporting are not currently utilized by this office.

*Services provided by the division include:*

Examination of physical and toxicological evidence provided to local, state, and federal law enforcement agencies, the military, prosecutors, and defense attorneys.

Investigation and response to clandestine laboratories.

Maintenance of a DNA database of felony arrestees, convicted, and registered offenders.

Follow-up on referrals to local, state, and federal agencies involving death investigations.

Equipment selection, inspection, repair, and training of law enforcement agents in breath/alcohol analysis.

Provide expert testimony in courts

Examination of physical and toxicological evidence provided to local, state, and federal law enforcement agencies, the military, prosecutors, and defense attorneys.

Investigation and response to clandestine laboratories.

Maintenance of a DNA database of felony arrestees, convicted, and registered offenders.

Follow-up on referrals to local, state, and federal agencies involving death investigations.

Equipment selection, inspection, repair, and training of law enforcement agents in breath/alcohol analysis.

Provide expert testimony in courts.

**Program Statistical Data**

Crime Laboratory services are provided to approximately 200 law enforcement agencies, coroners, medical examiners, and state's attorney's offices. During 2008 and 2009 over 19,062 cases were submitted for physical and toxicological examinations. This includes 7,825 blood alcohol cases (DUI), 4,080 narcotic cases, 4,414 convicted offender samples, 1,609 urine or blood drug screens, 948 serology/DNA cases, 87 latent fingerprint cases, 51 firearm/tool mark cases, 27 arson cases, and 21 miscellaneous criminalistic examinations.

During 2008 and 2009, 67 sessions were held to train 2,596 law enforcement officers in the use of breath instruments. Maintenance, certification, and archiving data for 56 breath instruments which performed 5,187 breath alcohol cases for DUI in the field was provided.

**PROGRAM NARRATIVE**

125 Office of the Attorney General

**Date:** 01/13/2011**Time:** 11:14:13**Program:** Crime Lab**Reporting level:** 00-125-300-00-00-00-00000000**Explanation of Program Costs**

The salary and wages expenses are for 23 FTEs and 1 part-time employee who analyze and examine physical and toxicological evidence submitted by law enforcement and coroners. The staff members conducted the following: preparation of laboratory reports, certified documents, data collection, courtroom testimony, and associated administrative costs. The operating costs include: laboratory supplies, preventive maintenance agreements, motor pool (for court appearances), employee travel, repairs, postage, and telephone costs. The equipment expenses are to provide instrumentation essential in meeting the guidelines and demands of the courts.

**Program Goals and Objectives**

The Crime Laboratory's objective is to provide scientific support to the state's law enforcement and criminal justice system by use of accepted techniques in the analysis, identification, and comparison of physical and toxicological evidence involved in the investigation and prosecution of criminal offenses.

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

Program: Crime Lab		Reporting Level: 00-125-300-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Salaries and Wages</b>					
Salaries - Permanent	1,384,621	1,892,134	61,730	1,953,864	0
Salaries - Other	0	0	0	0	192,293
Temporary Salaries	114,691	26,000	1,000	27,000	0
Overtime	119	1,000	(1,000)	0	0
Fringe Benefits	516,116	748,598	10,804	759,402	0
<b>Total</b>	<b>2,015,547</b>	<b>2,667,732</b>	<b>72,534</b>	<b>2,740,266</b>	<b>192,293</b>
<b>Salaries and Wages</b>					
General Fund	1,742,662	2,511,135	72,530	2,583,665	192,293
Federal Funds	272,885	156,597	4	156,601	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>2,015,547</b>	<b>2,667,732</b>	<b>72,534</b>	<b>2,740,266</b>	<b>192,293</b>
<b>Operating Expenses</b>					
Travel	50,343	137,052	0	137,052	0
Supplies - IT Software	14,573	28,122	0	28,122	0
Supply/Material-Professional	7,502	562,296	0	562,296	0
Food and Clothing	6,774	8,812	0	8,812	0
Bldg, Ground, Maintenance	14,605	18,709	0	18,709	0
Miscellaneous Supplies	150,533	99,978	0	99,978	0
Office Supplies	17,520	55,313	0	55,313	0
Postage	23,211	22,164	0	22,164	0
Printing	6,150	7,341	0	7,341	0
IT Equip Under \$5,000	0	7,440	0	7,440	0
Other Equip Under \$5,000	109,994	378,873	0	378,873	0
Office Equip & Furn Supplies	0	28,200	0	28,200	0
Utilities	145,701	333,901	0	333,901	(1,651)
Insurance	9,538	11,253	0	11,253	0
Rentals/Leases-Equip & Other	3,991	7,993	0	7,993	0
Rentals/Leases - Bldg/Land	949	977	0	977	0
Repairs	208,519	541,297	0	541,297	35,532
IT - Communications	21,185	58,514	0	58,514	0
Professional Development	27,312	75,906	0	75,906	0
Operating Fees and Services	19,053	21,707	0	21,707	0
Fees - Professional Services	69,817	345,422	0	345,422	0
Medical, Dental and Optical	683,720	392,609	0	392,609	(140,259)
<b>Total</b>	<b>1,590,990</b>	<b>3,143,879</b>	<b>0</b>	<b>3,143,879</b>	<b>(106,378)</b>

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

Program: Crime Lab		Reporting Level: 00-125-300-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Operating Expenses</b>					
General Fund	1,085,736	1,367,312	0	1,367,312	(106,378)
Federal Funds	466,858	1,586,253	0	1,586,253	0
Special Funds	38,396	190,314	0	190,314	0
<b>Total</b>	<b>1,590,990</b>	<b>3,143,879</b>	<b>0</b>	<b>3,143,879</b>	<b>(106,378)</b>
<b>Capital Assets</b>					
Land and Buildings	4,595,684	0	0	0	0
Other Capital Payments	120,993	765,882	0	765,882	0
Equipment Over \$5000	784,555	550,300	435,601	985,901	30,400
<b>Total</b>	<b>5,501,232</b>	<b>1,316,182</b>	<b>435,601</b>	<b>1,751,783</b>	<b>30,400</b>
<b>Capital Assets</b>					
General Fund	1,739,844	804,282	(38,400)	765,882	30,400
Federal Funds	512,877	141,900	666,001	807,901	0
Special Funds	3,248,511	370,000	(192,000)	178,000	0
<b>Total</b>	<b>5,501,232</b>	<b>1,316,182</b>	<b>435,601</b>	<b>1,751,783</b>	<b>30,400</b>
<b>Technology Project Carryover</b>					
Repairs	0	47,000	(47,000)	0	0
Fees - Professional Services	0	143,500	(143,500)	0	0
<b>Total</b>	<b>0</b>	<b>190,500</b>	<b>(190,500)</b>	<b>0</b>	<b>0</b>
<b>Technology Project Carryover</b>					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	190,500	(190,500)	0	0
<b>Total</b>	<b>0</b>	<b>190,500</b>	<b>(190,500)</b>	<b>0</b>	<b>0</b>
<b>Medical Examinations</b>					
Fees - Professional Services	160,600	660,000	0	660,000	0
<b>Total</b>	<b>160,600</b>	<b>660,000</b>	<b>0</b>	<b>660,000</b>	<b>0</b>
<b>Medical Examinations</b>					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	160,600	660,000	0	660,000	0
<b>Total</b>	<b>160,600</b>	<b>660,000</b>	<b>0</b>	<b>660,000</b>	<b>0</b>

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Biennium: 2011-2013

Program: Crime Lab		Reporting Level: 00-125-300-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013

**Federal Stimulus Funds - 2009**

Salaries - Permanent	0	170,478	(170,478)	0	147,840
Fringe Benefits	0	69,360	(69,360)	0	65,639
Travel	0	3,000	(3,000)	0	3,000
Supplies - IT Software	0	30,936	(30,936)	0	0
Supply/Material-Professional	0	2,452	(2,452)	0	2,452
Food and Clothing	0	1,500	(1,500)	0	1,500
Miscellaneous Supplies	0	3,000	(3,000)	0	3,000
Office Supplies	0	2,383	(2,383)	0	2,383
Postage	0	2,330	(2,330)	0	2,330
Printing	0	702	(702)	0	702
IT Equip Under \$5,000	0	3,720	0	0	0
Other Equip Under \$5,000	0	5,800	(5,800)	0	5,800
Insurance	0	536	(536)	0	536
Repairs	0	2,785	(2,785)	0	2,785
IT - Communications	0	3,072	(3,072)	0	3,072
Professional Development	0	4,000	(4,000)	0	4,000
Operating Fees and Services	0	938	(938)	0	938
Fees - Professional Services	0	5,400	(5,400)	0	5,400
Medical, Dental and Optical	0	18,600	(18,600)	0	53,256
Equipment Over \$5000	0	150,000	(150,000)	0	0
<b>Total</b>	<b>0</b>	<b>480,992</b>	<b>(477,272)</b>	<b>0</b>	<b>304,633</b>

**Federal Stimulus Funds - 2009**

General Fund	0	0	0	0	0
Federal Funds	0	480,992	(480,992)	0	304,633
Special Funds	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>480,992</b>	<b>(477,272)</b>	<b>0</b>	<b>304,633</b>

**Total Expenditures**

<b>9,268,369</b>	<b>8,459,285</b>	<b>(163,357)</b>	<b>8,295,928</b>	<b>420,948</b>
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**Funding Sources****General Fund**

<b>Total</b>	<b>4,568,242</b>	<b>4,682,729</b>	<b>34,130</b>	<b>4,716,859</b>	<b>116,315</b>
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**Federal Funds**

G115 Midwest HIDTA	170,279	163,940	4	163,944	0
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**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General  
Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: Crime Lab		Reporting Level: 00-125-300-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
G165 Coverdell - Natl Forensic Improve F	191,871	179,388	52,000	231,388	0
G166 DOT Hwy. Safety Plan	347,746	516,722	423,101	939,823	0
G167 Crime Lab Improvement Project	185,731	0	0	0	0
G181 Crime Lab Forensic Casework DNA	182,878	112,128	0	112,128	0
G182 Crime Lab DNA Capacity Enhance.	49,443	323,606	0	323,606	0
G183 Convicted Offender DNA Backlog	124,672	588,966	190,900	779,866	0
STJ2 JAG Stimulus	0	480,992	(480,992)	0	304,633
<b>Total</b>	<b>1,252,620</b>	<b>2,365,742</b>	<b>185,013</b>	<b>2,550,755</b>	<b>304,633</b>
<b>Special Funds</b>					
239 Insurance Regulatory Trust Fund	160,600	660,000	0	660,000	0
250 Attorney General Refund Fund 250 F	99,945	560,314	(192,000)	368,314	0
322 Attorney General Fund 322	3,186,962	190,500	(190,500)	0	0
<b>Total</b>	<b>3,447,507</b>	<b>1,410,814</b>	<b>(382,500)</b>	<b>1,028,314</b>	<b>0</b>
<b>Total Funding Sources</b>	<b>9,268,369</b>	<b>8,459,285</b>	<b>(163,357)</b>	<b>8,295,928</b>	<b>420,948</b>
<b>FTE Employees</b>	<b>17.00</b>	<b>23.00</b>	<b>(2.00)</b>	<b>21.00</b>	<b>2.00</b>

**CHANGE PACKAGE DETAIL**

125 Office of the Attorney General

Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: Crime Lab			Reporting Level: 00-125-300-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
<b>Base Budget Changes</b>						
<b>One Time Budget Changes</b>						
A-E 11 Remove Federal Stimulus funding		0.00	0	(241,154)	0	(241,154)
A-E 18 Remove Technology Project Carryover		0.00	0	0	(190,500)	(190,500)
<b>Total One Time Budget Changes</b>		<b>0.00</b>	<b>0</b>	<b>(241,154)</b>	<b>(190,500)</b>	<b>(431,654)</b>
<b>Ongoing Budget Changes</b>						
A-A 2 Request bond payments		0.00	765,882	0	0	765,882
A-A 5 Capital Assets		0.00	0	807,901	178,000	985,901
A-F 13 Remove 2009-11 biennium capital assets		0.00	(804,282)	(141,900)	(370,000)	(1,316,182)
Base Payroll Change		(2.00)	72,530	(239,834)	0	(167,304)
<b>Total Ongoing Budget Changes</b>		<b>(2.00)</b>	<b>34,130</b>	<b>426,167</b>	<b>(192,000)</b>	<b>268,297</b>
<b>Total Base Budget Changes</b>		<b>(2.00)</b>	<b>34,130</b>	<b>185,013</b>	<b>(382,500)</b>	<b>(163,357)</b>
<b>Optional Budget Changes</b>						
<b>One Time Optional Changes</b>						
A-D 10 Request Federal Stimulus funding		2.00	0	304,633	0	304,633
<b>Total One Time Optional Changes</b>		<b>2.00</b>	<b>0</b>	<b>304,633</b>	<b>0</b>	<b>304,633</b>
<b>Ongoing Optional Changes</b>						
A-C 14 Operating adjustments	3	0.00	35,532	0	0	35,532
A-C 19 Forensic Scientists equity, certifications	4	0.00	192,293	0	0	192,293
A-C 8 Capital Assets	5	0.00	30,400	0	0	30,400
<b>Total Ongoing Optional Changes</b>		<b>0.00</b>	<b>258,225</b>	<b>0</b>	<b>0</b>	<b>258,225</b>
<b>Total Optional Budget Changes</b>		<b>2.00</b>	<b>258,225</b>	<b>304,633</b>	<b>0</b>	<b>562,858</b>
<b>Optional Savings Changes</b>						
A-G 17 3% General Fund reductions		0.00	(141,910)	0	0	(141,910)
<b>Total Optional Savings Changes</b>		<b>0.00</b>	<b>(141,910)</b>	<b>0</b>	<b>0</b>	<b>(141,910)</b>

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Consumer Protection**Reporting level:** 00-125-400-00-00-00-00000000**Program Performance Measures**

Performance measures and results reporting are not currently utilized by this office.

*Services provided by the division include:*

Investigating consumer complaints and violations of antitrust laws, consumer fraud laws, non-profit corporation laws, transient merchant laws, do-not-call laws, etc., and take legal action to obtain injunctive relief, civil penalties, restitution and other equitable relief.

Investigation participation and prosecution of criminal violations.

Conducting statewide consumer fraud and education presentations to the elderly, students, civic and professional groups, etc., and providing consumer warnings.

Coordinating consumer protection investigations, enforcement and education with other federal, state and local law enforcement and regulatory agencies, including participation in multi-state investigations and legal actions.

Conducting consumer fraud training for law enforcement.

Researching state and federal consumer fraud law and issues and assisting state and federal legislators in the development and implementation of legislation concerning consumer and antitrust issues.

**Program Statistical Data**

During the 2007-2009 biennium, the division opened 2,543 consumer complaints and investigations and closed 2,543 files. The division recovered \$1,559,099 on behalf of consumers. During the same period the division took legal action against 110 companies or individuals resulting in recovered fines, penalties, investigative costs and attorney's fees totaling \$1,409,807. The division conducted 98 statewide consumer fraud and law enforcement presentations during the biennium.

In the area of do-not-call enforcement, the division handled 539 do-not-call complaints, resulting in 437 reported calls in violation of North Dakota's do-not-call law. The violations resulted in 53 investigations, 43 legal actions, and collection of \$103,500 in civil penalties and attorney's fees. The division also obtained 1 judgment in the amount of \$21,000.

**Explanation of Program Costs**

This budget includes funding for the ongoing operation of the division. The staff consists of the division director, two assistant attorneys general, four investigators and three administrative assistants. The division averages 150 calls and 50 pieces of correspondence per day.

Of the approximately 1,300 complaints and investigations handled each year, approximately 600 cases, or 150 files per investigator, are pending at any one time. The division conducts approximately 75 consumer fraud educational, law enforcement and training presentations each year, to limit or prevent consumer fraud. However, Internet fraud, Canadian cross border jurisdictional problems, creative con artists and crooks and more sophisticated consumer fraud scams utilizing advanced technology have increased the occurrence and consequences of fraud, causing more complex, costly and time consuming investigations and legal actions. In addition, changes, such as deregulation of telecommunications, have resulted in increases in consumer fraud complaints in those areas.

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Consumer Protection**Reporting level:** 00-125-400-00-00-00-00000000

Implementation of North Dakota's do-not-call law has increased the division's responsibilities and workload. The availability of the division's toll free incoming telephone line has resulted in substantial utilization by consumers looking for the division's assistance or referral to other appropriate agencies or organizations. Consumer protection issues continue to increase despite the office's efforts and consumer fraud scams proliferate in North Dakota and throughout the country. Many instances of consumer fraud result in the loss of thousands of dollars for individual North Dakota consumers and businesses. As a result an increased need for resources to protect consumers and combat consumer fraud is anticipated.

The division is actively engaged in cooperative efforts with the National Association of Attorneys General, other attorneys general, private businesses, etc., in an effort to protect consumers' privacy in business, financial, Internet and other personal transactions. Identity theft is a serious and growing concern for North Dakota consumers. The division has increased its consumer education efforts to protect consumers' social security numbers and other personal identifying information. The division continues to protect consumers from identity theft by providing education, information, and assistance with identity theft protection tools such as security freeze legislation and implementation. In addition, the division is a clearinghouse for North Dakota identity theft victims in assisting those victims who report the theft and assist them in addressing the consequences or correcting resulting problems.

In addition, the division is continuing its close working relationships with other state agencies such as the Department of Financial Institutions, the Insurance Department, the Public Service Commission, the Securities Department, the Secretary of State, and Workforce Safety and Insurance.

**Program Goals and Objectives**

The Consumer Protection and Antitrust Division has the following objectives:

Protect North Dakota consumers from misleading, deceptive, fraudulent and unfair trade practices in connection with the sale or advertisement of goods or services by enforcing the state's antitrust laws, consumer fraud laws (including false advertising, unfair trade practices, home solicitation sales, pyramid, contest prize notices) do-not-call laws, consumer credit counseling services laws, transient merchant laws, charitable solicitations laws, and nonprofit corporation laws;

Initiate investigations and prosecute legal actions for violations of laws enforced by the division;

Educate consumers and law enforcement personnel on consumer fraud prevention and enforcement;

Coordinate investigations and legal actions with local, state and federal law enforcement; and

Mediate consumer complaints between consumers and businesses.

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

Program: Consumer Protection		Reporting Level: 00-125-400-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Salaries and Wages</b>					
Salaries - Permanent	811,189	908,601	25,239	933,840	0
Temporary Salaries	148	3,000	0	3,000	0
Overtime	113	3,000	(3,000)	0	0
Fringe Benefits	269,599	336,886	3,792	340,678	0
<b>Total</b>	<b>1,081,049</b>	<b>1,251,487</b>	<b>26,031</b>	<b>1,277,518</b>	<b>0</b>
<b>Salaries and Wages</b>					
General Fund	479,548	1,032,555	20,503	1,053,058	0
Federal Funds	0	0	0	0	0
Special Funds	601,501	218,932	5,528	224,460	0
<b>Total</b>	<b>1,081,049</b>	<b>1,251,487</b>	<b>26,031</b>	<b>1,277,518</b>	<b>0</b>
<b>Operating Expenses</b>					
Travel	6,065	10,966	0	10,966	(10,966)
Supply/Material-Professional	1,197	1,800	0	1,800	(600)
Bldg, Ground, Maintenance	54	650	0	650	(650)
Miscellaneous Supplies	308	657	0	657	(157)
Office Supplies	3,514	5,428	0	5,428	(5,428)
Postage	476	9,084	0	9,084	(8,151)
Printing	5,231	3,631	0	3,631	(3,631)
Office Equip & Furn Supplies	0	17,305	0	17,305	(3,624)
Insurance	1,710	3,810	0	3,810	0
Rentals/Leases-Equip & Other	439	1,688	0	1,688	0
Rentals/Leases - Bldg/Land	99,988	120,344	0	120,344	0
Repairs	125	3,598	0	3,598	0
IT - Communications	17,385	22,523	0	22,523	0
Professional Development	809	4,067	0	4,067	0
Operating Fees and Services	12,334	32,473	0	32,473	0
Fees - Professional Services	144	143,672	0	143,672	0
<b>Total</b>	<b>149,779</b>	<b>381,696</b>	<b>0</b>	<b>381,696</b>	<b>(33,207)</b>
<b>Operating Expenses</b>					
General Fund	0	53,704	0	53,704	(33,207)
Federal Funds	0	0	0	0	0
Special Funds	149,779	327,992	0	327,992	0
<b>Total</b>	<b>149,779</b>	<b>381,696</b>	<b>0</b>	<b>381,696</b>	<b>(33,207)</b>

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General  
 Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

**Program:** Consumer Protection | **Reporting Level:** 00-125-400-00-00-00-00000000

Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Total Expenditures</b>	<b>1,230,828</b>	<b>1,633,183</b>	<b>26,031</b>	<b>1,659,214</b>	<b>(33,207)</b>
<b>Funding Sources</b>					
<b>General Fund</b>					
<b>Total</b>	<b>479,548</b>	<b>1,086,259</b>	<b>20,503</b>	<b>1,106,762</b>	<b>(33,207)</b>
<b>Special Funds</b>					
250 Attorney General Refund Fund 250 F	751,280	546,924	5,528	552,452	0
<b>Total</b>	<b>751,280</b>	<b>546,924</b>	<b>5,528</b>	<b>552,452</b>	<b>0</b>
<b>Total Funding Sources</b>	<b>1,230,828</b>	<b>1,633,183</b>	<b>26,031</b>	<b>1,659,214</b>	<b>(33,207)</b>
<b>FTE Employees</b>	<b>9.00</b>	<b>9.00</b>	<b>0.00</b>	<b>9.00</b>	<b>0.00</b>

**CHANGE PACKAGE DETAIL**

125 Office of the Attorney General  
Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

**Program:** Consumer Protection **Reporting Level:** 00-125-400-00-00-00-00000000

Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
<b>Base Budget Changes</b>						
<b>Ongoing Budget Changes</b>						
Base Payroll Change		0.00	20,503	0	5,528	26,031
<b>Total Ongoing Budget Changes</b>		<b>0.00</b>	<b>20,503</b>	<b>0</b>	<b>5,528</b>	<b>26,031</b>
<b>Total Base Budget Changes</b>		<b>0.00</b>	<b>20,503</b>	<b>0</b>	<b>5,528</b>	<b>26,031</b>
<b>Optional Savings Changes</b>						
A-G 17 3% General Fund reductions		0.00	(33,207)	0	0	(33,207)
<b>Total Optional Savings Changes</b>		<b>0.00</b>	<b>(33,207)</b>	<b>0</b>	<b>0</b>	<b>(33,207)</b>

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Gaming**Reporting level:** 00-125-500-00-00-00-00000000**Program Performance Measures**

This office does not currently utilize performance measures.

*Services provided by the division include:*

Administration, regulation, and provision of enforcement for the charitable gaming industry.

Assistance to local law enforcement officials, gaming organizations, distributors, manufacturers, and the general public regarding gaming law and rules, recordkeeping, and preparation of tax returns.

Assist the state Gaming Commission in drafting proposed gaming laws and rules and conducting public hearings.

Conducting outreach training sessions for organization board members, gaming employees and volunteers.

Develops standard recordkeeping systems and model systems of internal control for gaming organizations.

Publishes a quarterly newsletter.

Conducts compliance and financial office and field audits of licensees.

Reviews and processes distributor records and gaming tax returns.

Pursues the collection of delinquent taxes, interest, penalties, and monetary fines.

Conducts and coordinates investigations of illegal gaming activity and thefts.

Performs criminal history record checks on potential gaming employees.

Coordinates laboratory testing of bingo and pull-tab dispensing devices, bingo card marking devices, and bar code reading devices.

Inspects plants manufacturing pull tabs and paper bingo cards.

Conducts legislative research and provides testimony at legislative hearings.

Issues administrative complaints, assesses monetary fines, and imposes appropriate sanctions.

Inspects Indian casinos to ensure compliance with Tribal-State Indian gaming compacts.

**PROGRAM NARRATIVE**

125 Office of the Attorney General

Date: 01/13/2011

Time: 11:14:13

Program: Gaming

Reporting level: 00-125-500-00-00-00-00000000

**Program Statistical Data**

During the 2007-2009 biennium, there were approximately 950 active gaming sites; \$522 million was wagered; \$33 million was raised for charitable uses; \$20.5 million was collected in gaming and excise taxes; \$260,736 was collected in interest, penalties, monetary fines, criminal history record checks, sales of gaming stamps and publications; and \$180,016 was collected in Indian gaming investigative costs.

There were 47 administrative complaints and 18 incidents of suspected criminal activity channeled to local law enforcement officials. Approximately 330 organizations, 10 distributors, 11 manufacturers, and over 4,000 employees and volunteers were involved in the charitable gaming industry. Organizations filed about 2,700 gaming tax returns and distributors filed several thousand sales invoices and other records. Inspections at six Indian casinos were also conducted.

Staff members inspected three manufacturing facilities that produce pull tabs and paper bingo cards. Five training sessions were conducted in five major cities. A total of 176 people representing 99 organizations attended the group training sessions. In addition to the group training, one-on-one training was provided to 51 people representing 29 organizations, and post audit training was provided to 16 people representing 6 organizations.

**Explanation of Program Costs**

The budget includes funding for 15 FTEs to administer, regulate, and enforce the charitable gaming industry, including 1.5 FTE's who ensure compliance with Tribal-State Indian gaming compacts. The budget includes special funds for regulating Indian gaming activity, for printing state gaming stamps to efficiently manage and control the distribution of certain gaming equipment and to cover the cost of printing gaming law and administrative rules manuals and recordkeeping booklets published by the Attorney General. It also reflects \$510,000 for gaming enforcement grants to local cities and counties.

**Program Goals and Objectives**

The Gaming Division goal is to establish and maintain an effective system of administration, regulation, and enforcement of the charitable gaming industry. Legal games include bingo, raffles, pull tabs, punchboards, sports pools, twenty-one, poker, calcuttas, and paddlewheels.

In addition, the Division timely processes applications; collects license fees, miscellaneous types of revenue, and taxes; and issues licenses for various North Dakota industries.

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Biennium: 2011-2013

Program: Gaming		Reporting Level: 00-125-500-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Salaries and Wages</b>					
Salaries - Permanent	1,135,725	1,376,862	30,426	1,407,288	0
Salaries - Other	0	0	0	0	54,231
Overtime	203	0	0	0	0
Fringe Benefits	402,793	536,911	5,195	542,106	0
Reduction In Salary Budget	0	0	0	0	(54,231)
<b>Total</b>	<b>1,538,721</b>	<b>1,913,773</b>	<b>35,621</b>	<b>1,949,394</b>	<b>0</b>
<b>Salaries and Wages</b>					
General Fund	1,400,930	1,734,838	31,988	1,766,826	(54,231)
Federal Funds	0	0	0	0	0
Special Funds	137,791	178,935	3,633	182,568	54,231
<b>Total</b>	<b>1,538,721</b>	<b>1,913,773</b>	<b>35,621</b>	<b>1,949,394</b>	<b>0</b>
<b>Operating Expenses</b>					
Travel	32,345	42,089	0	42,089	0
Supplies - IT Software	424	1,000	0	1,000	0
Supply/Material-Professional	6	290	0	290	0
Bldg, Ground, Maintenance	28	222	0	222	0
Miscellaneous Supplies	3,768	6,882	0	6,882	0
Office Supplies	12,492	14,117	0	14,117	0
Postage	10,908	19,288	0	19,288	0
Printing	11,648	20,848	0	20,848	0
Other Equip Under \$5,000	315	0	0	0	0
Office Equip & Furn Supplies	498	3,600	0	3,600	0
Utilities	31	100	0	100	0
Insurance	2,872	3,687	0	3,687	0
Rentals/Leases-Equip & Other	2,678	4,851	0	4,851	0
Rentals/Leases - Bldg/Land	6,770	13,238	0	13,238	0
Repairs	540	9,881	0	9,881	0
IT - Data Processing	765	1,920	0	1,920	0
IT - Communications	16,090	16,469	0	16,469	0
Professional Development	4,944	14,022	0	14,022	0
Operating Fees and Services	295	7,447	0	7,447	0
Fees - Professional Services	0	61,363	0	61,363	0
<b>Total</b>	<b>107,417</b>	<b>241,314</b>	<b>0</b>	<b>241,314</b>	<b>0</b>
<b>Operating Expenses</b>					
General Fund	27,651	32,311	0	32,311	0

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

Program: Gaming		Reporting Level: 00-125-500-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
Federal Funds	0	0	0	0	0
Special Funds	79,766	209,003	0	209,003	0
<b>Total</b>	<b>107,417</b>	<b>241,314</b>	<b>0</b>	<b>241,314</b>	<b>0</b>
<b>Capital Assets</b>					
Equipment Over \$5000	6,311	0	0	0	0
<b>Total</b>	<b>6,311</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Capital Assets</b>					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	6,311	0	0	0	0
<b>Total</b>	<b>6,311</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grants</b>					
Grants, Benefits & Claims	607,191	510,000	0	510,000	0
<b>Total</b>	<b>607,191</b>	<b>510,000</b>	<b>0</b>	<b>510,000</b>	<b>0</b>
<b>Grants</b>					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	607,191	510,000	0	510,000	0
<b>Total</b>	<b>607,191</b>	<b>510,000</b>	<b>0</b>	<b>510,000</b>	<b>0</b>
<b>Gaming Commission</b>					
Salaries - Permanent	1,200	2,163	21	2,184	0
Fringe Benefits	97	240	(22)	218	0
Travel	2,139	1,852	0	1,852	0
IT - Communications	65	62	0	62	0
Operating Fees and Services	0	1,824	0	1,824	1,228
Fees - Professional Services	28	0	0	0	0
<b>Total</b>	<b>3,529</b>	<b>6,141</b>	<b>(1)</b>	<b>6,140</b>	<b>1,228</b>
<b>Gaming Commission</b>					
General Fund	3,529	6,141	(1)	6,140	1,228
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>3,529</b>	<b>6,141</b>	<b>(1)</b>	<b>6,140</b>	<b>1,228</b>

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General  
 Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: Gaming		Reporting Level: 00-125-500-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Total Expenditures</b>	<b>2,263,169</b>	<b>2,671,228</b>	<b>35,620</b>	<b>2,706,848</b>	<b>1,228</b>
<b>Funding Sources</b>					
<b>General Fund</b>					
<b>Total</b>	<b>1,432,110</b>	<b>1,773,290</b>	<b>31,987</b>	<b>1,805,277</b>	<b>(53,003)</b>
<b>Special Funds</b>					
250 Attorney General Refund Fund 250 F	181,102	247,289	3,633	250,922	0
322 Attorney General Fund 322	42,766	140,649	0	140,649	54,231
446 Gaming And Excise Tax Alloc 446	607,191	510,000	0	510,000	0
<b>Total</b>	<b>831,059</b>	<b>897,938</b>	<b>3,633</b>	<b>901,571</b>	<b>54,231</b>
<b>Total Funding Sources</b>	<b>2,263,169</b>	<b>2,671,228</b>	<b>35,620</b>	<b>2,706,848</b>	<b>1,228</b>
<b>FTE Employees</b>	<b>16.00</b>	<b>15.00</b>	<b>0.00</b>	<b>15.00</b>	<b>0.00</b>

**CHANGE PACKAGE DETAIL**

125 Office of the Attorney General  
Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: Gaming			Reporting Level: 00-125-500-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

**Base Budget Changes**

**Ongoing Budget Changes**

Base Payroll Change		0.00	31,987	0	3,633	35,620
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<b>Total Ongoing Budget Changes</b>		<b>0.00</b>	<b>31,987</b>	<b>0</b>	<b>3,633</b>	<b>35,620</b>
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<b>Total Base Budget Changes</b>		<b>0.00</b>	<b>31,987</b>	<b>0</b>	<b>3,633</b>	<b>35,620</b>
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**Optional Budget Changes**

**Ongoing Optional Changes**

A-C 7 Fund current salaries	1	0.00	0	0	54,231	54,231
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A-C 14 Operating adjustments	3	0.00	1,228	0	0	1,228
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<b>Total Ongoing Optional Changes</b>		<b>0.00</b>	<b>1,228</b>	<b>0</b>	<b>54,231</b>	<b>55,459</b>
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<b>Total Optional Budget Changes</b>		<b>0.00</b>	<b>1,228</b>	<b>0</b>	<b>54,231</b>	<b>55,459</b>
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**Optional Savings Changes**

A-G 17 3% General Fund reductions		0.00	(54,231)	0	0	(54,231)
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<b>Total Optional Savings Changes</b>		<b>0.00</b>	<b>(54,231)</b>	<b>0</b>	<b>0</b>	<b>(54,231)</b>
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**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Fire Marshal**Reporting level:** 00-125-600-00-00-00-00000000**Program Performance Measures**

Performance measures and results reporting are not currently utilized by this office.

*Services provided by the division include:*

Fire inspections in educational facilities, state buildings, child-care facilities, flammable material storage sites, and assembly occupancies.

On-scene fire investigations.

Technical support in arson cases.

Technical support for incidents involving hazardous material releases.

Compiling fire incident and property loss information to determine statewide fire problem.

Public fire education programs.

Interpreting the state fire code.

Training local officials in fire investigations, hazardous material incident response, and fire prevention.

Providing National Fire Incident Reporting System training and support to fire departments.

Processing, testing, enforcement, and oversight activities regarding the Ignition Propensity for Cigarettes.

**Program Statistical Data**

Nine hundred fifty two fire safety inspections were conducted during the 2007-2009 biennium in educational facilities, public assemblies, child-care facilities, state buildings, flammable material storage sites, and in other public places throughout the year.

One hundred forty three fire investigations were conducted for the 2007-2009 biennium to assist local fire and law officials in fire cause determination and arson mitigation. Of these, arson was determined to be the cause in more than 20% of the investigations.

Approximately one hundred hazardous material incidents occur each year, and assistance is provided to the local emergency responders.

Over 2,300 fire incident reports are compiled each year for the purpose of determining the fire problem, tracking arson trends, developing fire safety programs, and educating local fire departments about fire issues to promote their suppression and prevention programs.

**PROGRAM NARRATIVE****125 Office of the Attorney General****Date:** 01/13/2011**Time:** 11:14:13**Program:** Fire Marshal**Reporting level:** 00-125-600-00-00-00-00000000

Multiple fire code interpretations are conducted daily/weekly. Persons assisted include business owners, homeowners, fire officials, building officials, school districts, and others.

Fifteen pre-construction plans are reviewed for fire code compliance each year.

Approximately forty five public education sessions are conducted annually to target audiences for the promotion of fire safety.

The division provided National Fire Incident Reporting System (NFIRS) training to over 100 individuals. Nearly 400 fire departments throughout the state receive ongoing NFIRS support from this division.

**Explanation of Program Costs**

The salaries and wages request funds eight staff members to address the program objectives. Operating expenses fund main and field office rental space, necessary travel, professional services, emergency equipment, investigation supplies, and other needed items. These expenses support efforts of local officials via fire prevention, fire investigation, and training.

**Program Goals and Objectives**

The objectives of the Fire Marshal Division include:

Enforcing all state laws dealing with fire prevention; the storage, sale, and use of combustibles and explosives; fire protection equipment; the means and adequacy of public assembly exits; and ignition propensity for cigarettes.

Implementing programs to suppress arson.

Providing public education regarding the hazards of fire.

Compiling fire statistics to address fire problems and promote fire prevention.

Assisting in mitigating the effects of incidents involving hazardous materials.

Investigating fires to determine cause and assisting in arson prosecution.

Educating local officials in fire origin and cause, fire prevention, and hazardous material incident response.

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

Program: Fire Marshal		Reporting Level: 00-125-600-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Salaries and Wages</b>					
Salaries - Permanent	674,828	796,172	26,572	822,744	0
Temporary Salaries	14,794	16,000	0	16,000	0
Overtime	5,369	0	0	0	0
Fringe Benefits	240,558	306,700	(3,726)	302,974	0
<b>Total</b>	<b>935,549</b>	<b>1,118,872</b>	<b>22,846</b>	<b>1,141,718</b>	<b>0</b>
<b>Salaries and Wages</b>					
General Fund	829,088	891,460	17,961	909,421	0
Federal Funds	0	0	0	0	0
Special Funds	106,461	227,412	4,885	232,297	0
<b>Total</b>	<b>935,549</b>	<b>1,118,872</b>	<b>22,846</b>	<b>1,141,718</b>	<b>0</b>
<b>Operating Expenses</b>					
Travel	57,348	157,228	15,000	172,228	(7,068)
Supply/Material-Professional	2,679	6,777	(2,800)	3,977	(2,000)
Food and Clothing	3,249	2,300	0	2,300	(1,500)
Bldg, Ground, Maintenance	351	1,000	0	1,000	(700)
Miscellaneous Supplies	658	3,120	0	3,120	(500)
Office Supplies	2,871	4,615	0	4,615	(2,300)
Postage	2,986	13,720	(3,000)	10,720	(2,133)
Printing	2,556	25,982	(200)	25,782	(2,300)
Other Equip Under \$5,000	0	2,000	0	2,000	(1,750)
Insurance	1,787	6,672	0	6,672	0
Rentals/Leases-Equip & Other	1	4,500	(2,500)	2,000	(1,500)
Rentals/Leases - Bldg/Land	57,206	73,288	0	73,288	0
Repairs	569	8,100	(5,800)	2,300	(1,300)
IT - Communications	16,459	18,960	0	18,960	0
IT Contractual Svcs and Rprs	0	60,000	0	60,000	0
Professional Development	5,241	7,000	(2,000)	5,000	(2,500)
Operating Fees and Services	3,082	5,000	0	5,000	(2,300)
Fees - Professional Services	1,773	165,551	70,800	236,351	(2,650)
<b>Total</b>	<b>158,816</b>	<b>565,813</b>	<b>69,500</b>	<b>635,313</b>	<b>(30,501)</b>
<b>Operating Expenses</b>					
General Fund	117,064	106,892	0	106,892	(30,501)
Federal Funds	0	105,500	(105,500)	0	0
Special Funds	41,752	353,421	175,000	528,421	0
<b>Total</b>	<b>158,816</b>	<b>565,813</b>	<b>69,500</b>	<b>635,313</b>	<b>(30,501)</b>

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

Program: Fire Marshal		Reporting Level: 00-125-600-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Grants</b>					
Grants, Benefits & Claims	56,768	80,000	(80,000)	0	0
<b>Total</b>	<b>56,768</b>	<b>80,000</b>	<b>(80,000)</b>	<b>0</b>	<b>0</b>
<b>Grants</b>					
General Fund	0	0	0	0	0
Federal Funds	56,768	80,000	(80,000)	0	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>56,768</b>	<b>80,000</b>	<b>(80,000)</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>	<b>1,151,133</b>	<b>1,764,685</b>	<b>12,346</b>	<b>1,777,031</b>	<b>(30,501)</b>
<b>Funding Sources</b>					
<b>General Fund</b>					
<b>Total</b>	<b>946,152</b>	<b>998,352</b>	<b>17,961</b>	<b>1,016,313</b>	<b>(30,501)</b>
<b>Federal Funds</b>					
G076 Hazardous Material Emergency Pre. 2	56,768	185,500	(185,500)	0	0
<b>Total</b>	<b>56,768</b>	<b>185,500</b>	<b>(185,500)</b>	<b>0</b>	<b>0</b>
<b>Special Funds</b>					
322 Attorney General Fund 322	148,213	355,833	4,885	360,718	0
374 Reduced Cigarette Ignition Propensi	0	200,000	100,000	300,000	0
386 Fire Prevention & Public Safety Fun	0	25,000	75,000	100,000	0
<b>Total</b>	<b>148,213</b>	<b>580,833</b>	<b>179,885</b>	<b>760,718</b>	<b>0</b>
<b>Total Funding Sources</b>	<b>1,151,133</b>	<b>1,764,685</b>	<b>12,346</b>	<b>1,777,031</b>	<b>(30,501)</b>
<b>FTE Employees</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>

**CHANGE PACKAGE DETAIL**

125 Office of the Attorney General  
Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: Fire Marshal			Reporting Level: 00-125-600-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

**Base Budget Changes**

**Ongoing Budget Changes**

A-A 1 Remove Fire Marshal Grants		0.00	0	(185,500)	0	(185,500)
A-A 14 Operating adjustments		0.00	0	0	175,000	175,000
Base Payroll Change		0.00	17,961	0	4,885	22,846
<b>Total Ongoing Budget Changes</b>		<b>0.00</b>	<b>17,961</b>	<b>(185,500)</b>	<b>179,885</b>	<b>12,346</b>
<b>Total Base Budget Changes</b>		<b>0.00</b>	<b>17,961</b>	<b>(185,500)</b>	<b>179,885</b>	<b>12,346</b>

**Optional Savings Changes**

A-G 17 3% General Fund reductions		0.00	(30,501)	0	0	(30,501)
<b>Total Optional Savings Changes</b>		<b>0.00</b>	<b>(30,501)</b>	<b>0</b>	<b>0</b>	<b>(30,501)</b>

**PROGRAM NARRATIVE**

125 Office of the Attorney General

**Date:** 01/13/2011**Time:** 11:14:13**Program:** Lottery**Reporting level:** 00-125-800-00-00-00-00000000**Program Performance Measures**

Performance measures and results reporting are not currently used by this office.

*Services provided by the division include:*

Processing retailer license applications; collecting application, license, credit check, and record check fees; and selecting eligible retailers.

Forecasting sales of lottery tickets and state general fund revenue.

Training retailers to promote games and training employees of retailers on sales strategies and how to redeem winning lottery tickets.

Paying certain tier prizes directly to players.

Issuing news releases, quarterly retailer newsletters, and quarterly and annual financial reports.

Proposing new lottery rules and laws and enforcing compliance.

Working with the Lottery Advisory Commission, on-line gaming system vendor, advertising agency, and security firm.

Working with 25 state agencies on a debt setoff program involving prizes.

Applying security policies and procedures to protect assets.

Complying with the Multi-State Lottery Association's computer gaming system and computer internal control system requirements, game security standards, system standards for new lottery implementations, and game rules.

**Program Statistical Data**

In March 2009, the Lottery celebrated its 5th Anniversary and continues to receive broad public support in the play of its games.

For the 2009-2011 biennium, the Lottery projected sales of \$46.4 million and net proceeds of \$12.4 million.

The Lottery is on track to meet projected sales for the first year of the biennium, although sales looks appear slightly below projected net proceeds.

The Lottery selects and annually licenses 400 businesses as lottery retailers. There is approximately one lottery terminal for each 1,600 residents.

The Lottery's product mix includes five games – Powerball, Mega Millions, Hot Lotto, Wild Card 2, and 2by2 – along with gift certificates and subscriptions. The Lottery's Give-A-Gift service provides players an opportunity to purchase lottery gift certificates in values of \$1, \$5, \$10, and \$20 to give as gifts to family members and friends for special occasions. The Lottery's subscription service provides players an opportunity to prepay and be automatically entered into draws for 13, 26, or 52 weeks. Currently there are 1,873 subscribers and 2,555 subscriptions. Subscription sales for the fiscal year ended June 30, 2009 accounted for 1.7% of total sales.

**PROGRAM NARRATIVE**

125 Office of the Attorney General

**Date:** 01/13/2011**Time:** 11:14:13**Program:** Lottery**Reporting level:** 00-125-800-00-00-00-00000000

During the 2009-11 biennium, the Lottery plans to add a new game that will be attractive to players, as well as enhance the Lottery's product mix, re-launch the game of Wild Card 2, conduct innovative marketing promotions and public awareness campaigns, expand information available on the Lottery's website, expand into social media by creating a Lottery Face book page and implementing text messaging capabilities to allow players to subscribe to receive winning numbers, jackpot alerts, and promotional announcements.

For the 2009-11 biennium, the Lottery will transfer \$400,000 to the compulsive gambling prevention and treatment fund to be utilized by the Department of Human Services for treatment services, media/awareness, and certification training for counselors and transfer \$845,000 to the multi-jurisdictional drug task force grant fund to be utilized by the Office of Attorney General for defraying the expenses and operating costs incurred by the multi-jurisdictional drug task forces.

**Explanation of Program Costs**

The Lottery's 2011-13 biennium budget includes salaries and fringe benefits for 9.5 FTE's, temporary draw operators and Lottery Advisory Commission members, and operating expenses, for a total budget of \$3.5 million. The Lottery has a continuing appropriation for variable expenses of prizes, retailer commissions, online gaming system vendor fees, and Multi-State Lottery Association related game group dues which have a direct incremental relationship to sales and cannot be predetermined.

The budget request funds 8 FTE positions in the Lottery Division, 1 FTE position in the Information Technology Division, and .5 FTE position in the Finance and Administration Division. Also, the request funds 3 part-time draw operators and 5 members who serve on the Lottery Advisory Commission.

**Program Goals and Objectives**

The mission of the North Dakota Lottery is to maximize net proceeds for the benefit of the state by promoting entertaining games, providing quality customer service to retailers and players, achieving the highest standards of integrity, security, and accountability, and maintaining public trust.

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General

Bill#: SB2003

Date: 01/13/2011

Biennium: 2011-2013

Time: 11:14:13

Program: Lottery		Reporting Level: 00-125-800-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>North Dakota Lottery</b>					
Salaries - Permanent	906,067	997,985	10,651	1,008,636	0
Temporary Salaries	22,545	36,000	3,300	39,300	0
Overtime	16	0	0	0	0
Fringe Benefits	296,917	364,002	2,768	366,770	0
Travel	96,425	164,000	0	164,000	0
Supplies - IT Software	1,078	37,000	0	37,000	0
Supply/Material-Professional	34	4,050	0	4,050	0
Food and Clothing	360	538	0	538	0
Bldg, Ground, Maintenance	35	8,563	0	8,563	0
Miscellaneous Supplies	1,395	8,250	0	8,250	0
Office Supplies	10,766	11,599	0	11,599	0
Postage	21,646	30,000	0	30,000	0
Printing	14,627	20,000	0	20,000	0
IT Equip Under \$5,000	0	4,000	0	4,000	0
Other Equip Under \$5,000	0	5,000	0	5,000	0
Office Equip & Furn Supplies	0	15,920	0	15,920	0
Insurance	1,945	4,000	0	4,000	0
Rentals/Leases-Equip & Other	1,489	3,000	0	3,000	0
Rentals/Leases - Bldg/Land	38,519	176,699	35,500	212,199	0
Repairs	844	2,750	0	2,750	0
IT - Data Processing	24,092	40,000	0	40,000	0
IT - Communications	16,603	22,000	24,000	46,000	0
IT Contractual Svcs and Rprs	426	28,800	0	28,800	0
Professional Development	37,755	63,000	2,000	65,000	0
Operating Fees and Services	1,070,520	1,360,088	0	1,360,088	0
Fees - Professional Services	25,256	137,144	0	137,144	0
Equipment Over \$5000	0	40,000	(40,000)	0	0
<b>Total</b>	<b>2,589,360</b>	<b>3,584,388</b>	<b>38,219</b>	<b>3,622,607</b>	<b>0</b>
<b>North Dakota Lottery</b>					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	2,589,360	3,584,388	38,219	3,622,607	0
<b>Total</b>	<b>2,589,360</b>	<b>3,584,388</b>	<b>38,219</b>	<b>3,622,607</b>	<b>0</b>
<b>Total Expenditures</b>	<b>2,589,360</b>	<b>3,584,388</b>	<b>38,219</b>	<b>3,622,607</b>	<b>0</b>

**Funding Sources**

**REQUEST DETAIL BY PROGRAM**

125 Office of the Attorney General  
 Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: Lottery		Reporting Level: 00-125-800-00-00-00-00-00000000			
Description	Expenditures 2007-2009 Biennium	Present Budget 2009-2011	Budget Request Change	Requested Budget 2011-2013 Biennium	Optional Request 2011-2013
<b>Special Funds</b>					
292 Lottery Fund 292	2,589,360	3,584,388	38,219	3,622,607	0
<b>Total</b>	<b>2,589,360</b>	<b>3,584,388</b>	<b>38,219</b>	<b>3,622,607</b>	<b>0</b>
<b>Total Funding Sources</b>	<b>2,589,360</b>	<b>3,584,388</b>	<b>38,219</b>	<b>3,622,607</b>	<b>0</b>
<b>FTE Employees</b>	<b>9.00</b>	<b>9.50</b>	<b>0.00</b>	<b>9.50</b>	<b>0.00</b>

**CHANGE PACKAGE DETAIL**

125 Office of the Attorney General  
 Biennium: 2011-2013

Bill#: SB2003

Date: 01/13/2011

Time: 11:14:13

Program: Lottery			Reporting Level: 00-125-800-00-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

**Base Budget Changes**

**Ongoing Budget Changes**

A-A 4 Lottery Changes		0.00	0	0	61,500	61,500
A-F 13 Remove 2009-11 biennium capital assets		0.00	0	0	(40,000)	(40,000)
Base Payroll Change		0.00	0	0	16,719	16,719
<b>Total Ongoing Budget Changes</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>38,219</b>	<b>38,219</b>
<b>Total Base Budget Changes</b>		<b>0.00</b>	<b>0</b>	<b>0</b>	<b>38,219</b>	<b>38,219</b>