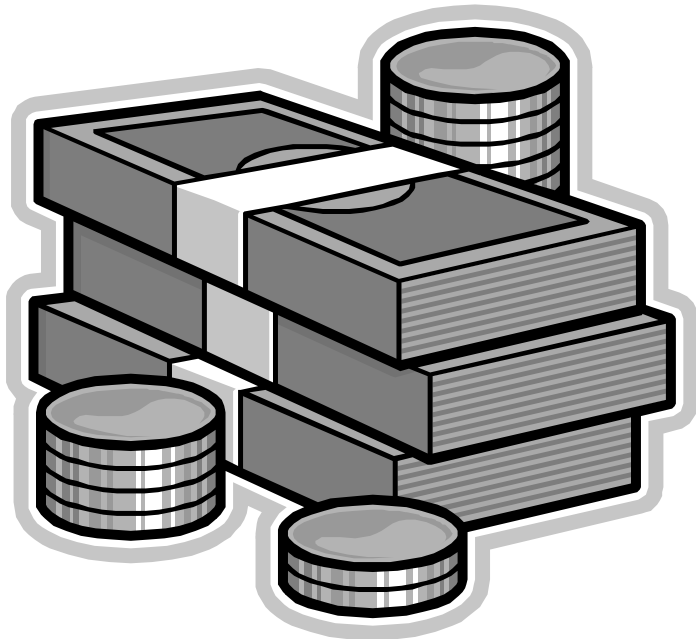


2013-15

Budget Supporting Schedules



- **Performance Measures**
- **Special Fund Statements**
- **Continuing Appropriations**

State of North Dakota

Table of Contents

101	Office of the Governor	240	Mayville State University	475	North Dakota Mill and Elevator Association
108	Office of the Secretary of State	241	Minot State University	485	Workforce Safety and Insurance
110	Office of Management and Budget	242	Valley City State University	504	Highway Patrol
112	Information Technology Department	243	Dakota College at Bottineau	530	Department of Corrections and Rehabilitation
117	Office of the State Auditor	244	ND Forest Service	540	Office of the Adjutant General
120	Office of the State Treasurer	250	State Library	601	Department of Commerce
125	Office of the Attorney General	252	School for the Deaf	602	Department of Agriculture
127	Office of the State Tax Commissioner	253	ND Vision Services/School for the Blind	616	State Seed Department
140	Office of Administrative Hearings	270	Dept. of Career and Technical Education	627	Upper Great Plains Transportation Institute
150	Legislative Assembly	301	ND Department of Health	628	Branch Research Center
160	Legislative Council	305	Tobacco Prevention and Control	630	NDSU Extension Service
180	Judicial Branch	313	Veterans Home	638	Northern Crops Institute
188	Commission on Legal Counsel of Indigents	316	Indian Affairs Commission	640	NDSU Main Research Center
190	Retirement and Investment Office	321	Department of Veterans Affairs	649	Agronomy Seed Farm
192	Public Employees Retirement System	325	Department of Human Services	665	North Dakota State Fair
201	Department of Public Instruction	360	Protection and Advocacy Project	670	ND Racing Commission
215	North Dakota University System	380	Job Service North Dakota	701	State Historical Society
226	Department of Trust Lands	401	Office of Insurance Commissioner	709	Council of the Arts
227	Bismarck State College	405	Industrial Commission	720	Game and Fish Department
228	Lake Region State College	406	Office of the Labor Commissioner	750	Department of Parks and Recreation
229	Williston State College	408	Public Service Commission	770	State Water Commission
230	University of North Dakota	412	Aeronautics Commission	801	Department of Transportation
232	UND Medical Center	413	Department of Financial Institutions		
235	ND State University	414	Securities Department		
238	ND State College of Science	471	Bank of North Dakota		
239	Dickinson State University	473	North Dakota Housing Finance Agency		

SPECIAL FUND REPORT

00101 Office of the Governor

Version: 2013R0200101

Special Fund

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Ending Balance	<u>0</u>	<u>0</u>

PERFORMANCE NARRATIVE

00101 Office of the Governor

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

The Dalrymple administration continues to build North Dakota's future together with the citizens of the state, funding priorities, maintaining healthy reserves, and providing broad-based tax relief.

Program Performance Measures

Program: Governor's Programs and Admin

Reporting level: 00-101-100-00-00-00-00000000

The Dalrymple administration continues to build North Dakota's future together with the citizens of the state, funding priorities, maintaining healthy reserves, and providing broad-based tax relief. .

SPECIAL FUND REPORT

00108 Secretary of State

Version: 2013R0200108

HAVA Election Ref. Matching Fund 283

	2011 - 2013	2013 - 2015
Beginning Balance	731,655	745,853
Revenue and Net Transfers:		
Revenue	<u>414,198</u>	<u>544,000</u>
Total Revenue and Net Transfers	414,198	544,000
Estimated Expenditures By Line:		
Election Reform	<u>400,000</u>	<u>529,802</u>
Total Estimated Expenditures	<u>400,000</u>	<u>529,802</u>
Ending Balance	<u><u>745,853</u></u>	<u><u>760,051</u></u>

SPECIAL FUND REPORT

00108 Secretary of State

Version: 2013R0200108

SOS General Services Fund 263

	2011 - 2013	2013 - 2015
Beginning Balance	102,526	102,526
Revenue and Net Transfers:		
Misc. License/Fees	682,698	695,107
Total Revenue and Net Transfers	682,698	695,107
Estimated Expenditures By Line:		
Salaries and Wages	111,672	124,081
Operating Expenses	571,026	571,026
Total Estimated Expenditures	682,698	695,107
Ending Balance	102,526	102,526

PERFORMANCE NARRATIVE**00108** Secretary of State**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Although it does not have a formal written program, the agency's management team and unit leads have access to various processes for tracking productivity, effectiveness, efficiency, quality of customer service, and compliance with laws. It is anticipated the statistical tracking of information will be improved with the agency's migration to a new database and document processing platform, for which funding was approved in the 2011-13 biennium and for which carryover funding will be requested for the 2013-15 biennium.

Program Performance Measures**Program:** Secretary of State Operations**Reporting level:** 00-108-100-00-00-00-00000000

Currently, the agency does not utilize a formal performance measuring management system. However, all of the agency's processes and programs are constantly monitored as to effectiveness, efficiency, customer service, compliance with law, etc. See Agency overview for additional comments.

Program: Public Printing Leg Law Books**Reporting level:** 00-108-200-00-00-00-00000000

Not applicable.

Program: Federal Election Reform**Reporting level:** 00-108-300-00-00-00-00000000

The agency does not have a formal performance measuring management system. Nevertheless, all of the agency's processes and programs are constantly monitored as to effectiveness, efficiency, customer service, compliance with law, etc. In addition, HAVA prescribes the participation of citizens to develop and maintain a state plan for HAVA implementation and oversight.

Continuing Appropriation

108 Secretary of State

Version: 2013-R02-00108

Project: 1 Athletic Commission Fund

Date: 12/11/2012

Time: 11:06:18

Version 2013R0200108 Number 1
 Description Athletic Commission Fund
 Statutory Authority N.D.C.C 53-01-09
 Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	2,412	854	9,852	4,427
Revenue/transfers	25,642	24,008	26,075	30,000
Total available	28,054	24,862	35,927	34,427
Expenditures	27,200	15,010	31,500	31,500
Ending Balance	854	9,852	4,427	2,927

N.D.C.C. § 53-01-02. states, "The secretary of state shall act as state commissioner of combative sports and administer this chapter. The secretary of state may appoint a commission of combative sports to assist and

advise the secretary of state in matters relating to the regulation of boxing, kickboxing, mixed fighting style competition, and sparring. The secretary of state shall define the duties of the commission. Commission

members are not entitled to compensation, except for reimbursement for actual and necessary expenses at the same rate as allowed state employees incurred in performing their official duties."

N.D.C.C. § 53-01-09. states, " All fees collected by the secretary of state pursuant to this chapter must be deposited in a special fund maintained in the state treasury. All money deposited in the fund is appropriated as a

continuing appropriation to the secretary of state for administering this chapter and for the compensation and expenses of members of the commission of combative sports."

SPECIAL FUND REPORT

00110 Office of Management and Budget

Version: 2013R0200110

Capital Grounds Planning Fund 251

	2011 - 2013	2013 - 2015
Beginning Balance	1,826	1,826
Revenue and Net Transfers:		
Transfers In	25,000	25,000
Total Revenue and Net Transfers	25,000	25,000
Estimated Expenditures By Line:		
Operating Expenses	25,000	25,000
Total Estimated Expenditures	25,000	25,000
Ending Balance	1,826	1,826

SPECIAL FUND REPORT

00110 Office of Management and Budget

Version: 2013R0200110

Central Dup Serv Fund 790

	2011 - 2013	2013 - 2015
Beginning Balance	640,372	640,372
Revenue and Net Transfers:		
General Government	<u>4,952,172</u>	<u>5,184,223</u>
Total Revenue and Net Transfers	4,952,172	5,184,223
Estimated Expenditures By Line:		
Salaries and Wages	1,915,501	2,017,161
Operating Expenses	2,856,671	3,240,995
Capital Assets	<u>180,000</u>	<u>115,000</u>
Total Estimated Expenditures	<u>4,952,172</u>	<u>5,373,156</u>
Ending Balance	<u><u>640,372</u></u>	<u><u>451,439</u></u>

SPECIAL FUND REPORT

00110 Office of Management and Budget

Version: 2013R0200110

OMB Unemp/Payroll CI Fund 461

	2011 - 2013	2013 - 2015
Beginning Balance	5,128,429	5,128,429
Revenue and Net Transfers:		
Miscellaneous General Revenue	1,500,000	0
Total Revenue and Net Transfers	1,500,000	0
Estimated Expenditures By Line:		
Salaries and Wages	1,500,000	1,500,000
Total Estimated Expenditures	1,500,000	1,500,000
Ending Balance	5,128,429	3,628,429

SPECIAL FUND REPORT

00110 Office of Management and Budget

Version: 2013R0200110

Risk Management Workers' Comp Fund

	2011 - 2013	2013 - 2015
Beginning Balance	4,992,192	4,992,192
Revenue and Net Transfers:		
General Government	290,446	288,260
Total Revenue and Net Transfers	290,446	288,260
Estimated Expenditures By Line:		
Salaries and Wages	180,046	181,509
Operating Expenses	110,400	110,400
Total Estimated Expenditures	290,446	291,909
Ending Balance	4,992,192	4,988,543

SPECIAL FUND REPORT

00110 Office of Management and Budget

Version: 2013R0200110

State Risk Management Fund 288

	2011 - 2013	2013 - 2015
Beginning Balance	2,468,554	2,468,554
Revenue and Net Transfers:		
General Government	<u>1,146,843</u>	<u>1,148,475</u>
Total Revenue and Net Transfers	1,146,843	1,148,475
Estimated Expenditures By Line:		
Salaries and Wages	688,896	712,426
Operating Expenses	<u>457,947</u>	<u>477,947</u>
Total Estimated Expenditures	<u>1,146,843</u>	<u>1,190,373</u>
Ending Balance	<u><u>2,468,554</u></u>	<u><u>2,426,656</u></u>

PERFORMANCE NARRATIVE

00110 Office of Management and Budget

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

- Goal 1: Fulfill OMB's Statutory Requirements
- Goal 2: Inform and Engage Stakeholders
- Goal 3: Provide Training to State Employees
- Goal 4: Inform and Engage OMB Workforce
- Goal 5: Improve, Upgrade, and Leverage Technological Capabilities

Program Performance Measures

Program: Administration	Reporting level: 03-110-100-00-00-00-00-00000000
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Performance measures are reported at the agency level.

Program: Facility Management	Reporting level: 03-110-200-00-00-00-00-00000000
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Performance measures are reported at the agency level.

Program: Fiscal Management	Reporting level: 03-110-300-00-00-00-00-00000000
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Performance measures are reported at the agency level.

Program: Human Resource Mgmt Service	Reporting level: 03-110-400-00-00-00-00-00000000
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Performance measures are reported at the agency level.

Program: Risk Management	Reporting level: 03-110-500-00-00-00-00-00000000
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Performance measures are reported at the agency level.

PERFORMANCE NARRATIVE

00110 Office of Management and Budget

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Program: Central Services

Reporting level: 03-110-700-00-00-00-00-00000000

Performance measures are reported at the agency level.

Continuing Appropriation
110 Office of Management and Budget
Version: 2013-R02-00110
Project: 1 Indigent Legal Services

Date: 12/11/2012
Time: 11:06:39

Version 2013R0200110 **Number** 1
Description Indigent Legal Services
Statutory Authority NDCC 54-06-20
Special Fund number and name 237 Indigent legal Services Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	400,000	400,000	600,000	600,000
Total available	400,000	400,000	600,000	600,000
Expenditures	400,000	400,000	600,000	600,000
Ending Balance	0	0	0	0

The moneys deposited into the indigent civil legal services fund are distributed quarterly to legal services programs in the state which provide civil legal assistance to indigent individuals. The distributions vary somewhat each quarter depending on collections by the District Courts. Fifteen dollars of the filing fee for a civil case is paid by the district courts to the State Treasurer for deposit into the indigent civil legal services fund. It is this fund from which OMB makes the distributions. Any fees collected which exceed six hundred thousand dollars in a biennium must be deposited into the General Fund in accordance with NDCC 27-05.2-03. Because of the ceiling on the amount of fees deposited into this fund, the distributions out of this fund are also limited to \$600,000 per biennium.

Continuing Appropriation
110 Office of Management and Budget
Version: 2013-R02-00110
Project: 2 Capitol Building Fund

Date: 12/11/2012
Time: 11:06:39

Version 2013R0200110 **Number** 2
Description Capitol Building Fund
Statutory Authority NDCC 48-10
Special Fund number and name 902 Capitol Building Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	0	100,000	100,000	100,000
Total available	0	100,000	100,000	100,000
Expenditures	0	100,000	100,000	100,000
Ending Balance	0	0	0	0

Facility Management is responsible for conducting Capitol Grounds Planning Commission meetings on a regular basis. This fund is used to pay for Commission approved projects. The spending limit,

without Legislative approval, by the Commission during a biennium is \$100,000.

Continuing Appropriation
110 Office of Management and Budget
Version: 2013-R02-00110
Project: 3 Preliminary Planning Fund

Date: 12/11/2012
Time: 11:06:39

Version 2013R0200110 **Number** 3
Description Preliminary Planning Fund
Statutory Authority NDCC 54-27-22
Special Fund number and name 460 Preliminary Planning Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	102,070	102,070	141,753	95,276
Revenue/transfers	0	101,206	61,523	108,000
Total available	102,070	203,276	203,276	203,276
Expenditures	0	61,523	108,000	125,000
Ending Balance	102,070	141,753	95,276	78,276

The Office of Management and Budget is responsible for making funds available to all state agencies, institutions, and departments from a preliminary planning revolving fund for studies, planning, architectural programming, schematic designs, and cost estimates relating to proposed new capital improvements and major remodeling of existing facilities. State agencies, institutions, and departments interested in obtaining planning moneys shall submit a written request detailing the scope and purpose of such project to the director of the office of management and budget. Funds may be advanced only in the event that an authorization has first been received from the budget section. Such funds advanced must be repaid to the preliminary planning revolving fund, as moneys become available through legislative appropriation or other sources for the commencement of the project. The actual number of projects submitted varies from biennium to biennium. The amount of approved projects cannot exceed the available funds in the account.

Continuing Appropriation

Date: 12/11/2012

110 Office of Management and Budget

Time: 11:06:39

Version: 2013-R02-00110

Project: 4 Postage Revolving Fund

Version 2013R0200110 Number 4

Description Postage Revolving Fund

Statutory Authority NDCC 48-06

Special Fund number and name 701 Postage Revolving Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	66,387	68,391	18,391	3,391
Revenue/transfers	1,194,580	1,100,000	1,140,000	1,100,000
Total available	1,260,967	1,168,391	1,158,391	1,103,391
Expenditures	1,192,576	1,150,000	1,155,000	1,080,000
Ending Balance	68,391	18,391	3,391	23,391

The Office of Management and Budget is responsible for processing the mail for all state agencies, Legislative Council and Supreme Court. This fund is used to purchase postage for the two postage

machines located in the Central Mailroom. All agencies using the Central Mailroom are charged for the cost of their mail and the receipts are deposited in this fund to pay for the postage. The fluctuating

price of mail prevents Facility Management from estimating a specific amount to request for each biennium

Continuing Appropriation

Date: 12/11/2012

110 Office of Management and Budget

Time: 11:06:39

Version: 2013-R02-00110

Project: 5 Human Resource Management Training Fund

Version 2013R0200110 Number 5

Description Human Resource Management Training Fund

Statutory Authority NDCC 54-44-11

Special Fund number and name 730 Human Resource Management Training Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	16,552	15,311	13,954	13,954
Revenue/transfers	155,922	182,114	215,000	250,000
Total available	172,474	197,425	228,954	263,954
Expenditures	157,163	183,471	215,000	250,000
Ending Balance	15,311	13,954	13,954	13,954

CONTINUING APPROPRIATION JUSTIFICATION

HRMS consults with agencies to meet their specific needs. These needs can result in 1) abbreviated/introductory training programs to fit an agency's current need; 2) a one-time program designed for an agency's unique request; or 3) formal discussion with an agency resulting in other recommendations, where training is found not to be the primary issue (i.e. performance/management issues).

The Training Fund should have a continuing appropriation because of the following:

- It allows agency flexibility in providing training to employees when it is needed as well as allowing flexibility in scheduling staff for training because the resources are immediately available.
- It provides availability of funds to develop training programs based on long-term or immediate need at a very low cost.
- It provides a stability of training resources that can be relied upon without biennium budget constraints
- It provides increased attractability to vendors due to assurance of available training dollars

NDCC 54-44-11 states: "Any surplus in this fund in excess of twenty-five thousand dollars on June thirtieth of each year must be transferred to the state general fund."

Continuing Appropriation

110 Office of Management and Budget

Version: 2013-R02-00110

Project: 6 Risk Fund to timely settle claims and lawsuits

Date: 12/11/2012

Time: 11:06:39

Version 2013R0200110 Number 6

Description Risk Fund to timely settle claims and lawsuits

Statutory Authority NDCC 32-12.2

Special Fund number and name 288 Risk Management Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	3,619,197	4,150,592	5,337,361	4,884,909
Revenue/transfers	2,994,412	3,856,067	3,853,600	2,115,000
Total available	6,613,609	8,006,659	9,190,961	6,999,909
Expenditures	2,463,017	2,669,298	4,306,052	4,914,000
Ending Balance	4,150,592	5,337,361	4,884,909	2,085,909

The Risk Management Fund must be in a position to timely pay claims when settled or when an award is granted by a court. As a result of performing the State's operations, there will be incurred but unreported losses that cannot be identified during the budget process.

Continuing Appropriation

Date: 12/11/2012

110 Office of Management and Budget

Time: 11:06:39

Version: 2013-R02-00110

Project: 7 Workers Compensation for State Employees

Version 2013R0200110 Number 7

Description Workers Compensation for State Employees

Statutory Authority NDCC 65-04-03.1

Special Fund number and name 275 Risk Management Workers Compensation Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	4,024,941	4,415,444	6,066,799	5,424,037
Revenue/transfers	5,601,238	10,392,796	8,569,110	15,112,317
Total available	9,626,179	14,808,240	14,635,909	20,536,354
Expenditures	5,210,735	8,741,441	9,211,872	14,826,540
Ending Balance	4,415,444	6,066,799	5,424,037	5,709,814

The Risk Management Workers Compensation Fund must be in a position to timely pay claims when settled or when an award is granted by a court. As a result of performing the State's operations, there will be incurred but unreported losses that cannot be identified during the budget process. Workforce Safety and Insurance, using the combined payroll, premium, and loss history of selected agencies, determines future experience rates, dividends, assessments, and premiums for the Fund.

Continuing Appropriation

Date: 12/11/2012

110 Office of Management and Budget

Time: 11:06:39

Version: 2013-R02-00110

Project: 8 Central Services Supply Revolving Fund

Version 2013R0200110 Number 8

Description Central Services Supply Revolving Fund

Statutory Authority NDCC 54-44-04

Special Fund number and name 790 Central Services Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	19,568	125	118	118
Revenue/transfers	1,078,566	1,135,601	1,061,812	1,100,000
Total available	1,098,134	1,135,726	1,061,930	1,100,118
Expenditures	1,098,009	1,135,608	1,061,812	1,100,000
Ending Balance	125	118	118	118

OMB Central Services Division-Central Supply is responsible for providing for the procurement and distribution of office supplies to state agencies. The value of office supply distributions varies from year to year so an appropriated amount is not set. Agencies request their office supplies as needed, are billed for them, and the receipts deposited to the fund for future purchases.

SPECIAL FUND REPORT

00112 Information Technology

Version: 2013R0200112

Health Information Exchange Fund

	2011 - 2013	2013 - 2015
Beginning Balance	0	5,583,835
Revenue and Net Transfers:		
General Government	0	4,000,000
Tsfr Fm Bank Of Nd	<u>8,000,000</u>	<u>0</u>
Total Revenue and Net Transfers	8,000,000	4,000,000
Estimated Expenditures By Line:		
Health Info Technology Office	13,596,266	4,413,722
Unexpended Appropriations	<u>(11,180,101)</u>	<u>0</u>
Total Estimated Expenditures	<u>2,416,165</u>	<u>4,413,722</u>
Ending Balance	<u><u>5,583,835</u></u>	<u><u>5,170,113</u></u>

SPECIAL FUND REPORT

00112 Information Technology

Version: 2013R0200112

ITD Service Fund 780

	2011 - 2013	2013 - 2015
Beginning Balance	8,025,236	7,297,585
Revenue and Net Transfers:		
General Government	<u>135,750,000</u>	<u>128,557,170</u>
Total Revenue and Net Transfers	135,750,000	128,557,170
Estimated Expenditures By Line:		
Salaries and Wages	46,939,580	53,416,188
Operating Expenses	67,957,054	62,473,220
Capital Assets	16,035,666	12,500,600
Educational Technology Council	75,000	100,000
Edutech	4,882,351	5,092,629
Wide Area Network	408,000	100,000
Criminal Justice Information Sharing	<u>180,000</u>	<u>192,000</u>
Total Estimated Expenditures	<u>136,477,651</u>	<u>133,874,637</u>
Ending Balance	<u><u>7,297,585</u></u>	<u><u>1,980,118</u></u>

SPECIAL FUND REPORT

00112 Information Technology

Version: 2013R0200112

Independent Study Operating Fd 274

	2011 - 2013	2013 - 2015
Beginning Balance	346,048	372,205
Revenue and Net Transfers:		
General Government	<u>3,300,000</u>	<u>3,300,000</u>
Total Revenue and Net Transfers	3,300,000	3,300,000
Estimated Expenditures By Line:		
Center for Distance Education	4,023,843	1,977,527
Unexpended Appropriations	<u>(750,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>3,273,843</u>	<u>1,977,527</u>
Ending Balance	<u><u>372,205</u></u>	<u><u>1,694,678</u></u>

PERFORMANCE NARRATIVE

00112 Information Technology

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

Measure 1 - Acceptable level of total net assets - target is to not exceed 2 times (2.0) average monthly expenditures.

- 2012 - 2.1
- 2010 - 1.7
- 2010 - 2.4
- 2009 - 1.7

Measure 2 - Percentage of competitive rates as compared to other government and private entities - target 100%

- 2012 - 100%
- 2011 - 100%
- 2010 - 100%
- 2009 - 100%

Measure 3 - Total number of customer service requests and incidents completed - target is to monitor the trends

- 2012 - 40,949 service requests and 67,598 incidents
- 2011 - 36,871 service requests and 63,795 incidents
- 2010 - 34,247 service requests and 60,835 incidents
- 2009 - 33,342 service requests and 55,421 incidents

Measure 4 - Customer satisfaction indexes

- Value Target=92%) 2012=84.6%, 2011=80.4%, 2010=87.0%, 2009=83.9%
- Timeliness (Target=97%) 2012=79.1%, 2011=87.5%, 2010=91.6%, 2009=92.2%
- Quality(Target=97%) 2012=89.6%, 2011=94.6%, 2010=95.7%, 2009=95.3%
- Knowledge (Target=98%) 2012=92.5%, 2011=96.4%, 2010=95.8%, 2009=96.8%
- Courtesy(Target=100%) 2012=97.0%, 2011=100.0%, 2010=98.9%, 2009=100%

Measure 5 - Employee satisfaction index - target is 2.0

- 2012 - 2.20
- 2011 - 2.21
- 2010 - 2.21
- 2009 - 2.14

ITD publishes an annual report that discusses our performance measures in more detail. The report can be found at www.nd.gov/itd/pubs.

Program Performance Measures

Program: ITD General Fund Expenditures	Reporting level: 03-112-001-00-00-00-00-00000000
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PERFORMANCE NARRATIVE**00112** Information Technology**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

There are no specific performance measures developed for this program as it simply used to separate general funds from ITD's internal service funds. See the agency performance measures for applicable performance measures.

Program: ITD Federal Fund Expenditures**Reporting level:** 03-112-002-00-00-00-00-00000000

There are no specific performance measures developed for this program as it simply used to separate federal funds from ITD's internal service funds. See the agency performance measures for applicable performance measures.

Program: Center for Distance Education**Reporting level:** 03-112-206-00-00-00-00-00000000

This section contains the program performance measures and statistics related to the reorganization efforts at the CDE during the current biennium.

Reduce the 2009 – 2011 biennium cost of ND CDE courses in the 2011-2013 biennium:

- Course costs 2009/11 = \$195 to over \$400 per student per semester
- Courses costs 2011/13 = \$95 to a maximum cost of \$250 per student per semester

Reduce costs by employing more teachers and staff by using service contracts:

- ND CDE hired 12 contract teachers
- No additional FTE's
- \$54,000 in salaries and benefits saved to date in 2012

Increase the number of North Dakota students enrolling in ND CDE courses:

- North Dakota enrollment increased 52% since 2010
- So far in 2012/13 enrollment is up another 42%

Decrease the number of ND students and schools choosing to use out-of-state providers as their primary source for online education:

- 6 schools replaced out-of-state providers with ND CDE
- Several are in the process of switching

Enhance services at ND's rural schools by providing additional services:

- 25 teachers trained to teach online courses
- 3 assessment tools developed to analyze small school needs
- 30 small schools have been assessed
- 25 schools during 2011-2012 school year were provided whole classes (cause = teacher vacancies)

Increase the number of electives and advanced courses to small schools.

- 23 new courses
- One example of the result – a pilot school of 20 students 9-12 exposed to ND CDE's enhancement and choice program have enrolled in over 40 courses 2012-2013 school year (no local teachers lost their jobs)

PERFORMANCE NARRATIVE**00112** Information Technology**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Increase ND CDE's online courses and decrease print/correspondence courses:

- 2010 = 70% courses print – 30% online.
- 2012/2013 = 30% courses print – 70% online.

Establish partnerships with in-state and out-of-state providers, agencies and groups:

- Partnerships with 7 out-of-state curriculum providers
- Partnerships with several in-state agencies and groups
- One example – a partnership with a southeast ND ITV consortium = ND CDE provides Learning Management System (LMS); ITV consortium provides teachers and course content

Program: Health Information Exchange	Reporting level: 03-112-325-00-00-00-00-00000000
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The Health Information Exchange is still in the implementation phase. Phase 1 on the project implemented and operating. Phase 1 is the establishment of Direct. Direct is a simple secure method to send information from one provider to another through a secure electronic system. Simply, it is a secure email service that can exchange unstructured documents and structured files such as lab reports, consults, results and other clinical information between providers. One provider will be able to push information to another provider.

We have received approval to start Phase 2 of the project. Phase 2 will include query technology that will have the capability to find information on a patient needed to provide good quality care. Information that may be obtained includes, but is not limited to drugs, allergies, lab results, and advance directives. This type of information is very important especially in emergency situations. Health information network is about getting the right information to the right place at the right time about the right person. It is instant access to life saving information.

Program: ITD Special Fund Expenditures	Reporting level: 03-112-780-00-00-00-00-00000000
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See the agency performance measures for applicable performance measures.

SPECIAL FUND REPORT

00117 Office of the State Auditor

Version: 2013R0200117

State Auditors Operating Fund 246

	2011 - 2013	2013 - 2015
Beginning Balance	143,802	99,863
Revenue and Net Transfers:		
Charges for Services/Sales	<u>1,200,000</u>	<u>1,622,011</u>
Total Revenue and Net Transfers	1,200,000	1,622,011
Estimated Expenditures By Line:		
Salaries and Wages	1,314,834	1,563,911
Operating Expenses	194,105	188,681
Unexpended Appropriations	<u>(265,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>1,243,939</u>	<u>1,752,592</u>
Ending Balance	<u><u>99,863</u></u>	<u><u>(30,718)</u></u>

PERFORMANCE NARRATIVE

00117 Office of the State Auditor

Date: 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Conduct audits. Detailed performance measures are reported at the program level.

Program Performance Measures**Program:** Administrative Services**Reporting level:** 00-117-100-00-00-00-00000000

Administration accounts for activities of the State Auditor and the Office Manager.

Program: Division of Local Government Audits**Reporting level:** 00-117-210-00-00-00-00000000

This division conducts audits of counties, cities, school districts and other political subdivisions.

Program: Division of State Audits**Reporting level:** 00-117-220-00-00-00-00000000

1. Complete the Statewide and University System audits and Single Audit on a timely basis.
2. Obtain a favorable Quality Control Review report.
3. Number of high priority information systems audits completed.
4. Reduce the rate of turnover of employees.

Program: Mineral Royalty Auditing**Reporting level:** 00-117-230-00-00-00-00000000

This division conducts audits of federal royalty payments from oil, gas, and coal leases located within the State of North Dakota.

PERFORMANCE NARRATIVE**00120** Office of the State Treasurer**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

- The State Treasurer's Office provides a daily investment management service to over 25 state agencies and trust funds, which amounts to over 90 individual investment accounts.
- The State Treasurer's Office is responsible for the distribution of over 1.5 million accounting, human service and payroll checks biennially.
- Daily, our agency manages over \$2.00 billion of state general and special funds.
- During FY 2012 the State Treasurer's Office performed direct deposit-electronic funds transfer for tax distributions of over \$600.0 million to approximately 500 political subdivisions, which not only makes the money available to subdivisions in a timely manner, but also enhances government efficiency at both the state and local level.

Program Performance Measures**Program:** Administration**Reporting level:** 00-120-100-00-00-00-00000000

The State Treasurer's Office does not currently use a formal system for tracking overall program performance measures.

SPECIAL FUND REPORT

00125 Office of the Attorney General

Version: 2013R0200125

Attorney General Fund 322

	2011 - 2013	2013 - 2015
Beginning Balance	4,174,979	3,484,491
Revenue and Net Transfers:		
Business	1,110,418	1,024,432
General Government	3,120,091	4,028,636
Intergovernmental Reimbursemen	<u>282,872</u>	<u>286,942</u>
Total Revenue and Net Transfers	4,513,381	5,340,010
Estimated Expenditures By Line:		
Salaries and Wages	3,214,441	3,702,690
Operating Expenses	1,854,428	2,105,989
Technology Project Carryover	<u>135,000</u>	<u>0</u>
Total Estimated Expenditures	<u>5,203,869</u>	<u>5,808,679</u>
Ending Balance	<u><u>3,484,491</u></u>	<u><u>3,015,822</u></u>

SPECIAL FUND REPORT

00125 Office of the Attorney General

Version: 2013R0200125

Attorney General Refund Fund 250 F

	2011 - 2013	2013 - 2015
Beginning Balance	5,716,396	6,486,281
Revenue and Net Transfers:		
General Government	261,128	270,517
Fines-Forfeitures-Escheat	4,573,502	569,411
Total Revenue and Net Transfers	4,834,630	839,928
Estimated Expenditures By Line:		
Salaries and Wages	429,991	1,146,008
Operating Expenses	2,955,450	5,972,145
Capital Assets	178,000	748,400
Technology Project Carryover	394,500	0
Federal Stimulus Funds - 2009	106,804	0
Total Estimated Expenditures	4,064,745	7,866,553
Ending Balance	6,486,281	(540,344)

SPECIAL FUND REPORT

00125 Office of the Attorney General

Version: 2013R0200125

Fire Prevention & Public Safety Fun

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Fines-Forfeitures-Escheat	<u>100,000</u>	<u>100,000</u>
Total Revenue and Net Transfers	100,000	100,000
Estimated Expenditures By Line:		
Operating Expenses	<u>100,000</u>	<u>100,000</u>
Total Estimated Expenditures	<u>100,000</u>	<u>100,000</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL FUND REPORT

00125 Office of the Attorney General

Version: 2013R0200125

Gaming And Excise Tax Alloc 446

	2011 - 2013	2013 - 2015
Beginning Balance	8,633	8,633
Revenue and Net Transfers:		
Taxes	510,000	510,000
Total Revenue and Net Transfers	510,000	510,000
Estimated Expenditures By Line:		
Grants	510,000	510,000
Total Estimated Expenditures	510,000	510,000
Ending Balance	8,633	8,633

SPECIAL FUND REPORT

00125 Office of the Attorney General

Version: 2013R0200125

Lottery Fund 292

	2011 - 2013	2013 - 2015
Beginning Balance	555,127	555,127
Revenue and Net Transfers:		
Business	3,700,242	4,045,822
Total Revenue and Net Transfers	3,700,242	4,045,822
Estimated Expenditures By Line:		
North Dakota Lottery	3,700,242	4,133,821
Total Estimated Expenditures	3,700,242	4,133,821
Ending Balance	555,127	467,128

SPECIAL FUND REPORT

00125 Office of the Attorney General

Version: 2013R0200125

Reduced Cigarette Ignition Propensi

	2011 - 2013	2013 - 2015
Beginning Balance	218,812	194,637
Revenue and Net Transfers:		
Business	<u>300,000</u>	<u>300,000</u>
Total Revenue and Net Transfers	300,000	300,000
Estimated Expenditures By Line:		
Operating Expenses	300,000	300,000
Technology Project Carryover	<u>24,175</u>	<u>0</u>
Total Estimated Expenditures	<u>324,175</u>	<u>300,000</u>
Ending Balance	<u><u>194,637</u></u>	<u><u>194,637</u></u>

PERFORMANCE NARRATIVE**00125** Office of the Attorney General**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

This agency does not currently use performance measures. Office services provided include:

- Payment of office bills and payroll.
- Office budget preparation, implementation, and management.
- Office receptionist services; filing; information processing.
- Records and forms management.
- Billing for legal and Fire Marshal services.
- Purchasing and printing services for all office divisions
- Support and troubleshoot computer connectivity issues (sometimes with assistance from the state's Information Technology Department) for all office locations through the state's backbone network.
- Support computer applications which enable the various business functions of the office to conduct business.
- Backup and restore computer files as needed, and maintain disaster/recovery and contingency plans.
- Provide strategic planning for the office and address IT needs for all office divisions.
- Evaluate and implement additional computerized services based on current technology trends where applicable.
- Evaluate and provide tools to facilitate information technology effectiveness and efficiencies.
- Aging software and hardware planning and replacement in an effective and efficient manner to enable the office to fulfill its business goals effectively.
- Project management of all IT projects utilizing current market standard methodology.
- Producing 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 does not meet office needs.
- An IT help desk service for logging and evaluation of computer problems and requests for services.
- Ongoing computer security needs evaluation and planning as industry changes and to meet market demands.
- Development and maintenance of policies and procedures for office IT related areas.
- Critical applications, computer servers, and network support after normal work hours.
- Office discussions about business processes and how computer and software technology can help accomplish office goals.
- Effectively maintaining IT data to easily provide information to the public as needed.
- Support to external IT customers who have access to the office network, servers, and applications.
- Administrative assistance to other divisions in the agency.
- Support to the Attorney General and coordination of special projects.
- General information provision regarding North Dakota laws to the general public.
- Office representation on various boards and commissions.
- Human resource administration services and public information services to other office divisions.
- Legal advice and representation to state officials, agencies, boards, commissions, and councils.
- Legal defense to state employees as required by state law.
- Advice and consultation for State's attorneys and city attorneys on legal matters.
- Processing business licensing applications.
- Collecting business license fees, miscellaneous types of revenue, and taxes.
- Issuing licenses for wholesale and retail alcoholic beverage establishments, wholesale and retail tobacco dealers, games of chance organizations, gaming equipment distributors and manufacturers, tobacco vendors, polygraph operators, fair boards, transient merchants, coin-operated amusement device machines and operators, and wholesale fireworks dealers.
- Providing assistance to local law enforcement agencies in investigating cybercrime, homicide, sexual assault, child abuse, arson, terrorism, polygraph, photography, and other services.

PERFORMANCE NARRATIVE**00125** Office of the Attorney General**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- Coordination of intelligence services provided by the Statewide Law Enforcement Intelligence Center and assist local law enforcement to target investigations and resources effectively. Gather, analyze, and disseminate information to law enforcement.
- Undercover personnel, confidential funds, special surveillance equipment, intelligence information, and training for local law enforcement agencies.
- Dedicated controlled substance trafficking investigations through participation in 8 narcotics task forces, including supervision for 7 of the 8.
- Forensic examinations of computers involved in criminal activity for state, local, and federal law enforcement agencies.
- Case management system maintenance to document investigations and provide copies to appropriate persons.
- 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 record check requesters, and to the general public.
- Concealed weapon licenses and a system for tracking that information.
- Statewide 24/7 Sobriety program coordination.
- Central Warrant Information System (CWIS), Uniform Crime Reporting (UCR), and a Protection and Restraining Order System maintenance.
- Automated Fingerprint Identification System (AFIS) for identification and criminal investigation purposes.
- 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 to local agencies in preparing grant applications.
- Monitoring local drug grant programs, audit expenditures of funds, and maintaining detailed records of all grant activities.
- Law enforcement and corrections officers training, maintaining officer training records and issuance of 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.
- 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, and maintaining a registered offender's website for lifetime registrants and high-risk offenders.
- Physical and toxicological evidence examinations provided to local, state, and federal law enforcement agencies, the military, prosecutors, and defense attorneys.
- Analysis of clandestine drug laboratories.
- 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 staff in breath alcohol analysis.
- Expert evidence testimony in courts.
- Investigating consumer complaints and violations of antitrust, consumer fraud, non-profit corporation, transient merchant, and do-not-call laws, etc., and taking legal action to obtain injunctive relief, civil penalties, restitution and other equitable relief.
- Investigation participation and prosecution of consumer criminal violations.
- 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.
- 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 consumer and antitrust issues legislation.
- 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 laws and rules, recordkeeping, and preparation of tax returns.
- State Gaming Commission assistance in drafting proposed gaming laws and rules and conducting public hearings.
- Conducting outreach gaming training sessions for organization board members, gaming employees and volunteers.
- Developing standard recordkeeping systems and model systems of internal control for gaming organizations.
- A quarterly gaming newsletter.
- Gaming compliance and financial office and field audits of licensees.

PERFORMANCE NARRATIVE**00125** Office of the Attorney General**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- Gaming distributor records and gaming tax returns processing and reviews.
- The collection of delinquent gaming taxes, interest, penalties, and monetary fines.
- Illegal gaming activity and thefts investigations and coordination.
- Criminal history record checks for potential gaming employees.
- Laboratory testing bingo and pull-tab dispensing devices, bingo card marking devices, and bar code reading devices.
- Gaming businesses manufacturing pull tabs and paper bingo cards inspections.
- Gaming legislative research and legislative testimony at hearings.
- Gaming administrative complaints, assesses monetary fines, and imposes appropriate sanctions.
- Indian casinos inspections to ensure compliance with tribal-state Indian gaming compacts.
- 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 Reduced Ignition Propensity for Cigarettes.
- Processing Lottery retailer license applications; collecting application, license, credit check, and record check fees; and selecting eligible retailers.
- Forecasting lottery tickets sales and state general fund revenue transfers.
- Training Lottery retailers to promote games and training retailer employees on sales strategies and how to redeem winning lottery tickets.
- Paying certain lottery tier prizes directly to players.
- Lottery news releases, quarterly retailer newsletters, and quarterly and annual financial statements.
- New lottery rules and laws proposals and enforcing laws and rules compliance.
- Working with the Lottery Advisory Commission, on-line gaming system vendor, advertising agency, and the security firm.
- Working with 25 state agencies on a lottery prize debt setoff program.
- Applying security policies and procedures to protect Lottery 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 Performance Measures**Program:** Finance and Administration**Reporting level:** 00-125-100-00-00-00-00000000

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

Services provided by the Division include:

PERFORMANCE NARRATIVE**00125** Office of the Attorney General**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Payment of office bills and payroll.

Office budget preparation, implementation, and management.

Office receptionist services; filing; information processing.

Records and forms management.

Billing for legal and Fire Marshal services.

Purchasing and printing services for all office divisions

Program: Information Technology	Reporting level: 00-125-105-00-00-00-00000000
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Services provided by the Division include:

Support and troubleshoot computer connectivity issues (sometimes with assistance from the state's Information Technology Department) for all office locations through the state's backbone network.

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

Backup and restore computer files as needed, and maintain disaster/recovery and contingency plans.

Provide strategic planning for the office and address IT needs for all office divisions.

Evaluate and implement additional computerized services based on current technology trends where applicable.

Evaluate and provide tools to facilitate information technology effectiveness and efficiencies.

Aging software and hardware planning and replacement in an effective and efficient manner to enable the office to fulfill its business goals effectively.

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

Producing 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 does not meet office needs.

An IT help desk service for logging and evaluation of computer problems and requests for services.

Ongoing computer security needs evaluation and planning as industry changes and to meet market demands.

PERFORMANCE NARRATIVE**00125** Office of the Attorney General**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Development and maintenance of policies and procedures for office IT related areas.

Critical applications, computer servers, and network support after normal work hours.

Office discussions about business processes and how computer and software technology can help accomplish office goals.

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

Support to external IT customers who have access to the office network, servers, and applications.

Program: Attorney General Administration	Reporting level: 00-125-110-00-00-00-00000000
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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 provision regarding North Dakota laws to the general public.

Office representation on various boards and commissions.

Human resource administration services and public information services to other office divisions.

Program: Legal Services	Reporting level: 00-125-150-00-00-00-00000000
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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.

Advice and consultation for State's attorneys and city attorneys on legal matters.

Processing business licensing applications.

Collecting business license fees, miscellaneous types of revenue, and taxes.

PERFORMANCE NARRATIVE**00125** Office of the Attorney General**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

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

Program: BCI-General Fund**Reporting level:** 00-125-200-01-00-00-00-00000000

Services provided by the BCI include:

Providing assistance to local law enforcement agencies in investigating cybercrime, homicide, sexual assault, child abuse, arson, terrorism, polygraph, photography, and other services.

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

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

Dedicated controlled substance trafficking investigations through participation in 8 narcotics task forces, including supervision for 7 of the 8.

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

Case management system maintenance to document investigations and provide copies to appropriate persons.

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 record check requesters, and to the general public.

Concealed weapon licenses and a system for tracking that information.

Statewide 24/7 Sobriety program coordination.

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

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

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 to local agencies in preparing grant applications.

Monitoring local drug grant programs, audit expenditures of funds, and maintaining detailed records of all grant activities.

Law enforcement and corrections officers training, maintaining officer training records and issuance of peace officer licenses.

PERFORMANCE NARRATIVE**00125** Office of the Attorney General**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

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.

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, and maintaining a registered offender's website for lifetime registrants and high-risk offenders.

Program: BCI-Federal Fund**Reporting level:** 00-125-200-02-00-00-00000000

See BCI - GF for information.

Program: Crime Lab**Reporting level:** 00-125-300-00-00-00-00000000

Services provided by the Division include:

Physical and toxicological evidence examinations provided to local, state, and federal law enforcement agencies, the military, prosecutors, and defense attorneys.

Analysis of clandestine drug laboratories.

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 staff in breath alcohol analysis.

Expert evidence testimony in courts.

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

Services provided by the Division include:

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

Investigation participation and prosecution of consumer criminal violations.

PERFORMANCE NARRATIVE**00125** Office of the Attorney General**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

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.

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 consumer and antitrust issues legislation.

Program: Gaming	Reporting level: 00-125-500-00-00-00-00-00000000
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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 laws and rules, recordkeeping, and preparation of tax returns.

State Gaming Commission assistance in drafting proposed gaming laws and rules and conducting public hearings.

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

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

A quarterly gaming newsletter.

Gaming compliance and financial office and field audits of licensees.

Gaming distributor records and gaming tax returns processing and reviews.

The collection of delinquent gaming taxes, interest, penalties, and monetary fines.

Illegal gaming activity and thefts investigations and coordination.

Criminal history record checks for potential gaming employees.

Laboratory testing bingo and pull-tab dispensing devices, bingo card marking devices, and bar code reading devices.

Gaming businesses manufacturing pull tabs and paper bingo cards inspections.

PERFORMANCE NARRATIVE**00125** Office of the Attorney General**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Gaming legislative research and legislative testimony at hearings.

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

Indian casinos inspections to ensure compliance with tribal-state Indian gaming compacts.

Program: Fire Marshal	Reporting level: 00-125-600-00-00-00-00-00000000
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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 Reduced Ignition Propensity for Cigarettes.

Program: Lottery	Reporting level: 00-125-800-00-00-00-00-00000000
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Services provided by the Division include:

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

PERFORMANCE NARRATIVE**00125** Office of the Attorney General**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Forecasting lottery tickets sales and state general fund revenue transfers.

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

Paying certain lottery tier prizes directly to players.

Lottery news releases, quarterly retailer newsletters, and quarterly and annual financial statements.

New lottery rules and laws proposals and enforcing laws and rules compliance.

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

Working with 25 state agencies on a lottery prize debt setoff program.

Applying security policies and procedures to protect Lottery 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.

Continuing Appropriation

Date: 12/11/2012

125 Office of the Attorney General

Time: 11:07:20

Version: 2013-R02-00125

Project: 1 Assets Forfeiture Fund

Version 2013R0200125 Number 1

Description Assets Forfeiture Fund

Statutory Authority 54-12-14

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	177,182	211,630	244,276	94,276
Revenue/transfers	186,571	211,493	200,000	200,000
Total available	363,753	423,123	444,276	294,276
Expenditures	152,123	178,847	350,000	250,000
Ending Balance	211,630	244,276	94,276	44,276

Because it is impossible to predict the receipt and expenditure of Assets Forfeiture funds within a defined time period, it is essential that these funds remain a continuing appropriation. The use of assets forfeiture funding as a continuing appropriation is critical to the office's ability to provide an adequate law enforcement response to situations as they arise. The level of revenue is always uncertain as it depends entirely upon which cases the office becomes involved with. In addition, expenses are very uncertain because that also depends entirely upon whatever major cases the office becomes involved in. A major case can often result in unanticipated equipment needs, collection of evidence costs, and a host of other unknown costs. As a result, the use of the Assets Forfeiture fund as a continuing appropriation helps the office pay for these unanticipated costs and provides necessary law enforcement services across the state. The continuing appropriation is reflected in NDCC § 54-12-14.

Continuing Appropriation

125 Office of the Attorney General

Version: 2013-R02-00125

Project: 2 Attorney General Refund Fund

Date: 12/11/2012

Time: 11:07:20

Version 2013R0200125 Number 2

Description Attorney General Refund Fund

Statutory Authority 54-12-18, 21

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	1,478,910	4,334,595	1,707	0
Revenue/transfers	3,042,385	1,544,258	104,269	100,000
Total available	4,521,295	5,878,853	105,976	100,000
Expenditures	186,700	5,877,146	105,976	100,000
Ending Balance	4,334,595	1,707	0	0

The Consumer Protection and Antitrust Division requires a continuing appropriation of the moneys or funds deposited in the Attorney General Refund Fund pursuant to NDCC § 54-12-18. The continuing appropriation is needed due to the inability to estimate what funds will be received and what new consumer protection areas the office will need to address. A portion of these funds are used to pay costs, expenses, and salaries incurred in the operation of the Consumer Protection & Antitrust Division. This fund is currently funding salaries and operational expenses for Do Not Call legislation enforcement. This fund also provides additional investigation and litigation resources for the Division in pursuing injunctive or other relief in public interest cases involving either complex matters, or circumstances in which defendants lack resources to reimburse the state or pay investigation, litigation or public notice costs, etc. This fund also supplements the Division's ability to provide critical consumer fraud education, training, or programs in areas such as numerous and costly scams targeted at the elderly, identity theft, etc. This fund provides critical resources, on an as needed basis, to carry out the Division's mission of protecting the public and obtaining restitution, etc., for victims that otherwise would have to be replaced by the general fund.

Continuing Appropriation

125 Office of the Attorney General

Version: 2013-R02-00125

Project: 3 24/7 Sobriety Fund

Date: 12/11/2012

Time: 11:07:20

Version 2013R0200125 Number 3

Description 24/7 Sobriety Fund

Statutory Authority 54-12-27

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	6,751	10,309	14,545
Revenue/transfers	38,633	99,474	328,235	361,058
Total available	38,633	106,225	338,544	375,603
Expenditures	31,882	95,916	323,999	361,899
Ending Balance	6,751	10,309	14,545	13,704

The AG Sobriety Program Fund was approved by the 2007 Legislative Assembly to establish a pilot sobriety program for one or more judicial districts for the 2007-09 bienniums. Since then, the program has been fully implemented in most jurisdictions across the state. The 24/7 Sobriety program involves coordination among state, county and municipal agencies for implementing alternatives to incarceration, including sobriety testing twice per day, seven days a week or continuous monitoring for offenders charged with, or convicted of, driving under the influence of alcohol or controlled substances, or other offenses involving alcohol or controlled substances.

The fund consists primarily of user fees, which are appropriated as a continuing appropriation to the Office of Attorney General for expenses necessary for the administration and operation of the 24/7 Sobriety program, including training, travel costs, equipment and supplies for the implementation and maintenance of the program.

Because the amount of offender participation in the 24/7 Sobriety program dictates the costs of the program, it is impossible to ascertain with any certainty the costs of the program which is the reason the continuing appropriation is needed. This fund is authorized in NDCC § 54-12-27.

Continuing Appropriation

125 Office of the Attorney General

Version: 2013-R02-00125

Project: 4 Lottery Operating Fund

Date: 12/11/2012

Time: 11:07:20

Version 2013R0200125 Number 4

Description Lottery Operating Fund

Statutory Authority 53-12.1-09

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	497,443	434,552	205,595	595
Revenue/transfers	27,468,828	29,336,033	30,534,758	30,877,178
Total available	27,966,271	29,770,585	30,740,353	30,877,773
Expenditures	27,531,719	29,564,990	30,739,758	30,877,178
Ending Balance	434,552	205,595	595	595

The Lottery Operating Fund is established by NDCC § 53-12.1-09. The Office of Attorney General's Lottery Division administers the fund to account for all revenues from the sale of lottery tickets, interest income, retailer application, license, credit check, and record check fees collected. Except for monies in this fund appropriated for administrative and operating expenses of the Lottery, the fund is continuously appropriated for payments of prizes, online gaming system vendor fees, game group dues, retailer commissions, and the Multi-State Lottery Association for the Lottery's share of games and prize reserve pools. The balance of net proceeds, less any reserve funds for immediate continuing operations in the beginning of the new biennium, is transferred to the state general fund. The Lottery is self-sustaining. The state participates in multi-state lottery games.

It is critical that the Lottery Operating Fund's continuing appropriation is maintained for payments of prizes, online gaming system vendor fees, game group dues, and retailer commissions. All of these payments are variable expenses and are based directly and incrementally on the volume of sales of lottery tickets which is impossible to accurately predict.

Continuing Appropriation

125 Office of the Attorney General

Version: 2013-R02-00125

Project: 5 Multijurisdictional Narcotics Taskforce Grants Fund

Date: 12/11/2012

Time: 11:07:20

Version 2013R0200125 Number 5

Description Multijurisdictional Narcotics Taskforce Grants Fund

Statutory Authority 54-12-26

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	346,751	526,080	471,080
Revenue/transfers	845,000	845,000	845,000	845,000
Total available	845,000	1,191,751	1,371,080	1,316,080
Expenditures	498,249	665,671	900,000	854,342
Ending Balance	346,751	526,080	471,080	461,738

The Multijurisdictional Drug Taskforce Grants fund was created by the 2007 Legislature to provide support for the narcotics enforcement efforts of the state. In the past, federal funds have been the primary source of support for the statewide task force efforts; however, those federal funds remain at low levels. Local law enforcement agencies contribute manpower and resources to the task force efforts. However, limited finances make it impossible for small local agencies to fund narcotics task forces completely.

The Lottery task forces funds are used to leverage the limited federal dollars made available for the same purpose, and are currently awarded on an annual basis to regional task forces for operational expenses.

This fund is authorized in NDCC § 54-12-26.

Continuing Appropriation

125 Office of the Attorney General

Version: 2013-R02-00125

Project: 6 Tactical Team Reimbursement Fund

Date: 12/11/2012

Time: 11:07:20

Version 2013R0200125 Number 6

Description Tactical Team Reimbursement Fund

Statutory Authority 54-12-23

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	34,238	63,839	72,244	42,244
Revenue/transfers	40,200	24,082	20,000	20,000
Total available	74,438	87,921	92,244	62,244
Expenditures	10,599	15,677	50,000	50,000
Ending Balance	63,839	72,244	42,244	12,244

Because of the expenses involved in establishing and maintaining a local tactical team, the vast majority of local law enforcement agencies do not have the staff, operating, or equipment resources necessary to train and equip their own team. As a result, the certified teams that exist in the more populated communities are called upon to respond to emergency situations across the state requiring this expertise.

A Special Operations Team Reimbursement Fund was created by the 2003 Legislature to provide support in crisis situations to local law enforcement outside of their jurisdiction. These teams must travel quite a distance to provide this support, resulting in large staff, operating, and equipment costs. Limited resources make it difficult, if not impossible, for small local agencies to reimburse the tactical teams. Local law enforcement agencies contribute money to this special fund which is used to reimburse tactical teams for their expenses when they provide support outside of their jurisdiction. These funds are also currently used to leverage federal monies made available for the same purpose.

It is critical that this fund remain a continuing appropriation for several reasons. First, it is impossible to plan ahead for these situations. Law enforcement cannot possibly predict when the next hostage or crisis situation will arise. Second, the appropriation is 100% funded by local law enforcement and is there to help ensure that the costs of a crisis response will be covered. As such, it should remain available to law enforcement as a continuing appropriation to ensure tactical teams can afford to provide services outside of their jurisdiction. The continuing appropriation is contained in NDCC § 54-12-23.

PERFORMANCE NARRATIVE**00127** Office of State Tax Commissioner**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The Office of State Tax Commissioner improved its productivity by 80 percent since 1995 because of actions resulting from business process measurement and process improvement. The Tax Department's cost to collect \$1,000 in revenue for fiscal year 2012 was \$2.97 compared to \$9.64 during 1995. This equates to a numeric reduction of \$6.67 when comparing dollar amounts. Adjusting for inflation, the 1995 cost would be \$14.51 today, for a drop of \$11.54 in real terms.

Program Performance Measures**Program:** Tax Department**Reporting level:** 00-127-150-00-00-00-00000000

See Agency Performance Measures identified in the Agency Overview.

Program: Homestead Tax Credit**Reporting level:** 00-127-801-00-00-00-00000000

The results of the Homestead Tax Credit program are measured by the number of qualifying applicants and dollars expended. The number of homeowner and renter applicants increased for 2010 payable in FY 2011, due largely to a Tax Department advertising campaign. The asset test for homeowners continued to limit eligibility. Dollars expended are limited by statutory homestead maximum taxable value reductions for various income levels and a maximum renter's refund of \$400 for 2010 payable in FY 2011.

Program: Disabled Veteran Credit**Reporting level:** 00-127-802-00-00-00-00000000

The results of the Disabled Veterans Property Tax Credit program are measured by the number of qualifying applicants and dollars expended. Tax year 2009 was the first year for which the credit was in effect. Dollars expended are limited by the statutory maximum reduction of \$5,400 taxable value of fixtures, buildings, and improvements of the disabled veteran's homestead. Cost is also limited by the fact that the percentage of credit is restricted to the disabled veteran's disability compensation rating for service-connected disabilities as certified by the Department of Veterans Affairs for the purpose of applying for a property tax exemption

SPECIAL FUND REPORT

00140 Office of Administrative Hearings

Version: 2013R0200140

Administrative Hearings Fund 266

	2011 - 2013	2013 - 2015
Beginning Balance	46,109	46,109
Revenue and Net Transfers:		
General Government	1,827,199	2,759,043
Total Revenue and Net Transfers	1,827,199	2,759,043
Estimated Expenditures By Line:		
Salaries and Wages	978,182	1,075,272
Operating Expenses	849,017	1,749,023
Total Estimated Expenditures	1,827,199	2,824,295
Ending Balance	46,109	(19,143)

PERFORMANCE NARRATIVE**00140** Office of Administrative Hearings**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Performance measures have been implemented for all agencies for which OAH conducts hearings. Essentially, the performance measures are case processing guidelines, measuring the length of time to “process” various components of administrative proceedings. Although performance measures for conducting administrative hearings are a helpful management tool, because of the inherent variability in hearings, they should be considered as guidelines and not strict performance measures. See 2009-11 Office of Administrative Hearings Biennial Report for the most recent OAH ALJ performance.

Program Performance Measures**Program:** Office of Administrative Hearings Services**Reporting level:** 00-140-100-00-00-00-00000000

Effective July 1, 2007, performance measures were implemented for all agencies for which OAH conducts hearings. For Workforce Safety and Insurance cases only, performance measures, based on early July 1, 2006, trial basis performance measures, were put into place on August 1, 2008. Essentially, both sets of performance measures are case processing guidelines, measuring the length of time to “process” various performance components of administrative proceedings. Although performance measures for conducting administrative hearings are a helpful management tool, because of the inherent variability in hearings, they should be considered as guidelines and not strict performance measures. For the most recent OAH performance, see Office of Administrative Hearings 2009-2011 Biennial Report.

Continuing Appropriation

140 Office of Administrative Hearings

Date: 12/11/2012

Time: 11:07:43

Version: 2013-R02-00140

Project: 266 Administrative Hearings Fund

Version 2013R0200140 Number 266

Description Administrative Hearings Fund

Statutory Authority NDCC 54-57-07

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	467,610	147,177	46,109	46,109
Revenue/transfers	1,240,995	1,576,357	2,327,199	2,746,849
Total available	1,708,605	1,723,534	2,373,308	2,792,958
Expenditures	1,561,428	1,677,425	2,327,199	2,746,849
Ending Balance	147,177	46,109	46,109	46,109

N.D.C.C. section 54-57-07 gives the Office of Administrative Hearings continuing appropriation authority. OAH has used this authority with some frequency over the years. This authority is necessary for OAH because OAH receives no general funds. Rather, OAH obtains all of its special funds by billing user agencies for the hearing officer services provided to those agencies by OAH administrative law judges. The caseload of user agencies can fluctuate from month to month, from year to year, and from biennium to biennium. Thus, there is inherent unpredictability about how much agency work is required of OAH, how much OAH is able to bill agencies from year to year and how much OAH needs to spend for ALJs. Moreover, OAH's billing rate is determined by a billing consultant, using approved calculations and formulas based primarily on OAH's previous expenditures and billable hours. This billing rate process determination adds more unpredictability to the appropriation and budget process for OAH. Further, OAH uses contract ALJs to conduct hearings primarily for Workforce Safety and Insurance but also for some other agencies as needed. With fluctuations in the WSI hearings caseload, usually an increasing caseload, especially recently, and fluctuations in the caseload of some other agencies, further unpredictability is added to the appropriation and budget process for OAH. OAH contract ALJ work is part of OAH's operations portion of its budget. OAH endeavors to keep its billing rate as low as possible and to make expenditures only as necessary and required but with so much unpredictability in its appropriation and budget, especially as it relates to revenue from billings and especially as it relates to the amount of contract ALJ work and contract ALJ expenditures, OAH needs continuing appropriation authority so that it does not have to be frequently asking the Emergency Commission for increases in special fund spending authority. Whether OAH uses its continuing appropriation authority or not, each biennium OAH can only spend as much as it obtains in revenues from billing agencies for the hearings work it does for them.

PERFORMANCE NARRATIVE

00150 Legislative Assembly

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

Performance measures have not been established.

Program Performance Measures

Program: ND Legislative Assembly

Reporting level: 00-150-100-00-00-00-00000000

Performance measures have not been established.

SPECIAL FUND REPORT

00160 Legislative Council

Version: 2013R0200160

Legislative Services Fund 259

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Ending Balance	<u>0</u>	<u>0</u>

PERFORMANCE NARRATIVE

00160 Legislative Council

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

The Legislative Council has not developed formalized performance measure data.

Program Performance Measures**Program:** Fiscal Services**Reporting level:** 00-160-100-00-00-00-00000000

The Legislative Council has not developed formalized performance measure data.

Program: Legal Services**Reporting level:** 00-160-108-00-00-00-00000000

The Legislative Council has not developed formalized performance measure data.

Program: General and Administrative Services**Reporting level:** 00-160-109-00-00-00-00000000

The Legislative Council has not developed formalized performance measure data.

Continuing Appropriation

160 Legislative Council

Version: 2013-R02-00160

Project: 259 Legislative services fund

Date: 12/11/2012

Time: 11:08:13

Version 2013R0200160 Number 259

Description Legislative services fund

Statutory Authority 54-35-19

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	237,018	217,367	248,993	248,436
Revenue/transfers	44,251	40,171	32,000	35,000
Total available	281,269	257,538	280,993	283,436
Expenditures	63,902	8,545	32,557	35,436
Ending Balance	217,367	248,993	248,436	248,000

Pursuant to North Dakota Century Code Section 54-35-19, the legislative services fund is used for depositing and spending funds relating to legislative information.

SPECIAL FUND REPORT

00180 Judicial Branch

Version: 2013R0200180

Judicial Conduct Comm. Fund 328

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Lawyer Discipline	<u>325,499</u>	<u>367,500</u>
Total Revenue and Net Transfers	325,499	367,500
Estimated Expenditures By Line:		
Judicial Conduct Comm & Disciplinary Brd	<u>325,499</u>	<u>367,499</u>
Total Estimated Expenditures	<u>325,499</u>	<u>367,499</u>
Ending Balance	<u><u>0</u></u>	<u><u>1</u></u>

PERFORMANCE NARRATIVE**00180** Judicial Branch**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The judiciary is constantly monitoring its performance regarding delivering judicial services. Some of these performance measures include:

- Civil, criminal and juvenile docket currency standards.
- Jury yield and juror utilization statistics.
- Staffing standards.
- Fully Automated Child Support Enforcement System (FACSES) action alerts.
- Case data entry time standards.

Program Performance Measures

Program: Supreme Court	Reporting level: 00-180-181-00-00-00-00-00000000
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The Supreme Court Docket System (SCDS) is used to provide management information for Supreme Court cases.

Program: District Court	Reporting level: 00-180-182-00-00-00-00-00000000
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A Unified Court Information System (Odyssey), Juvenile Case Management System (JCMS) and a Jury Management system are all information systems which provide information for managing district court operations.

The judiciary is constantly monitoring its performance regarding delivering judicial services. Some of these performance measures include:

- Civil, criminal and juvenile docket currency standards
- Jury yield and juror utilization statistics
- Staffing standards
- Fully Automated Child Support Enforcement System (FACSES) child support software action alerts
- Case data entry time standards

Program: Judicial Cond Comm and Disc. Board	Reporting level: 00-180-183-00-00-00-00-00000000
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The Disciplinary System does not use any formal performance measures.

Continuing Appropriation

180 Judicial Branch

Date: 12/11/2012

Time: 11:08:30

Version: 2013-R02-00180

Project: 1 Restitution Collection Assistance Fund

Version 2013R0200180 Number 1

Description Restitution Collection Assistance Fund

Statutory Authority NDCC 12.1-32-08

Special Fund number and name 268 Restitution Collection Assistance Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	87,168	98,462	119,457	148,457
Revenue/transfers	52,704	47,923	57,000	55,000
Total available	139,872	146,385	176,457	203,457
Expenditures	41,410	26,928	28,000	30,000
Ending Balance	98,462	119,457	148,457	173,457

North Dakota Century Code Section 12.1-32-08 provides for the establishment of the restitution collection assistance fund for the purpose of defraying expenses incident to the collection of restitution, including operating expenses and the compensation of additional personnel. When restitution is ordered by the court as a result of a finding that the defendant issued a check or draft without sufficient funds or without an account, the court must impose as costs the greater of the sum of \$10 or 25 percent of the amount of restitution ordered, not to exceed \$1,000. These funds are to be transferred to the State Treasurer for deposit in the restitution collection assistance fund.

Justification to continue: The Judiciary is using the funding to enhance its restitution collection and enforcement process.

Continuing Appropriation

180 Judicial Branch

Date: 12/11/2012

Time: 11:08:30

Version: 2013-R02-00180

Project: 2 Court Facilities Improvement and Maintenance Fund

Version 2013R0200180 Number 2

Description Court Facilities Improvement and Maintenance Fund

Statutory Authority 27-05.2-08

Special Fund number and name 279 Court Facilities Improvement and Maintenance Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	1,277,907	1,839,485	1,819,014	1,519,014
Revenue/transfers	1,323,931	1,276,192	1,400,000	1,500,000
Total available	2,601,838	3,115,677	3,219,014	3,019,014
Expenditures	762,353	1,296,663	1,700,000	1,500,000
Ending Balance	1,839,485	1,819,014	1,519,014	1,519,014

Moneys in the court facilities improvement and maintenance fund may be used by the court facilities improvement committee for the purpose of providing grants to counties for court facilities improvement and maintenance projects. Grants disbursed under this section may be used only to improve or provide essential remodeling or maintenance to facilities used for chambers, courts, and court-related services. Pursuant to NDCC Section 29-26-22, the source of these funds is a \$100 fee charged on all criminal cases except infractions. The first \$750,000 collected per biennium is used for indigent defense services, the next \$460,000 is used for court facilities, and anything else collected above that is split 50/50 between the two funds.

The Supreme court is the fiscal agent for these funds by default, as the statute does not specifically name an administrative entity. Expenditures from the fund are authorized by a committee consisting of representatives of the courts, legislative branch, county commissions and the bar association.

There is a timing difference between revenue and disbursements, as grants are not awarded until the revenues are received.

Justification to continue: This fund helps address the growing issue of maintaining courthouses and helps defray the associated county costs.

Continuing Appropriation

180 Judicial Branch

Version: 2013-R02-00180

Project: 3 Court Receivables Fund

Date: 12/11/2012

Time: 11:08:30

Version 2013R0200180 Number 3

Description Court Receivables Fund

Statutory Authority 27-05.2-04

Special Fund number and name 947 Court Receivables Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	2,045,877	1,721,426	4,717,517	3,717,517
Revenue/transfers	11,734,453	13,041,585	12,000,000	12,500,000
Total available	13,780,330	14,763,011	16,717,517	16,217,517
Expenditures	12,058,904	10,045,494	13,000,000	12,500,000
Ending Balance	1,721,426	4,717,517	3,717,517	3,717,517

North Dakota Century Code Section 27-05.2-04 provides for a special court receivables fund established for purposes of depositing any money received by the clerk which is not required to be deposited in the state general fund, a different special fund, or the county treasurer and which is received as bail or restitution, or otherwise received pursuant to an order of the court.

Justification to continue: Moneys in the special fund are appropriated to the Judicial Branch on a continuing bases for purposes of refunding bail, forwarding restitution amounts to the entitled recipient, or otherwise making payments as directed by an order of the court. Without this authority courts could not hold funds or pay them out on a timely basis.

SPECIAL FUND REPORT

00188 Commission on Legal Counsel for Indigents

Version: 2013R0200188

Indigent Defense Admin. Fund

	2011 - 2013	2013 - 2015
Beginning Balance	2,541,665	1,340,813
Revenue and Net Transfers:		
Fines-Forfeitures-Esheat	1,770,000	1,770,000
Total Revenue and Net Transfers	1,770,000	1,770,000
Estimated Expenditures By Line:		
Legal Counsel for Indigents	1,970,852	2,501,677
Unexpended Appropriations	1,000,000	0
Total Estimated Expenditures	2,970,852	2,501,677
Ending Balance	1,340,813	609,136

PERFORMANCE NARRATIVE**00188** Commission on Legal Counsel for Indigents**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

- The agency has developed and adopted minimum performance standards for both attorneys who handle criminal adult indigent cases and for attorneys who handle juvenile cases.
- The Commission conducts performance evaluations of the Executive Director, and the Executive Director evaluates the staff in accordance with adopted Commission standards.
- Attorneys working for the agency in any capacity must follow the North Dakota Rules of Professional Conduct.
- The Commission is subject to OMB requirements and biennial audits performed by the State Auditor's Office.

Program Performance Measures**Program:** Counsel for Indigents Operations**Reporting level:** 00-188-100-00-00-00-00000000

The Commission oversees the administrative office and evaluates the Executive Director, who, in turn, evaluates staff of the administrative office and staff of the public defender offices (after the Supervising Attorney performs his/her evaluation). Attorneys for the agency must meet standards provided in the Rules of Professional Conduct and State Bar Association of North Dakota.

Attorneys contracted with our agency must meet the Minimum Performance Standards as adopted by our agency, as well as standards provided in the Rules of Professional Conduct and State Bar Association of North Dakota. Attorneys contracted with our agency must provide to us updated proof of malpractice insurance as well as any disciplinary complaints. They also must stay current in their case reporting duties.

Continuing Appropriation

Date: 12/11/2012

188 Commission on Legal Counsel for Indigents

Time: 11:08:53

Version: 2013-R02-00188

Project: 1 Indigent Defense Administration Fund

Version 2013R0200188 Number 1

Description Indigent Defense Administration Fund

Statutory Authority 29-07-01.1

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	1,878,863	2,049,205	2,541,665	1,340,813
Revenue/transfers	1,796,436	1,745,779	1,770,000	1,770,000
Total available	3,675,299	3,794,984	4,311,665	3,110,813
Expenditures	1,626,094	1,253,319	2,970,852	2,483,641
Ending Balance	2,049,205	2,541,665	1,340,813	627,172

Our agency has the Indigent Defense Administration Fund(282), which has continuing appropriation authority (29-07-01.1). We have always received appropriation authority from the legislature for a specific amount. In this biennium, we may be utilizing additional funds from the Indigent Defense Administration Fund due to unforeseen costs and rising case loads, particularly in western ND. If this occurs, this will be the first time we have utilized the continuing appropriation authority of this fund. The estimated expenditures for the 11-13 biennium, included 1,970,852 of appropriation authority in HB 1023 and 1,000,000 in estimated expenditures out of the continuing appropriation authority. For the 13-15 biennium we are asking for an additional base budget request of 500,000 from fund 282. Having continuing appropriation for fund 282 allows us to continue with uninterrupted legal services to indigents should we continue to encounter rising costs and caseloads.

SPECIAL FUND REPORT

00190 Retirement and Investment Office

Version: 2013R0200190

Retirement and Investment Fund 207

	2011 - 2013	2013 - 2015
Beginning Balance	174,696	174,696
Revenue and Net Transfers:		
Payroll - Tfr-Retirement	2,574,390	2,660,274
Investment-Principal	<u>1,658,564</u>	<u>1,722,889</u>
Total Revenue and Net Transfers	4,232,954	4,383,163
Estimated Expenditures By Line:		
Salaries and Wages	3,203,114	3,611,563
Operating Expenses	947,840	955,167
Contingency	<u>82,000</u>	<u>82,000</u>
Total Estimated Expenditures	<u>4,232,954</u>	<u>4,648,730</u>
Ending Balance	<u><u>174,696</u></u>	<u><u>(90,871)</u></u>

PERFORMANCE NARRATIVE

00190 Retirement and Investment Office

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

No performance measures have been created.

Program Performance Measures

Program: Teachers Fund for Retirement	Reporting level: 00-190-100-00-00-00-00-00000000
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No performance measures have been created.

Program: Investment Program	Reporting level: 00-190-200-00-00-00-00-00000000
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No performance measures have been created.

Continuing Appropriation

Date: 12/11/2012

190 Retirement and Investment Office

Time: 11:09:09

Version: 2013-R02-00190

Project: 1 Retirement and Investment Office

Version 2013R0200190 Number 1

Description Retirement and Investment Office

Statutory Authority 21-10-6.2; 15-39.1-05

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	5,653,845,145	4,218,164,572	5,589,802,211	6,000,752,211
Revenue/transfers	-1,155,838,719	1,633,674,439	706,950,000	575,000,000
Total available	4,498,006,426	5,851,839,011	6,296,752,211	6,575,752,211
Expenditures	279,841,854	262,036,800	296,000,000	323,000,000
Ending Balance	4,218,164,572	5,589,802,211	6,000,752,211	6,252,752,211

SPECIAL FUND REPORT

00192 Public Employees Retirement System

Version: 2013R0200192

Public Employee Retirement Sys 483

	2011 - 2013	2013 - 2015
Beginning Balance	1,754,569,044	1,753,603,816
Revenue and Net Transfers:		
Revenue	<u>6,500,000</u>	<u>0</u>
Total Revenue and Net Transfers	6,500,000	0
Estimated Expenditures By Line:		
Salaries and Wages	4,563,507	5,206,609
Operating Expenses	2,054,383	2,258,894
Technology Project Carryover	597,338	0
Contingency	<u>250,000</u>	<u>250,000</u>
Total Estimated Expenditures	<u>7,465,228</u>	<u>7,715,503</u>
Ending Balance	<u><u>1,753,603,816</u></u>	<u><u>1,745,888,313</u></u>

PERFORMANCE NARRATIVE**00192** Public Employees Retirement System**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

NDPERS is audited annually by an independent audit firm. The agency has always received a clean, unqualified financial audit opinion.

NDPERS has been awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA) for our comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting. The agency has prepared a CAFR and received this award for the last fifteen consecutive years.

Program Performance Measures**Program:** PERS**Reporting level:** 00-192-100-00-00-00-00000000

Defined Benefit/Hybrid Retirement Plans. One of the goals of the agency is to provide benefit plans that are competitive and affordable. The agency measures this by comparing the plans administered by NDPERS to other public retirement systems, using a Public Fund Survey prepared by a national organization. This comparison shows that our retirement plans provide a competitive level of benefits at less than average costs however due to the recent downturn in the financial markets the actuarial projections show that the PERS retirement plans face a funding shortfall over the long term that will require increased contributions, earnings or benefit reductions to reverse.

Health Insurance Plan. One of the goals of the agency is to provide benefit plans that are competitive and affordable. The agency measures this by comparing the health plan administered by NDPERS to other health plans, using various national surveys. This comparison shows that our health plan provides a competitive level of benefits at less than average costs. The agency also monitors customer service provided by Blue Cross Blue Shield. Twice a year, BCBS provides performance statistics on their call center and average time to process claims. Performance is monitored to insure there are no unacceptable variances in the level of service provided.

SPECIAL FUND REPORT
00201 Dept of Public Instruction
Version: 2013R0200201

National Board Certification Fund

	2011 - 2013	2013 - 2015
Beginning Balance	500,000	0
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Operating Expenses	315,000	0
National Board Certification	185,000	0
Total Estimated Expenditures	500,000	0
Ending Balance	0	0

SPECIAL FUND REPORT
00201 Dept of Public Instruction
Version: 2013R0200201

Public Instruction Fund 201F

	2011 - 2013	2013 - 2015
Beginning Balance	34,589	34,589
Revenue and Net Transfers:		
Transfers In	5,000,000	0
Miscellaneous General Revenue	1,144,713	1,144,713
Fines-Forfeitures-Escheat	9,124,000	10,000,000
Tsfr Fm Common Schools	92,514,000	130,326,000
Total Revenue and Net Transfers	107,782,713	141,470,713
Estimated Expenditures By Line:		
Operating Expenses	1,144,713	1,144,713
Grants-State School Aid	101,638,000	0
Integrated Formula Payment	0	140,326,000
Grants-Other Grants	5,000,000	0
Total Estimated Expenditures	107,782,713	141,470,713
Ending Balance	34,589	34,589

PERFORMANCE NARRATIVE**00201** Dept of Public Instruction**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota Department of Public Instruction's strategic plan for public education outlines strategic initiatives that focus on student achievement, community involvement, operational excellence and support. The following six priorities have been established to provide us with a roadmap to success. Each agency unit provides specific program goals that align with the six newly established agency priorities.

- Provide customer service and support.
- Attract and retain quality staff.
- Support school climate and academics.
- Provide effective communication.
- Provide high-quality professional development and technical assistance.
- Engage in collaborative data-driven decision making.

Program Performance Measures**Program:** Admin and School District Support Services**Reporting level:** 00-201-100-00-00-00-00000000

1. Serves on the State Board of Public School Education, the State Board for Career and Technical Education, the Teacher's Fund for Retirement, the State Board of University and School Lands, Board of Higher Education Nominating Committee, the High School Activities Board, and serves as a board member to various other associations and organizations.
2. Evaluates agency programs, services, policies and procedures, proposes legislation, communicates educational concerns to the legislature, the media, and to the general public.
3. Provides liaison and support services to federal and state agencies, national and state education organizations, and other North Dakota organizations.
4. Attends and participates in state legislative interim committee meetings and hearings on legislative bills related to elementary and secondary education, State Library issues, and governance of the ND School for the Deaf and ND Vision Services/School for the Blind.
5. Represents state education in annual youth programs including the ND Governor's School in Mathematics, Business Entrepreneurship, Science and Technology, Hugh O'Brian Youth Leadership Seminar, state summer Business Challenge program, Boys and Girls State Citizenship programs, and Marketplace for Kids regional programs.
6. Participates in three national Chief State School Officers meetings.
7. Provides executive leadership to the department, including the development of a statewide educational vision for education in North Dakota and implementation of a strategic plan for school improvement.
8. Administers the World War II Veterans diploma program.
9. Implements and administers the provisions of ND Century Code related to public school finance.

Program: Educational Success and Improvement**Reporting level:** 00-201-200-00-00-00-00000000

1. Develop and align all standards and student assessments, early childhood through high school graduation.
2. Link children at risk of failure to meet the state's challenging content and achievement standards with support services designed to address specific needs.
3. Advocate for the resources necessary to implement a system that focuses on student achievement and well being.
4. Enhance before and after school programs to provide students with opportunities to improve their academic performance, integrate service projects with classroom learning, and offer educational development opportunities to eligible students and their families.

PERFORMANCE NARRATIVE**00201** Dept of Public Instruction**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

5. Ensure success for students with disabilities.

Program: Administrative Services**Reporting level:** 00-201-300-00-00-00-00-00000000

1. Manages human and financial resources necessary to support agency functions.
2. Provides administrative support for internal operations.
3. Administers the department's Risk Management and Workforce Safety and Insurance functions.

Program: Education and Community Support**Reporting level:** 00-201-400-00-00-00-00-00000000

School Organization and Special Projects, previously reported under the Education and Community Support Division, has been reorganized. The 4.5 FTEs assigned to this unit, as well as duties and operational expenses for educational support for Native American students and funding for the division's Assistant Superintendent, are included in the Teacher and School Effectiveness Unit. The Teacher and School Effectiveness Unit replaces the School Approval and Accreditation Unit.

1. Provide Adult Education and Literacy programs for individuals over age 16 who lack basic skills to graduate.
2. Provide nutritious foods and commodities to children and low-income households and nutrition education to caregivers and food service personnel.
3. Provide prevention information and resources that increase safety, health and well-being of all students and faculty.
4. Provide liaison services to Regional Education Service Agencies.
5. Provide effective instructional practices and access to current research through the NDMILE model for school improvement planning.
6. Implement a comprehensive K-12 school counselor program with an emphasis on career planning.
7. Design professional development systems, curriculum, and instructional supports to assist all North Dakota teachers improve classroom instruction.
8. Foster relationships designed to enhance opportunities for Native American students.
9. Ensure a valid and reliable system for data collection, verification, analysis, and reporting.

SPECIAL FUND REPORT

00215 ND University System

Version: 2013R0200215

Higher Ed Special Rev Fund 215F

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	1,421,994	1,004,744
Total Revenue and Net Transfers	1,421,994	1,004,744
Estimated Expenditures By Line:		
Capital Assets	417,250	0
System Information Technology Services	539,437	539,437
Student Exchange Program	465,307	465,307
Total Estimated Expenditures	1,421,994	1,004,744
Ending Balance	0	0

PERFORMANCE NARRATIVE

00215 ND University System

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program Performance Measures**Program:** System Office and Board Operations**Reporting level:** 00-215-100-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program: Student Grant Programs**Reporting level:** 00-215-110-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program: System Grant Programs**Reporting level:** 00-215-120-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

PERFORMANCE NARRATIVE**00215** ND University System**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Program:** System Projects**Reporting level:** 00-215-130-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

SPECIAL FUND REPORT
00226 Department of Trust Lands
Version: 2013R0200226

Energy Development Impact Fund

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Taxes	<u>104,778,269</u>	<u>214,000,000</u>
Total Revenue and Net Transfers	104,778,269	214,000,000
Estimated Expenditures By Line:		
Other Grants	104,778,269	0
Energy Infrastructure and Impact Office	<u>0</u>	<u>214,000,000</u>
Total Estimated Expenditures	<u>104,778,269</u>	<u>214,000,000</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL FUND REPORT

00226 Department of Trust Lands

Version: 2013R0200226

Trust Lands Maint. Fund

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Tsfr Fm Land-Maintenance Fund	<u>5,694,918</u>	<u>7,392,737</u>
Total Revenue and Net Transfers	5,694,918	7,392,737
Estimated Expenditures By Line:		
Salaries and Wages	4,153,822	5,312,873
Operating Expenses	1,431,096	1,925,863
Capital Assets	10,000	65,550
Contingencies	<u>100,000</u>	<u>200,000</u>
Total Estimated Expenditures	<u>5,694,918</u>	<u>7,504,286</u>
Ending Balance	<u><u>0</u></u>	<u><u>(111,549)</u></u>

PERFORMANCE NARRATIVE

00226 Department of Trust Lands

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

Performance within the Department of Trust Lands is measured by its continued ability to manage the assets of 13 permanent trusts and four other funds under its control; to preserve their purchasing power; and to maintain stable distributions to beneficiaries.

Program Performance Measures

Program: Trust Lands

Reporting level: 26-226-100-00-00-00-00000000

Performance within the Department of Trust Lands is measured by its continued ability to manage the assets of 13 permanent trusts and four other funds under its control; to preserve their purchasing power; and to maintain stable distributions to beneficiaries.

SPECIAL FUND REPORT

00227 Bismarck State College

Version: 2013R0200227

Bismarck State College Fund 227C

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	<u>10,085,334</u>	<u>20,404,000</u>
Total Revenue and Net Transfers	10,085,334	20,404,000
Estimated Expenditures By Line:		
Capital Projects Non-State Funded	10,035,000	0
Capital Projects - Carryover	<u>50,334</u>	<u>0</u>
Total Estimated Expenditures	<u>10,085,334</u>	<u>0</u>
Ending Balance	<u><u>0</u></u>	<u><u>20,404,000</u></u>

PERFORMANCE NARRATIVE**00227** Bismarck State College**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program Performance Measures**Program:** Bismarck State College**Reporting level:** 00-227-100-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

PERFORMANCE NARRATIVE**00228** Lake Region State College**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program Performance Measures**Program:** Lake Region State College**Reporting level:** 00-228-100-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

SPECIAL FUND REPORT

00229 Williston State College

Version: 2013R0200229

UND- Williston Center Fund 229C

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	<u>12,385,258</u>	<u>0</u>
Total Revenue and Net Transfers	12,385,258	0
Estimated Expenditures By Line:		
Capital Projects Non-State Funded	7,038,267	0
Capital Projects-Carryover	<u>5,346,991</u>	<u>0</u>
Total Estimated Expenditures	<u>12,385,258</u>	<u>0</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

PERFORMANCE NARRATIVE**00229** Williston State College**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program Performance Measures**Program:** Williston State College**Reporting level:** 00-229-100-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

SPECIAL FUND REPORT

00230 University of North Dakota

Version: 2013R0200230

UND Fund 230C

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	<u>74,661,715</u>	<u>67,487,262</u>
Total Revenue and Net Transfers	74,661,715	67,487,262
Estimated Expenditures By Line:		
Capital Projects - Non-State	22,460,000	67,487,262
Capital Projects Carryover - Non-State	<u>52,201,715</u>	<u>0</u>
Total Estimated Expenditures	<u>74,661,715</u>	<u>67,487,262</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

PERFORMANCE NARRATIVE**00230** University of North Dakota**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program Performance Measures**Program:** University of North Dakota**Reporting level:** 00-230-100-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

PERFORMANCE NARRATIVE**00232** UND Medical Center**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program Performance Measures**Program:** UND-Medical Center**Reporting level:** 00-232-100-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

SPECIAL FUND REPORT

00235 North Dakota State University

Version: 2013R0200235

NDSU Fund 235C

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	<u>81,669,942</u>	<u>39,159,356</u>
Total Revenue and Net Transfers	81,669,942	39,159,356
Estimated Expenditures By Line:		
Capital Projects - Non-State	43,402,185	39,159,356
Capital Projects Carryover - Non-State	<u>38,267,757</u>	<u>0</u>
Total Estimated Expenditures	<u>81,669,942</u>	<u>39,159,356</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

PERFORMANCE NARRATIVE**00235** North Dakota State University**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly organized according to the five cornerstones of the Roundtable Report. Those annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program Performance Measures**Program:** North Dakota State University**Reporting level:** 00-235-100-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly.

This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

SPECIAL FUND REPORT
00238 ND State College of Science
Version: 2013R0200238
ND Science School Fund-N 238C

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	<u>10,700,000</u>	<u>1,350,000</u>
Total Revenue and Net Transfers	10,700,000	1,350,000
Estimated Expenditures By Line:		
Capital Projects Non-State Funded	<u>10,700,000</u>	<u>1,350,000</u>
Total Estimated Expenditures	<u>10,700,000</u>	<u>1,350,000</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

PERFORMANCE NARRATIVE**00238** ND State College of Science**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program Performance Measures**Program:** ND State College of Science**Reporting level:** 00-238-100-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the six cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

SPECIAL FUND REPORT
00239 Dickinson State University
Version: 2013R0200239
Dickinson State Univ. Fund 239C

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	<u>136,921</u>	<u>0</u>
Total Revenue and Net Transfers	136,921	0
Estimated Expenditures By Line:		
Capital Projects Non-State Funded	<u>136,921</u>	<u>0</u>
Total Estimated Expenditures	<u>136,921</u>	<u>0</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

PERFORMANCE NARRATIVE**00239** Dickinson State University**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota University System publishes an annual accountability measures report in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in January 2013, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program Performance Measures**Program:** Dickinson State University**Reporting level:** 00-239-100-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in January 2013, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

SPECIAL FUND REPORT

00240 Mayville State University

Version: 2013R0200240

Mayville State Univ. Fund 240C

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	931,145	0
Total Revenue and Net Transfers	931,145	0
Estimated Expenditures By Line:		
Capital Projects Non-State Funded	125,000	0
Capital Projects Carryover	806,145	0
Total Estimated Expenditures	931,145	0
Ending Balance	0	0

PERFORMANCE NARRATIVE**00240** Mayville State University**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Round table Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program Performance Measures**Program:** Mayville State University**Reporting level:** 00-240-100-00-00-00-00000000

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SPECIAL FUND REPORT

00241 Minot State University

Version: 2013R0200241

Minot State Univ. Fund 241C

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	<u>25,063,347</u>	<u>11,801,785</u>
Total Revenue and Net Transfers	25,063,347	11,801,785
Estimated Expenditures By Line:		
Capital Projects non-state funded	15,534,668	11,801,785
Capital Projects Carryover	<u>9,528,679</u>	<u>0</u>
Total Estimated Expenditures	<u>25,063,347</u>	<u>11,801,785</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

PERFORMANCE NARRATIVE**00241** Minot State University**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report will be completed December 2012 and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

The North Dakota University System's Financial Review of MiSU for FY09 shows that the university is in a sound financial position. The ratios indicate that the reserves are good, liquidity is strong, and debt remains at a manageable level.

Program Performance Measures**Program:** Minot State University**Reporting level:** 00-241-100-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report will be completed December 2012 and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

SPECIAL FUND REPORT
00242 Valley City State University
Version: 2013R0200242
Valley City State Univ. Fund 242c

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	<u>1,473,983</u>	<u>4,706,837</u>
Total Revenue and Net Transfers	1,473,983	4,706,837
Estimated Expenditures By Line:		
Capital Assets	0	100,000
Capital Projects non-state funded	1,015,000	4,706,837
Capital Projects Carryover	<u>458,983</u>	<u>0</u>
Total Estimated Expenditures	<u>1,473,983</u>	<u>4,806,837</u>
Ending Balance	<u><u>0</u></u>	<u><u>(100,000)</u></u>

PERFORMANCE NARRATIVE**00242** Valley City State University**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program Performance Measures**Program:** Valley City State University**Reporting level:** 00-242-100-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

SPECIAL FUND REPORT
00243 Dakota College at Bottineau
Version: 2013R0200243

NDSU - Bottineau Fund 243c

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	<u>675,300</u>	<u>7,600,789</u>
Total Revenue and Net Transfers	675,300	7,600,789
Estimated Expenditures By Line:		
Capital Projects non-state funded	0	7,600,789
Capital Projects Carryover	<u>675,300</u>	<u>0</u>
Total Estimated Expenditures	<u>675,300</u>	<u>7,600,789</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

PERFORMANCE NARRATIVE**00243** Dakota College at Bottineau**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Program Performance Measures**Program:** Dakota College at Bottineau**Reporting level:** 43-243-100-00-00-00-00000000

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Roundtable Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly.

This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

SPECIAL FUND REPORT
00244 North Dakota Forest Service
Version: 2013R0200244

Cent. Tree Prog. Trust Fund

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	<u>1,032,588</u>	<u>900,000</u>
Total Revenue and Net Transfers	1,032,588	900,000
Estimated Expenditures By Line:		
Operating Expenses	900,000	900,000
Biennium Carryover	<u>132,588</u>	<u>0</u>
Total Estimated Expenditures	<u>1,032,588</u>	<u>900,000</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL FUND REPORT
00244 North Dakota Forest Service
Version: 2013R0200244

Forest Service Fund 244c

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	<u>875,745</u>	<u>750,000</u>
Total Revenue and Net Transfers	875,745	750,000
Estimated Expenditures By Line:		
Operating Expenses	750,000	750,000
Capital Assets	6,000	0
Biennium Carryover	<u>119,745</u>	<u>0</u>
Total Estimated Expenditures	<u>875,745</u>	<u>750,000</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL FUND REPORT

00244 North Dakota Forest Service

Version: 2013R0200244

School of Forestry-Seedling Reserve

	2011 - 2013	2013 - 2015
Beginning Balance	703,342	703,342
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Ending Balance	<u><u>703,342</u></u>	<u><u>703,342</u></u>

PERFORMANCE NARRATIVE**00244** North Dakota Forest Service**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota Forest Service utilizes an accountability measures process to assess progress toward achieving long-range strategic goals, and ultimately the agency's mission. Accountability measures are linked to the long-range strategic planning process to document North Dakota Forest Service Program outcomes. The North Dakota Forest Service developed twelve (12) accountability measures using the State Forester's goals and statutory authority. The State Forester's goals are directly linked to the authority granted under North Dakota Century Code 4-19, 18-10 and 57-57 to meet the forestry needs of the state. Performance indicators, units of measure and program accomplishment data will be completed for each of the agency's 12 accountability measures beginning July 1, 2013, and ending June 30, 2015. A biennial accountability measures report will be prepared by the agency after June 30, 2015. The State Forester's goals and accountability measures are as follows:

1. To positively impact forest-based economic growth and sustainability of communities by promoting the wise use of natural resources.
2. To improve the protection of people, property and natural resources by enhancing interagency cooperation in wildfire management.
3. To support informed decision-making and foster individual responsibility in stewards of all ages by raising public awareness about natural resource values.
4. To meet the forest and conservation tree planting needs of private and public landowners by producing and marketing high quality nursery stock.
5. To meet current societal demands by ensuring the health, productivity and growth of private, community and state forests.

Accountability Measures:

1. Provide an environment for forest-based economic growth as measured by the percent of biomass and wood utilization businesses assisted.
2. Support forestry-based economic benefits as measured by the percent of financial assistance provided for forestry practices.
3. Enhance community wildfire protection planning at the local level as measured by the percent of counties that improve their level of planning.
4. Maintain or enhance rural fire department capacity as measured by the percent of fire protection districts that improve their capacity.
5. Develop wildland fire awareness and prevention programs at the local level as measured by the percent of counties that improve their level of fire awareness.
6. Provide education on the importance of North Dakota's forest resources as measured by the percent of K-12 teachers and students participating in educational opportunities.
7. Promote professionalism within the tree care industry as measured by the percentage of arborists that obtain training and certification.
8. Meet conifer (evergreen) conservation tree planting needs of North Dakota as measured by percent of customer tree orders supplied by Towner State Nursery.
9. Sustain North Dakota's natural resources through stewardship as measured by the percent of private forest acreage in active management and/or protection.
10. Develop sustainable community forestry programs as measured by the percent of communities and population served.
11. Ensure the health and sustainability of North Dakota's forests as measured by the percent of "at risk" forest resources surveyed for damaging agents.
12. Provide a quality outdoor state forest experience as measured by the percent of state forest land under multiple-use management.

Program Performance Measures**Program:** Operations**Reporting level:** 00-244-100-00-00-00-00000000

See performance measures under agency overview.

Program: Capital Assets**Reporting level:** 00-244-200-00-00-00-00000000

See performance measures under agency overview..

SPECIAL FUND REPORT

00250 State Library

Version: 2013R0200250

Library Commission Fund - 390

	2011 - 2013	2013 - 2015
Beginning Balance	26,878	526
Revenue and Net Transfers:		
Charges for Services/Sales	65,500	92,000
Total Revenue and Net Transfers	65,500	92,000
Estimated Expenditures By Line:		
Operating Expenses	91,852	91,852
Total Estimated Expenditures	91,852	91,852
Ending Balance	526	674

PERFORMANCE NARRATIVE

00250 State Library
Version 2013R0200192

Date: 12/11/2012
Time: 15:09:51

Agency Performance Measures

1. To annually award Library Vision 2014 (LV2014) and Library Services and Technology Act (LSTA) grant funds according to federal guidelines, North Dakota legislative intent, and guidelines set by the North Dakota Library Coordinating Council (NDLCC).
2. To sponsor focus groups to gather information from librarians, trustees, and citizens of North Dakota to be used in statewide library planning efforts.
3. To measure impact on community activities and economic development of programs that are awarded grants through the use of annual customer satisfaction surveys and quarterly reports.
4. To inform citizens statewide of all types of library services by sponsoring booths at annual conferences and association meetings, preparing timely press releases and public service announcements, and by publishing the Flickertale newsletter monthly.
5. To provide library and information services statewide by responding to requests and sending materials within two days.
6. To develop and expand the statewide online library catalog and add three to five new libraries each biennium.
7. To provide technical assistance and library development services to 90 public libraries through a minimum of one contact annually.
8. To provide three statewide workshops for training and continuing education to librarians annually; to provide on-site database and online catalog training on an ongoing basis.

Program Performance Measures

Program: Administration	Reporting level: 01-250-600-00-00-00-00000000
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To provide testimony to legislative committees. Presentations are made to both the House and Senate during legislative years, and legislators are informed of the agency goals and services.

To secure statewide library contracts at a reduced cost by creating partnerships with other libraries and organizations within North Dakota, and with other states. Statewide contracts are established for MINITEX and OCLC services that reduce the cost of these services. Contracts are established with online resource providers, which greatly reduces the cost of these online services for the State Library and for individual libraries statewide.

To monitor quarterly grant reports to assure compliance. Grant recipients are required to provide quarterly reports, which are reviewed for activity, content, and compliance.

To conduct annual and biennial surveys to measure customer satisfaction regarding State Library services; surveys are conducted by telephone and in paper format.

To award, annually, up to two grant scholarships to North Dakota librarians who pursue their Masters of Library Science degree and work in North Dakota.

Program: Services	Reporting level: 01-250-700-00-00-00-00000000
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To provide accurate answers to reference requests for information within two days of receipt and to staff reference services with two staff. Questions are answered in two days or less, or a preliminary response is sent.

To process 60,000 interlibrary loan requests per biennium within two working days of receipt; to coordinate ILL services statewide.

To complete cataloging of new items within one week of receipt by creating accurate cataloging records according to national standards. To catalog items for state agency libraries and small public libraries and school libraries.

PERFORMANCE NARRATIVE

00250 State Library
Version 2013R0200192

Date: 12/11/2012
Time: 15:09:51

To retrieve, catalog, maintain, and provide access to available paper and electronic documents published by North Dakota state agencies.
 To provide library and information services in appropriate formats to citizens with disabilities. Citizens with disabilities are served through large print materials, reference assistance, books recorded on tape, a radio reading service (Dakota Radio Information Service - DRIS), and other requested formats.

To provide technical assistance and library development services to public libraries in the state; to contact and make a site visit a minimum of one time per year.

Program: Programs	Reporting level: 01-250-800-00-00-00-00000000
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To offer annual continuing education workshops for library trustees and librarians. Workshops are offered each spring to librarians from all types of libraries and to public library board members, covering planning, library services, collection development, new technologies, and fund raising. Workshops are offered each summer to public library directors and school library staff covering management and policy issues.

Annual training is delivered via summer workshops to librarians, citizens, and public library board members in the use of Online Library Resources and the statewide library catalog. Training is provided in multiple locations throughout the biennium in the use of Online Library Resources and the statewide catalog, and through Webinars at a time that is convenient for the librarians.

To administer the grant programs. Library grants are made available to public school libraries and to public libraries through a competitive grant program in cooperation with the North Dakota Library Coordinating Council. Grants are awarded on a competitive basis to libraries to join the statewide library catalog; to provide library services in partnership with community organizations; to provide access to information; and to develop innovative programs.

To partner with Prairie Public Radio (PPR) to provide library and information services to citizens with disabilities through the Dakota Radio Information Services (DRIS). A radio reading service is offered using Prairie Public Radio's communication delivery service.

SPECIAL FUND REPORT

00252 School for the Deaf

Version: 2013R0200252

School for the Deaf Fund - 353

	2011 - 2013	2013 - 2015
Beginning Balance	1,224,398	1,116,942
Revenue and Net Transfers:		
Transfers In	835,000	0
Operating Transfer from Compon	454,000	716,000
Leases, Rents, and Royalties	199,062	191,000
General Government	63,711	58,600
Charges for Services/Sales	233,102	224,000
Total Revenue and Net Transfers	1,784,875	1,189,600
Estimated Expenditures By Line:		
Salaries and Wages	0	75,814
Operating Expenses	855,901	1,088,469
Capital Assets	1,136,430	1,067,759
Unexpended Appropriations	(100,000)	0
Total Estimated Expenditures	1,892,331	2,232,042
Ending Balance	1,116,942	74,500

PERFORMANCE NARRATIVE

00252 School for the Deaf

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

Performance measures and results reporting are implemented through the strategic plan with specific goals, person(s) responsible, time-lines and review of progress

Program Performance Measures

Program: Education and Outreach

Reporting level: 00-252-400-00-00-00-00-00000000

Performance measures and results reporting are implemented through the Strategic Plan with specific goals, person(s) responsible, time-lines and review of progress

SPECIAL FUND REPORT

00253 ND Vision Services/School for the Blind

Version: 2013R0200253

School for the Blind Fund - 354

	2011 - 2013	2013 - 2015
Beginning Balance	446,679	318,124
Revenue and Net Transfers:		
Braille Services	6,000	6,000
Tsfr Fm Common Schools	247,144	327,143
Lease-Rental Of Rooms-Bld	376,592	318,434
Lease-Rental Of Land	5,800	5,800
Admissions	40,000	40,000
Charges for Services/Sales	1,000	1,000
Contributions And Private Gran	<u>30,000</u>	<u>30,000</u>
Total Revenue and Net Transfers	706,536	728,377
Estimated Expenditures By Line:		
Salaries and Wages	377,255	306,951
Operating Expenses	425,789	439,589
Capital Assets	<u>32,047</u>	<u>96,529</u>
Total Estimated Expenditures	<u>835,091</u>	<u>843,069</u>
Ending Balance	<u><u>318,124</u></u>	<u><u>203,432</u></u>

PERFORMANCE NARRATIVE**00253** ND Vision Services/School for the Blind**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Agency adheres to current mission. Refer to program performance measures for strategic plan objectives.

Program Performance Measures**Program:** Education**Reporting level:** 00-253-100-00-00-00-00000000

NDVS/SB has implemented a Strategic Plan with the following four primary objectives:

- Design, refine, and implement technology and job /work skills systems,
- Design and implement methodologies for enhancing public understanding, acceptance, and awareness,
- Define and, as necessary and feasible, expand programs, services, staffing, and opportunities,
- Evaluate programs and services (efficiency, accountability, and follow-up)

Staff of NDVS/SB has worked with students, adult clients, family members and related organizations as it relates to assistive technology enabling persons who are blind or visually impaired to be more independent educationally and/or vocationally. Public awareness has been enhanced through the website, brochures, presentations, and the media. Programming is continually being refined to best meet the needs of all persons who are blind or visually impaired residing in the state of North Dakota. A evaluation survey form has been established. A process has been developed to evaluate the outcome of services to include overall quality of services, timeliness of service, knowledge base, courtesy and respect, usefulness, cooperation, and overall satisfaction.

The Strategic Plan was reviewed, updated in October 2011 and is updated on an ongoing basis.

Source: NDVS/SB Strategic Plan

A Cooperative Strategic Plan with Vocational Rehabilitation was completed on September 1, 2011, with ongoing follow up.

Continuing Appropriation

Date: 12/11/2012

253 ND Vision Services/School for the Blind

Time: 11:11:37

Version: 2013-R02-00253

Project: 1 The Store Fund

Version 2013R0200253 Number 1

Description The Store Fund

Statutory Authority 25-06-10

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	2,165	1,255	2,785	2,785
Revenue/transfers	11,967	15,813	15,000	15,000
Total available	14,132	17,068	17,785	17,785
Expenditures	12,877	14,283	15,000	15,000
Ending Balance	1,255	2,785	2,785	2,785

NDVS/SB established the store to provide North Dakota consumers who are blind or visually impaired with easier access to adaptive aids they may require for independent living. These vision specific items include writing supplies, magnifiers, protective eye wear, clocks, calendars, kitchen devices, sewing aids, and games.

This is a revolving fund. The items sold at the store typically are not available in a local retail store. When a student or adult receives training at the school, they may want to purchase an item that was recommended during training. If they would purchase the item through a catalog, it could take weeks and they may need assistance making the purchase. Maintaining the store for the less privileged is an important service that NDVS/SB provides to the residents of the state.

SPECIAL FUND REPORT

00270 Career and Technical Education

Version: 2013R0200270

Vocational Education Fund - 393

	2011 - 2013	2013 - 2015
Beginning Balance	41,131	58,157
Revenue and Net Transfers:		
Trade School Permits	60,000	82,000
Contributions And Private Gran	<u>62,000</u>	<u>86,000</u>
Total Revenue and Net Transfers	122,000	168,000
Estimated Expenditures By Line:		
Operating Expenses	42,250	42,250
Grants	112,724	112,724
Adult Farm Management	50,000	50,000
Unexpended Appropriations	<u>(100,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>104,974</u>	<u>204,974</u>
Ending Balance	<u><u>58,157</u></u>	<u><u>21,183</u></u>

PERFORMANCE NARRATIVE**00270** Career and Technical Education**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The Department of Career and Technical Education has developed performance measures that are required by the Carl D Perkins Act through the US Department of Education. We must perform within 90% of the base, which we did in all areas. These measures are for the last year reported, 2010-11 school year.

Academic Attainment in Language Arts; the base=64%, actual results=59%

Academic Attainment in Math; the base=50%, actual results=53%

Technical Skills Attainment; the base=80%, actual results=89%

School Completion; the base=90%, actual results=99%

Graduation Rate; the base=84%, actual results=92%

Placement; the base=70%, actual results=70%

Nontraditional Participation; the base=22%, actual results=19%

Nontraditional Completion; the base=15%, actual results=15%

Program Performance Measures**Program:** Administration**Reporting level:** 70-270-301-00-00-00-00-00000000

See the departments narrative for performance measures.

Program: Technical Assistance**Reporting level:** 70-270-302-00-00-00-00-00000000

See the departments narrative for performance measures.

SPECIAL FUND REPORT

00301 ND Department of Health

Version: 2013R0200301

Abandoned Vehicle Fund 202

	2011 - 2013	2013 - 2015
Beginning Balance	380,805	380,805
Revenue and Net Transfers:		
Tsfr Fm Abandoned Vehicle Fund	<u>250,000</u>	<u>250,000</u>
Total Revenue and Net Transfers	250,000	250,000
Estimated Expenditures By Line:		
Grants	<u>250,000</u>	<u>250,000</u>
Total Estimated Expenditures	<u>250,000</u>	<u>250,000</u>
Ending Balance	<u><u>380,805</u></u>	<u><u>380,805</u></u>

SPECIAL FUND REPORT

00301 ND Department of Health

Version: 2013R0200301

Community Health Trust Fund 316

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Tobacco Settlement Funds	4,565,995	3,985,854
Total Revenue and Net Transfers	4,565,995	3,985,854
Estimated Expenditures By Line:		
Operating Expenses	100,000	400,500
Grants	955,500	365,000
Tobacco Prevention & Control	3,510,495	3,220,354
Total Estimated Expenditures	4,565,995	3,985,854
Ending Balance	0	0

SPECIAL FUND REPORT

00301 ND Department of Health

Version: 2013R0200301

Domestic Violence Prev Fund 462

	2011 - 2013	2013 - 2015
Beginning Balance	51,567	0
Revenue and Net Transfers:		
Marriage License Fees	<u>288,433</u>	<u>340,000</u>
Total Revenue and Net Transfers	288,433	340,000
Estimated Expenditures By Line:		
Grants	<u>340,000</u>	<u>340,000</u>
Total Estimated Expenditures	<u>340,000</u>	<u>340,000</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL FUND REPORT

00301 ND Department of Health

Version: 2013R0200301

EHPL Administrators Fund 313

	2011 - 2013	2013 - 2015
Beginning Balance	4,765	4,765
Revenue and Net Transfers:		
Misc. License/Fees	3,000	3,000
Total Revenue and Net Transfers	3,000	3,000
Estimated Expenditures By Line:		
Operating Expenses	3,000	3,000
Total Estimated Expenditures	3,000	3,000
Ending Balance	4,765	4,765

SPECIAL FUND REPORT

00301 ND Department of Health

Version: 2013R0200301

Health & Consolidated Lab Fund 370

	2011 - 2013	2013 - 2015
Beginning Balance	2,381,661	2,494,062
Revenue and Net Transfers:		
A-P Prog. Const. Permits	3,460,999	3,032,915
Health Fac. Licensing Fee	351,180	331,380
Misc. License/Fees	22,970,109	4,350,346
Radiation Health Permit	436,000	1,429,584
Rest.-Hotel-Trl. Ct.-Etc.	701,893	818,041
Total Revenue and Net Transfers	27,920,181	9,962,266
Estimated Expenditures By Line:		
Salaries and Wages	4,266,802	4,911,564
Operating Expenses	22,592,145	4,822,186
Capital Assets	233,833	328,163
Grants	215,000	300,000
Contingent Appropriation	500,000	0
Total Estimated Expenditures	27,807,780	10,361,913
Ending Balance	<u>2,494,062</u>	<u>2,094,415</u>

SPECIAL FUND REPORT

00301 ND Department of Health

Version: 2013R0200301

Wastewater Operators Cert. Fund 371

	2011 - 2013	2013 - 2015
Beginning Balance	16,707	16,707
Revenue and Net Transfers:		
Wastewater Oper Cert. Fee	<u>23,545</u>	<u>21,100</u>
Total Revenue and Net Transfers	23,545	21,100
Estimated Expenditures By Line:		
Salaries and Wages	19,292	17,662
Operating Expenses	<u>4,253</u>	<u>3,439</u>
Total Estimated Expenditures	<u>23,545</u>	<u>21,101</u>
Ending Balance	<u><u>16,707</u></u>	<u><u>16,706</u></u>

PERFORMANCE NARRATIVE

00301 ND Department of Health

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

Agency performance measures are included in each program narrative. They were developed through the Department's strategic planning process. Targets were typically established based on historical data and U.S. averages. Key measures are those addressing tobacco use, obesity, clean air and drinking water, immunization, emergency preparedness, and access to quality health care.

Program Performance Measures

Program: Administrative Support	Reporting level: 00-301-100-00-00-00-00000000
<ul style="list-style-type: none"> Maintain employee turnover rate at less than North Dakota state agency average (2007: ND – 9.2%, Department of Health – 10.3%; 2008: ND – 9.2%, Department of Health – 7.5%; 2009: ND – 8.1%, Department of Health – 4.8%; 2010 ND - 8%, Department of Health - 6.7%; 2011 ND - 9.2%, Department of Health - 7.4%) Improve employee satisfaction rate (No data or benchmark yet) Hold administrative overhead to less than 5% (03-05 biennium 4.03%; 05-07 biennium 3.23%; 07-09 biennium 2.63% 09-11 biennium 2.78%; 11-13 biennium 2.8%) 	

Program: Medical Services	Reporting level: 00-301-210-00-00-00-00000000
<ul style="list-style-type: none"> By 2015, decrease the rate of vaccine-preventable diseases (step pneumo, pertussis, chickenpox, mumps, meningococcal disease, hepatitis A, hepatitis B, diphtheria, tetanus, rubella, Hib) to fewer than 25 per 100,000 population. (2009 baseline – 29.7, 2011 – 22.1) By 2015, decrease the pneumonia and influenza death rate to fewer than 60 per 100,000 population. (2006-07 – 78; 2009-10 – 62; 2010-11 – 49.5, 2011-2012 – 58.2) By 2015, increase the percentage of children up-to-date on vaccines (4:3:1:3:3:1:4 schedule) at 19 to 35 months of age to 90% for each antigen and 80% for the series. (2008 –69.7% without Hib data, 65.5% with Hib data; 2009 – 72.7% without Hib data, 52.4% with Hib data; 2011 is 74% (NDIIS)) By 2015, decrease the percentage of adults age 65 and older who reported not being vaccinated for influenza during the previous year to 25%. (2006 – 28%; 2009 – 30%; 2011 – 40%) By 2015, decrease the incidence of reported gonorrhea cases to fewer than 19 per 100,000 population. (2007 – 17.8; 2009 – 23.3; 2011 – 36.9) By 2015, decrease the rate of infections caused by key foodborne pathogens (Salmonella, Shigella, E. coli, and Campylobacter) to fewer than 25 per 100,000 population (2007 – 33.8; 2009 – 33.9; 2011 – 31.7) 	

Program: Health Resources	Reporting level: 00-301-300-00-00-00-00000000
<ul style="list-style-type: none"> By January 1, 2014, reduce the incidence of low risk pressure ulcers in Skilled Nursing Facilities to 2.5%. (2005 – 2.81%; 2009 – 2.1%; 2011 – 2.7%) By January 1, 2014, maintain the incidence of the use of physical restraints in Skilled Nursing Facilities at 1.6%. (2005 -- 2.51%; 2009 – 1.4%; 2011 – 1.3%) By January 1, 2014, reduce the number of retail and food service facilities with critical violations by 10%.(2009 baseline – 1,516; 2011 – 1,129) By January 1, 2014, increase the percentage of state and local food inspectors (EHPS) who are standardized on the federal food code by 10%. (2009 baseline – 17.9%; 2011 – 21.9%) By January 1, 2014, reduce the number of foodborne outbreaks in licensed and inspected facilities at three per year. (2009 baseline – 6; 2011 – 3) 	

Program: Community Health	Reporting level: 00-301-400-00-00-00-00000000
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PERFORMANCE NARRATIVE

00301 ND Department of Health

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Goal:

Improve the health status of the people of North Dakota

- By 2015, increase the percentage of ND children ages 10 through 17 with a body mass index (BMI) in the normal weight range to 80% (2007 – 69.2: National Children’s Study)
- By 2015, decrease the percentage of ND adults who are overweight or obese to 60% (2011 – 64.4: BRFSS)
- By 2015, decrease the incidence of low birth weight to 6.0 (2009 – 6.4, 2010 – 6.7: NVSS)
- By 2015, decrease the percentage of ND youth grades nine through 12 who are overweight or obese to 20% (2011 – 25.5: YRBS)
- By 2015 reduce the rate of diagnosed diabetes among adults to 3 per 100,000 (2011 – 7.8: BRFSS)
- By 2015, increase the percentage of adults with diabetes who received at least two HgA1c tests during the year to 72% (2011 – 74: BRFSS)
- By 2015, decrease the coronary heart disease death rate among people birth to age 64 to 25 (2005– 27, 2006 – 27, 2010 – 23: NVSS)
- By 2015, decrease the cerebrovascular disease death rate to 35 (2005 – 48, 2006 – 44, 2010 – 42: NVSS)
- By 2015, decrease the preventable cancer death rate to 90 (2005 – 94: NVSS)
- By 2015, decrease the asthma death rate to 0.7 (2004 – 1.2, 2009 – 0.8, 2010 – 1.5 : NVSS)
- By 2015, decrease the kidney disease death rate to 8.0 (2005 – 7.1, 2009 – 10.7: NVSS)
- By 2015, decrease the suicide death rate among 10- to 24-year-olds to 7 (2005 – 19.79, 2008 – 10.6: NVSS and WISQARS)
- By 2015, decrease the number of people age 18 and older reporting rape or sexual assault within the past 5 years. The baseline for 2008 was 1.2. Insufficient history available to set target.
- By 2015, decrease the number of people 13 to 17 years old reporting rape or sexual assault within the past five years. The baseline for 2008 was 3.9. Insufficient history available to set target.
- By 2015, decrease the number of people age 18 and older who report having been physically assaulted by current or former intimate partner within the last five years. The baseline for 2008 was 3.8 Insufficient history available to set target.
- By 2015, decrease the death rate among children ages 1 through 24 caused by unintentional injuries to 16 (2008 21: NVSS)
- By 2015, decrease the death rate due to motor vehicle crashes among children from birth to age 14 to 4 (2005 – 9.2, 2008 – 4.6: NVSS)
- By 2015, decrease the percentage of ND adults who are current smokers to 17% (2011– 22: BRFSS)
- By 2015, decrease the percentage of North Dakota youth in grades nine through 12 who are current smokers to 21%. (2005– 22, 2009 – 22.4, 2011 – 19.4: YRBS)
- By 2015, increase the percentage of North Dakota smokers who have made a quit attempt within the past year to 57% (2011 – 53: BRFSS)
- By 2015, decrease the alcoholic liver disease and cirrhosis death rate to 8.5 (2005 : 11.9, 2009 – 9.1, 2010 – 10.6: NVSS)
- By 2015, decrease the percentage of youth who reported current marijuana use to 14% (2005 – 16, 2009 – 16.9, 2011 – 15: YRBS)
- By 2015, decrease the percentage of youth who reported current binge drinking to 30% (2005 – 34, 2009 – 30.7, 2011 – 26: YRBS)
- By 2015, decrease the percentage of adults who reported current binge drinking to 19% (2011 – 25: BRFSS)

Goal:

Improve access to and delivery of quality health care

- By 2015, reduce the prevalence of obesity among American Indians at or below 26 percent (2001– 33, 2009 – 28.4: BRFSS)
- By 2015, maintain the rate of suicide among American Indians at or below 30 (2005– 55, 2009 – 22: NVSS)
- By 2015, decrease the percentage of American Indians age 18 and older who report current smoking to 45% (2004– 48.4, 2008 – 48.5: BRFSS)
- By 2015, increase the dentist to population ratio in non-urban areas to 60 (2003– 54.8, 2007 – 58.9: North Dakota Dental Association)

PERFORMANCE NARRATIVE**00301** ND Department of Health**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- By 2015, decrease the percentage of adult women age 21 and older who report not having had a pap smear in the past three years to 13% (2004– 14, 2008 – 17.2, 2010 – 15.7: BRFSS)
- By 2015, decrease the percentage of women 40 and older who report never having had a mammogram to 7% (2004 – 10, 2008 – 8, 2010 – 7.5: BRFSS)
- By 2015, decrease the percentage of adults who report not having a cholesterol test in the last five years to 25 (2011 – 27: BRFSS)
- By 2015, increase the percentage of pregnant women who receive first trimester prenatal care to 88% (2005– 86%, 2009 – 86%: NVSS)
- By 2015, decrease the infant death rate to 5.5 (2005 – 5.8, 2009 – 6.1: NVSS)
- By 2015, decrease the adolescent pregnancy rate to 13 (2005– 16.9, 2009 – 15.6: NVSS)
- By 2015, decrease the percentage of third graders with unrestored caries to 18% (2005– 17%: BSS; 2010 data – 21%: BSS)
- By 2015, increase the ratio of school nurses to students to 1 per 2,500 (2005 – 1 per 3,527, 2007 – 1 per 3,068: ND School Health Services Survey)
- By 2015, increase the percentage of women who have adequate or adequate plus prenatal care to 90% (2005– 88%, 2009 – 88%: NVSS)
- By 2015, decrease the percentage of North Dakotans who are uninsured to 10% (2005 – 11%, 2009 – 11.8%: CPS)

Program: Environmental Health**Reporting level:** 00-301-500-00-00-00-00-00000000

- By 2015, maintain the percentage of air pollution sources meeting conditions of permit and AQ standards at 99%. Data for the period July 1, 2009 through June 30, 2011 indicates that over 99% of North Dakota facilities met permit requirements. The Air Quality Program works to reduce emissions from industries in the State. Over the past ten years, North Dakota has seen emissions reductions of all criteria air pollutants from major stationary sources including electric utilities. Emissions of SO₂ have decreased by 33%, NO_x by 30% and Particulate Matter by 62%. In addition, Air Quality is working to implement Regional Haze regulations which are expected to further reduce SO₂ emissions by 54% and NO_x emissions by 15% relative to 2010 levels.
- By 2015, maintain or increase the percentage of community water systems (CWSs) meeting all applicable health-based drinking water standards under the Safe Drinking Water Act (SDWA) above 90%. FY 2012 (July 1, 2011 through June 30, 2012) data indicates that 95.3% of CWSs are meeting these standards. EPA has a national target of 90% for this measure for 2013.
- By 2015, maintain or increase the percentage of public water systems (PWSs) meeting operator certification requirements for water treatment above 85%. FY 2012 data indicates that 91.1% of PWSs are meeting these requirements. There is presently no national target for this measure.
- By 2015, maintain the percentage of PWSs that meet operator certification requirements for water distribution above 85%. FY 2012 data indicates 81.9% of PWSs are meeting these requirements. There is presently no national target for this measure.
- By 2015, increase the percentage of underground storage tank (UST) facilities in Significant Operational Compliance with release prevention requirements. Year 2011 data shows that currently 87% of North Dakota UST facilities are in compliance with release prevention. The national target is 70%.
- By 2015, maintain or increase the percentage of municipal solid waste (MSW) and special waste disposal facilities in significant compliance with applicable state and federal waste management regulations. North Dakota is currently at 77% of MSW and special waste facilities meeting state and federal waste management rules. There is no national target for this measure.
- By 2015, maintain compliance with ND Pollutant Discharge Elimination System (NDPDES) program based on Technical Review Criteria (TRC) established by US EPA Permit Compliance System. Data for 2011 indicates that 91.3% of our facilities are in compliance with this program's requirements. There is no national target for this measure.
- By 2015, maintain the percentage of state permitted facilities with a NDPDES permit above 90%. Current data indicates that North Dakota has over 95% of our facilities with a current NDPDES permit.

Program: Emergency Preparedness and Response**Reporting level:** 00-301-600-00-00-00-00-00000000

PERFORMANCE NARRATIVE**00301** ND Department of Health**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- Decrease the response time from call receipt to EMT arrival to less than nine minutes for 90% of urban ambulance calls. (2008—2010 baseline: 85.8%)
- Maintain the response time from call receipt to EMT arrival at less than 20 minutes for 90% of rural EMS agency's calls. (2008—2010 baseline: 90%)
- Maintain the response time from call receipt to EMT arrival at less than 31 minutes for 90% of frontier EMS agency's calls. (2008—2010 baseline: 96.1%)
- Increase the percentage of acute care hospitals designated as trauma centers to 100%. (2010 baseline: 91%)
- Maintain the percentage of Hospital Preparedness Program (HPP) participating hospitals that review their response plan and make modifications to the plan as appropriate following the after-action report at 50% or higher. (2008 – 70%, 2009 – 62%)
- Increase the percentage of public health and hospitals that have developed a plan for pandemic influenza preparedness to 95%. (2008 – 64%, 2009 – 91%)
- Increase to 95% the percentage of local public health units that have a knowledgeable public health professional able to respond 24/7 to calls about events of urgent public health consequence. (2008 – 70%, 2009 – 80%)
- Maintain the time required to issue guidance to the public following an event at 6 hours or less. (2009 – 1 hr. 30 min.; 2009 – 2 hrs. 13 min.; 2010 - 3 hr. 20 min.; 2010 - 4 hr. 43 min.; 2011 - 6 hr.; 2011 - 3 hr. 30 min.)
- Maintain the percentage of public health responders who receive public health communication messages at 90% or higher. (2008 – 98%, 2009 – 98%)
- Maintain the percentage of medical responders who receive public health communication messages at 90% or higher. (2008 – 100%, 2009 – 95%)
- Maintain the time required to notify all incident command staff for NDDoH to report to the DOC at a mean of 15 minutes or less. (2008 – 2.5 min., 2009 – 3 min.)
- Increase the percentage of the population that can receive preventive medication in 48 hours to 100%. (2007 – 77%, 2008 – 83%)
- Increase the percentage of regional public health to respond following receipt of urgent message to 100%. (2009 – 75%, 2010 – 62%)
- Maintain the percentage of HPP participating hospitals that can increase bed capacity by at least 10% within eight hours to 75%. (2008 – 82%, 2009 – 67%)

Program: Special Populations**Reporting level:** 00-301-700-00-00-00-00-00000000

- By 2015, increase the percentage of children with special health care needs (CSHCN) who receive coordinated, ongoing comprehensive care within a medical home to 50%. (2001 -- 54.7%; 2005 -- 51.2%; 2009--47.8%) Due to changes in national survey questions, data is comparable between 2005 and 2009 only.
- By 2015, increase the percentage of CSHCN whose families report the community-based service systems, are organized so they can use them easily to 70%. (2001 – 83.4%; 2005 -- 92.3%; 2009--67.9%) Due to changes in national survey questions, data is not comparable between 2001, 2005, and 2009.
- By 2015, increase the percentage of CSHCN whose families have adequate private and/or public insurance to pay for the services they need to 65%. (2001 -- 62%; 2005 – 68.2%; 2009--60.1%)
- By 2015, maintain the rate of suicides among American Indians at or below 30%. (2006 -- 57%; 2007 -- 30%; 2009 -- 22%)
- By 2011, decrease the percentage of adults with a household income of less than \$15,000 who reported not having a dental visit in the past year to 40% (2004 -- 45%; 2006-- 50%; 2008 – 52%)
- By 2011, decrease the percentage of adults without a personal physician among persons with household incomes less than \$15,000 to 17% (2003-- 18%; 2006 -- 26%; 2009 – 30%)

Continuing Appropriation

Date: 12/11/2012

301 ND Department of Health

Time: 11:12:09

Version: 2013-R02-00301

Project: 1 Environmental Quality Restoration Fund

Version 2013R0200301 Number 1

Description Environmental Quality Restoration Fund

Statutory Authority 23-31-02

Special Fund number and name 258 Environmental Quality Restoration Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	303,280	249,971	289,117	317,023
Revenue/transfers	0	53,309	32,664	87,095
Total available	303,280	303,280	321,781	404,118
Expenditures	53,309	14,163	4,758	26,200
Ending Balance	249,971	289,117	317,023	377,918

Environmental Quality Restoration Fund (EQRF) This fund was established to allow the department to provide immediate and timely response to catastrophic events that threaten the public and environmental health and where the responsible party is late in responding or cannot be located. The EQRF would be used to provide environmental and public health protection by funding emergency response activities to include assessment, containment, removal, corrective action or monitoring as determined on a case-by-case basis. These funds are needed in order to provide a quick response to an environmental emergency.

Continuing Appropriation

Date: 12/11/2012

301 ND Department of Health

Time: 11:12:09

Version: 2013-R02-00301

Project: 2 Organ Tissue Transplant Fund

Version 2013R0200301 Number 2

Description Organ Tissue Transplant Fund

Statutory Authority 23-01-05.1

Special Fund number and name 257 Organ Tissue Transplant Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	9,754	9,535	9,435
Revenue/transfers	31,298	26,233	28,025	28,125
Total available	31,298	35,987	37,560	37,560
Expenditures	21,544	26,452	28,125	28,125
Ending Balance	9,754	9,535	9,435	9,435

This fund was established to provide financial assistance to organ or tissue transplant patients who are residents of this state and demonstrate financial need. The State Health Officer is responsible for adopting rules and administering the fund, and the North Dakota Tax Department collects the funds.

Continuing Appropriation

Date: 12/11/2012

301 ND Department of Health

Time: 11:12:09

Version: 2013-R02-00301

Project: 3 Vet Loan Repayment & Dental Loan Repayment

Version 2013R0200301 Number 3

Description Vet Loan Repayment & Dental Loan Repayment

Statutory Authority 43-29.1-08&43-28.1-09

Special Fund number and name 370 Veterinarian Loan Repayment

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	0	100,000	0	0
Total available	0	100,000	0	0
Expenditures	0	100,000	0	0
Ending Balance	0	0	0	0

This continuing appropriation will be used to accept any conditional or unconditional gifts, grants, or donations for the purpose of providing funds for the repayment of veterinarians' educational loans and dentists' educational loans.

Continuing Appropriation

Date: 12/11/2012

301 ND Department of Health

Time: 11:12:09

Version: 2013-R02-00301

Project: 4 Combined purchasing with Local Public Health Units

Version 2013R0200301 Number 4

Description Combined purchasing with Local Public Health Units

Statutory Authority 23-01-28

Special Fund number and name 370 Health & Consolidated Lab

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	0	0	0	0
Total available	0	0	0	0
Expenditures	0	0	0	0
Ending Balance	0	0	0	0

This continuing appropriation will be used to assist the Local Health Agencies to purchase vaccines. Vaccines are not always available to Local Health Units so it is necessary for the Department to purchase the vaccine and request the payment from the Locals. Once the vaccines are delivered and the payments received the net effect would be zero.

SPECIAL FUND REPORT

00305 Tobacco Prevention and Control

Version: 2013R0200305

Tobacco Prevention and Control

	2011 - 2013	2013 - 2015
Beginning Balance	30,304,136	40,232,648
Revenue and Net Transfers:		
Revenue	<u>22,851,126</u>	<u>22,851,126</u>
Total Revenue and Net Transfers	22,851,126	22,851,126
Estimated Expenditures By Line:		
Comprehensive Tobacco Control	<u>12,922,614</u>	<u>13,016,197</u>
Total Estimated Expenditures	<u>12,922,614</u>	<u>13,016,197</u>
Ending Balance	<u><u>40,232,648</u></u>	<u><u>50,067,577</u></u>

PERFORMANCE NARRATIVE**00305** Tobacco Prevention and Control**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Outcome measures that can be expected within five years with a fully implemented statewide, comprehensive plan:

- Reduce youth smoking by 12.7 percent.
- Stop 4,570 North Dakota youth from becoming addicted adult smokers.
- Prompt more than 3,500 adult smokers to quit for good.
- Save more than 2,380 North Dakota citizens from dying prematurely from smoking.

Program Performance Measures**Program:** Tobacco Prevention and Control Program**Reporting level:** 05-305-100-00-00-00-00000000

- Tobacco-free campus policies in DPI-defined K-12 school districts and higher education has increased to 50 percent of all K-12 school districts and to 13 college campuses.
- Public places and places of employment in North Dakota are 100 percent smoke-free by law.
- At least 9 communities have enacted a comprehensive smoke-free city ordinance.
- The cigarette excise tax has increased to \$2.00 per pack and the excise tax on other tobacco taxes increased by a proportional amount.
- All 28 local public health units continue to use the PHS Clinical Practice Guidelines systems approach to refer tobacco users to cost-effective cessation services; and promote use of the guidelines in other healthcare systems, to help assure that at least 5 percent of tobacco users enroll in NDQuits annually.
- All local public health units provide education to at-risk clients on how to eliminate exposure to secondhand smoke.
- The oversight and management structure of the comprehensive North Dakota Tobacco Prevention and Control Program is maintained and enhanced.
- The infrastructure and capacity of local public health units and local coalitions is maintained and enhanced to collaboratively implement the updated five-year comprehensive statewide tobacco prevention plan with fidelity in all counties to reach all citizens.
- Ongoing public education is delivered in every county through local and statewide health communications.
- The implementation of the updated five-year state plan through the comprehensive program is rigorously evaluated.

SPECIAL FUND REPORT

00313 Veterans Home

Version: 2013R0200313

Melvin Norgard Memorial Fund

	2011 - 2013	2013 - 2015
Beginning Balance	258,966	48,066
Revenue and Net Transfers:		
Leases, Rents, and Royalties	<u>600</u>	<u>0</u>
Total Revenue and Net Transfers	600	0
Estimated Expenditures By Line:		
Operating Expenses	10,000	10,000
Capital Assets	176,500	0
New Veterans Home	<u>25,000</u>	<u>0</u>
Total Estimated Expenditures	<u>211,500</u>	<u>10,000</u>
Ending Balance	<u><u>48,066</u></u>	<u><u>38,066</u></u>

SPECIAL FUND REPORT

00313 Veterans Home

Version: 2013R0200313

Soldiers Home Fund 380

	2011 - 2013	2013 - 2015
Beginning Balance	1,234,751	1,303,814
Revenue and Net Transfers:		
Intergovernmental Grants/Contr	5,309,030	5,930,520
Transfers In	248,000	270,000
Miscellaneous General Revenue	500	500
Leases, Rents, and Royalties	3,000	2,000
Health	8,455,000	8,216,500
General Government	30,000	30,000
Charges for Services/Sales	180,000	180,000
Contributions And Private Gran	5,500	6,000
Cash/Investment Earnings	750	750
Total Revenue and Net Transfers	14,231,780	14,636,270
Estimated Expenditures By Line:		
Salaries and Wages	9,668,807	10,284,998
Operating Expenses	4,655,805	4,438,088
Capital Assets	500,211	1,040,540
Capital Construction Carryover	30,894	0
New Veterans Home	307,000	0
Unexpended Appropriations	(1,000,000)	0
Total Estimated Expenditures	14,162,717	15,763,626

SPECIAL FUND REPORT

00313 Veterans Home

Version: 2013R0200313

Ending Balance

1,303,814

176,458

PERFORMANCE NARRATIVE

00313 Veterans Home

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program Performance Measures**Program:** Administration**Reporting level:** 00-313-100-00-00-00-00000000

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program: Plant Operations**Reporting level:** 00-313-200-00-00-00-00000000

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program: New Veterans Home**Reporting level:** 00-313-250-00-00-00-00000000

We do not have any performance measures for construction of the new veterans home.

Program: Dietary**Reporting level:** 00-313-300-00-00-00-00000000

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program: Nursing Basic Care**Reporting level:** 00-313-401-00-00-00-00000000

PERFORMANCE NARRATIVE**00313** Veterans Home**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Included in Nursing Skilled

Program: Nursing Skilled Care**Reporting level:** 00-313-402-00-00-00-00-00000000

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program: Resident Services**Reporting level:** 00-313-500-00-00-00-00-00000000

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program: Social Services**Reporting level:** 00-313-600-00-00-00-00-00000000

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program: Housekeeping**Reporting level:** 00-313-700-00-00-00-00-00000000

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

PERFORMANCE NARRATIVE**00313** Veterans Home**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Program:** Laundry**Reporting level:** 00-313-800-00-00-00-00-00000000

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program: Pharmacy**Reporting level:** 00-313-900-00-00-00-00-00000000

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program: 2009 Flood Expenses**Reporting level:** 00-313-990-00-00-00-00-00000000

NA

Continuing Appropriation

Date: 12/11/2012

313 Veterans Home

Time: 11:12:35

Version: 2013-R02-00313

Project: 1 Commandant's Custodial Fund

Version 2013R0200313 Number 1

Description Commandant's Custodial Fund

Statutory Authority NDCC 37-15.21

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	43,653	57,407	93,728	88,728
Revenue/transfers	93,936	110,736	175,000	100,000
Total available	137,589	168,143	268,728	188,728
Expenditures	80,182	74,415	180,000	100,000
Ending Balance	57,407	93,728	88,728	88,728

PERFORMANCE NARRATIVE**00316** Indian Affairs Commission**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The performance of the North Dakota Indian Affairs Commission is premised upon the goals\pillars of the Governor and those priority issues articulated by tribal leaders. The efficacy of the North Dakota Indian Affairs Commission Offices' efforts and its projects are conducted through monthly correspondence with the Governor's staff-liaison designee, as well as summative reviews as reported to the Governor in cabinet reports and ND tribal leaders through quarterly Commission meetings. Most of the Commission staff work is based on either legislation, statutorily mandated involvement (representation on the Tribal-State Relations Interim legislative Committee for example), state regulatory requirements, or legislation, e.g. Preparation for First Nations Day, specific requests made in Commission meetings; or issues arising out of State Agency or tribal requests.

In 2006, the North Dakota Indian Affairs Commission engaged in a Strategic Planning Process. The goals and objectives are in the developmental stages, and will be subject to change and dependent upon the approval by the Commission. Based on the North Dakota Indian Affairs Commissions' overall Strategic Plan the proposed 2009-11 performance measures are as follows:

1. Develop and Implement a written public relations campaign\plan to create a greater role and clarify its responsibilities, create an awareness of the needs and issues of American Indians in North Dakota; to celebrate the accomplishments of Indian individuals, programs and projects.
2. Gather and facilitate the dissemination of data and statistics and research issues, concerns, and needs that pertain to the American Indian population in the North Dakota.
3. Facilitate a collaborative relationship between and among private, state/federal agencies and tribal communities as it relates to legislation, education, roads, corrections, state parks, housing, taxation, gaming, commerce, game and fish, social and health needs.
4. Advocate for the design, development and implementation of Tribal initiatives that may include but not limited to water issues, gaming, education, taxes, social and health needs, corrections, state parks, road systems, and housing.
5. Develop a six-year strategic plan in clarifying and narrowing down all areas of on-going projects. Providing long term direction and protocols for achieving successful projects and a format for new ones.

Program Performance Measures**Program:** Indian Affairs Administration**Reporting level:** 00-316-105-00-00-00-00000000

1. Develop and Implement a written public relations campaign\plan to create a greater role and clarify its responsibilities, create an awareness of the needs and issues of American Indians in North Dakota; to celebrate the accomplishments of Indian individuals, programs and projects.
2. Gather and facilitate the dissemination of data and statistics and research issues, concerns, and needs that pertain to the American Indian population in the State of North Dakota.
3. Facilitate a collaborative relationship between and among agencies and tribal communities as it relates to legislation, education, and social and health needs.
4. Advocate for the design, development and implementation of Tribal initiatives that may include but not limited to water issues, (2) gaming, (3) education, (4) taxes, and (5) social and health needs.

Continuing Appropriation

316 Indian Affairs Commission

Version: 2013-R02-00316

Project: 1 Commission Printing Fund

Date: 12/11/2012

Time: 11:12:50

Version 2013R0200316 Number 1

Description Commission Printing Fund

Statutory Authority 54-36-08

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	16,437	16,437	13,591	11,545
Revenue/transfers	0	0	0	0
Total available	16,437	16,437	13,591	11,545
Expenditures	0	2,846	2,046	2,000
Ending Balance	16,437	13,591	11,545	9,545

The beginning balance of \$14,500 was transferred to the Indian Affairs Commission on July 1, 2003 which was the effective date stated in HB 1005. Money in the Indian affairs commission printing fund and earnings on the money in the fund are appropriated on a continuing basis to the commission to defray expenses incurred by the commission in producing and distributing publications and informational and educational materials.

PERFORMANCE NARRATIVE**00321** Department of Veterans Affairs**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Implementation of:

1. strategic plan objectives: objectives set and are reviewed quarterly.
2. performance audit recommendations: Performance audit conducted by state auditors office with one formal recommendation and five informal recommendations. All recommendations have been or are being addressed.
3. legislative action taken by state legislature. All legislation required action has been and is being addressed.

Program Performance Measures**Program:** Veterans Affairs Administration**Reporting level:** 00-321-100-00-00-00-00000000

We have implemented individual employee goals and performance measures to outline and measure the quality of service to our veterans and performance of our staff in providing these services to ensure quality service.

Continuing Appropriation

321 Department of Veterans Affairs

Version: 2013-R02-00321

Project: 1 Veterans Aid Loan Program

Date: 12/11/2012

Time: 11:13:07

Version 2013R0200321 Number 1
 Description Veterans Aid Loan Program
 Statutory Authority NDCC 37-14-03.3
 Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	576,588	577,179	517,585	506,708
Revenue/transfers	272,300	302,547	289,730	288,192
Total available	848,888	879,726	807,315	794,900
Expenditures	271,709	362,141	300,607	311,485
Ending Balance	577,179	517,585	506,708	483,415

This appropriation allows for loans to be made to qualified veterans or their widows/widowers. The interest paid is used to offset the collection costs on delinquent loans. Because of the nature of the program, it would be extremely difficult to predict the amount necessary for ensuring that qualified applicants receive the assistance they are entitled to under North Dakota Century Code. The department is able to use appropriate collection actions to recoup delinquent loans to prevent as much loss as possible from the fund.

SPECIAL FUND REPORT

00325 Department of Human Services

Version: 2013R0200325

Childrens Trust Fund 419

	2011 - 2013	2013 - 2015
Beginning Balance	1,373,238	908,490
Revenue and Net Transfers:		
Other Misc Rev	<u>226,060</u>	<u>239,826</u>
Total Revenue and Net Transfers	226,060	239,826
Estimated Expenditures By Line:		
Salaries and Wages	1,520	45,000
Operating Expenses	1,822	19,825
Grants	<u>687,466</u>	<u>625,986</u>
Total Estimated Expenditures	<u>690,808</u>	<u>690,811</u>
Ending Balance	<u><u>908,490</u></u>	<u><u>457,505</u></u>

SPECIAL FUND REPORT

00325 Department of Human Services

Version: 2013R0200325

Human Services Department Fund 360

	2011 - 2013	2013 - 2015
Beginning Balance	37,323,231	20,482,836
Revenue and Net Transfers:		
Other Misc Rev	<u>85,364,364</u>	<u>90,616,874</u>
Total Revenue and Net Transfers	85,364,364	90,616,874
Estimated Expenditures By Line:		
Salaries and Wages	2,771,978	2,750,844
Operating Expenses	4,026,297	5,649,011
Grants	38,150,565	42,128,483
Human Service Centers / Institutions	28,994,295	29,580,602
Grants-Medical Assistance	<u>28,261,624</u>	<u>32,860,495</u>
Total Estimated Expenditures	<u>102,204,759</u>	<u>112,969,435</u>
Ending Balance	<u><u>20,482,836</u></u>	<u><u>(1,869,725)</u></u>

SPECIAL FUND REPORT

00325 Department of Human Services

Version: 2013R0200325

ND Health Care Trust Fund 315

	2011 - 2013	2013 - 2015
Beginning Balance	420,036	551,784
Revenue and Net Transfers:		
Cash/Investment Earnings	<u>1,078,534</u>	<u>1,028,631</u>
Total Revenue and Net Transfers	1,078,534	1,028,631
Estimated Expenditures By Line:		
Grants-Medical Assistance	<u>946,786</u>	<u>0</u>
Total Estimated Expenditures	<u>946,786</u>	<u>0</u>
Ending Balance	<u><u>551,784</u></u>	<u><u>1,580,415</u></u>

PERFORMANCE NARRATIVE

00325 Department of Human Services

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

- Overall Administrative Costs for the Department will be under 10.0 percent of budget.
- 2009-11 biennium actual - 5.4 percent.
- 2011-13 biennium – 6.3 percent (based on legislatively approved budget).
- Information requests, service requests, and payment timelines will meet established timeframes.
- The specific measures are established in each budget (program) level.
- Customer Satisfaction goals as they relate to the value of the service received, availability or amount will be attained.
- The specific measures are established in each budget (program) level.

Program Performance Measures

Program: Administration-Support

Reporting level: 00-325-100-15-00-00-00000000

Legal Services:

80% of appeals that require a hearing will be sent to the Office of Administrative Hearings within 20 calendar days of receipt of the appeal.

SFY 2012 results - 65%

85% of contract, memorandum of understanding and requests for proposal reviews will be completed within 15 working days from the date of receipt.

SFY 2012 results - 80%

The appeal performance measures were not met during SFY 2012 due to frequent delays in receipt of background information or program review.

Internally established benchmarks were used.

Fiscal Administration:

Financial Status reports will be completed quarterly to effectively monitor the \$2.6 billion budget.

SFY 2010 - 2 financial status reports were completed.

SFY 2011 - 3 financial status reports were completed.

SFY 2012 - 2 financial status reports were completed.

Four Quarterly Budget Insights were prepared each year.

Human Resources:

Provide managers with Certificate of Eligibles within 4 days of closing.

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

January 2012 – June 2012 Results – 2.0 days.

Program: Information Technology Srvcs**Reporting level:** 00-325-100-20-00-00-00-00000000

1. State office incidents will be resolved at a level of customer satisfaction of “Satisfied” or “Very Satisfied” 99% of the time.
FY2011: 98.8%
Benchmark established internally.
2. Employee turnover is no greater than 6%.
FY2011: 2%
Benchmark established internally.

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Program:** Economic Assist Policy-Grants**Reporting level:** 00-325-300-01-00-00-00-00000000

The annual Supplemental Nutrition Assistance Program issuance error rate will be less than the national average. All families who apply and are eligible for child care assistance will receive a benefit.

Actual performance for the above performance measures:

Supplemental Nutrition Assistance Program issuance error rate

FFY 2009: 3.42% (national average 4.36%)

FFY 2010: 4.38% (national average 3.81%)

FFY 2011: 4.34% (national average 3.80%)

Percentage of families who applied for Child Care Assistance and demonstrated eligibility who received benefits

SFY 2010: 100% (monthly average of 3,787 cases)

SFY 2011: 100% (monthly average of 3,589 cases)

SFY 2012: 100% (monthly average of 2,526 cases)

Program: Child Support Enforcement**Reporting level:** 00-325-300-02-00-00-00-00000000

Measures :

- 1) Rank in the top five in the nation overall on federal performance measures.
- 2) Paternity established or acknowledged for 95% of children in IV-D cases born out-of-wedlock.
- 3) Court orders for child support established for 90% of IV-D cases.
- 4) Collect 73% of current support owed on IV-D cases.
- 5) Collect \$5.00 (IV-D cases) for each \$1.00 spent.

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51Actual performance on the above measures for FFY 2011 :

- 1) Ranked second overall in the nation on federal performance measures.
- 2) Paternity established or acknowledged for 109.5% of children in IV-D cases born out of wedlock.
- 3) Court orders for child support established for 89.84% of IV-D cases.
- 4) Collected 74.57% of current support owed on IV-D cases.
- 5) Collected \$6.32 (IV-D cases) for each \$1.00 spent.

The benchmark for measure #1 was established internally and the federal government requires measures #2 through #5.

Program: Medical Services**Reporting level:** 00-325-300-03-00-00-00000000

PROGRAM PERFORMANCE MEASURES

1. Process 90% of Medicaid claims within 30 days of receipt and 99% of Medicaid claims within 90 days of receipt. Process claims at a 98% or better accuracy rate.

2011 – 96.87% within 30 days; 99.57% within 90 days.

2010 – 96.04% within 30 days; 99.43% within 90 days.

2009 – 91.95% within 30 days; 98.7% within 90 days.

2008 – 82.99% within 30 days; 98.23% within 90 days.

In FY 2009, North Dakota's estimated PERM (Payment Error Rate Measurement) error rate was 3.17% which was down from the FY 2006 error rate of 4.25%.

In 2009, 499 Medicaid claims were subject to the medical review portion of PERM and resulted in 13 errors. The State's overpayment was \$6,267.71 and the total amount of paid claims was \$2,288,455.73.

In 2009, 509 Medicaid claims were subject to the PERM data processing review. There were no noted errors or overpayments. The total amount of paid claims was \$1,572,752.67.

The total number of errors and dollars in errors has decreased from FY 2006 to FY 2009.

2. 50% of children enrolled in Medicaid will receive a Health Tracks screening.

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

FFY 2012 – 63% of children were screened.
 FFY 2011 – 59% of children were screened.
 FFY 2010 – 59% of children were screened.
 FFY 2009 – 65% of children were screened.

Benchmark established internally.

3. 90% of families who respond to the annual CHIP survey will report overall satisfaction with the Health Steps program.

July 2011 Survey – 88% responded with a positive overall satisfaction
 July 2010 Survey – 94% responded with a positive overall satisfaction
 July 2009 Survey – 90% responded with a positive overall satisfaction
 July 2008 Survey – 90% responded with a positive overall satisfaction

Benchmark established internally.

4. 40% of Children under the age of 8, with continuous CHIP coverage, will receive a preventive dental service.

2011 – 87% of children received a preventive dental service.
 2010 – 85% of children received a preventive dental service.
 2009 – 79% of children received a preventive dental service.
 2008 – 84% of children received a preventive dental service.

Benchmark established internally.

5. 50% of the children who turned two years of age during the preceding year and were continuously enrolled with CHIP will receive at least 4 office visits with a primary care provider during the first 24 months of life.

2011 – 54% of children turning 2.
 2010 – 75% of children turning 2.
 2009 – 76% of children turning 2.
 2008 – 54% of children turning 2.

Benchmark established internally.

Program: Long Term Care	Reporting level: 00-325-300-10-00-00-00000000
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PROGRAM PERFORMANCE MEASURES

Home and Community Based Services

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

The number of clients receiving services through the HCBS program (Service Payments for the Elderly (SPED), Expanded Service Payments for the Elderly (ExSPED), Medicaid HCBS Waivers, and Personal Care Services) will increase each year.

SFY 2011 - 2,821

SFY 2010 - 2,874

SFY 2009 - 2,708

SFY 2008 - 2,785

The benchmarks are established internally.

Program: DD Council**Reporting level:** 00-325-300-42-00-00-00000000

Program performance measures that apply to the SCDD are established under the federal Developmental Disabilities Act Basic State Grant Program administered by the Council. Under its federally approved 2012-2016 State Plan, the SCDD is responsible for tracking and annually reporting performance data on 13 performance outcome measures to the federal Administration on Developmental Disabilities.

Program: Aging Services**Reporting level:** 00-325-300-43-00-00-00000000

PROGRAM PERFORMANCE MEASURES

Older Americans Act Nutrition and Supportive Services Program

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

An average of 27,577 individuals age 60 and older will receive Older Americans Act services.

Actual number receiving services:

FFY 2011 27,997

FFY 2010 27,256

FFY 2009 27,479

Elder Rights Program

1. Residents in long-term care and assisted living facilities will receive ombudsman complaint services.

Actual number of complaints resolved:

FFY 2011 858

FFY 2010 903

FFY 2009 715

* A new reporting system was implemented.
2010-2011 complaints per case decreased.

2. Vulnerable adult protective services will be provided to individuals who have been abused, neglected or exploited.

*Actual number of cases opened:

FFY 2011 458

FFY 2010 509

FFY 2009 530

*Reporting for vulnerable adult services was not consistent; efforts to rectify this have been implemented and are on-going.

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

15% or fewer children who entered foster care will re-enter foster care within 12 months of a prior foster care episode.

This benchmark is a federal requirement. In FFY 2008 the re-entry rate was 18.8%, in FFY 2009, 13.2%. In FFY 2010 the foster care re-entry rate was 13.3%, in FFY 2011 the foster care re-entry rate was 13%. At this time we meet and exceed the federal standard

Of all children who exited foster care to a finalized adoption 26.8% or more children exited care in less than 24 months from the time of the latest removal from home.

This benchmark is a federal requirement. In FFY 2008, 63.3% of children who exited foster care to a finalized adoption did so in less than 24 months. In FFY 2009, 56.1%, and in FFY 2010, 46.6%. In FFY 2011, 32.7% of children who exited foster care to a finalized adoption did so in less than 24 months. At that time we meet, and exceed the federal standard.

6.1% or fewer children who were victims of child abuse and/or neglect will have another services required report within a 6-month period.

This benchmark is a federal requirement. In FFY 2011 we met and exceeded the national standard. The rate for FFY 2008 was 3.5%; for FFY 2009 3.2%, 1.3% for FFY10, and 1.4% for FFY2011.

Of all children served who have been in foster care for at least eight days, but less than 12 months from the time of the latest removal from home, 83.3% will have no more than two placement settings.

This benchmark is a federal requirement. At this time, North Dakota does not meet the federal standard. In FFY 2008, 84.39%, in FFY 2009, 83.6%, in FFY 2010 82.9%, and in FFY 2011 80.9% had fewer than two placement settings.

Of all children discharged from foster care to reunification with their parents or caretakers in the year shown, who had been in foster care for 8 days or longer, 69.9% or more children will be reunified in less than 12 months from the time of the latest removal from home. This benchmark is a federal requirement. North Dakota exceeds the national standard in this area. The rate for FFY 2008, FFY 2009, and FFY2010 was 61.2%, 73.5% and 76.7% respectively. In FFY 2011 North Dakota exceeded the standard with 71.5%.

Program: Mental Health-Substance Abuse**Reporting level:** 00-325-300-47-00-00-00000000Children's mental health programs

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Performance measure: Increase the children who are receiving SPARCS and show significant improvements on the Trauma Symptom Checklist for Children- as assessment measure that evaluates posttraumatic symptomatology in children and adolescents (ages 8 to 17). This assessment subscales measure 9 symptom areas such as anxiety, depression, anger, post-traumatic stress, dissociation, dissociation over, dissociation fantasy, sexual concerns, sexual concern preoccupations.

Current outcome: 59% of the children receiving SPARCS showed significant improvement on the Trauma Symptom checklist for Children. The greatest improvement were in 6 of the 9 subscales (depression, anxiety, posst-traumatic stress, anger and dissociation).

Adult mental health programs

Performance measure: Increase the percentage of adults diagnosed with a serious mental illness who are employed.

Current outcome: 37% of adults diagnosed with a serious mental illness who receive public mental health services were employed. 2009 outcome: 25%

Numerator: The number of adults diagnosed with a serious mental illness who receive public mental health services and who are employed.

Denominator: The number of adults diagnosed with a serious mental illness who receive public mental health services and report their employment status.

Substance Abuse Treatment Programs

Performance measure: No substance use in the last 30 days.

Current outcome: 86.35% of individuals reported no alcohol use within the last 30 days at discharge. 86.6% of individuals reported no drug use within the last 30 days at discharge.

Substance Abuse Prevention Programs

Performance measure: Reduce the percentage of 9-12 graders who reported binge drinking in the past 30 days by 2%.

Current outcomes: 25.6% is the current percentage of 9-12 graders who reported binge drinking on the Youth Risk Behavior Survey. 2009 outcome: 30.7%

PERFORMANCE NARRATIVE

00325 Department of Human Services

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Program: Vocational Rehabilitation

Reporting level: 00-325-300-51-00-00-00-00000000

A. Employment Service

1. 807 individuals with disabilities will complete training and services and become employed.

Trend data:	<u>Actual</u>	<u>Goal</u>
FFY 2011	761	889
FFY 2010	861	900
FFY 2009	793	894

2. 80% of the individuals will remain employed six months after their VR case is closed.

Trend data:	<u>Actual</u>	<u>Goal</u>
FFY 2011	91%	80%
FFY 2010	93%	80%
FFY 2009	92%	80%

3. 6,521 individuals with disabilities will receive services and be at various stages of completing their training.

Trend data:	<u>Actual</u>	<u>Goal</u>
FFY 2011	6,921	6,957
FFY 2010	6,992	6,567
FFY 2009	6,482	6,248

4. 80% of the individuals will report satisfaction with VR services.

PERFORMANCE NARRATIVE

00325 Department of Human Services

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Trend data:	<u>Actual</u>	<u>Goal</u>
FFY 2011	89%	80%
FFY 2010	90%	80%
FFY 2009	90%	90%

5. The average increased income for every dollar spent for VR services will be \$6.50. (*Cost/Benefit – Increased Income*)

Trend data:	<u>Actual</u>	<u>Goal</u>
FFY 2011	\$7.53	\$6.50
FFY 2010	\$7.90	\$6.50
FFY 2009	\$10.09	\$6.50

6. The average payback in taxes for every dollar spent for VR services will be \$1.35. (*Cost/Benefit – Payback in Taxes*)

Trend data:	<u>Actual</u>	<u>Goal</u>
FFY 2011	\$1.51	\$1.35
FFY 2010	\$1.58	\$1.35
FFY 2009	\$2.02	\$1.35

B. Independent Living Services

1. 85% of consumer-identified goals for independent living will be achieved during the reporting period.

Trend data	<u>Actual</u>	<u>Goal</u>
FFY 2011	91%	85%
FFY 2010	92%	85%

PERFORMANCE NARRATIVE

00325 Department of Human Services

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

FFY 2009	91%	85%
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2. 7,500 individuals will receive independent living services.

Trend data	<u>Actual</u>	<u>Goal</u>
FFY 2011	15,494	7,500
FFY 2010	10,622	7,500
FFY 2009	8,879	7,500

C. Disability Determination Services

1. Number of eligibility decisions made during reporting period.

Trend data	<u>Actual</u>
FFY 2011	6,055
FFY 2010	5,898
FFY 2009	5,058

2. Overall accuracy rate on eligibility decisions during period.

Trend data	<u>Actual</u>
FFY 2011	97%
FFY 2010	95%
FFY 2009	93%

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Program:** Developmental Disabilities**Reporting level:** 00-325-300-52-00-00-00-00000000

DD Division Operating Budget Performance Measures

Families will receive Fiscal Agent services to assist them with self-directing serves which includes hiring and paying their own staff and managing payment of vendors for special equipment and home modifications so that families can continue to keep their family members with disabilities at home.

Average number of people receiving fiscal agent services:

123 SFY 2009

350 SFY 2010

361 SFY 2011

Fulltime employees of Licensed Developmental Disabilities providers will complete the required training and certification curriculum through the North Dakota Center for Persons with Disabilities

Actual number of employees that completed the training and certification:

290 SFY 2009

305 SFY 2010

328 SFY 2011

Individuals who need assistance in making medical, residential, educational and /or financial decisions and who have no family or friends that can serve will receive corporate guardianship services through Catholic Charities of North Dakota.

Average number of individuals that received guardianship services through Catholic Charities:

388 SFY 2009

393 SFY 2010

403 SFY 2011

Program: State-Wide HSC Management**Reporting level:** 00-325-410-70-00-00-00-00000000

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Financial Status reports will be completed quarterly to effectively monitor the human service center budgets.

95% of deadlines will be met regarding rate-setting; information reports to managers; payments to vendors and employees; monitoring of grants and cost reimbursement contracts and auditor requests for information.

Program: Northwest HSC	Reporting level: 00-325-410-71-00-00-00-00000000
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The following are the core services delivered at the HSC.

Aging Services:

- Aging Services Administration
- Vulnerable Adult Protective Services
- Long-Term Care Ombudsman Program
- Adult Family Foster Care Licensure

Developmental Disabilities

- Case Management
- Administration of waived services

Vocational Rehabilitation

- Assessment / Employment Counseling and Guidance
- Referral to rehabilitation services
- Job related services
- Vision Services
- Supported Employment Services
- Business Services including ADA Consultation and Assessment

Child Welfare Services

- Program Supervision – Regional Reps and Child Care Licensing Specialists
- Parental Capacity Evaluation
- Acute/Clinical Services as deemed clinically appropriate

Children's Mental Health

- Level I Criteria

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- o Care Coordination
- o Acute/Clinical Services as deemed appropriate

Level II Criteria

- o Care Coordination
- o Case Aide Services
- o Crisis Residential/Safe beds
- o Flexible funding
- o Acute Clinical Services as deemed appropriate

Serious Mental Illness (Extended Care Coordination)

- Care Coordination
- Case Aide Services
- Needs-based array of residential services
- Community Support Services
- Medical Management
- Acute/Clinical Services as deemed clinically appropriate

Acute Clinical Services

Core Populations:

- o Self Harm/Suicide
- o Child Abuse and Neglect
- o Foster Care/ Subsidized Adoption

Acute Psychiatric Services

- o Psychological evaluation and testing
- o Psychiatric evaluation
- o Clinical evaluation
- o Individual Therapy
- o Group Therapy
- o Family Therapy
- o Clinical Case Management
- o Medication Management
- o Crisis Residential
- o Short Term Hospital
- o Lab and Clinical Screening

Substance Abuse Services

Care Coordination / Case Aide

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Evaluation

Social and Medical Detoxification Services

Needs based array of primary treatment services

o Low intensity outpatient

o Intensive outpatient

o Day treatment

Needs validated residential services

Medication/Medical monitoring/Management

Crisis/Emergency Response Services

24-hour a day/7-days a week crisis call response from a designated, trained Center employee

Regional Intervention Services

o Screening

o Gatekeeping/referral

Performance Measures include:

1. Human Service Centers will provide for the delivery of core services at a level that meets the needs of their region.
2. Human Service Centers will meet the program goals established through the Department's strategic planning process.
3. Human Service Centers will maintain an overall client satisfaction rating of 80%.

Specific performance outcome measures for services provided by the HSCs are reported through the respective Program Division, with client and program data being provided for those reports by the clinical field staff (i.e., addiction treatment outcomes reported by Mental Health & Substance Abuse Division; employment outcomes for persons with disabilities reported by ND Division of Vocational Rehabilitation).

Program: North Central HSC**Reporting level:** 00-325-410-72-00-00-00-00000000

The following are the core services delivered at the HSC.

Aging Services:

Aging Services Administration

Vulnerable Adult Protective Services

Long-Term Care Ombudsman Program

Adult Family Foster Care Licensure

Developmental Disabilities

Case Management

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Administration of waived services

Vocational Rehabilitation

- Assessment / Employment Counseling and Guidance
- Referral to rehabilitation services
- Job related services
- Vision Services
- Supported Employment Services
- Business Services including ADA Consultation and Assessment

Child Welfare Services

- Program Supervision – Regional Reps and Child Care Licensing Specialists
- Parental Capacity Evaluation
- Acute/Clinical Services as deemed clinically appropriate

Children's Mental Health

Level I Criteria

- o Care Coordination
- o Acute/Clinical Services as deemed appropriate

Level II Criteria

- o Care Coordination
- o Case Aide Services
- o Crisis Residential/Safe beds
- o Flexible funding
- o Acute Clinical Services as deemed appropriate

Serious Mental Illness (Extended Care Coordination)

- Care Coordination
- Case Aide Services
- Needs-based array of residential services
- Community Support Services
- Medical Management
- Acute/Clinical Services as deemed clinically appropriate

Acute Clinical Services

Core Populations:

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- o Self Harm/Suicide
- o Child Abuse and Neglect
- o Foster Care/ Subsidized Adoption

Acute Psychiatric Services

- o Psychological evaluation and testing
- o Psychiatric evaluation
- o Clinical evaluation
- o Individual Therapy
- o Group Therapy
- o Family Therapy
- o Clinical Case Management
- o Medication Management
- o Crisis Residential
- o Short Term Hospital
- o Lab and Clinical Screening

Substance Abuse Services

- Care Coordination / Case Aide Evaluation
- Social and Medical Detoxification Services
- Needs based array of primary treatment services
 - o Low intensity outpatient
 - o Intensive outpatient
 - o Day treatment
- Needs validated residential services
- Medication/Medical monitoring/Management

Crisis/Emergency Response Services

- 24-hour a day/7-days a week crisis call response from a designated, trained Center employee
- Regional Intervention Services
 - o Screening
 - o Gatekeeping/referral

Performance Measures include:

1. Human Service Centers will provide for the delivery of core services at a level that meets the needs of their region.
2. Human Service Centers will meet the program goals established through the Department's strategic planning process.
3. Human Service Centers will maintain an overall client satisfaction rating of 80%.

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Specific performance outcome measures for services provided by the HSCs are reported through the respective Program Division, with client and program data being provided for those reports by the clinical field staff (i.e., addiction treatment outcomes reported by Mental Health & Substance Abuse Division; employment outcomes for persons with disabilities reported by ND Division of Vocational Rehabilitation).

Program: Lake Region HSC**Reporting level:** 00-325-410-73-00-00-00-00000000

The following are the core services delivered at the HSC.

Aging Services:

- Aging Services Administration
- Vulnerable Adult Protective Services
- Long-Term Care Ombudsman Program
- Adult Family Foster Care Licensure

Developmental Disabilities

- Case Management
- Administration of waived services

Vocational Rehabilitation

- Assessment / Employment Counseling and Guidance
- Referral to rehabilitation services
- Job related services
- Vision Services
- Supported Employment Services
- Business Services including ADA Consultation and Assessment

Child Welfare Services

- Program Supervision – Regional Reps and Child Care Licensing Specialists
- Parental Capacity Evaluation
- Acute/Clinical Services as deemed clinically appropriate

Children's Mental Health

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Level I Criteria

- o Care Coordination
- o Acute/Clinical Services as deemed appropriate

Level II Criteria

- o Care Coordination
- o Case Aide Services
- o Crisis Residential/Safe beds
- o Flexible funding
- o Acute Clinical Services as deemed appropriate

Serious Mental Illness (Extended Care Coordination)

- Care Coordination
- Case Aide Services
- Needs-based array of residential services
- Community Support Services
- Medical Management
- Acute/Clinical Services as deemed clinically appropriate

Acute Clinical Services

Core Populations:

- o Self Harm/Suicide
- o Child Abuse and Neglect
- o Foster Care/ Subsidized Adoption

Acute Psychiatric Services

- o Psychological evaluation and testing
- o Psychiatric evaluation
- o Clinical evaluation
- o Individual Therapy
- o Group Therapy
- o Family Therapy
- o Clinical Case Management
- o Medication Management
- o Crisis Residential
- o Short Term Hospital
- o Lab and Clinical Screening

Substance Abuse Services

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Care Coordination / Case Aide
 Evaluation
 Social and Medical Detoxification Services
 Needs based array of primary treatment services

- o Low intensity outpatient
- o Intensive outpatient
- o Day treatment

 Needs validated residential services
 Medication/Medical monitoring/Management

Crisis/Emergency Response Services

24-hour a day/7-days a week crisis call response from a designated, trained Center employee
 Regional Intervention Services

- o Screening
- o Gatekeeping/referral

Performance Measures include:

1. Human Service Centers will provide for the delivery of core services at a level that meets the needs of their region.
2. Human Service Centers will meet the program goals established through the Department's strategic planning process.
3. Human Service Centers will maintain an overall client satisfaction rating of 80%.

Specific performance outcome measures for services provided by the HSCs are reported through the respective Program Division, with client and program data being provided for those reports by the clinical field staff (i.e., addiction treatment outcomes reported by Mental Health & Substance Abuse Division; employment outcomes for persons with disabilities reported by ND Division of Vocational Rehabilitation).

Program: Northeast HSC	Reporting level: 00-325-410-74-00-00-00-00000000
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The following are the core services delivered at the HSC.

Aging Services:

Aging Services Administration
 Vulnerable Adult Protective Services
 Long-Term Care Ombudsman Program
 Adult Family Foster Care Licensure

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Developmental Disabilities

- Case Management
- Administration of waived services

Vocational Rehabilitation

- Assessment / Employment Counseling and Guidance
- Referral to rehabilitation services
- Job related services
- Vision Services
- Supported Employment Services
- Business Services including ADA Consultation and Assessment

Child Welfare Services

- Program Supervision – Regional Reps and Child Care Licensing Specialists
- Parental Capacity Evaluation
- Acute/Clinical Services as deemed clinically appropriate

Children's Mental Health

- Level I Criteria
 - o Care Coordination
 - o Acute/Clinical Services as deemed appropriate

- Level II Criteria
 - o Care Coordination
 - o Case Aide Services
 - o Crisis Residential/Safe beds
 - o Flexible funding
 - o Acute Clinical Services as deemed appropriate

Serious Mental Illness (Extended Care Coordination)

- Care Coordination
- Case Aide Services
- Needs-based array of residential services
- Community Support Services
- Medical Management
- Acute/Clinical Services as deemed clinically appropriate

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Acute Clinical Services

Core Populations:

- o Self Harm/Suicide
- o Child Abuse and Neglect
- o Foster Care/ Subsidized Adoption

Acute Psychiatric Services

- o Psychological evaluation and testing
- o Psychiatric evaluation
- o Clinical evaluation
- o Individual Therapy
- o Group Therapy
- o Family Therapy
- o Clinical Case Management
- o Medication Management
- o Crisis Residential
- o Short Term Hospital
- o Lab and Clinical Screening

Substance Abuse Services

Care Coordination / Case Aide

Evaluation

Social and Medical Detoxification Services

Needs based array of primary treatment services

- o Low intensity outpatient
- o Intensive outpatient
- o Day treatment

Needs validated residential services

Medication/Medical monitoring/Management

Crisis/Emergency Response Services

24-hour a day/7-days a week crisis call response from a designated, trained Center employee

Regional Intervention Services

- o Screening
- o Gatekeeping/referral

Performance Measures include:

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

1. Human Service Centers will provide for the delivery of core services at a level that meets the needs of their region.
2. Human Service Centers will meet the program goals established through the Department's strategic planning process.
3. Human Service Centers will maintain an overall client satisfaction rating of 80%.

Specific performance outcome measures for services provided by the HSCs are reported through the respective Program Division, with client and program data being provided for those reports by the clinical field staff (i.e., addiction treatment outcomes reported by Mental Health & Substance Abuse Division; employment outcomes for persons with disabilities reported by ND Division of Vocational Rehabilitation).

Program: Southeast HSC**Reporting level:** 00-325-410-75-00-00-00000000

The following are the core services delivered at the HSC.

Aging Services

- Aging Services Administration
- Vulnerable Adult Protective Services
- Long-Term Care Ombudsman Program
- Adult Family Foster Care Licensure

Developmental Disabilities

- Case Management
- Administration of waived services

Vocational Rehabilitation

- Assessment / Employment Counseling and Guidance
- Referral to rehabilitation services
- Job related services
- Vision Services
- Supported Employment Services
- Business Services including ADA Consultation and Assessment

Child Welfare Services

- Program Supervision – Regional Reps and Child Care Licensing Specialists
- Parental Capacity Evaluation
- Acute/Clinical Services as deemed clinically appropriate

PERFORMANCE NARRATIVE

00325 Department of Human Services

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Children's Mental Health

Level I Criteria

- o Care Coordination
- o Acute/Clinical Services as deemed appropriate

Level II Criteria

- o Care Coordination
- o Case Aide Services
- o Crisis Residential/Safe beds
- o Flexible funding
- o Acute Clinical Services as deemed appropriate

Serious Mental Illness (Extended Care Coordination)

- Care Coordination
- Case Aide Services
- Needs-based array of residential services
- Community Support Services
- Medical Management
- Acute/Clinical Services as deemed clinically appropriate

Acute Clinical Services

Core Populations:

- o Self Harm/Suicide
- o Child Abuse and Neglect
- o Foster Care/ Subsidized Adoption

Acute Psychiatric Services

- o Psychological evaluation and testing
- o Psychiatric evaluation
- o Clinical evaluation
- o Individual Therapy
- o Group Therapy
- o Family Therapy
- o Clinical Case Management
- o Medication Management
- o Crisis Residential
- o Short Term Hospital
- o Lab and Clinical Screening

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Substance Abuse Services

Care Coordination / Case Aide

Evaluation

Social and Medical Detoxification Services

Needs based array of primary treatment services

o Low intensity outpatient

o Intensive outpatient

o Day treatment

Needs validated residential services

Medication/Medical monitoring/Management

Crisis/Emergency Response Services

24-hour a day/7-days a week crisis call response from a designated, trained Center employee

Regional Intervention Services

o Screening

o Gatekeeping/referral

Performance Measures include:

1. Human Service Centers will provide for the delivery of core services at a level that meets the needs of their region.
2. Human Service Centers will meet the program goals established through the Department's strategic planning process.
3. Human Service Centers will maintain an overall client satisfaction rating of 80%.

Specific performance outcome measures for services provided by the HSCs are reported through the respective Program Division, with client and program data being provided for those reports by the clinical field staff (i.e., addiction treatment outcomes reported by Mental Health & Substance Abuse Division; employment outcomes for persons with disabilities reported by ND Division of Vocational Rehabilitation).

Program: South Central HSC**Reporting level:** 00-325-410-76-00-00-00-00000000

The following are the core services delivered at the HSC.

Aging Services:

Aging Services Administration

Vulnerable Adult Protective Services

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Long-Term Care Ombudsman Program
Adult Family Foster Care Licensure

Developmental Disabilities

Case Management
Administration of waived services

Vocational Rehabilitation

Assessment / Employment Counseling and Guidance
Referral to rehabilitation services
Job related services
Vision Services
Supported Employment Services
Business Services including ADA Consultation and Assessment

Child Welfare Services

Program Supervision – Regional Reps and Child Care Licensing Specialists
Parental Capacity Evaluation
Acute/Clinical Services as deemed clinically appropriate

Children's Mental Health

Level I Criteria

- o Care Coordination
- o Acute/Clinical Services as deemed appropriate

Level II Criteria

- o Care Coordination
- o Case Aide Services
- o Crisis Residential/Safe beds
- o Flexible funding
- o Acute Clinical Services as deemed appropriate

Serious Mental Illness (Extended Care Coordination)

Care Coordination
Case Aide Services
Needs-based array of residential services
Community Support Services

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Medical Management

Acute/Clinical Services as deemed clinically appropriate

Acute Clinical Services

Core Populations:

- o Self Harm/Suicide
- o Child Abuse and Neglect
- o Foster Care/ Subsidized Adoption

Acute Psychiatric Services

- o Psychological evaluation and testing
- o Psychiatric evaluation
- o Clinical evaluation
- o Individual Therapy
- o Group Therapy
- o Family Therapy
- o Clinical Case Management
- o Medication Management
- o Crisis Residential
- o Short Term Hospital
- o Lab and Clinical Screening

Substance Abuse Services

Care Coordination / Case Aide

Evaluation

Social and Medical Detoxification Services

Needs based array of primary treatment services

- o Low intensity outpatient
- o Intensive outpatient
- o Day treatment

Needs validated residential services

Medication/Medical monitoring/Management

Crisis/Emergency Response Services

24-hour a day/7-days a week crisis call response from a designated, trained Center employee

Regional Intervention Services

- o Screening
- o Gatekeeping/referral

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Performance Measures include:

1. Human Service Centers will provide for the delivery of core services at a level that meets the needs of their region.
2. Human Service Centers will meet the program goals established through the Department's strategic planning process.
3. Human Service Centers will maintain an overall client satisfaction rating of 80%.

Specific performance outcome measures for services provided by the HSCs are reported through the respective Program Division, with client and program data being provided for those reports by the clinical field staff (i.e., addiction treatment outcomes reported by Mental Health & Substance Abuse Division; employment outcomes for persons with disabilities reported by ND Division of Vocational Rehabilitation).

Program: West Central HSC**Reporting level:** 00-325-410-77-00-00-00-00000000

The following are the core services delivered at the HSC.

Aging Services:

Aging Services Administration
 Vulnerable Adult Protective Services
 Long-Term Care Ombudsman Program
 Adult Family Foster Care Licensure

Developmental Disabilities

Case Management
 Administration of waived services

Vocational Rehabilitation

Assessment / Employment Counseling and Guidance
 Referral to rehabilitation services
 Job related services
 Vision Services
 Supported Employment Services
 Business Services including ADA Consultation and Assessment

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Child Welfare Services

- Program Supervision – Regional Reps and Child Care Licensing Specialists
- Parental Capacity Evaluation
- Acute/Clinical Services as deemed clinically appropriate

Children's Mental Health

Level I Criteria

- o Care Coordination
- o Acute/Clinical Services as deemed appropriate

Level II Criteria

- o Care Coordination
- o Case Aide Services
- o Crisis Residential/Safe beds
- o Flexible funding
- o Acute Clinical Services as deemed appropriate

Serious Mental Illness (Extended Care Coordination)

- Care Coordination
- Case Aide Services
- Needs-based array of residential services
- Community Support Services
- Medical Management
- Acute/Clinical Services as deemed clinically appropriate

Acute Clinical Services

Core Populations:

- o Self Harm/Suicide
- o Child Abuse and Neglect
- o Foster Care/ Subsidized Adoption

Acute Psychiatric Services

- o Psychological evaluation and testing
- o Psychiatric evaluation
- o Clinical evaluation
- o Individual Therapy
- o Group Therapy

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- o Family Therapy
- o Clinical Case Management
- o Medication Management
- o Crisis Residential
- o Short Term Hospital
- o Lab and Clinical Screening

Substance Abuse Services

- Care Coordination / Case Aide
- Evaluation
- Social and Medical Detoxification Services
- Needs based array of primary treatment services
 - o Low intensity outpatient
 - o Intensive outpatient
 - o Day treatment
- Needs validated residential services
- Medication/Medical monitoring/Management

Crisis/Emergency Response Services

- 24-hour a day/7-days a week crisis call response from a designated, trained Center employee
- Regional Intervention Services
 - o Screening
 - o Gatekeeping/referral

Performance Measures include:

1. Human Service Centers will provide for the delivery of core services at a level that meets the needs of their region.
2. Human Service Centers will meet the program goals established through the Department's strategic planning process.
3. Human Service Centers will maintain an overall client satisfaction rating of 80%.

Specific performance outcome measures for services provided by the HSCs are reported through the respective Program Division, with client and program data being provided for those reports by the clinical field staff (i.e., addiction treatment outcomes reported by Mental Health & Substance Abuse Division; employment outcomes for persons with disabilities reported by ND Division of Vocational Rehabilitation).

Program: Badlands HSC**Reporting level:** 00-325-410-78-00-00-00-00000000

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

The following are the core services delivered at the HSC.

Aging Services:

- Aging Services Administration
- Vulnerable Adult Protective Services
- Long-Term Care Ombudsman Program
- Adult Family Foster Care Licensure

Developmental Disabilities

- Case Management
- Administration of waived services

Vocational Rehabilitation

- Assessment / Employment Counseling and Guidance
- Referral to rehabilitation services
- Job related services
- Vision Services
- Supported Employment Services
- Business Services including ADA Consultation and Assessment

Child Welfare Services

- Program Supervision – Regional Reps and Child Care Licensing Specialists
- Parental Capacity Evaluation
- Acute/Clinical Services as deemed clinically appropriate

Children's Mental Health

Level I Criteria

- o Care Coordination
- o Acute/Clinical Services as deemed appropriate

Level II Criteria

- o Care Coordination
- o Case Aide Services
- o Crisis Residential/Safe beds
- o Flexible funding
- o Acute Clinical Services as deemed appropriate

PERFORMANCE NARRATIVE

00325 Department of Human Services

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Serious Mental Illness (Extended Care Coordination)

- Care Coordination
- Case Aide Services
- Needs-based array of residential services
- Community Support Services
- Medical Management
- Acute/Clinical Services as deemed clinically appropriate

Acute Clinical Services

Core Populations:

- o Self Harm/Suicide
- o Child Abuse and Neglect
- o Foster Care/ Subsidized Adoption

Acute Psychiatric Services

- o Psychological evaluation and testing
- o Psychiatric evaluation
- o Clinical evaluation
- o Individual Therapy
- o Group Therapy
- o Family Therapy
- o Clinical Case Management
- o Medication Management
- o Crisis Residential
- o Short Term Hospital
- o Lab and Clinical Screening

Substance Abuse Services

- Care Coordination / Case Aide
- Evaluation
- Social and Medical Detoxification Services
- Needs based array of primary treatment services
 - o Low intensity outpatient
 - o Intensive outpatient
 - o Day treatment
- Needs validated residential services
- Medication/Medical monitoring/Management

PERFORMANCE NARRATIVE**00325** Department of Human Services**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Crisis/Emergency Response Services

24-hour a day/7-days a week crisis call response from a designated, trained Center employee

Regional Intervention Services

- o Screening
- o Gatekeeping/referral

Performance Measures include:

1. Human Service Centers will provide for the delivery of core services at a level that meets the needs of their region.
2. Human Service Centers will meet the program goals established through the Department's strategic planning process.
3. Human Service Centers will maintain an overall client satisfaction rating of 80%.

Specific performance outcome measures for services provided by the HSCs are reported through the respective Program Division, with client and program data being provided for those reports by the clinical field staff (i.e., addiction treatment outcomes reported by Mental Health & Substance Abuse Division; employment outcomes for persons with disabilities reported by ND Division of Vocational Rehabilitation).

Program: State Hospital-Traditional**Reporting level:** 00-325-420-00-00-00-00-00000000**One Center Administrative Performance Measures****Performance Measure #1:****Monitor daily per diem, general costs and budget targets.****Performance Measure #2:****Monitor Medicare Part D costs and revenues and overall medication costs.****Performance Measure #3:****Review of Human Resources measures to include; occupational classifications, salary and benefit levels, recruitment and retention strategies, employee morale and development and staffing levels.****Performance Measure #4:****Individuals in the SH traditional treatment programs will have up to 32 hours of treatment and program services per week.**

PERFORMANCE NARRATIVE

00325 Department of Human Services

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Performance Measure #5:

Individuals in the SH sex offenders program are mandated to receive 32 hours of treatment and program services per week.

Performance Measure #6:

Individuals at the Developmental Center will receive services that meet the requirements of the Council.

Performance Measure #7:

Employee turnover will be under 15%.

One Center Patient/Resident Performance Measures**Performance Measure #1:**

Acuity levels at the One Center will be monitored.

Performance Measure #2:

The 30-day readmission rate will stay below 9% at the State Hospital.

Performance Measure #3:

Monthly monitoring of core measures from WPSHA and JCAHO.

Performance Measure #4

60% of the patients in the DOCR/State Hospital addiction program will show improvement in the 15 domains as measured by a pre treatment score and a post treatment discharge score.

Performance Measure #5:

62% of substance abuse clients reviewed on a quarterly basis will show improved functioning in at least four (4) life areas between admission and six months from treatment discharge.

Performance Measure #6:

90% of individuals at the DOCR/SH program will report satisfaction with treatment as indicated by approval scores of "3" or above on a 5 point scale in the consumer survey.

Performance Measure #7:

PERFORMANCE NARRATIVE

00325 Department of Human Services

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

75% of individuals with serious mental illness reviewed on a quarterly basis will show improved overall functioning as measured by a pre-treatment and discharge score on the Global Assessment Functioning Scale.

Performance Measure #8:

Developmental Center overall performance relative to all 21 Personal Outcomes will increase by 10%.

Performance Measure #9:

The Developmental Center's overall performance relative to the Social Capital Index will increase by 20%.

Performance Measure #10:

The NDDC overall performance relative to the Basic Assurance index will remain above the CQL national scores.

Performance Measure #11:

30% of all individuals whom reside at the Developmental Center will attend a community work site and volunteer sites.

Performance Measure #12:

Quality management data will indicate 100% compliance to health and safety basic assurance measures.

Performance Measure #13:

Trends in 5 of 6 positive behavior supports data markers will move in positive direction as measured on a quarterly basis.

Performance Measure #14:

There will be 0 non-CARES referral admissions to the Developmental Center.

Performance Measure #15:

100% resolution to all parent/guardian and consumer grievances at the Developmental Center.

Program: State Hospital-Secure Services	Reporting level: 00-325-421-00-00-00-00-00000000
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One Center Administrative Performance Measures**Performance Measure #1:**

PERFORMANCE NARRATIVE

00325 Department of Human Services

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Monitor daily per diem, general costs and budget targets.

Performance Measure #2:

Monitor Medicare Part D costs and revenues and overall medication costs.

Performance Measure #3:

Review of Human Resources measures to include; occupational classifications, salary and benefit levels, recruitment and retention strategies, employee morale and development and staffing levels.

Performance Measure #4:

Individuals in the SH traditional treatment programs will have up to 32 hours of treatment and program services per week.

Performance Measure #5:

Individuals in the SH sex offenders program are mandated to receive 32 hours of treatment and program services per week.

Performance Measure #6:

Individuals at the Developmental Center will receive services that meet the requirements of the Council.

Performance Measure #7:

Employee turnover will be under 15%.

One Center Patient/Resident Performance Measures**Performance Measure #1:**

Acuity levels at the One Center will be monitored.

Performance Measure #2:

The 30-day readmission rate will stay below 9% at the State Hospital.

Performance Measure #3:

Monthly monitoring of core measures from WPSHA and JCAHO.

PERFORMANCE NARRATIVE

00325 Department of Human Services

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Performance Measure #4

60% of the patients in the DOCR/State Hospital addiction program will show improvement in the 15 domains as measured by a pre treatment score and a post treatment discharge score.

Performance Measure #5:

62% of substance abuse clients reviewed on a quarterly basis will show improved functioning in at least four (4) life areas between admission and six months from treatment discharge.

Performance Measure #6:

90% of individuals at the DOCR/SH program will report satisfaction with treatment as indicated by approval scores of "3" or above on a 5 point scale in the consumer survey.

Performance Measure #7:

75% of individuals with serious mental illness reviewed on a quarterly basis will show improved overall functioning as measured by a pre-treatment and discharge score on the Global Assessment Functioning Scale.

Performance Measure #8:

Developmental Center overall performance relative to all 21 Personal Outcomes will increase by 10%.

Performance Measure #9:

The Developmental Center's overall performance relative to the Social Capital Index will increase by 20%.

Performance Measure #10:

The NDDC overall performance relative to the Basic Assurance index will remain above the CQL national scores.

Performance Measure #11:

30% of all individuals whom reside at the Developmental Center will attend a community work site and volunteer sites.

Performance Measure #12:

Quality management data will indicate 100% compliance to health and safety basic assurance measures.

Performance Measure #13:

Trends in 5 of 6 positive behavior supports data markers will move in positive direction as measured on a quarterly basis.

PERFORMANCE NARRATIVE

00325 Department of Human Services

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Performance Measure #14:

There will be 0 non-CARES referral admissions to the Developmental Center.

Performance Measure #15:

100% resolution to all parent/guardian and consumer grievances at the Developmental Center.

Program: Developmental Center	Reporting level: 00-325-430-00-00-00-00-00000000
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One Center Administrative Performance Measures**Performance Measure #1:**

Monitor daily per diem, general costs and budget targets.

Performance Measure #2:

Monitor Medicare Part D costs and revenues and overall medication costs.

Performance Measure #3:

Review of Human Resources measures to include; occupational classifications, salary and benefit levels, recruitment and retention strategies, employee morale and development and staffing levels.

Performance Measure #4:

Individuals at the Developmental Center will receive services that meet the requirements of the Council.

Performance Measure #5:

Employee turnover will be under 15%.

One Center Patient/Resident Performance Measures**Performance Measure #1:**

Acuity levels at the One Center will be monitored.

PERFORMANCE NARRATIVE

00325 Department of Human Services

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Performance Measure #2:

Developmental Center overall performance relative to all 21 Personal Outcomes will increase by 10%.

Performance Measure #3:

The Developmental Center's overall performance relative to the Social Capital Index will increase by 20%.

Performance Measure #4:

The NDDC overall performance relative to the Basic Assurance index will remain above the CQL national scores.

Performance Measure #5:

30% of all individuals whom reside at the Developmental Center will attend a community work site and volunteer sites.

Performance Measure #6:

Quality management data will indicate 100% compliance to health and safety basic assurance measures.

Performance Measure #7:

Trends in 5 of 6 positive behavior supports data markers will move in positive direction as measured on a quarterly basis.

Performance Measure #8:

There will be 0 non-CARES referral admissions to the Developmental Center.

Performance Measure #9:

100% resolution to all parent/guardian and consumer grievances at the Developmental Center.

Continuing Appropriation

325 Department of Human Services

Date: 12/11/2012

Time: 11:13:28

Version: 2013-R02-00325

Project: CSE01 Collection and Disbursement of Child Support

Version 2013R0200325 Number CSE01

Description Collection and Disbursement of Child Support

Statutory Authority 14-09-25

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	2,521,643	2,774,721	3,042,713	5,058,697
Revenue/transfers	214,485,508	226,722,522	243,397,365	261,871,225
Total available	217,007,151	229,497,243	246,440,078	266,929,922
Expenditures	214,232,430	226,454,530	241,381,381	259,702,228
Ending Balance	2,774,721	3,042,713	5,058,697	7,227,694

The state disbursement fund in NDCC 14-09-25(5) is needed to: 1) receive payments of child support from, or on behalf of, an obligor; 2) segregate child support payments that are assigned to the state; and 3) disburse child support payments that are not truly owned by the state and must to be disbursed to an obligee or another jurisdiction on behalf of the obligor's children

Continuing Appropriation

325 Department of Human Services

Date: 12/11/2012

Time: 11:13:28

Version: 2013-R02-00325

Project: CSE02 Child Support Incentive Fund for System Improvement

Version 2013R0200325 Number CSE02

Description Child Support Incentive Fund for System Improvement

Statutory Authority 50-09-15.1

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	252,852	398,746	606,087	722,045
Revenue/transfers	162,786	224,813	138,772	144,377
Total available	415,638	623,559	744,859	866,422
Expenditures	16,892	17,472	22,814	45,628
Ending Balance	398,746	606,087	722,045	820,794

The improvement account in NDCC 50-09-15.1 provides funds that allow the child support enforcement program to implement its business plan and respond efficiently and quickly to changes or needs in how the program is administered. The funds may only be used as described in the child support enforcement business plan and for the limited purposes provided in the statute.

Continuing Appropriation

Date: 12/11/2012

325 Department of Human Services

Time: 11:13:28

Version: 2013-R02-00325

Project: CSE03 Child Support Cooperative Agreements

Version 2013R0200325 Number CSE03

Description Child Support Cooperative Agreements

Statutory Authority 50-09-33

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	-1,723	0
Revenue/transfers	0	35,229	22,737	22,737
Total available	0	35,229	21,014	22,737
Expenditures	0	36,952	21,014	22,737
Ending Balance	0	-1,723	0	0

The cooperative agreement continuing appropriation in NDCC 50-09-33 provides a method of allowing the state child support enforcement program to offer assistance to any Indian tribe that requests help in establishing and enforcing child support obligations for tribal members.

Continuing Appropriation

Date: 12/11/2012

325 Department of Human Services

Time: 11:13:28

Version: 2013-R02-00325

Project: MHSA01 Transition to Independence (TTI)

Version 2013R0200325 Number MHSA01

Description Transition to Independence (TTI)

Statutory Authority 50-06

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	76,100	66,100
Revenue/transfers	0	110,500	0	0
Total available	0	110,500	76,100	66,100
Expenditures	0	34,400	10,000	12,000
Ending Balance	0	76,100	66,100	54,100

The remaining TTI grant funding for the Transition to Independence Program continues to be allocated for the development and ongoing support to the Transition to Independence Program. The remaining grant funding will be used to meet the various needs of this population like rent assistance, work force readiness, medical needs not covered by insurance, clothing, unexpected fees for items such as birth certificates, social security cards, applications for college, etc.

PERFORMANCE NARRATIVE**00360** Protection and Advocacy**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

P&A develops an annual plan with numerous goals and objectives. These relate to our seven federal grants. P&A's activities can be classified into six main areas of effort. While terminology, definitions, focus and depth of each activity varies, similar services are provided by the protection and advocacy systems in each state and territory.

1. Protective services – ensuring appropriate response, including risk management, investigation and provision of remedial effort, to reports of suspected abuse, neglect and/or exploitation of individuals with disabilities.
2. Case advocacy – providing advocacy and/or legal representation, within identified priority areas, to eligible individuals with disabilities to ensure access to appropriate services and resolution of disability-related discrimination or other rights violations.
3. Systems advocacy – collaborating with appropriate stakeholders to identify and advocate for systemic change that will result in positive outcomes for people with disabilities.
4. Information and referral – providing verbal and written information as well as directing individuals to resources external to P&A.
5. Education and training – training provided to groups of individuals, including people with disabilities and service providers, on disability-related rights issues as well as the development and publication of rights-related documents.
6. Self-advocacy support – providing information, technical assistance, and support to self-advocacy groups.

In the summer of 2011, P&A mailed a survey to 407 individuals and organizations requesting input on P&A's priorities and activities. Of note, the survey asked "Do you believe P&A's work is helpful to people with disabilities and their families?" Of the 67 respondents, 63 (94.0 percent) indicated 'yes' and 2 (3.0 percent) indicated 'no' and 2 (3.0 percent) did not respond to this specific question.

Program Performance Measures**Program:** Protection and Advocacy Program**Reporting level:** 00-360-100-00-00-00-00000000

P&A develops an annual plan with numerous goals and objectives. These relate to our seven federal grants. P&A's activities can be classified into six main areas of effort. While terminology, definitions, focus and depth of each activity varies, similar services are provided by the protection and advocacy systems in each state and territory.

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PERFORMANCE NARRATIVE**00360** Protection and Advocacy**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

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SPECIAL FUND REPORT
00380 Job Service North Dakota
Version: 2013R0200380

Job Service North Dakota Fund

	2011 - 2013	2013 - 2015
Beginning Balance	585,645	568,921
Revenue and Net Transfers:		
Revenue	<u>500,000</u>	<u>600,000</u>
Total Revenue and Net Transfers	500,000	600,000
Estimated Expenditures By Line:		
Salaries and Wages	67,240	154,692
Operating Expenses	14,509	436,365
Grants Benefits and Claims	<u>434,975</u>	<u>0</u>
Total Estimated Expenditures	<u>516,724</u>	<u>591,057</u>
Ending Balance	<u><u>568,921</u></u>	<u><u>577,864</u></u>

PERFORMANCE NARRATIVE**00380** Job Service North Dakota**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Job Service has an internal report card that tracks performance in the following areas--

Unemployment Insurance (UI):

- Trust fund activity including benefits paid and income received
- Trust fund balance including call center calls, average speed of answer and average talk time
- Benefit payment accuracy including percentage of accurate payments and percentage of over and under payments
- Services provided via electronic methods including percentage of claims taken via internet and electronic employer, ACH debit and wage record counts

Workforce Investment Act (WIA):

- Entered employment
- Employment retention
- Average earnings

Workforce 20/20:

- Obligated funds
- Expended funds
- Unexpended balance

Labor Exchange:

- Entered employment
- Employment retention
- Average earnings

Employment in North Dakota:

- Labor Force data, including North Dakota's unemployment rate
- Quarterly census of employment and wages data

Job Opportunities and Basic Skills Program:

- Work participation rate

Program Performance Measures**Program:** Job Service**Reporting level:** 00-380-100-00-00-00-00-00000000**Unemployment Insurance Program:**

PERFORMANCE NARRATIVE**00380** Job Service North Dakota**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Job Service North Dakota (JSND) actively tracks and manages the performance of the Unemployment Insurance (UI) program. Leadership, from Supervisors to Agency Executive Management, monitor performance via several reporting mechanisms and tools. A primary tool utilized for internal measurement of program performance is the JSND Report Card. This tool assists in the analysis and monitoring of agency benchmarks in the various agency program areas.

Although many performance measures are reviewed internally, the primary performance measures utilized for the UI program are established by the United States Department of Labor (USDOL) and revolve around the timeliness, quality and accuracy of determinations made by the agency. Generally speaking, JSND does very well against the core measures that are tracked by the USDOL. As importantly, UI staff members are committed to providing high quality customer service to the unemployed workers and the employers of North Dakota. Staff members within the UI area have been under an extreme level of stress over the last several years with workloads climbing at incredible rates, new federal programs and standards being established, statewide disasters resulting in Disaster Unemployment Assistance programs, and a significant number of major IT projects requiring staff participation. All while maintaining a flat staffing level, albeit with a limited number of temporary staff members brought on for assistance. Throughout this time, they have maintained a professional attitude and have continued to provide an extremely high level of customer service and program performance. Without the remarkable efforts of our staff, the performance of the UI program could easily have declined to substandard levels, ultimately impacting the employers and unemployed citizens of North Dakota.

JSND had the following results on eight of the primary federal measures for the quarter ended June 30, 2012:

Measure:	Federal Standard:	JSND Performance:
Payment of Intrastate Claims Timely	87% Timely	93.56%
Non-Monetary Determinations completed Timely	80% Timely	78.06%
Quality of Non-Separation Eligibility Determinations	75% Exceed Quality	93.33%
Quality of Separation Eligibility Determinations	75% Exceed Quality	80%
Appeals Case Aging	60% in 30 Days or Less	37.67 Day Average
Appeals Quality	80% Quality	100%
Timely New Employer Status Determinations	70% Timely	88.28%
Tax Program Quality	Pass/Fail	Pass

JSND strives for excellence in all aspects of program administration and customer service. Historically, JSND has been a nationwide leader, and has excelled in almost all aspects of performance measured. While JSND continues to perform well, and will always strive for excellence, the current economic environment and incredible growth within North Dakota has provided a significant challenge. Despite the extremely low unemployment rate in North Dakota the UI Program continues to see a tremendous workload and is struggling to keep up with the work that continues to grow each day. Although North Dakota's economy has flourished, the national recession has impacted the UI Program in North Dakota.

PERFORMANCE NARRATIVE**00380** Job Service North Dakota**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Benefits Unit - The workload in the benefits unit comes from consistently high levels of filed claims and subsequent issue adjudication. Additionally, the federal Extended Unemployment Compensation (EUC) program has added a level of complexity and manual processing that has complicated the claim filing process. It is important to note that many of the claims we are seeing are not coming as a result of a business shutting down, but instead result from individuals being terminated for cause or quitting for other employment.

While claims for benefits remain high, the claim duration within North Dakota remains one of the lowest, if not the lowest, in the nation at approximately 10 weeks. . This indicates that claimants are returning to work fairly quickly, as would be expected in a job rich environment such as North Dakota.

Tax Unit - The primary workload increase within our Tax unit has been with status determinations. The status determination function directly correlates with the number of employers establishing businesses within North Dakota, or the change in ownership of existing businesses.

New businesses have been on the increase in North Dakota, specifically since 2009, with 2012 appearing to be on track to exceed 2011 numbers by over 700 determinations. Each of these new businesses must complete a Report to Determine Liability. At that point, our Tax staff members receive and review the documents submitted, follow up with employers for further information, and based upon the information found, determine the liability of the business.

Along with the increase in employers comes an increase in wage credits and other correspondence that must be processed for these employers. Although many employers utilize UI EASY or one of our other electronic reporting mechanisms, the increase in employer numbers causes significant data input and administrative processing.

Appeals Unit - The Appeals unit has seen a significant increase in the number of appeals that they must process over the last several years. This is not surprising with the increase in the number of claims received. However, we have reached a saturation point where we are struggling to keep up with incoming volumes, and our timeliness numbers have been impacted.

Overview of workload increases within the UI Area:

- Total claims have increased by 67.42% since 2007
- Out of state claims have increased by 184.12% since 2007
 - Out of state addresses now make up 10% of all claims, but provide 38% of all adjudication issues.
- There is a correlation between the oil boom and much of the workload being experienced
 - 52% of all eligibility issues established in ND are coming from claimants with out-of-state addresses or addresses within one of the nineteen ND oil producing counties
 - The out-of-state issues and the issues being established in oil producing counties have proven to be much more difficult and time consuming to adjudicate
 - Combined, out-of-state and oil producing counties make up 29% of all claims and 52% of issues
- Combined wage claims have increased by 1767% between 2000 and 2011
 - Between 2000 and 2008 we averaged 79 CWC claims per year. Between 2009 and 2011 we averaged 1371 CWC claims per year. The increase in these out-of-state and CWC claims is coming as a result of a federal change in 2009 and due to an influx of out-of-state claimants that have worked in the western part of North Dakota, primarily in oil field related occupations. CWC and out-of-state claims are very time consuming to process due to the fact that information must be gathered from other state unemployment insurance programs and out-of-state employers.
- Claims from oil producing counties have increased by 46.23% since 2007
- Out of state separation issues have increased by 139.38% since 2007
- Total issues requiring adjudication have increased by 68.31% since 2005
- Status Determinations are up 117% since 2009

PERFORMANCE NARRATIVE**00380** Job Service North Dakota**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- Employer Numbers have increased by 16% since 2005
- Lower authority appeals are up 89.37% since 2005
- EUC continues to be a significant workload generator

Workforce Programs:**Major Accomplishments:**

JSND Evaluated the workforce needs of a segment of the ND economy and a potential source of workers who would benefit when given opportunities to increase their skills. JSND submitted a proposal for a Department of Labor demonstration grant to address the workforce needs of the oilfield and building trades occupations. Target populations of unemployed individuals include Native Americans and Veterans. JSND was successful and awarded a two-year, \$2 million grant to help address North Dakota's growing workforce needs in the oil industry and building trades. SkillBuildND will help Job Service (1) Reach out to target North Dakota populations (Native Americans and veterans), (2) Connect the target individuals to training for specific in-demand occupations, and (3) Prepare program participants for industry-specific occupations.

Job Service North Dakota was successful in assuming all the duties associated with directing, coordinating and convening the Workforce Development and Youth Development Councils due to the USDOL cut in Workforce Investment Act(WIA) statewide funding from 15% to 5%. This change in WIA organizational structure resulted in a savings of approximately \$144,000. Previously, these duties were administered by the ND Department of Commerce. JSND found savings through use of Interactive Video meetings rather than in-person meetings, WDC director salary, and reduced expenditures for conference and training travel. A reduction of five staff from the JSND Central Office was also required as a result of the reduced WIA statewide funding. Despite these challenges, JSND continues to meet its performance requirements for statewide administrative duties including data validation monitoring, maintaining the Management Information System, Eligible Training Provider requirements, generating performance measure and reporting requirements and monitoring programs for compliance purposes.

For PY 2010 and PY 2011, Job Service North Dakota has successfully met the Workforce Investment Act negotiated performance measures. Program success is defined in TEGL 9-07 as meeting 90 percent of the negotiated performance level.

WORKFORCE INVESTMENT ACT

Negotiated Performance Measures Summary

For Program Year 2011

<u>Performance Measure</u>	<u>Negotiated Performance Level</u>	<u>Actual Performance Level</u>	<u>Percent of Negotiated Level Achieved</u>
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PERFORMANCE NARRATIVE

00380 Job Service North Dakota

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Adult Common Measures Results At-A-Glance*Exit Period Covered by Measures: October 10 to September 11*

Entered Employment Rate	77.0%	$216/297 = 72.7\%$	94.4%
Employment Retention Rate*	83.5%	$341/406 = 84.0\%$	100.6%
Average Earnings*	\$9,400.00	$4,106,366/340 =$ \$12,077.55	128.5%
Average	100.0%		107.8%

Dislocated Worker Common Measures Results At-A-Glance*Exit Period Covered by Measures: October 10 to September 11*

Entered Employment Rate	84.5%	$159/192 = 82.8\%$	98.0%
Employment Retention Rate*	90.5%	$184/193 = 95.3\%$	105.3%
Average Earnings*	\$11,400.00	$3,252,379/181 =$ \$17,968.94	157.6%
Average	100.0%		120.3%

PERFORMANCE NARRATIVE

00380 Job Service North Dakota

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Youth Common Measures Results At-A-Glance*Exit Period Covered by Measures: October 10 to September 11*

Placement In Employment or Educ.	64.0%	$171/242 = 70.7\%$	110.5%
Attainment of Degree or Certificate	43.5%	$185/287 = 64.5\%$	148.3%
Literacy/Numeracy Gains**	20.0%	$29/61 = 47.5\%$	237.5%
Total Youth Average	100.0%		165.4%

* PY 11 Exit Period Covered–Apr 10 to Mar 11

**PY 09 Exit Period Covered – Jul 11 to Jun12

Labor Market Information Center(LMI):

The LMI Center provides reports and studies requested by the Bureau of Labor Statistics and the Employment and Training Administration of the Department of Labor

LMI products and services are available at jobsnd.com

Continuing Appropriation

380 Job Service North Dakota

Version: 2013-R02-00380

Project: 1 Federal Advance Interest Repayment

Date: 12/11/2012

Time: 11:13:53

Version 2013R0200380 Number 1

Description Federal Advance Interest Repayment

Statutory Authority 52-04-22

Special Fund number and name 350 Federal Advance Interest Repayment Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	1,608,101	1,734,314	2,074,662	2,829,056
Revenue/transfers	663,081	921,808	1,597,034	1,600,000
Total available	2,271,182	2,656,122	3,671,696	4,429,056
Expenditures	536,868	581,460	842,640	850,000
Ending Balance	1,734,314	2,074,662	2,829,056	3,579,056

The Federal Advance Interest Repayment Account is the account to which assessments collected by the Unemployment Insurance (UI) Program are deposited for the purpose of paying interest due on federal advances to the state UI Trust Fund. These assessments interest, penalties, and fees that may be collected by Job Service as a result of an overpayment of benefits to a claimant, and non-payment or late payment of taxes due by an employer.

The FAIRA Fund was established by direction of the United States Department of Labor (USDOL) in order to have a source of funds available to pay interest due on any advances made by the federal government to the North Dakota UI Trust Fund. Advances may be made to states in cases where the state's UI Trust fund balance is not sufficient to pay benefits to the UI claimants of the state. These advances must be refunded to the USDOL, and interest is charged on all advances. North Dakota's UI Trust Fund is currently adequate to pay UI Benefits and is not projected to require advances from the federal government.

The FAIRA Fund is necessary because federal law prohibits the use of both state UI trust fund dollars and administrative dollars provided by the USDOL for the purpose of paying interest on advances made to the state. The FAIRA Fund is held as an interest-bearing account at the Bank of North Dakota.

Section 52-04-22 of the North Dakota Century Code identifies the allowable uses for the fund in addition to providing the continuing appropriation for the fund. Current uses include:

- Interest due on federal advances to the state trust fund.
- Interest and principal costs associated with the bond payments that funded the construction of the current Bismarck and Grand Forks Job Service offices.
- Costs of repair, renovation, or alteration of Job Service office facilities.
- Payment of the replacement rate charged for use of state fleet vehicles.
- Reemployment programs to ensure integrity of the unemployment insurance program.
- Payment of office building lease cost.

Continuing Appropriation

Date: 12/11/2012

380 Job Service North Dakota

Time: 11:13:53

Version: 2013-R02-00380

Project: 2 Unemployment Insurance Trust Fund

Version 2013R0200380 Number 2

Description Unemployment Insurance Trust Fund

Statutory Authority 52-03-04

Special Fund number and name 2 Unemployment Insurance Trust Fund

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	114,654,137	102,121,265	92,691,580	132,369,952
Revenue/transfers	138,390,762	237,202,477	182,598,701	198,240,000
Total available	253,044,899	339,323,742	275,290,281	330,609,952
Expenditures	150,923,634	246,632,162	142,920,329	157,847,700
Ending Balance	102,121,265	92,691,580	132,369,952	172,762,252

The purpose of the Unemployment Compensation Fund is to collect employer taxes and pay state unemployment benefits. In addition, any federally authorized unemployment benefit program administered by Job Service North Dakota uses this fund for the federal revenue and federal benefit expenses.

Continuing Appropriation

Date: 12/11/2012

380 Job Service North Dakota

Time: 11:13:53

Version: 2013-R02-00380

Project: 3 Job Task Analysis

Version 2013R0200380 Number 3

Description Job Task Analysis

Statutory Authority 52-08-13

Special Fund number and name 189 Job Task Analysis

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	10,000	10,000	10,000	10,000
Total available	10,000	10,000	10,000	10,000
Expenditures	10,000	10,000	10,000	10,000
Ending Balance	0	0	0	0

Job Service North Dakota provides job task analysis services to employers that request such services. Fees collected for providing such services are used to pay the expenses related to the activity.

SPECIAL FUND REPORT

00401 Office of the Insurance Commissioner

Version: 2013R0200401

Insurance Reg. Trust Fund 239

	2011 - 2013	2013 - 2015
Beginning Balance	0	1,000,000
Revenue and Net Transfers:		
Revenue	7,515,297	7,504,146
Total Revenue and Net Transfers	7,515,297	7,504,146
Estimated Expenditures By Line:		
Salaries and Wages	5,165,911	6,116,059
Operating Expenses	1,349,386	1,519,408
Total Estimated Expenditures	6,515,297	7,635,467
Ending Balance	1,000,000	868,679

SPECIAL FUND REPORT

00401 Office of the Insurance Commissioner

Version: 2013R0200401

Insurance Tax Distrib. Fund 240

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	<u>6,870,000</u>	<u>7,670,000</u>
Total Revenue and Net Transfers	6,870,000	7,670,000
Estimated Expenditures By Line:		
Grants to Fire Districts	<u>6,870,000</u>	<u>7,670,000</u>
Total Estimated Expenditures	<u>6,870,000</u>	<u>7,670,000</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL FUND REPORT

00401 Office of the Insurance Commissioner

Version: 2013R0200401

Unsatisfied Judgement Fund 209

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	27,348	26,847
Total Revenue and Net Transfers	27,348	26,847
Estimated Expenditures By Line:		
Salaries and Wages	24,258	25,584
Operating Expenses	3,090	1,795
Total Estimated Expenditures	27,348	27,379
Ending Balance	0	(532)

PERFORMANCE NARRATIVE**00401** Office of the Insurance Commissioner**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Goals for the Department and individuals are completed each year, and are reviewed for completion and accuracy on an ongoing basis. Statistics are kept in each division and compared to previous years. Each division submits regular reports depicting activities, problems and how to resolve them, status on special projects and upcoming events requiring special attention.

Program Performance Measures**Program:** Grants To Local Fire Departments**Reporting level:** 00-401-035-00-00-00-00-00000000

Two annual payments of \$3.1 million (appropriated amount) are distributed from the Insurance Tax Distribution Fund to the fire departments and fire protection districts based on their proportionate market share of the total premium dollars sold as reported to the Department. Two annual payments are distributed from the Insurance Tax Distribution Fund to the North Dakota Firefighters Association.

Program: Regulatory and Administration**Reporting level:** 00-401-100-00-00-00-00-00000000**Product Filing Division**

Complete 100 percent of policy, rate and form filings within the statutory review period of 60 days. Ensure that all the information provided on the Department of Insurance website is accurate and up to date.

Consumer Assistance Division

Respond to all phone calls within 24 hours and assist walk-in customers as soon as possible.

- State Health Insurance Counseling Program – Plan, schedule and provide outreach and education activities targeting Medicare beneficiaries. Provide direct assistance to beneficiaries enrolling in Medicare Part D plans. Recruit, maintain and train volunteers to assist the program. Apply for and maintain federal grants related to assisting consumers.
 - Prescription Connection Program – Effectively promote the program to potential consumers. Track and report consumers assisted and impact annually.
- Property & Casualty – provide assistance and instructions to consumers to ensure a better understanding of their insurance products, investigate issues and complaints in an attempt to resolve issues and recover losses if possible with the goal of closing 65% of cases within 60 days.
- Life & Health - provide assistance and instructions to consumers to ensure a better understanding of their insurance products, investigate issues and complaints in an attempt to resolve issues and recover losses if possible with the goal of closing 65% of cases within 60 days.
- Hot Line - provide assistance and instructions to consumers to ensure a better understanding of their insurance products, investigate issues in an attempt for early resolution or elevate to complaint status and refer to appropriate investigator for follow up.

Agency Licensing Division

Provide timely and accurate information to agents, companies, legislators and the general public on all licensing matters by utilizing and enhancing the Department's website and other outreach efforts. Continue to utilize and implement new electronic initiatives in an effort to further improve and enhance the electronic licensing and

PERFORMANCE NARRATIVE**00401** Office of the Insurance Commissioner**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

renewal processes for agents licensed to do business in North Dakota. Maintain a timely workflow process for licensing and renewal processing for agents and companies.

Examinations and Company Licensing Division

Review and approve company license applications, issue certificates of authority, process yearly license renewals, collect fees and maintain a company licensing database. Provide information to consumers, insurance companies and others. Perform ongoing financial analysis of domestic companies' annual and quarterly statements and other required filings in conformity with the National Association of Insurance Commissioners' accreditation standards. Perform financial examinations to determine the insurers' financial condition and compliance with North Dakota law, while conforming to the National Association of Insurance Commissioners' accreditation standards.

Fire and Tornado Fund

Contact policyholder within 24 hours of notice of loss. Set a reserve as close as possible to the claim value/loss. Refer notice of loss within 24 hours of receipt to adjuster for action/investigation. Review at a minimum every 30 days for claim completion/resolution. Process claim payment within 24 hours of receiving signed proof of loss. Review and update insurance limits regularly. Request completion of claim handling survey. Follow state laws and regulations in administering the fund.

Petroleum Tank Release Compensation Fund

Contact tank owner/operator within 24 hours of notice of claim application. Set a reserve as close as possible to the claim value/loss. Contact Department of Health within 24 hours of claim application. Send tank owner/operator within 24 hours of receipt of claim application guidelines for hiring excavators and environmental consultants. Schedule investigation of claim to establish how loss occurred and responsible party. Review at minimum every 30 days for claim completion/resolution. Process claim payment within 24 hours of receiving signed proof of loss. Follow state laws and regulations in administering the fund.

State Bonding Fund

Contact bondholder within 24 hours of notice of claim. Set a reserve as close as possible to the probable claim value/loss. Refer notice of claim within 24 hours of receipt to the Office of State Auditor for investigation. Process judgment for order granting claim within 24 hours of receipt. Process claim payment within 24 hours of receiving the signed order granting claim. Contact the clerk of court for restitution/recovery within two weeks of issuing payment. Review recovery every six months. Review regularly (at least every two years) for adequate bond limits. Follow state laws and regulations in administering the fund.

SPECIAL FUND REPORT

00405 Industrial Commission

Version: 2013R0200405

Industrial Commission Fund 305

	2011 - 2013	2013 - 2015
Beginning Balance	793,032	626,634
Revenue and Net Transfers:		
Tsfr Fm Bank Of Nd	86,256	97,663
Tsfr Fm Nd Housing Finance Age	57,388	64,944
Tsfr Fm Municipal Bond Bank	18,148	20,326
Tsfr Fm Nd Student Loan Trust	77,300	87,253
Tsfr Fm Mill & Elevator	68,344	77,337
Tsfr Fm Nd Job Service	710,735	540,376
Tsfr Fm Soldiers Home Fund	403,790	408,840
Tsfr Fm Cdp Service Fund	5,406,666	2,504,100
Tsfr Fm Parks & Rec. Fund (398	73,613	73,627
Tsfr Fm Natl Guard Fund	70,225	28,586
Tsfr Fm State Pen. Fund (379)	1,356,356	1,289,450
Tsfr Fm Health & Consolidated	672,898	642,688
Tsfr Fm Extension Div. Fund	571,290	571,400
Tsfr Fm Minot State Univ.	208,625	0
Tsfr Fm Ndsu Fund	340,275	0
Tsfr Fm Und Fund	594,200	491,397
Tsfr Fm University System	12,041,459	10,436,045
Tsfr Fm St. Hist. Rev. Fund	1,392,069	1,392,338

SPECIAL FUND REPORT**00405 Industrial Commission****Version: 2013R0200405**

Tsfr Fm Atty General Fund	765,704	765,851
Tsfr Fm Lignite Research Fund	52,134	58,995
Transfer fr OMB Debt Service	665,143	665,272
Tsfr Fm Oil And Gas Research	52,134	58,995
Tsfr Fm Renewable Energy Dev	<u>26,794</u>	<u>30,240</u>
Total Revenue and Net Transfers	25,711,546	20,305,723
Estimated Expenditures By Line:		
Salaries and Wages	352,616	488,138
Operating Expenses	135,595	135,595
Bond Payments	<u>25,389,733</u>	<u>19,809,969</u>
Total Estimated Expenditures	<u>25,877,944</u>	<u>20,433,702</u>
Ending Balance	<u><u>626,634</u></u>	<u><u>498,655</u></u>

SPECIAL FUND REPORT

00405 Industrial Commission

Version: 2013R0200405

Lignite Research Fund 314

	2011 - 2013	2013 - 2015
Beginning Balance	11,718,069	12,947,610
Revenue and Net Transfers:		
Revenue	9,893,560	9,659,700
Total Revenue and Net Transfers	9,893,560	9,659,700
Estimated Expenditures By Line:		
Grants	19,971,300	19,500,000
Unexpended Appropriations	(11,307,281)	0
Total Estimated Expenditures	8,664,019	19,500,000
Ending Balance	12,947,610	3,107,310

SPECIAL FUND REPORT

00405 Industrial Commission

Version: 2013R0200405

Public Finance Authority

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Tsfr Fm Municipal Bond Bank	<u>654,027</u>	<u>663,192</u>
Total Revenue and Net Transfers	654,027	663,192
Estimated Expenditures By Line:		
Salaries and Wages	428,427	445,733
Operating Expenses	<u>225,600</u>	<u>225,600</u>
Total Estimated Expenditures	<u>654,027</u>	<u>671,333</u>
Ending Balance	<u><u>0</u></u>	<u><u>(8,141)</u></u>

PERFORMANCE NARRATIVE**00405** Industrial Commission**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Performance Measures are addressed under each of the individual programs.

Program Performance Measures**Program:** Administration**Reporting level:** 00-405-100-00-00-00-00000000

Under the Lignite Research Development and Marketing Program funding was provided for numerous lignite research projects that are assisting with the development of technology to improve various facets of lignite mining and electrical generation from lignite. In addition funding has been provided for ongoing litigation against the State of Minnesota which limits North Dakota's ability to export electricity to Minnesota.

The North Dakota Building Authority provided continuing disclosure for all outstanding bond issues and evaluated whether it was economic to refund any outstanding bond issues. During the 2011-2013 biennium three bond issues were refunded and over \$2,000,000 of savings were achieved.

The Administrative Office met the continuing disclosure requirements for the Student Loan Trust.

The Administrative Office assisted with the Transmission Authority and the Upper Great Plains Transmission Coalition.

The Administrative Office assisted with the Oil and Gas Research Program and the Renewable Energy Development Program and is responsible for the contract management of the projects awarded funding. Currently, these programs have over 33 on-going projects.

The Pipeline Authority has been working with numerous oil and gas companies along with the pipeline companies to assist in the construction of pipelines and gas processing plants. A number of pipelines and gas processing plants are either under construction or are being planned. The Administrative Office is responsible for the contract management for the Pipeline Authority.

Two major studies were completed during the 2011-2013 biennium through the North Dakota Pipeline Authority and the North Dakota Transmission Authority. These two studies are key planning tools for the state and industry in planning for the transmission of electricity and processing and transportation of natural gas.

Program: Geological Survey**Reporting level:** 00-405-300-01-00-00-00000000

For the past eight years, the Geological Survey has consistently exceeded the goals set forth in its annual strategic plans.

Permit Processing: The Geological Survey consistently issue coal exploration and geothermal permits within seven business days of the day that they are received. We had been issuing these permits within two or three business days, but increased workload has increased this time period.

Core and Sample Library: The Geological Survey provides same business day response for requests from industry to study core in our facility or to ship the core to an approved out-of-state facility. We have experienced record industry activity in the core and sample library in the past four years. In 2012, oil companies will likely drill and collect samples from more than 56 million feet in the Williston Basin of North Dakota, 112 times more drilling than was done in 1999. In the last four years our core and sample library has received as many cores and samples as in the previous 17 years combined. The Survey core library would have filled to capacity two years ago had

PERFORMANCE NARRATIVE**00405** Industrial Commission**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

we not created storage space in the building by replacing damaged core boxes, reboxing samples, discarding low-priority items, and rearranging archival materials. As it is, the building is projected to fill to capacity between January 2016 and July 2017.

Outreach-Customer Service: The Geological Survey website currently provides access to over 550 articles and publications, 500 geologic maps, etc. for access by industry, government, and the general public. The Geological Survey continues to provide a number of outreach activities (presentations, tours, fieldtrips, fossil excavations, rock and fossil displays, core workshops, website material, etc.) on various aspects of North Dakota's geology.

Program: Oil & Gas**Reporting level:** 00-405-300-02-00-00-00-00000000

Permit Processing: The Oil & Gas Division has seen a large increase in the number of drilling permit applications. Although the average permit processing time has increased from an average of 20 days in 2010 to over 25 days today, processing efficiency has increased dramatically allowing a greater volume of permits to be processed.

The Oil & Gas Division has also seen a large increase in the number of permit requests for UIC applications. The average permit processing time has increased from an average of 50 days in 2010 to 60 days today, mainly due to the mandatory hearings process required by most applications. Processing efficiency has increased dramatically although current staff is being overwhelmed by the large increase in requests.

Well and Site Construction Regulation: The Oil & Gas Division witnesses a very high percentage of mechanical integrity tests and rigorously enforces well construction rules designed to protect underground drinking water. Without this program 10% of injection and temporary abandoned wells and 5% of newly drilled wells could have undetected mechanical problems that could endanger ground water resources.

The Oil and Gas Division regulates spill containment through diking and site construction rules.

Outreach-Customer Service: The Oil & Gas Division website currently provides over 75,500 electric logs, 23,800 well files, 200,000 formation tops, core data, etc for access by industry, government, and the public.

Streaming audio of our live hearings can be accessed from the Oil & Gas Division website. We now provide the Monthly Production Reports (from 2003 to present) on our website, which allows interested parties and royalty owners to access oil and gas marketed by well free of charge.

Program: Public Finance Authority**Reporting level:** 00-405-500-00-00-00-00-00000000

The NDPFA provided funding on a timely basis to those political subdivisions seeking low-cost financing for their capital projects. During 2011 the NDPFA approved under the State Revolving Fund Program \$9,771,352 of Clean Water SRF Program loans and \$14,713,659 of Drinking Water SRF Program loans. During 2011 the NDPFA approved \$3,730,000 of loans under the Capital Financing Program. Due to the 2011 flooding, Disaster Loans to political subdivisions under the Capital Financing Program totaling \$55,560,907 were approved.

Continuing Appropriation

405 Industrial Commission

Version: 2013-R02-00405

Project: 1 Abandoned Oil and Gas Reclamation Fund

Date: 12/11/2012

Time: 11:14:23

Version 2013R0200405 Number 1

Description Abandoned Oil and Gas Reclamation Fund

Statutory Authority NDCC 38-08-04.5

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	251,220	570,395	1,084,569	2,224,569
Revenue/transfers	351,670	523,268	1,150,000	500,000
Total available	602,890	1,093,663	2,234,569	2,724,569
Expenditures	32,495	9,094	10,000	10,000
Ending Balance	570,395	1,084,569	2,224,569	2,714,569

Abandoned Oil and Gas Reclamation Fund: (North Dakota Century Code 38-08-04.5) Monies deposited into this fund are from oil and gas operator permit fees and forfeited surety bonds paid to the North Dakota Industrial Commission Oil and Gas Division. Monies in this fund are appropriated to plug oil and gas wells and reclaim well sites, and associated facilities:

- 1) If the person or company drilling or operating the well cannot be found, has no assets with which to properly plug or replug the well or reclaim the well site, or cannot be legally required to plug or replug the well or to reclaim the well site;
- 2) If there is no surety bond covering the well to be plugged or the site to be reclaimed or there is a forfeited surety bond but the cost of plugging or re-plugging the well or reclaiming the site exceeds the amount of the bond; or
- 3) The well is leaking or likely to leak oil, gas or saltwater or is likely to cause a serious threat of pollution or injury to the public health or safety.

During the current biennium, the Oil and Gas Division plugged and abandoned two well sites. We anticipate reclaiming the two associated sites later in the current biennium. The reclamation of a well site may take several years depending on the location of the site and the weather conditions.

Continuing Appropriation

Date: 12/11/2012

405 Industrial Commission

Time: 11:14:23

Version: 2013-R02-00405

Project: 10 Pipeline Authority Admin Fund

Version 2013R0200405 Number 10

Description Pipeline Authority Admin Fund

Statutory Authority NDCC 54-17.7-11

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	115,715	32,089	158,113	59,613
Revenue/transfers	180,684	300,924	301,500	300,000
Total available	296,399	333,013	459,613	359,613
Expenditures	264,310	174,900	400,000	320,000
Ending Balance	32,089	158,113	59,613	39,613

The Pipeline Authority Administration Fund: This fund was initially authorized by the 2007 Legislative Assembly to provide a fund for the operations of the Pipeline Authority. The Pipeline Authority was created for the purpose of diversifying and expanding the North Dakota economy by facilitating development of pipeline facilities to support the production, transportation, and utilization of North Dakota energy-related commodities. It is important to have a continuing appropriation as the Authority has been authorized to make grants and loans as well as to construct facilities if needed. Construction of projects could exceed a two-year period of time. The funding of a grant for study on a new method of transporting energy commodities may exceed a two-year period.

Pipeline infrastructure is a critical need for the state. The transportation needed for captured CO₂ is also an issue facing the energy industry. Ongoing funding for the Pipeline Authority is needed in order for the Commission to facilitate discussions and identify infrastructure sources for these energy commodities.

Continuing Appropriation

405 Industrial Commission

Version: 2013-R02-00405

Project: 11 Renewable Energy Development Fund

Date: 12/11/2012

Time: 11:14:23

Version 2013R0200405 Number 11

Description Renewable Energy Development Fund

Statutory Authority NDCC 54-63-04

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	1,634,881	3,355,358	4,115,358
Revenue/transfers	3,079,903	4,127,923	3,010,000	3,000,000
Total available	3,079,903	5,762,804	6,365,358	7,115,358
Expenditures	1,445,022	2,407,446	2,250,000	3,000,000
Ending Balance	1,634,881	3,355,358	4,115,358	4,115,358

The Renewable Energy Development Fund: This fund was initially authorized by the 2007 Legislative Assembly to promote the growth of North Dakota's renewable energy industries through research, development and education. It is important to have a continuing appropriation for this type of effort in that research efforts can take a number of years. Each of the projects funded with the monies in the Renewable Energy Development Fund must be matched with either private or federal dollars. Often it is necessary in obtaining matching dollars from companies as well as universities or the federal government to be able to show that the State can commit for longer than a two-year period of time. The development of renewable energy industries in many areas is just in its infancy and research to develop these industries may involve a number of years. Educational efforts can also require more than a two-year period of time to begin to make a difference in the understanding of the renewable energy industry and the benefits it provides to the State of North Dakota.

With the demand for finding additional renewable energy sources, it is vital that the Renewable Energy Development Fund be maintained as a continuing appropriation as new research opportunities are identified. With additional funding for this program the state will be able to match dollars from federal and private sources to encourage the development of these new renewable energy sources.

Continuing Appropriation

405 Industrial Commission

Version: 2013-R02-00405

Project: 12 Geo Data Preservation Fund

Date: 12/11/2012

Time: 11:14:23

Version 2013R0200405 Number 12

Description Geo Data Preservation Fund

Statutory Authority NDCC 54-17.4-13

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	5,000	5,684	6,414
Revenue/transfers	5,000	890	750	750
Total available	5,000	5,890	6,434	7,164
Expenditures	0	206	20	100
Ending Balance	5,000	5,684	6,414	7,064

Geo Data Preservation Fund: The money in the fund was given by EOG to help defray costs related to the purchase of a black light system in the core and sample library to assist with the identification of hydrocarbons in rock core. We have not been successful in our attempts to obtain competitive awards for data preservation. We continue to solicit funds from the oil and gas industry for data preservation funds related to our core and sample library. The fund was established to preserve geologic data that might otherwise be lost.

Continuing Appropriation

Date: 12/11/2012

405 Industrial Commission

Time: 11:14:23

Version: 2013-R02-00405

Project: 13 Carbon Dioxide Stor Facility Admin Fund

Version 2013R0200405 Number 13

Description Carbon Dioxide Stor Facility Admin Fund

Statutory Authority NDCC 38-22-05

Special Fund number and name 0

	Actual 2007-2009		Actual 2009-2011		Estimated 2011-2013		Estimated 2013-2015
Beginning Balance	0		0		0		368,050
Revenue/transfers	0		0		533,050		5,000
Total available	0		0		533,050		373,050
Expenditures	0		0		165,000		200,000
Ending Balance	0		0		368,050		173,050

Carbon Dioxide Storage Facility Admin. Fund: Monies deposited in this fund are from the payment of fees from CO₂ storage operators when submitting an application for approval. Money in the fund may be used to defray expenses for processing permit applications including public notice costs and public hearings, regulating storage facilities during their construction, operational and preclosure phases and making storage amount determinations. The fund may also be used to compensate other agencies incurring expenses to conduct regulatory responsibilities at the storage facility. It is anticipated that the operation of the storage facilities will be for multiple years. Therefore, a continuing appropriation is needed.

Continuing Appropriation

Date: 12/11/2012

405 Industrial Commission

Time: 11:14:23

Version: 2013-R02-00405

Project: 14 Carbon Dioxide Storage Facility Trust Fund

Version 2013R0200405 Number 14

Description Carbon Dioxide Storage Facility Trust Fund

Statutory Authority NDCC 38-22-15

Special Fund number and name 0

	Actual 2007-2009		Actual 2009-2011		Estimated 2011-2013		Estimated 2013-2015
Beginning Balance	0		0		0		0
Revenue/transfers	0		0		0		0
Total available	0		0		0		0
Expenditures	0		0		0		0
Ending Balance	0		0		0		0

Carbon Dioxide Storage Facility Trust Fund: Monies deposited in this fund are from the payment of fees from CO₂ storage operators when carbon dioxide is injected into the storage facility. The fee is based on a per ton basis. Monies in the fund are to be used for the costs associated with the long-term monitoring and management of a closed storage facility. The fund may also be used to compensate other agencies incurring expenses to conduct regulatory responsibilities at the storage facility. It is anticipated that the monitoring of a closed facility may take place for multiple years. Therefore, a continuing appropriation is needed.

Continuing Appropriation

Date: 12/11/2012

405 Industrial Commission

Time: 11:14:23

Version: 2013-R02-00405

Project: 2 Cash Bond Fund

Version 2013R0200405 Number 2

Description Cash Bond Fund

Statutory Authority NDCC 38-08-04.11

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	522,021	655,057	439,622	302,941
Revenue/transfers	221,281	156,954	146,057	150,000
Total available	743,302	812,011	585,679	452,941
Expenditures	88,245	372,389	282,738	200,000
Ending Balance	655,057	439,622	302,941	252,941

Cash Bond Fund: (North Dakota Century Code 38-08-04.11) Monies deposited into this fund are from administrative fees on all moneys held or controlled by the Commission under subdivision d of subsection 1 of section 38-08-04 (the statute allowing a company to provide a cash bond rather than surety bond when operating in North Dakota). Monies in this fund are appropriated to the Commission to be used for:

- 1) defraying costs incurred in the plugging of abandoned oil and gas wells and related activities;
- 2) defraying costs incurred in the reclamation of abandoned oil and gas drilling and production sites, saltwater disposal pits, drilling fluid pits, and access roads, and related activities.

Continuing Appropriation

Date: 12/11/2012

405 Industrial Commission

Time: 11:14:23

Version: 2013-R02-00405

Project: 3 Cartographic Products Fund

Version 2013R0200405 Number 3

Description Cartographic Products Fund

Statutory Authority NDCC 54-17.4-10

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	21,154	23,855	26,722	31,222
Revenue/transfers	6,873	5,825	6,500	6,500
Total available	28,027	29,680	33,222	37,722
Expenditures	4,172	2,958	2,000	3,000
Ending Balance	23,855	26,722	31,222	34,722

Cartographic Products Fund: The Cartographic Products Fund was established during the 1989 legislative session (North Dakota Century Code 54-17.4-10). The fund is used to purchase topographic maps for sale from the federal government. All monies collected from the sale of topographic maps are redeposited in this fund. Map sales are cyclical and this fund requires a revolving fund to function most efficiently.

Continuing Appropriation

Date: 12/11/2012

405 Industrial Commission

Time: 11:14:23

Version: 2013-R02-00405

Project: 4 Fossil Excavation and Restoration Fund

Version 2013R0200405 Number 4

Description Fossil Excavation and Restoration Fund

Statutory Authority NDCC 54-17.4-09.1

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	2,679	115,406	162,158	112,158
Revenue/transfers	351,500	121,200	150,000	0
Total available	354,179	236,606	312,158	112,158
Expenditures	238,773	74,448	200,000	52,900
Ending Balance	115,406	162,158	112,158	59,258

Fossil Excavation and Restoration Fund: The Fossil Excavation and Restoration Fund was established during the 1997 legislative session (North Dakota Century Code 54-17.4-9.1). The fund contains monies donated to the North Dakota Geological Survey to pay for excavation and restoration of fossils for display in the North Dakota Heritage Center and other museums and public venues across the state. Fossil exhibits are costly and also take a considerable amount of time to plan and prepare, and require that money be held for long periods of time.

Continuing Appropriation

405 Industrial Commission

Version: 2013-R02-00405

Project: 5 Global Positioning System

Date: 12/11/2012

Time: 11:14:23

Version 2013R0200405 Number 5

Description Global Positioning System

Statutory Authority NDCC 54-17.4-12

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	12,413	11,095	6,696	5,746
Revenue/transfers	0	0	0	0
Total available	12,413	11,095	6,696	5,746
Expenditures	1,318	4,399	950	1,200
Ending Balance	11,095	6,696	5,746	4,546

Global Positioning System Data Fund: In 1993 the North Dakota Geological Survey, North Dakota Oil and Gas Division, North Dakota Agriculture Department, North Dakota State Water Commission, North Dakota Department of Transportation, United States Geological Survey and Bismarck State College entered into an agreement to establish and maintain a global positioning base station at Bismarck State College. The Global Positioning System (GPS) Data Fund was established by the 1995 Legislative Assembly (NDCC 54-17.4-12). The revolving fund was designed to hold GPS fees and to pay the costs of maintaining the base station. In 2001, all data from the base station was put on line for all users to download for free. The fund is still being used to pay for the costs of maintaining the base station, but no new monies are being deposited in the fund. In 2004, ten local engineering and surveying firms contributed towards the purchase of new equipment for the base station.

Continuing Appropriation

Date: 12/11/2012

405 Industrial Commission

Time: 11:14:23

Version: 2013-R02-00405

Project: 6 Oil & Gas Reservoir Data Fund

Version 2013R0200405 Number 6

Description Oil & Gas Reservoir Data Fund

Statutory Authority NDCC 38-08-04.6

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	73,079	180,352	355,174	468,174
Revenue/transfers	353,340	513,546	500,000	460,000
Total available	426,419	693,898	855,174	928,174
Expenditures	246,067	338,724	387,000	350,000
Ending Balance	180,352	355,174	468,174	578,174

Oil and Gas Reservoir Data Fund: (North Dakota Century Code 38-08-04.6) Monies deposited in this fund are from the payment of fees for the actual costs of services performed to provide oil and gas reservoir data requested by industry, royalty owners, other governmental agencies and the public. Monies in this fund are appropriated to the Commission to be used for purchase of equipment and supplies directly related to storage and dissemination of computerized geophysical exploration, production, and well information data to industry, royalty owners, other governmental agencies and the public. Requests for oil and gas reservoir data are cyclical with commodity price and a revolving fund is required to most efficiently meet demand.

Continuing Appropriation

405 Industrial Commission

Version: 2013-R02-00405

Project: 7 Oil & Gas Research Fund

Date: 12/11/2012

Time: 11:14:23

Version 2013R0200405 Number 7

Description Oil & Gas Research Fund

Statutory Authority NDCC 57-51.1

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	526,952	1,278,907	1,681,142	2,201,142
Revenue/transfers	3,056,419	3,267,180	4,020,000	4,020,000
Total available	3,583,371	4,546,087	5,701,142	6,221,142
Expenditures	2,304,464	2,864,945	3,500,000	5,500,000
Ending Balance	1,278,907	1,681,142	2,201,142	721,142

Oil and Gas Research Fund: The Oil and Gas Research Fund was established by the 2003 Legislative Assembly to promote the growth of the oil and gas industry through research and education (North Dakota Century Code 57-51.1). It is important to have a continuing appropriation for this type of effort in that research efforts can take a number of years. Each of the projects funded with the monies in the Oil and Gas Research Fund must be matched. Often it is necessary in obtaining matching dollars from companies as well as universities or the federal government to be able to show that the state can commit to longer than a two-year period of time. Projects that will require drilling programs, analysis of a drilling technique on an oil formation, innovative methods for enhanced recovery or improved reclamation of well sites may need a multi-year research effort to determine the results of the project. Educational efforts can also require more than a two-year period of time to begin to make a difference in the understanding of the oil and gas industry and the benefits it provides to the State of North Dakota.

Continuing Appropriation

Date: 12/11/2012

405 Industrial Commission

Time: 11:14:23

Version: 2013-R02-00405

Project: 8 Lignite Research Fund

Version 2013R0200405 Number 8

Description Lignite Research Fund

Statutory Authority NDCC 57-61-01.5

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	11,794,084	14,349,880	11,554,050	12,947,610
Revenue/transfers	11,047,965	8,643,642	9,893,560	9,659,700
Total available	22,842,049	22,993,522	21,447,610	22,607,310
Expenditures	8,492,169	11,439,472	8,500,000	19,500,000
Ending Balance	14,349,880	11,554,050	12,947,610	3,107,310

The Lignite Research Fund: The Lignite Research Fund was established to invest in research, education and the development and marketing for the lignite industry. It is important to have a continuing appropriation for this type of effort in that research efforts can take a number of years. The majority of the projects funded with the monies in the Lignite Research Fund must be matched. Many of the projects funded in part by the Lignite Research Fund are multi-year efforts. Lignite Vision 21 projects can require a number of years of research or actual construction. A continuing appropriation is needed to assure the project developers of the State's commitment to assist in the development of their projects.

Continuing Appropriation

Date: 12/11/2012

405 Industrial Commission

Time: 11:14:23

Version: 2013-R02-00405

Project: 9 Geo, Mineral, Coal Exploration

Version 2013R0200405 Number 9

Description Geo, Mineral, Coal Exploration

Statutory Authority NDCC 38-21-01

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	900	16,566	38,036	58,462
Revenue/transfers	15,710	21,645	20,680	21,000
Total available	16,610	38,211	58,716	79,462
Expenditures	44	175	254	200
Ending Balance	16,566	38,036	58,462	79,262

Geo, Mineral, Coal Exploration Fund: This fund was established by the state legislature in 2007 to assist with the plugging of problem test holes or site restoration of holes drilled under the geothermal, coal exploration, or subsurface mineral programs. Monies deposited into this fund are from administrative fees charged in the permit application process.

PERFORMANCE NARRATIVE**00406** Office of the Labor Commissioner**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The Department of Labor measures its agency performance through its delivery of program services. Accordingly, performance measures are reported under the Program Performance Measures narrative.

Program Performance Measures**Program:** Office of Labor Commissioner**Reporting level:** 00-406-100-00-00-00-00000000

The department is dedicated to the principles of efficient and effective public service. The department tracks the impact of the strategic changes primarily by monitoring the pending agency caseloads. The department's current caseload is just manageable and a concern is the increase in wage claims. The average number of days pending has remained fairly consistent in all areas with the exception of wage claims.

Caseload Information as of June 30, 2012:

Pending Employment Discrimination Complaints = 84

Pending Claims for Unpaid wages = 135

Pending Claims for Housing Discrimination Complaints = 16

Pending Public Service/Public Accommodation & Credit Transaction Complaints = 10

The ongoing objective is for cases in all areas to be current in accordance with the following targets for case closures: 1) complaints of discrimination in employment, public services, public accommodations, and credit transactions to be completed within 180 days; 2) claims for unpaid wages to be completed within 90 days; and 3) complaints in housing discrimination to be completed within 100 days.

SPECIAL FUND REPORT
00408 Public Service Commission
Version: 2013R0200408

Abandoned Mine Reclamation 445

	2011 - 2013	2013 - 2015
Beginning Balance	0	35,000
Revenue and Net Transfers:		
Interest Earnings	35,000	30,000
Total Revenue and Net Transfers	35,000	30,000
Estimated Expenditures By Line:		
Ending Balance	35,000	65,000

SPECIAL FUND REPORT
00408 Public Service Commission
Version: 2013R0200408

PSC Valuation Revolving Fund 248

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Utility Valuation Reimb.	<u>125,000</u>	<u>125,000</u>
Total Revenue and Net Transfers	125,000	125,000
Estimated Expenditures By Line:		
Operating Expenses	<u>125,000</u>	<u>125,000</u>
Total Estimated Expenditures	<u>125,000</u>	<u>125,000</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL FUND REPORT
00408 Public Service Commission
Version: 2013R0200408

State Rail Fund 277

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Budgeted Special Fund Rev	<u>900,000</u>	<u>900,000</u>
Total Revenue and Net Transfers	900,000	900,000
Estimated Expenditures By Line:		
Rail Rate Complaint Case	<u>900,000</u>	<u>900,000</u>
Total Estimated Expenditures	<u>900,000</u>	<u>900,000</u>
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

PERFORMANCE NARRATIVE**00408** Public Service Commission**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Not available.

Program Performance Measures**Program:** Administration**Reporting level:** 00-408-100-00-00-00-00000000

Not Available.

Program: Testing, Licensing and Certification**Reporting level:** 00-408-200-00-00-00-00000000

Not Available.

Program: Public Utilities**Reporting level:** 00-408-300-00-00-00-00000000

The case load, described in the next section, is handled by 4 analysts, 1 attorney, and 1 administrative assistant with support from the commission's information officer.

Program: Reclamation Programs**Reporting level:** 00-408-400-00-00-00-00000000

Not Available.

Continuing Appropriation

408 Public Service Commission

Version: 2013-R02-00408

Project: 1 Siting Process Expense Recovery

Date: 12/11/2012

Time: 11:14:49

Version 2013R0200408 Number 1

Description Siting Process Expense Recovery

Statutory Authority 49-22-22

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	424,727	758,083	1,682,941	2,432,941
Revenue/transfers	1,197,250	1,876,500	2,000,000	2,000,000
Total available	1,621,977	2,634,583	3,682,941	4,432,941
Expenditures	863,894	951,642	1,250,000	1,250,000
Ending Balance	758,083	1,682,941	2,432,941	3,182,941

Siting fees are deposited into a special fund on a continuing basis for the PSC to pay siting case expenditures.

Continuing Appropriation

408 Public Service Commission

Version: 2013-R02-00408

Project: 2 Credit Sale Indemnity Fund

Date: 12/11/2012

Time: 11:14:49

Version 2013R0200408 Number 2

Description Credit Sale Indemnity Fund

Statutory Authority 60-10

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	4,206,289	6,585,452	6,793,649	5,643,649
Revenue/transfers	2,489,478	208,197	100,000	65,000
Total available	6,695,767	6,793,649	6,893,649	5,708,649
Expenditures	110,315	0	1,250,000	250,000
Ending Balance	6,585,452	6,793,649	5,643,649	5,458,649

The credit-sale contract indemnity fund was created by the 2003 Legislature to provide partial protection for unpaid credit-sale contracts in grain elevator or grain buyer insolvencies. Statute requires the assessment be placed on the value of all grain sold in ND under a credit-sale contract, the assessment be deducted from the purchase price payable to the seller, and the assessments be submitted to the Commission by licensees. The assessment is mandatory and refunds cannot be made. Payment from the indemnity fund for credit-sale contracts is equivalent to payment from the bond for cash transactions in the event of insolvency.

Continuing Appropriation

408 Public Service Commission

Version: 2013-R02-00408

Project: 3 Performance Assurance Fund

Date: 12/11/2012

Time: 11:14:49

Version 2013R0200408 Number 3

Description Performance Assurance Fund

Statutory Authority 49-21-31

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	96,536	98,743	106,300	100,000
Revenue/transfers	17,400	8,690	-6,300	0
Total available	113,936	107,433	100,000	100,000
Expenditures	15,193	1,133	0	0
Ending Balance	98,743	106,300	100,000	100,000

The fund is used to monitor the operation and the effects of the performance assurance plan per North Dakota Century Code 49-21-31.

Continuing Appropriation

408 Public Service Commission

Version: 2013-R02-00408

Project: 4 Utility Valuation Expense Recovery

Date: 12/11/2012

Time: 11:14:49

Version 2013R0200408 Number 4

Description Utility Valuation Expense Recovery

Statutory Authority 49-05-04

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	773,133	773,133
Revenue/transfers	0	1,020,875	1,000,000	1,000,000
Total available	0	1,020,875	1,773,133	1,773,133
Expenditures	0	247,742	1,000,000	1,000,000
Ending Balance	0	773,133	773,133	773,133

The Utility Valuation Fund is used to cover the Commission's costs to process a rate related case.

SPECIAL FUND REPORT

00412 Aeronautics Commission

Version: 2013R0200412

Aeronautics Comm. Spec Fund 324

	2011 - 2013	2013 - 2015
Beginning Balance	8,473,465	4,760,132
Revenue and Net Transfers:		
Misc. License/Fees	50,000	48,000
Aircraft Registration	140,000	150,000
Aerial Spray Licensing	36,000	34,000
Motor Vehicle Excise Tax	2,000,000	2,000,000
Aviation Fuel Tax	<u>3,000,000</u>	<u>3,200,000</u>
Total Revenue and Net Transfers	5,226,000	5,432,000
Estimated Expenditures By Line:		
Salaries and Wages	1,005,639	1,150,090
Operating Expenses	965,649	1,024,649
Capital Assets	485,900	112,400
Construction Carryover	1,251,645	0
Grants	5,380,500	7,903,000
Unexpended Appropriations	<u>(150,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>8,939,333</u>	<u>10,190,139</u>
Ending Balance	<u><u>4,760,132</u></u>	<u><u>1,993</u></u>

PERFORMANCE NARRATIVE

00412 Aeronautics Commission

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

Performance measures and results reporting are not currently used by the agency.

Program Performance Measures

Program: Regulatory and Administration	Reporting level: 00-412-100-00-00-00-00000000
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Performance measures and results reporting are not currently used by the agency.

Program: Airport Development and Maintenance	Reporting level: 00-412-200-00-00-00-00000000
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Performance measures and results reporting are not currently used by the agency.

SPECIAL FUND REPORT

00413 Dept of Financial Institutions

Version: 2013R0200413

Financial Inst Regulatory Fund 242

	2011 - 2013	2013 - 2015
Beginning Balance	1,391,438	801,397
Revenue and Net Transfers:		
Examiner Fees	5,224,332	5,844,857
Sale Of Check-Lic Fee	132,397	132,397
Interest Income	6,100	6,100
Fines-Forfeitures-Escheat	16,625	16,625
Misc. License/Fees	277,475	277,475
Small Loan-Comp-License	96,465	96,465
Collection Agency Lic.	492,883	492,883
Total Revenue and Net Transfers	6,246,277	6,866,802
Estimated Expenditures By Line:		
Salaries and Wages	5,356,855	6,055,849
Operating Expenses	1,459,463	1,428,445
Contingency	20,000	156,000
Total Estimated Expenditures	6,836,318	7,640,294
Ending Balance	801,397	27,905

PERFORMANCE NARRATIVE

00413 Dept of Financial Institutions

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

1. Ensure the financial institutions operate in a safe and sound manner.
2. Examine all regulated entities within the timeframes prescribed by North Dakota statutes.
3. The maintenance of public confidence in regulated industries.
4. Provide for the opportunity for these industries to effectively service the convenience and needs of depositors, borrowers, and other customers, and to participate in and promote the economic progress of North Dakota.
5. Provide for the simplification and modernization of the laws governing the regulated industries.
6. To maintain a regulatory agency that consists of highly trained and experienced examiners to implement the mission, duties and responsibilities of the agency.
7. As regulators, we perform our duties in an ethical, unbiased, informed, and efficient manner.
8. Maintain the Department of Financial Institution’s records management system to enhance efficiency and effectiveness.
9. Maintain examination staff at allotted FTE levels.
10. Operate the Department within budget parameters.

Program Performance Measures

Program: Administration	Reporting level: 00-413-100-00-00-00-00000000
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1. Ensure the financial institutions operate in a safe and sound manner.
2. Examine all regulated entities within the timeframes prescribed by North Dakota statutes.
3. The maintenance of public confidence in regulated industries.
4. Provide for the opportunity for these industries to effectively service the convenience and needs of depositors, borrowers, and other customers, and to participate in and promote the economic progress of North Dakota.
5. Provide for the simplification and modernization of the laws governing the regulated industries.
6. To maintain a regulatory agency that consists of highly trained and experienced examiners to implement the mission, duties and responsibilities of the agency.
7. As regulators, we perform our duties in an ethical, unbiased, informed, and efficient manner.
8. Maintain the Department of Financial Institution’s records management system to enhance efficiency and effectiveness.
9. Maintain examination staff at allotted FTE levels.
10. Operate the Department within budget parameters.

SPECIAL FUND REPORT

00414 Securities Department

Version: 2013R0200414

Investor Education & Technology

	2011 - 2013	2013 - 2015
Beginning Balance	928,214	618,001
Revenue and Net Transfers:		
Fines-Forfeitures-Escheat	<u>6,986</u>	<u>0</u>
Total Revenue and Net Transfers	6,986	0
Estimated Expenditures By Line:		
Operating Expenses	<u>317,199</u>	<u>195,850</u>
Total Estimated Expenditures	<u>317,199</u>	<u>195,850</u>
Ending Balance	<u><u>618,001</u></u>	<u><u>422,151</u></u>

PERFORMANCE NARRATIVE

00414 Securities Department

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51**Agency Performance Measures**

1. Operate department within budget parameters.
2. Routinely examine broker-dealers and investment advisors registered and with offices in the state.
3. Maintain staff of highly trained, professional, experienced examiners in all divisions.
4. Perform duties in ethical, unbiased, informed and efficient manner.
5. Foster public confidence in regulated industry and capital markets through effective administration of duties.
6. Promote compliance with the Securities Act through routine firm examinations and swift enforcement action when necessary, appropriate and in the public interest.

Annual performance reviews are utilized to determine effectiveness in contributing to agency goals and overall mission. Statistics are maintained for each division and are compared to prior measurement period. However, agency activity is market driven, i.e. broker-dealer, agent, franchise, securities registrations, thus changes in statistics do not directly translate into a measure of agency effectiveness.

Program Performance Measures**Program:** Investor Protection**Reporting level:** 00-414-100-00-00-00-00000000

1. Operate department within budget parameters
2. Routinely examine broker-dealers and investment advisors registered and with offices in the state
3. Maintain staff of highly trained, professional, experienced examiners in all divisions
4. Perform duties in ethical, unbiased, informed and efficient manner
5. Foster public confidence in regulated industry and capital markets through effective administration of duties
6. Promote compliance with the Securities Act through routine firm examinations and swift enforcement action when necessary, appropriate and in the public interest

Annual performance reviews are utilized to determine effectiveness in contributing to agency goals and overall mission. Statistics are maintained for each division and are compared to prior measurement period. However, agency activity is market driven, i.e. broker-dealer, agent, franchise, securities registrations, thus changes in statistics do not directly translate into a measure of agency effectiveness.

Continuing Appropriation

414 Securities Department

Version: 2013-R02-00414

Project: 262 Special Fund

Date: 12/11/2012

Time: 11:15:23

Version 2013R0200414 Number 262

Description Special Fund

Statutory Authority 10-04-03

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	784	11,105
Revenue/transfers	77,298	17,770	10,321	0
Total available	77,298	17,770	11,105	11,105
Expenditures	77,298	16,986	0	0
Ending Balance	0	784	11,105	11,105

Civil penalties collected from enforcement actions for the purpose of distribution to aggrieved investors.

SPECIAL FUND REPORT

00471 Bank of North Dakota

Version: 2013R0200471

Bank of North Dakota

	2011 - 2013	2013 - 2015
Beginning Balance	292,259,458	325,406,303
Revenue and Net Transfers:		
Revenue	120,000,000	160,000,000
Transfer Out	(43,000,000)	(30,000,000)
Total Revenue and Net Transfers	77,000,000	130,000,000
Estimated Expenditures By Line:		
Capital Assets	1,266,000	745,000
BND Operations	42,587,155	48,700,010
Total Estimated Expenditures	43,853,155	49,445,010
Ending Balance	325,406,303	405,961,293

PERFORMANCE NARRATIVE**00471** Bank of North Dakota**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

In meeting BND's performance, there are three areas that we believe should be monitored: Financial performance, achieving BND's mission, and meeting legislative expectations.

1. Financial Performance - The Department of Financial Institutions (DFI) evaluates the safety and soundness of banks utilizing the "CAMELS" rating system. CAMELS is an acronym standing for: Capital, Asset Quality, Management, Earnings, Liquidity and funds management, and Sensitivity.
2. Meeting the Mission - To deliver quality, sound financial services that promote agriculture, commerce, and industry. We measure our success in achieving our mission by the quality and usage of our programs.
3. Meeting Legislative expectations - ND legislature has two distinct expectations of BND. They expect that BND will continue to be a major player in the economic evolution of the State of North Dakota and that BND can be a source of revenue for the State's General Fund. We believe that if we meet our mission and financial performance objectives, we will fulfill the expectations of the legislature.

Return on Average Assets: Return on assets for 2011, 2010, and 2009 were 1.48 percent, 1.5 percent. and 1.6 percent.

Return on Average Equity: Return on average equity for 2011, 2010, and 2009 were 19.3 percent, 20.8 percent, and 23.8 percent.

Leverage Ratio: The leverage ratio for 2011, 2010, and 2009 were 7.7 percent, 7.9 percent, and 7.2 percent. BND's benchmark is 8.0 percent.

Program Performance Measures**Program:** Bank of North Dakota Operations**Reporting level:** 00-471-100-00-00-00-00000000

In meeting BND's performance, there are three areas that we believe should be monitored: Financial performance, achieving BND's mission, and meeting legislative expectations.

1. Financial Performance - The Department of Financial Institutions (DFI) evaluates the safety and soundness of banks utilizing the "CAMELS" rating system. CAMELS is an acronym standing for: Capital, Asset Quality, Management, Earnings, Liquidity and funds management, and Sensitivity.
2. Meeting the Mission - To deliver quality, sound financial services that promote agriculture, commerce, and industry. We measure our success in achieving our mission by the quality and usage of our programs.
3. Meeting Legislative expectations - ND legislature has two distinct expectations of BND. They expect that BND will continue to be a major player in the economic evolution of the State of North Dakota and that BND can be a source of revenue for the State's General Fund. We believe that if we meet our mission and financial performance objectives, we will fulfill the expectations of the legislature.

Performance Measurement Tools:

Return on Average Assets: Return on assets for 2011, 2010, and 2009 were 1.48%, 1.49%. and 1.57%.

Return on Average Equity: Return on average equity for 2011, 2010, and 2009 were 19.32%, 20.85%, and 23.80%.

PERFORMANCE NARRATIVE**00471** Bank of North Dakota**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Leverage Ratio: The leverage ratio for 2011, 2010, and 2009 were 7.70%, 7.95%, and 7.17%. BND's benchmark is 8%.

Continuing Appropriation

Date: 12/11/2012

471 Bank of North Dakota

Time: 11:15:43

Version: 2013-R02-00471

Project: 1 Ag Partnership in Assisting Community Expansion

Version 2013R0200471 Number 1

Description Ag Partnership in Assisting Community Expansion

Statutory Authority 6-09.13

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	4,204	222,933	860,135	0
Revenue/transfers	1,400,000	1,053,797	1,015,192	2,000,000
Total available	1,404,204	1,276,730	1,875,327	2,000,000
Expenditures	1,181,271	416,595	1,875,327	2,000,000
Ending Balance	222,933	860,135	0	0

The purpose of the AgPace Fund is to buydown the interest rate on loans made by a lead financial institution in participation with the Bank of North Dakota. Loans eligible for the buydown are loans to on-farm North Dakota businesses that are using the proceeds to purchase real property or equipment, expand their facility, acquire working capital or inventory, purchase of irrigation equipment, equity shares in a value-added, ag-processing business or capital improvements for retention of livestock or dairy operations.

This has been a successful economic development program for the State of North Dakota.

Continuing Appropriation

471 Bank of North Dakota

Version: 2013-R02-00471

Project: 2 Partnership Assisting Community Expansion

Date: 12/11/2012

Time: 11:15:43

Version 2013R0200471 Number 2

Description Partnership Assisting Community Expansion

Statutory Authority 6-09.14

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	1,583,791	4,306,839	0	0
Revenue/transfers	12,253,000	8,700,000	11,000,000	30,000,000
Total available	13,836,791	13,006,839	11,000,000	30,000,000
Expenditures	9,529,952	13,006,839	11,000,000	30,000,000
Ending Balance	4,306,839	0	0	0

The purpose of the PACE (Partnership in Assisting Community Expansion) Fund is to assist North Dakota communities in expanding their economic base by providing for local jobs development. The program is available to all cities and counties throughout North Dakota for business projects involved in manufacturing, processing, value-added processes and targeted service industries. These loans are made by a lead financial institution in participation with Bank of North Dakota.

In compliance with North Dakota Century Code 17-03-01, Biodiesel PACE was created to provide interest buydown to biodiesel production facilities located in North Dakota involved in production of diesel fuel containing at least five percent biodiesel.

In August of 2006, the PACE Program was expanded to include the Flex Pace program. Flex Pace was designed to provide interest buydown to non-Pace qualifying businesses where the Community determines eligibility and accountability standards. Flex Pace targets essential community businesses without the job creation requirement.

In February of 2012, this program was expanded further to help with the financing of affordable multifamily housing units.

Effective August 1, 2007, the Biofuel PACE was created to buy down the interest rate on loans to biodiesel and ethanol production facilities and to livestock operations.

The bulk of these funds has been used to finance livestock operations that feed buy-products of a biodiesel or ethanol production facility.

Continuing Appropriation

Date: 12/11/2012

471 Bank of North Dakota

Time: 11:15:43

Version: 2013-R02-00471

Project: 3 Beginning Farmer Revolving Loan Fund

Version 2013R0200471 Number 3

Description Beginning Farmer Revolving Loan Fund

Statutory Authority 6-09.8

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	4,835,305	4,368,929	9,646,702	0
Revenue/transfers	5,618,000	15,889,000	-2,600,000	6,000,000
Total available	10,453,305	20,257,929	7,046,929	6,000,000
Expenditures	6,084,376	10,611,227	7,046,929	6,000,000
Ending Balance	4,368,929	9,646,702	0	0

The Bank administers the beginning farmer revolving loan fund established by North Dakota Century Code 6-09-15.5. The Beginning Farmer Revolving Loan Fund was established to make direct loans or to buy-down the interest rate on loans to beginning farmers for the first purchase of farm real estate or chattels.

For the 2011-2013 biennium, a general fund appropriation of \$1,000,000 was transferred to this fund. This was the first time we requested general fund monies since the 2003-2005 biennium when \$950,000 was requested.

The Bank purchased the outstanding loans in this fund in the amount of \$9,994,000 in June of 2011 to replenish the cash position for interest buydown needs.

Continuing Appropriation

Date: 12/11/2012

471 Bank of North Dakota

Time: 11:15:43

Version: 2013-R02-00471

Project: 4 College SAVE

Version 2013R0200471 Number 4

Description College SAVE

Statutory Authority 6-09-38

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	975,085	1,373,757	1,593,794	1,593,794
Revenue/transfers	746,267	784,578	600,000	760,000
Total available	1,721,352	2,158,335	2,193,794	2,353,794
Expenditures	347,595	564,541	600,000	1,200,000
Ending Balance	1,373,757	1,593,794	1,593,794	1,153,794

College SAVE was established in September of 2000 to encourage the investment of funds to be used for qualified higher education expenses at eligible educational institutions, as authorized under North Dakota Century Code 6-09-38.

The continuing appropriation relates to the administrative fees received by the bank for administering the Plan. The administrative fees may be used to cover expenses incurred in connection with operation of the plan or for other programs deemed to promote attendance at an institution of higher learning. To date, the administrative fees have been used to reimburse administrative expenses incurred by BND, to provide matching funds for newly established College Save accounts, to promote the Fund, and for the Dollars for Scholars Program which promotes higher education.

This continuing appropriation should be continued to provide for the reimbursement of administrative expenses to BND and to promote higher education.

SPECIAL FUND REPORT

00473 ND Housing Finance Agency

Version: 2013R0200473

Housing Finance Agency-Fees

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Budgeted Special Fund Rev	<u>15,356,126</u>	<u>13,241,821</u>
Total Revenue and Net Transfers	15,356,126	13,241,821
Estimated Expenditures By Line:		
Salaries and Wages	6,516,277	7,437,231
Operating Expenses	5,114,849	3,791,758
Grants	3,625,000	2,067,250
HFA Contingency	<u>100,000</u>	<u>100,000</u>
Total Estimated Expenditures	<u>15,356,126</u>	<u>13,396,239</u>
Ending Balance	<u><u>0</u></u>	<u><u>(154,418)</u></u>

PERFORMANCE NARRATIVE**00473** ND Housing Finance Agency**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

NDHFA is audited annually by an independent auditing firm. This past year, as has been the case in prior years, the Agency received a clean, unqualified financial audit opinion and further there were no findings stated in the audit report.

Moody's Investors Service analyzes the NDHFA bond issue debt outstanding and has issued an Aa1 rating for the Agency's 1994 General Bond Resolution, which at the present time has \$544,070,000 in bond debt outstanding. Moody's issued an Aa3 rating for the Agency's 2009 General Bond Resolution, which at the present time has \$304,745,000 in bond debt outstanding. Aa1 is the second highest letter grade rating assigned by Moody's and is considered a very strong financial rating by the national financial markets.

Moody's also has assigned an A2 issuer rating to the NDHFA which is an Agency general debt rating.

Program Performance Measures**Program:** ND Housing Finance Agency**Reporting level:** 00-473-101-00-00-00-00000000

HUD performs routine management reviews of the NDHFA Property Management Division as it pertains to the administration of HUD rental assistance contracts. The NDHFA has received "Superior" ratings in these reviews, the highest rating given by HUD.

The Homeownership Division is audited by HUD FHA with regard to single family insurance claims, on-site servicing procedures review and FHA tier-ranking system on loan loss mitigation.

The Department of Commerce, Division of Community Services, audits the Agency's compliance with regard to our administration of the HOME Program funds.

NDHFA is also examined by various entities for the compliance and administration of other programs at random, non-scheduled intervals.

Continuing Appropriation

473 ND Housing Finance Agency

Version: 2013-R02-00473

Project: 958 Housing Incentive Fund

Date: 12/11/2012

Time: 11:15:58

Version 2013R0200473 Number 958

Description Housing Incentive Fund

Statutory Authority NDCC 54-17-40

Special Fund number and name 0

	Actual 2007-2009		Actual 2009-2011		Estimated 2011-2013		Estimated 2013-2015
Beginning Balance	0		0		0		5,369,589
Revenue/transfers	0		0		15,000,000		0
Total available	0		0		15,000,000		5,369,589
Expenditures	0		0		9,630,411		5,369,589
Ending Balance	0		0		5,369,589		0

The Housing Incentive Fund (HIF) was authorized by the Sixty-second Legislative Assembly under chapter 54-17 of the North Dakota Century Code (NDCC). NDCC Chapter 57-38 and Section 57-35.3-05 were amended to allow for a credit against state income and financial institutions taxes equal to a taxpayer's contribution into the HIF. The aggregate amount of tax credits allowed to all eligible contributors is \$15,000,000. North Dakota Housing Finance Agency awards funds from the HIF to assist in the development of affordable housing units throughout the state.

SPECIAL FUND REPORT

00475 ND Mill and Elevator Association

Version: 2013R0200475

Mill and Elevator Fund

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Revenue	<u>47,071,877</u>	<u>51,811,196</u>
Total Revenue and Net Transfers	47,071,877	51,811,196
Estimated Expenditures By Line:		
Salaries and Wages	26,018,008	29,849,124
Operating Expenses	20,443,869	21,796,000
Agriculture Promotion	210,000	210,000
Contingency	<u>400,000</u>	<u>400,000</u>
Total Estimated Expenditures	<u>47,071,877</u>	<u>52,255,124</u>
Ending Balance	<u><u>0</u></u>	<u><u>(443,928)</u></u>

PERFORMANCE NARRATIVE**00475** ND Mill and Elevator Association**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota Mill will:

- Purchase and mill 25.0 million bushels per year of North Dakota grown spring and durum wheat.
- Realize profits in order to maintain the facilities in top operating condition.
- Return a portion of the profits to the state general fund.

Program Performance Measures**Program:** Flour Mill and Grain Terminal Operations**Reporting level:** 00-475-100-00-00-00-00000000

The North Dakota Mill:

- (1) seeks to be the leader in quality and service for the milling industry
- (2) manufactures flour to bakery specifications from hard red spring wheat
- (3) manufactures durum flour and semolina to pasta manufacturer's specifications from hard amber durum
- (4) seeks to develop new, value added products to enhance the growth and profitability of the North Dakota Mill

SPECIAL FUND REPORT
00485 Workforce Safety and Insurance
Version: 2013R0200485

Workmens Compensation Fund 213

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Tsfr Fm Workers Comp-Special R	<u>58,413,293</u>	<u>65,157,440</u>
Total Revenue and Net Transfers	58,413,293	65,157,440
Estimated Expenditures By Line:		
Workforce Safety Operations	<u>58,413,293</u>	<u>63,131,407</u>
Total Estimated Expenditures	<u>58,413,293</u>	<u>63,131,407</u>
Ending Balance	<u><u>0</u></u>	<u><u>2,026,033</u></u>

PERFORMANCE NARRATIVE

00485 Workforce Safety and Insurance

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

WSI maintains numerous measurements which are monitored by WSI's management and Board of Directors. Some of the global performance indicators are:

<u>Workload Measures</u>	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>% inc 08-12</u>
Number of Claims Filed	21,061	20,544	19,388	21,693	24,643	17.01%
Claims filed with out-of-state address	2,604	2,766	2,689	3,619	5,383	106.72%
Documents Imaged	646,082	724,036	755,471	770,864	778,175	20.45%
Total Bills Entered	168,815	173,186	180,640	188,615	217,923	29.09%
Avg. Number of Calls per Day	493	495	509	543	668	35.50%
Number of Active Employer Accounts	19,777	19,946	20,316	21,552	23,812	20.40%
New Employer Applications Received	1,894	1,794	2,008	3,082	4,931	160.35%

FY 12 figures are as of 06/30/2012

PERFORMANCE NARRATIVE**00485** Workforce Safety and Insurance**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Program Performance Measures****Program:** Executive and Other Services**Reporting level:** 00-485-100-00-00-00-00000000

The following statistics are measured and monitored by WSI's management and Board of Directors:

Fund surplus, with 5% discount on liabilities

Invested assets

Investment returns

General and Administrative Expenses

Unallocated Loss Adjustment Expense (ULAE)

WSI employee turnover rate

Program: Administrative Services**Reporting level:** 00-485-250-00-00-00-00000000

The following statistics are measured and monitored by WSI's management and Board of Directors:

Fund surplus, with 5% discount on liabilities

Invested assets

Investment returns

General and Administrative Expenses

Unallocated Loss Adjustment Expense (ULAE)

Program: Injury Services**Reporting level:** 00-485-300-00-00-00-00000000

The following statistics are measured and monitored by WSI's management and Board of Directors:

Claims pending over 31 days.

Claims pending over 60 days.

PERFORMANCE NARRATIVE**00485** Workforce Safety and Insurance**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Claims accepted/denied within 7 days.

Claims accepted/denied within 14 days.

Claims accepted/denied within 21 days.

Claims accepted/denied within 31 days.

Callers' average time on hold.

% of TL decisions made within 14 days from complete date.

% of TL decisions made within 31 days from complete date.

% of indemnity payments made within 14 days from acceptance date.

% of indemnity payments made within 31 days from acceptance date.

3 point contact completed within 24 hours of claim receipt.

Program: Employer Services**Reporting level:** 00-485-400-00-00-00-00000000

The following statistics are measured and monitored by WSI's management and Board of Directors:

Covered workforce

Employer accounts

Collection / Interest / Penalty information

% of Payrolls Processed <= 14 days

% of Applications Processed <= 14 days

of Active LMS Users

PERFORMANCE NARRATIVE

00485 Workforce Safety and Insurance

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Premium audit data - # of Audits

of Safety Grants (STEP, HELP, WIRC, ERGO)

\$ of Safety Grants (STEP, HELP, WIRC, ERGO)

Active Loss Prevention accounts

Continuing Appropriation

Date: 12/11/2012

485 Workforce Safety and Insurance

Time: 11:16:31

Version: 2013-R02-00485

Project: 1 Building Construction

Version 2013R0200485 Number 1

Description Building Construction

Statutory Authority 65-02-31

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	0	0	0	0
Total available	0	0	0	0
Expenditures	0	0	0	0
Ending Balance	0	0	0	0

The 1999 Legislative Assembly authorized the purchase or construction of an office building. The 2001 Legislative Assembly amended the authorization to include office space for tenants. The office building was substantially complete in June 2003, with minor finishing work concluding in September 2003. The project was completed on time and within budget. Including the land acquisition of \$901,974, the total capitalized cost is \$11,882,030. No further expenditures will be made as this authority has now expired.

Continuing Appropriation

485 Workforce Safety and Insurance

Version: 2013-R02-00485

Project: 10 Reinsurance

Date: 12/11/2012

Time: 11:16:31

Version 2013R0200485 Number 10

Description Reinsurance

Statutory Authority 65-02-13.1

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	0	4,038,334	9,000,000	9,000,000
Total available	0	4,038,334	9,000,000	9,000,000
Expenditures	0	4,038,334	9,000,000	9,000,000
Ending Balance	0	0	0	0

WSI has "excess of loss" reinsurance protection for losses occurring between December 1, 1999 and November 30, 2002. In 2002, global influences such as the 9-11 attacks hardened the market and pushed the price of reinsurance to an inefficient level. As a result, WSI withdrew from the reinsurance market until recently.

In 2009, WSI issued a RFP to determine if reinsurance was again practical. Working with an intermediary, Guy Carpenter, WSI re-entered the reinsurance market with catastrophic coverage effective January 1, 2010. With the increase in energy and construction activity in the state, WSI has continued to carry this coverage through 2012, with various retention levels. Terms, limits, and pricing are reevaluated annually.

Continuing Appropriation

Date: 12/11/2012

485 Workforce Safety and Insurance

Time: 11:16:31

Version: 2013-R02-00485

Project: 11 Safety Programs

Version 2013R0200485 Number 11

Description Safety Programs

Statutory Authority 65-03-04

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	14,234,409	8,265,745	10,000,000	10,000,000
Total available	14,234,409	8,265,745	10,000,000	10,000,000
Expenditures	14,234,409	8,265,745	10,000,000	10,000,000
Ending Balance	0	0	0	0

The 2005 Legislative Assembly authorized a continuing appropriation for promoting safety through education, training, consultation, grants and other incentives. WSI's loss prevention employees and their related administrative expenses are not included as part of this continuing appropriation; thus the expenditures include only those items that are a direct benefit to WSI's customers and North Dakota's workforce.

In June 2005, WSI's Board of Directors earmarked \$35 million for multi-year safety grants, incentives, and education. WSI is developing a number of new safety initiatives.

In June 2012, WSI Board of Directors recommended an additional \$15 million be set aside for use in safety education and programs.

Continuing Appropriation

Date: 12/11/2012

485 Workforce Safety and Insurance

Time: 11:16:31

Version: 2013-R02-00485

Project: 12 Litigation Expense

Version 2013R0200485 Number 12

Description Litigation Expense

Statutory Authority 65-02-06.2

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	0	65,138	250,000	250,000
Total available	0	65,138	250,000	250,000
Expenditures	0	65,138	250,000	250,000
Ending Balance	0	0	0	0

The 2009 Legislative Assembly authorized a continuing appropriation for expenses associated with litigating employer-related issues and for payment of organization expenses associated with litigating medical provider-related issues as identified under sections 65-02-23 and 65-02-20.

Continuing Appropriation

Date: 12/11/2012

485 Workforce Safety and Insurance

Time: 11:16:31

Version: 2013-R02-00485

Project: 13 Preferred Worker Program

Version 2013R0200485 Number 13

Description Preferred Worker Program

Statutory Authority 65-05-36

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	160,982	63,673	85,000	100,000
Total available	160,982	63,673	85,000	100,000
Expenditures	160,982	63,673	85,000	100,000
Ending Balance	0	0	0	0

Preferred Worker Program

WSI established a program for injured workers who, while employable, are unable to their pre-injury job. The preferred worker program offers benefits to North Dakota employers for hiring people under this program. For the first three years the employer is given an exemption from paying workers' compensation premiums on the employee and is not responsible for any claims costs resulting from a subsequent work-related injury to that worker during this time period. This continuing appropriation funds any employment-related expenses such as equipment purchases and work-site modifications for the preferred worker.

Starting January 2005, WSI also began offering a wage reimbursement incentive for up to 50 percent of salaries and wages (not to exceed the statewide average weekly wage) paid to preferred workers for the first 180 days of employment. Additional benefit enhancements were added to the Preferred Worker Program in 2009.

Continuing Appropriation

485 Workforce Safety and Insurance

Version: 2013-R02-00485

Project: 2 Building Operation

Date: 12/11/2012

Time: 11:16:31

Version 2013R0200485 Number 2

Description Building Operation

Statutory Authority 65-02-31

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	120,754	23,869	-41,835	93,215
Revenue/transfers	1,450,267	1,420,165	1,475,050	1,500,000
Total available	1,571,021	1,444,034	1,433,215	1,593,215
Expenditures	1,547,152	1,485,869	1,340,000	1,350,000
Ending Balance	23,869	-41,835	93,215	243,215

Workforce Safety & Insurance leases space in its office building, Century Center, to six other state agencies. All lease terms commenced on July 1, 2009 and will expire on June 30, 2011. Rental rates increased from \$13.50 to \$14.50 per square foot (7.4%) effective July 1, 2010.

Workforce Safety & Insurance manages the day-to-day operations and maintenance of the building, such as utilities, janitorial service and grounds keeping. The largest operating expense of the building is the "payment in lieu of property tax" which was \$203,003 for 2011, paid in 2012.

Continuing Appropriation

Date: 12/11/2012

485 Workforce Safety and Insurance

Time: 11:16:31

Version: 2013-R02-00485

Project: 3 Collection Agency Fees

Version 2013R0200485 Number 3

Description Collection Agency Fees

Statutory Authority OMB Policy 212

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	298	0	0	0
Total available	298	0	0	0
Expenditures	298	0	0	0
Ending Balance	0	0	0	0

WSI maintains an internal collections unit to manage its premium receivable. From time to time, after all collection efforts have been exhausted, account balances are written off for non-payment. A few of these account balances are then turned over to external collection agencies. This continuation appropriation is addressed in OMB Fiscal and Administrative Policy 212. The dollars reported are the fees paid to collection agencies for amounts recovered.

Continuing Appropriation

485 Workforce Safety and Insurance

Version: 2013-R02-00485

Project: 4 Allocated Loss Adjustment Expenses

Date: 12/11/2012

Time: 11:16:31

Version 2013R0200485 Number 4

Description Allocated Loss Adjustment Expenses

Statutory Authority 65-02-06.1

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	7,230,538	7,967,513	8,000,000	9,000,000
Total available	7,230,538	7,967,513	8,000,000	9,000,000
Expenditures	7,230,538	7,967,513	8,000,000	9,000,000
Ending Balance	0	0	0	0

WSI's allocated loss adjustment expenses are charged directly to specific claims and authorized as a continuing appropriation, just like indemnity and medical benefits for injured workers. These expenses include legal fees, and cost containment expenses such as rehabilitation, return to work case management and injured worker fraud investigations.

Continuing Appropriation

Date: 12/11/2012

485 Workforce Safety and Insurance

Time: 11:16:31

Version: 2013-R02-00485

Project: 5 Insurance Fraud

Version 2013R0200485 Number 5

Description Insurance Fraud

Statutory Authority 65-02-23

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	35,137	318,532	400,000	400,000
Total available	35,137	318,532	400,000	400,000
Expenditures	35,137	318,532	400,000	400,000
Ending Balance	0	0	0	0

Workforce Safety & Insurance established a special investigations unit (SIU) in 1995. SIU works to investigate and prevent insurance fraud by employers, medical providers and injured workers. NDCC 65-02-23 authorizes a continuing appropriation for "costs associated with identifying, preventing and investigating employer and provider fraud." Injured worker fraud expenses are charged directly to the claim as allocated loss adjustment expenses.

Continuing Appropriation

485 Workforce Safety and Insurance

Version: 2013-R02-00485

Project: 6 Educational Revolving Loan Fund

Date: 12/11/2012

Time: 11:16:31

Version 2013R0200485 Number 6

Description Educational Revolving Loan Fund

Statutory Authority 65-05.1-08

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	33,734	80,652	150,000	150,000
Total available	33,734	80,652	150,000	150,000
Expenditures	33,734	80,652	150,000	150,000
Ending Balance	0	0	0	0

The 2005 Legislative Assembly established a revolving loan fund to provide low-interest loans to individuals that have suffered compensable work injuries. The loans must be used to pursue an education at an accredited institution of higher education or an institution of technical education. The loan program is administered by the Bank of North Dakota.

In June 2005, WSI's board of directors earmarked \$15 million for the educational revolving loan fund. WSI began marketing the loan program in August 2005.

Version 2013R0200485 **Number** 7
Description Info Fund
Statutory Authority 65-01-13
Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	4,313	7,691	9,000	10,000
Total available	4,313	7,691	9,000	10,000
Expenditures	4,313	7,691	9,000	10,000
Ending Balance	0	0	0	0

Pursuant to NDCC 65-01-13, the information fund was established to recapture some of the costs of providing publications and statistical information to private citizens, businesses, associations, corporations and limited liability companies. Direct costs of operating the information fund are expensed as incurred, such as publication printing costs and file storage and file retrieval fees. Indirect costs, such as employee wages, are not specifically allocated to this fund. Fees collected for publications and other information requests are deposited into this fund.

NDCC 65-01-13 states that "if on the first day of July in any year the amount of money in the information fund is more than ten thousand dollars, the amount in excess of ten thousand dollars must be transferred to the organization's general fund." Since a separate fund was not established by OMB, all activity is being recorded directly in WSI's administrative fund 213.

WSI has transferred the equivalent amount of funding (shown below as a transfer) to offset the income generated under this authority.

Continuing Appropriation

485 Workforce Safety and Insurance

Version: 2013-R02-00485

Project: 8 Other State Coverage

Date: 12/11/2012

Time: 11:16:31

Version 2013R0200485 Number 8

Description Other State Coverage

Statutory Authority 65-02-13.1

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	675,100	817,080	1,500,000	1,500,000
Total available	675,100	817,080	1,500,000	1,500,000
Expenditures	675,100	817,080	1,500,000	1,500,000
Ending Balance	0	0	0	0

WSI is the sole provider of workers' compensation coverage in North Dakota and insures employers for work related injuries. However, not being a licensed insurer in other jurisdictions, a North Dakota employer that operates outside of the State may be at risk for claims filed in another jurisdiction. As a solution, in September 2004, WSI contracted with the Accident Fund of America to provide "temporary and incidental" coverage for its North Dakota employers who operate outside the state on an incidental basis. The charge for such coverage was a flat fee of \$600 which was collected from participating policyholders and passed directly to the insurance provider. Effective July 1, 2010, the program was expanded to include all North Dakota policyholders and the \$600 flat fee charge was removed.

Continuing Appropriation

Date: 12/11/2012

485 Workforce Safety and Insurance

Time: 11:16:31

Version: 2013-R02-00485

Project: 9 Performance Evaluation

Version 2013R0200485 Number 9

Description Performance Evaluation

Statutory Authority 65-02-30

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	196,920	251,500	0	275,000
Total available	196,920	251,500	0	275,000
Expenditures	196,920	251,500	0	275,000
Ending Balance	0	0	0	0

NDCC 65-02-30 requires that once every four years, the WSI Director shall request the State Auditor's Office to select a firm with extensive expertise in workers' compensation practices and standards to complete a performance evaluation of the functions and operations of the organization.

PERFORMANCE NARRATIVE**00504** Highway Patrol**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Outcome Measures:

- Reduce the motor vehicle crash fatality rate per 100 million vehicle miles traveled (VMT) from 1.69 in 2011 to 1.29 in 2013.
- Reduce the number of fatalities involving a driver/operator with a BAC of 0.08 and above from 51 in 2011 to 38 in 2013.
- Reduce the number of serious injuries in traffic crashes from 650 in 2011 to 411 in 2013.
- Increase the percentage of buckled occupants in North Dakota from 76.7 percent in 2011 to 82.7 percent in 2013.

Program Performance Measures**Program:** Administration**Reporting level:** 00-504-100-00-00-00-00000000

Efficiency and Effectiveness Measures:

Number of agency audit recommendations per fiscal year: Target of zero

Hold the percentage of Administration state funds expenses to less than 9% of total department state funds expenses.

Program: Field Operations**Reporting level:** 00-504-300-00-00-00-00000000

Historical data is used to predict the following output measure targets:

Hours of Road Patrol – 338,000

Highway Assists - 18,000

Crashes Investigated - 8,000

Efficiency and Effectiveness Measure:

Target: Road Patrol Hours per FTE per Month - 110.00

Program: Law Enforcement Training Academy**Reporting level:** 00-504-400-00-00-00-00000000

PERFORMANCE NARRATIVE**00504** Highway Patrol**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Outcome Measure:

Maintain the percentage utilization of the total classroom-days of training available at the LETA.

Output Measure Target:

Total LETA classroom-days of training per fiscal year: 720

Effectiveness Measure:

Budget percentage utilization of classroom-days of training per fiscal year: Target of 100%

Continuing Appropriation**Date:** 12/11/2012**504 Highway Patrol****Time:** 11:16:55**Version: 2013-R02-00504****Project: 1 Highway Patrol Asset Forfeiture Fund****Version 2013R0200504 Number 1****Description Highway Patrol Asset Forfeiture Fund****Statutory Authority 39-03-18****Special Fund number and name 0**

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	9,103	27,854	87,854
Revenue/transfers	9,103	18,751	60,000	25,000
Total available	9,103	27,854	87,854	112,854
Expenditures	0	0	0	0
Ending Balance	9,103	27,854	87,854	112,854

For use with fund created by NDCC 39-03-18 Highway patrol - Assets forfeiture fund - Purpose - Continuing appropriation.

There is created a fund to be known as the highway patrol assets forfeiture fund. The fund consists of funds obtained from moneys, assets, and proceeds seized and forfeited pursuant to section 19-03.1-36, amounts received through court proceedings as restitution, and amounts remaining from the forfeiture of property after the payment of expenses for forfeiture and sale authorized by law. The total amount of deposits into the fund may not exceed three hundred thousand dollars within a biennium and any moneys in excess of that amount must be deposited in the general fund. The funds are appropriated as a continuing appropriation to the highway patrol for the following purposes:

1. For paying expenses necessary to inventory, safeguard, maintain, advertise, or sell property seized, detained, or forfeited, pursuant to section 19-03.1-36, or of any other necessary expenses incident to the seizure, detention, or forfeiture of the property.
2. For paying overtime compensation incurred as a result of investigations or violations of any state criminal law or law relating to the control of drug abuse.
3. For purchasing equipment related to criminal interdiction.
4. For paying matching funds required as a condition for receipt of funds from a federal government program awarding monetary grants or assistance for the investigation or apprehension of persons violating the provisions of chapter 19-03.1.

The superintendent of the highway patrol, with the concurrence of the director of the office of management and budget, shall establish the necessary accounting procedures for the use of the fund and shall personally approve, in writing, all requests for the use of the fund.

Continuing Appropriation

Date: 12/11/2012

504 Highway Patrol

Time: 11:16:55

Version: 2013-R02-00504

Project: 2 Motor Carrier Electronic Permit Transaction Fund

Version 2013R0200504 Number 2

Description Motor Carrier Electronic Permit Transaction Fund

Statutory Authority 39-12-02

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	0	0	2,560,000	3,000,000
Total available	0	0	2,560,000	3,000,000
Expenditures	0	0	2,560,000	500,000
Ending Balance	0	0	0	2,500,000

NDCC 39-12-02 (6) there is created in the state treasury a fund known as the motor carrier electronic permit transaction fund. All money in the fund is appropriated on a continuing basis to the highway patrol to defray the costs of establishing and maintaining an online electronic permit system for permitting and routing oversize and overweight vehicles in this state.

NDCC 39-12-02 (3)(j) the highway patrol may establish an online electronic permit system. If the highway patrol establishes an online electronic permit system, the highway patrol shall assess an additional fifteen dollar fee for every permit issued under this section to be deposited into the motor carrier electronic permit transaction fund.

SPECIAL FUND REPORT

00530 Dept of Corrections and Rehabilitation

Version: 2013R0200530

Comm Service Fund

	2011 - 2013	2013 - 2015
Beginning Balance	3,029	3,029
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Ending Balance	<u><u>3,029</u></u>	<u><u>3,029</u></u>

SPECIAL FUND REPORT
00530 Dept of Corrections and Rehabilitation
Version: 2013R0200530

Crime Victims Gift Fund - 372

	2011 - 2013	2013 - 2015
Beginning Balance	95,350	100,350
Revenue and Net Transfers:		
Other Misc Rev	<u>200,000</u>	<u>200,000</u>
Total Revenue and Net Transfers	200,000	200,000
Estimated Expenditures By Line:		
Adult Services	95,000	175,000
Unexpended Appropriations	<u>100,000</u>	<u>0</u>
Total Estimated Expenditures	<u>195,000</u>	<u>175,000</u>
Ending Balance	<u><u>100,350</u></u>	<u><u>125,350</u></u>

SPECIAL FUND REPORT

00530 Dept of Corrections and Rehabilitation

Version: 2013R0200530

Dept of Corrections Oper - 379

	2011 - 2013	2013 - 2015
Beginning Balance	3,678,374	3,002,657
Revenue and Net Transfers:		
Miscellaneous General Revenue	168,584	125,000
Tsfr Fm Common Schools	528,000	802,000
Interfund Transfer	448,305	400,000
Rev From Other Political	67,928	0
Reimbursement From Other State	850,100	1,496,226
Revenue From Counties	271,713	271,341
Correctional Fees	<u>2,347,398</u>	<u>2,625,000</u>
Total Revenue and Net Transfers	4,682,028	5,719,567
Estimated Expenditures By Line:		
Adult Services	6,230,013	6,015,746
Juvenile Services	1,685,846	2,224,548
Unexpended Appropriations	<u>(2,558,114)</u>	<u>0</u>
Total Estimated Expenditures	<u>5,357,745</u>	<u>8,240,294</u>
Ending Balance	<u><u>3,002,657</u></u>	<u><u>481,930</u></u>

SPECIAL FUND REPORT

00530 Dept of Corrections and Rehabilitation

Version: 2013R0200530

Pen.- Land Replacement - 366

	2011 - 2013	2013 - 2015
Beginning Balance	42,898,613	0
Revenue and Net Transfers:		
Interest Income	52,000	0
Loans	1,100,000	0
Mineral Lease Royalties	343,829	300,000
Other Misc Rev	<u>139,754</u>	<u>0</u>
Total Revenue and Net Transfers	1,635,583	300,000
Estimated Expenditures By Line:		
Capital Construction Carryover	<u>44,534,196</u>	<u>0</u>
Total Estimated Expenditures	<u>44,534,196</u>	<u>0</u>
Ending Balance	<u><u>0</u></u>	<u><u>300,000</u></u>

SPECIAL FUND REPORT

00530 Dept of Corrections and Rehabilitation

Version: 2013R0200530

Penitentiary Industries - 365

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Sale Of Mfg Products	10,575,000	13,556,247
Misc Sales-Concessions	3,200,000	3,552,000
Transfer Out	<u>0</u>	<u>(440,300)</u>
Total Revenue and Net Transfers	13,775,000	16,667,947
Estimated Expenditures By Line:		
Adult Services	15,170,824	15,764,526
Unexpended Appropriations	<u>(1,395,824)</u>	<u>0</u>
Total Estimated Expenditures	<u>13,775,000</u>	<u>15,764,526</u>
Ending Balance	<u><u>0</u></u>	<u><u>903,421</u></u>

SPECIAL FUND REPORT
00530 Dept of Corrections and Rehabilitation
Version: 2013R0200530

Probation Violation Transp - 321

	2011 - 2013	2013 - 2015
Beginning Balance	358,519	363,319
Revenue and Net Transfers:		
Other Misc Rev	<u>114,800</u>	<u>125,000</u>
Total Revenue and Net Transfers	114,800	125,000
Estimated Expenditures By Line:		
Adult Services	175,000	175,000
Unexpended Appropriations	<u>(65,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>110,000</u>	<u>175,000</u>
Ending Balance	<u><u>363,319</u></u>	<u><u>313,319</u></u>

PERFORMANCE NARRATIVE**00530** Dept of Corrections and Rehabilitation**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The Department of Corrections & Rehabilitation is utilizing performance-based standards developed specifically for adult and juvenile correctional agencies and institutions. It also is utilizing outcome based supervision standards in its supervision of offenders on parole or probation in the community.

The Division of Juvenile Services - Youth Correctional Center (YCC) has been a pilot institution for the implementation of Performance Based Standards developed for juvenile correctional institutions by the Juvenile Correctional Administrators Association. These standards measure the quality of life and environment for juveniles in 7 different areas:

- Programming
- Justice
- Safety
- Order
- Security
- Health/mental health
- Reintegration

The Division of Juvenile Services - YCC was one of the pilot institutions for testing the Performance Based Standards and has been utilizing them since 1998. The Division of Juvenile Services also utilizes an audit process to assure that policies and procedures are followed in the case management of juveniles. Regional supervisors audit individual juvenile files in each regional office on a yearly basis. As a part of the audit, parents, school personnel and community providers working with the juvenile are asked for their input on how the juvenile's case was managed.

The Division of Adult Services is utilizing performance based measures recently developed by the Association of State Correctional Administrators (ASCA). Following are the four performance based standards and the key indicators/measures developed for each of the four standards that have been developed to date by the ASCA:

Public Safety:

- Escape rate
- Recidivism rate

Institutional Safety:

- Prisoner on prisoner assault rates
- Prisoner on staff assault rates
- Prisoner sexual assaults on prisoners
- Prisoner sexual assaults on staff
- Sexual misconduct of staff on prisoners
- Homicide rate
- Suicide rate
- Number and percentage of random drug tests that are positive
- Disturbances

Substance Abuse and Mental Health:

PERFORMANCE NARRATIVE**00530** Dept of Corrections and Rehabilitation**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- Average daily rate of prisoners receiving substance abuse treatment
- Average daily rate of prisoners receiving mental health treatment

Offender Profile (necessary to define/quantify all other performance measures):

- Offense type
- Demographics – sex, age, race and ethnicity
- Average sentence length
- Average time served

The management information system developed by ASCA to collect and manage the performance based measures data from each state is presently being piloted in six states. However, the Division of Adult Services has used the majority of the same key indicators for performance and collected the same performance data for several years.

The Division of Adult Services also uses outcome-based standards in its policies for the supervision of offenders on parole and probation. Some of the key standards include:

- Use of the Level of Service Inventory – Revised (LSI-R) risk and needs assessment tool to identify the risk and needs of offenders.
- Supervision plan is written for each offender based on the risk and needs of the offender as determined by the LSI-R.
- Level of contact with the offender is determined by the offender's level of risk.
- Specialized risk assessment tools, in addition to the LSI-R, are used for sex offenders and their supervision.

Program Performance Measures**Program:** Juvenile Community Services**Reporting level:** 01-530-200-20-00-00-00-00000000

Performance measurement data is reported at the agency level.

Program: Youth Correctional Center - YCC**Reporting level:** 01-530-200-30-00-00-00-00000000

Performance measurement data is reported at the agency level.

Program: Central Office - Juvenile**Reporting level:** 01-530-200-40-00-00-00-00000000

Performance measurement data is reported at the agency level.

PERFORMANCE NARRATIVE**00530** Dept of Corrections and Rehabilitation**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Program:** Adult Services Administration**Reporting level:** 01-530-500-10-00-00-00-00000000

Performance measurement data is provided at the agency level.

Program: Parole and Probation**Reporting level:** 01-530-500-20-00-00-00-00000000

Performance measurement data is reported at the agency level.

Program: Transitional Planning**Reporting level:** 01-530-500-30-00-00-00-00000000

Performance measurement data is reported at the agency level.

Program: Maximum Security Inst - NDSP**Reporting level:** 01-530-500-40-00-00-00-00000000

Performance measurement data is reported at the agency level.

Program: Medium Security Inst - JRCC**Reporting level:** 01-530-500-50-00-00-00-00000000

Performance measurement data is reported at the agency level.

Program: Transitional Facilities**Reporting level:** 01-530-500-60-00-00-00-00000000

Performance measurement data is reported at the agency level.

Program: AS Treatment and Programming**Reporting level:** 01-530-500-70-00-00-00-00000000

PERFORMANCE NARRATIVE**00530** Dept of Corrections and Rehabilitation**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Performance measurement data is reported at the agency level.

Program: AS Education	Reporting level: 01-530-500-75-00-00-00-00000000
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Performance measurement data is reported at the agency level.

Program: AS Women Services	Reporting level: 01-530-500-80-00-00-00-00000000
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Performance measurement data is reported at the agency level.

Program: AS - RRI	Reporting level: 01-530-500-85-00-00-00-00000000
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Performance measurement data is reported at the agency level.

Program: Central Office - Adult	Reporting level: 01-530-500-90-00-00-00-00000000
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Performance measurement data is reported at the agency level.

SPECIAL FUND REPORT

00540 Office of the Adjutant General

Version: 2013R0200540

Disaster Relief Fund 352

	2011 - 2013	2013 - 2015
Beginning Balance	34,675,167	51,354,416
Revenue and Net Transfers:		
Cash/Investment Earnings	92,000	92,000
Transfers In	70,700,000	22,000,000
Miscellaneous General Revenue	240,000	60,000
Intergovernmental Reimbursemen	<u>3,000,000</u>	<u>1,000,000</u>
Total Revenue and Net Transfers	74,032,000	23,152,000
Estimated Expenditures By Line:		
Salaries and Wages	65,000	1,675
Operating Expenses	1,439,034	2,989,034
Grants	3,374,644	1,000,000
2009 Flood Disaster	65,525,951	9,912,886
Unexpended Appropriations	<u>(13,051,878)</u>	<u>0</u>
Total Estimated Expenditures	<u>57,352,751</u>	<u>13,903,595</u>
Ending Balance	<u><u>51,354,416</u></u>	<u><u>60,602,821</u></u>

SPECIAL FUND REPORT

00540 Office of the Adjutant General

Version: 2013R0200540

Emergency Management Fund 375

	2011 - 2013	2013 - 2015
Beginning Balance	19,070	74,070
Revenue and Net Transfers:		
General Government	125,000	0
Total Revenue and Net Transfers	125,000	0
Estimated Expenditures By Line:		
Salaries and Wages	20,000	0
Operating Expenses	236,000	50,000
Grants	4,814,581	0
Unexpended Appropriations	(5,000,581)	0
Total Estimated Expenditures	70,000	50,000
Ending Balance	74,070	24,070

SPECIAL FUND REPORT

00540 Office of the Adjutant General

Version: 2013R0200540

National Guard Emergency Fund 214

	2011 - 2013	2013 - 2015
Beginning Balance	45,775	0
Revenue and Net Transfers:		
Regulatory	<u>(45,775)</u>	<u>0</u>
Total Revenue and Net Transfers	(45,775)	0
Estimated Expenditures By Line:		
Ending Balance	<u><u>0</u></u>	<u><u>0</u></u>

SPECIAL FUND REPORT
00540 Office of the Adjutant General
Version: 2013R0200540

National Guard Fund 383

	2011 - 2013	2013 - 2015
Beginning Balance	0	-41,647
Revenue and Net Transfers:		
General Government	<u>1,550,000</u>	<u>1,845,000</u>
Total Revenue and Net Transfers	1,550,000	1,845,000
Estimated Expenditures By Line:		
Salaries and Wages	446,647	507,263
Operating Expenses	25,000	25,000
Air Guard Contract	<u>1,120,000</u>	<u>1,287,655</u>
Total Estimated Expenditures	<u>1,591,647</u>	<u>1,819,918</u>
Ending Balance	<u><u>(41,647)</u></u>	<u><u>(16,565)</u></u>

SPECIAL FUND REPORT

00540 Office of the Adjutant General

Version: 2013R0200540

Radio Communications Fund 373

	2011 - 2013	2013 - 2015
Beginning Balance	392,606	413,652
Revenue and Net Transfers:		
Intergovernmental Sales or Ser	1,385,000	1,400,000
Total Revenue and Net Transfers	1,385,000	1,400,000
Estimated Expenditures By Line:		
Salaries and Wages	442,594	547,096
Operating Expenses	921,360	921,360
Total Estimated Expenditures	1,363,954	1,468,456
Ending Balance	413,652	345,196

SPECIAL FUND REPORT

00540 Office of the Adjutant General

Version: 2013R0200540

State Hazardous Chemical Fund 378

	2011 - 2013	2013 - 2015
Beginning Balance	140,551	244,815
Revenue and Net Transfers:		
Business	450,000	500,000
Total Revenue and Net Transfers	450,000	500,000
Estimated Expenditures By Line:		
Salaries and Wages	140,000	166,793
Operating Expenses	30,000	30,000
Grants	175,736	250,000
Total Estimated Expenditures	345,736	446,793
Ending Balance	244,815	298,022

SPECIAL FUND REPORT

00540 Office of the Adjutant General

Version: 2013R0200540

Veterans Cemetery Fund 433

	2011 - 2013	2013 - 2015
Beginning Balance	181,452	181,452
Revenue and Net Transfers:		
Intergovernmental Grants/Contr	<u>248,700</u>	<u>402,582</u>
Total Revenue and Net Transfers	248,700	402,582
Estimated Expenditures By Line:		
ND Veterans Cemetary	<u>248,700</u>	<u>376,391</u>
Total Estimated Expenditures	<u>248,700</u>	<u>376,391</u>
Ending Balance	<u><u>181,452</u></u>	<u><u>207,643</u></u>

PERFORMANCE NARRATIVE

00540 Office of the Adjutant General

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures**North Dakota National Guard****Goal 1: Refine domestic operations support to civil authorities.**

Objective 1.1 Develop a Common Operating Picture fully integrated with local, state, federal and military organizations NLT October 2014.

Objective 1.2 Improve internal (NDNG Forces) and external (Local, State, and Federal agencies) operational communications NLT Federal Fiscal Year 2015.

Objective 1.3 Establish contingency and continuity of operations plans with validation processes by Fiscal Year 2016.

Objective 1.4 Develop unit manning documents for DSCA pure structures (JOC, JRSOI, JTF) using existing manning tables to support DSCA operations NLT September 2013.

Objective 1.5 Establish a facility to accommodate ARNG and ANG forces in Fargo NLT October 2016.

Goal 2: Expand support to DoD and DoS initiatives aimed at promoting international cooperation and stability.

Objective 2.1 Establish a program of self-sustaining civilian-to-civilian partnerships between North Dakota private and public organizations and Ghanaian organizations NLT July 2013.

Objective 2.2 Pursue on additional partner country for our State Partnership Program NLT September 2015.

Objective 2.3 Increase State Partnership Program air event opportunities to 15% of total events NLT October 2014.

Goal 3: Develop customer and stakeholder engagement strategies.

Objective 3.1 Develop public information processes that provide customers and stakeholders rapid and ready access to NDNG information NLT July 2014.

Objective 3.2 Develop a formalized customer/stakeholder feedback review process that provides a metric for determining organizational success in meeting customer/stakeholder requirements by January 2015.

Objective 3.3 Refine information dissemination processes NLT February 2013.

Goal 4: Establish an organizational leadership program.

Objective 4.1 Implement a leadership development program focused on core leadership skills NLT September 2013.

Objective 4.2 Implement a continual process improvement program NLT July 2014.

Objective 4.3 Develop a monthly FTUS professional development program to enhance personnel capabilities and inter-staff efficiencies NLT March 2012.

Goal 5: Initiate ND National Guard resource planning and prioritization processes.

PERFORMANCE NARRATIVE**00540** Office of the Adjutant General**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Objective 5.1 Prepare a manpower placement and priorities plan to address full-time position losses NLT June 2012.

Objective 5.2 Establish a PBAC funding review and approval process that links strategic programs to funding prioritization NLT April 2012.

Objective 5.3 Expand recycling and energy reduction programs to promote environmental stewardship and achieve Federal and State mandates NLT September 2014.

Objective 5.4 Create a JFHQ TDA that eliminates redundancy of effort, promotes unity of command, and bolsters staff functionality NLT January 2015.

Goal 6: Strengthen employee well-being.

Objective 6.1 Ensure workers compensation coverage for SAD to include wage loss benefits NLT July 2013.

Objective 6.2 Develop an employee feedback process to monitor workplace satisfaction levels and obtain information on workplace improvements NLT March 2014.

Objective 6.3 Develop a NDNG youth program that can be maintained within a resource constrained environment by October 2013.

North Dakota Department of Emergency Services (NDDDES)**Goal 1: Improve readiness, response and recovery.**

Objective 1.1 Conduct a statewide strategic emergency management foresight initiative process by 2015.

Objective 1.2 Conduct and institutionalize a threats, hazards identification risk assessment process by 2015,

Objective 1.3 Develop and Implement processes that brings response and recovery partners into a risk driven planning process by 2015.

Objective 1.4 Develop and publish appropriate educational material to educate the public about actions required when emergencies occur by 2015.

Objective 1.5 Develop and publish appropriate educational material to improve personal and family preparedness by 2015.

Objective 1.6 Implement a realtime disaster damage assessment and estimating system by 2014.

Objective 1.7 Develop incentives and programs for consolidating and regionalizing emergency management by 2014.

Goal 2: Grow the Department's capabilities.

Objective 2.1 Advance the staff's professional and technical skills by providing education, training, and exercise opportunities.

Objective 2.2 Develop and implement an action plan to meet the increasing demands on the Department's communication center by 2014.

Objective 2.3 Secure and implement technologies that ready the Department to adapt to Next Generation 911 by 2015.

Objective 2.4 Implement Next Generation 911 services in the State Communications Center by 2016.

PERFORMANCE NARRATIVE**00540** Office of the Adjutant General**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Objective 2.5 Close major radio emergency communications transmitting gaps by year end 2016.

Objective 2.6 Continue to develop emergency equipment and supply caches that enhance the State's ability to support major emergencies and disasters. (Ongoing based on funding and gap assessments.)

Goal 3: Enhance relationships with the Department's stakeholder and customer groups with the primary focus on collaboration and partnership building.

Objective 3.1 Engage the Department's private for profit stakeholder groups to build stronger emergency response programs by 2014.

Objective 3.2 Develop partnerships to leverage and combine investments in communications, mapping, computer aided dispatch, and training programs developed to improve public and responder safety through 2015.

Objective 3.3 Implement a whole community approach to emergency management in North Dakota by 2016 through engagement of all aspects of the community (volunteer, faith and community-based organizations, the private sector, and the public) to effectively prepare for, protect against, respond to, recover from, and mitigate against disasters.

Program Performance Measures**Program:** Tuition and Enlistment Compensation**Reporting level:** 00-540-100-10-00-00-00000000

Performance is not measured at the program level. Performance is measured at the National Guard overall level.

Program: NG Operations**Reporting level:** 00-540-100-20-00-00-00000000

Performance is not measured at the program level. Performance is measured at the ND National Guard overall level.

Program: Air-Army Guard Contracts**Reporting level:** 00-540-100-30-00-00-00000000

Performance is not measured at the program level. Performance is measured at the National Guard overall level.

Program: DES Administration**Reporting level:** 00-540-200-11-00-00-00000000

Performance is measured by the success of the divisions served (Homeland Security and State Radio).

PERFORMANCE NARRATIVE

00540 Office of the Adjutant General

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Program: Homeland Security

Reporting level: 00-540-200-12-00-00-00-00000000

Performance measures for Homeland Security are included in "goals and objectives".

Program: State Radio

Reporting level: 00-540-200-13-00-00-00-00000000

Performance measures for State Radio are included in "Goals and Objectives".

Continuing Appropriation

Date: 12/11/2012

540 Office of the Adjutant General

Time: 11:17:14

Version: 2013-R02-00540

Project: 1 National Guard Emergency Fund

Version 2013R0200540 Number 1

Description National Guard Emergency Fund

Statutory Authority 37-01-04.1

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	2,758	45,775	0	0
Revenue/transfers	18,521,265	3,691,606	0	0
Total available	18,524,023	3,737,381	0	0
Expenditures	18,478,248	3,737,381	0	0
Ending Balance	45,775	0	0	0

This fund allows the National Guard to respond to state emergencies. It is a non appropriated fund due to the unpredictability of costs associated with responding to a state disaster.

Continuing Appropriation

Date: 12/11/2012

540 Office of the Adjutant General

Time: 11:17:14

Version: 2013-R02-00540

Project: 2 National Guard Military Grounds Fund

Version 2013R0200540 Number 2

Description National Guard Military Grounds Fund

Statutory Authority 37-03-13

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	626,197	891,125	1,003,331	863,331
Revenue/transfers	309,001	160,129	160,000	160,000
Total available	935,198	1,051,254	1,163,331	1,023,331
Expenditures	44,073	47,923	300,000	300,000
Ending Balance	891,125	1,003,331	863,331	723,331

This fund is used for collecting rental revenues to be used for the purchase and support of military training grounds.

Continuing Appropriation

Date: 12/11/2012

540 Office of the Adjutant General

Time: 11:17:14

Version: 2013-R02-00540

Project: 3 Veterans Cemetery Maintenance Fund

Version 2013R0200540 Number 3

Description Veterans Cemetery Maintenance Fund

Statutory Authority 37-03-14

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	89,247	22,626	117,495	167,495
Revenue/transfers	198,062	311,340	750,000	450,000
Total available	287,309	333,966	867,495	617,495
Expenditures	264,683	216,471	700,000	400,000
Ending Balance	22,626	117,495	167,495	217,495

This fund is used to support the operations of the North Dakota Veterans Cemetery. This fund receives \$5 from the issuance of each veterans license plate, grave opening and closing fees, and private and federal funds for operations of the Veterans Cemetery.

Continuing Appropriation

Date: 12/11/2012

540 Office of the Adjutant General

Time: 11:17:14

Version: 2013-R02-00540

Project: 4 Veterans Cemetery Trust Fund

Version 2013R0200540 Number 4

Description Veterans Cemetery Trust Fund

Statutory Authority 39-04-10.10

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	122,252	149,417	174,836	174,836
Revenue/transfers	37,165	35,419	0	0
Total available	159,417	184,836	174,836	174,836
Expenditures	10,000	10,000	0	0
Ending Balance	149,417	174,836	174,836	174,836

This fund receives \$5 from the issuance of each veterans license plate and also donations. The interest from this fund is to be deposited in the Veterans Cemetery Maintenance fund for the purpose of funding salaries and maintenance at the Cemetery.

SPECIAL FUND REPORT

00601 Department of Commerce

Version: 2013R0200601

Alcohol Motor Vehicle Fuel Fund 224

	2011 - 2013	2013 - 2015
Beginning Balance	1,886,295	2,470,244
Revenue and Net Transfers:		
Tsfr Fm Alcohol Fuel Tax Trust	134,000	0
Tsfr Fm Mill & Elevator	<u>800,000</u>	<u>800,000</u>
Total Revenue and Net Transfers	934,000	800,000
Estimated Expenditures By Line:		
Agric. Products Util. Comm. (APUC)	1,575,051	1,738,284
Unexpended Appropriations	<u>(1,225,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>350,051</u>	<u>1,738,284</u>
Ending Balance	<u><u>2,470,244</u></u>	<u><u>1,531,960</u></u>

SPECIAL FUND REPORT

00601 Department of Commerce

Version: 2013R0200601

Centers of Excellence Fund 365

	2011 - 2013	2013 - 2015
Beginning Balance	22,998,197	22,998,197
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Ending Balance	<u><u>22,998,197</u></u>	<u><u>22,998,197</u></u>

SPECIAL FUND REPORT
00601 Department of Commerce
Version: 2013R0200601

Department of Tourism Fund 443

	2011 - 2013	2013 - 2015
Beginning Balance	429,912	326,912
Revenue and Net Transfers:		
General Government	260,000	260,000
Total Revenue and Net Transfers	260,000	260,000
Estimated Expenditures By Line:		
Operating Expenses	363,000	363,000
Total Estimated Expenditures	363,000	363,000
Ending Balance	326,912	223,912

SPECIAL FUND REPORT

00601 Department of Commerce

Version: 2013R0200601

Economic Dev. Fund 330

	2011 - 2013	2013 - 2015
Beginning Balance	158,781	330,751
Revenue and Net Transfers:		
Miscellaneous General Revenue	<u>1,090,000</u>	<u>1,090,000</u>
Total Revenue and Net Transfers	1,090,000	1,090,000
Estimated Expenditures By Line:		
Salaries and Wages	681,929	736,417
Operating Expenses	586,101	536,101
Unexpended Appropriations	<u>(350,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>918,030</u>	<u>1,272,518</u>
Ending Balance	<u><u>330,751</u></u>	<u><u>148,233</u></u>

SPECIAL FUND REPORT

00601 Department of Commerce

Version: 2013R0200601

Ethanol Production Incentive 447

	2011 - 2013	2013 - 2015
Beginning Balance	1,522,931	1,522,931
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Ending Balance	<u>1,522,931</u>	<u>1,522,931</u>

SPECIAL FUND REPORT

00601 Department of Commerce

Version: 2013R0200601

Intergovernmental Assist. Fund 342

	2011 - 2013	2013 - 2015
Beginning Balance	8,014,859	8,220,735
Revenue and Net Transfers:		
Loan Related Revenues	<u>2,702,897</u>	<u>2,702,897</u>
Total Revenue and Net Transfers	2,702,897	2,702,897
Estimated Expenditures By Line:		
Salaries and Wages	127,026	214,849
Operating Expenses	45,995	190,182
Grants	6,224,000	6,213,088
Unexpended Appropriations	<u>(3,900,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>2,497,021</u>	<u>6,618,119</u>
Ending Balance	<u><u>8,220,735</u></u>	<u><u>4,305,513</u></u>

SPECIAL FUND REPORT

00601 Department of Commerce

Version: 2013R0200601

Strategic Invest & Improvement Fund

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Grants	<u>0</u>	<u>4,000,000</u>
Total Estimated Expenditures	<u>0</u>	<u>4,000,000</u>
Ending Balance	<u><u>0</u></u>	<u><u>(4,000,000)</u></u>

SPECIAL FUND REPORT

00601 Department of Commerce

Version: 2013R0200601

Workforce Enhancement Fund

	2011 - 2013	2013 - 2015
Beginning Balance	542,802	542,802
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Ending Balance	<u>542,802</u>	<u>542,802</u>

PERFORMANCE NARRATIVE

00601 Department of Commerce

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

The North Dakota Department of Commerce has individual, team, division, agency and statewide performance measures. The department works diligently to create a line of sight for all employees to connect their individual and programmatic measures to the North Dakota Economic Development Strategic Plan.

This plan identifies six major goals and 21 performance measures. In addition to these six goals, the department also has identified two other goals to address internal culture and operations.

Program Performance Measures**Program:** Commerce Administration**Reporting level:** 00-601-200-00-00-00-00000000

Not applicable.

Program: Innovation and Entrepreneurship**Reporting level:** 00-601-250-00-00-00-00000000

Measurements associated with the Centers of Excellence/Centers of Research Excellence program include the number of jobs created and wages associated with these jobs; amount of leveraged funds; and new companies starting-up, spinning-off, or relocating to North Dakota.

A short term metric for the Innovate North Dakota program is the number of ideas submitted. Since Innovate North Dakota is dealing with start-up businesses and ideas, a longer-term metric is the number of businesses launched that are still in business five years after participating in Innovate North Dakota.

The Technology-based Entrepreneurship Grant program will be measured by the entrepreneurial activity resulting from the program. This includes the number of new businesses assisted, successful product launches, and the number of resulting jobs.

Program: North Dakota Tourism**Reporting level:** 00-601-300-00-00-00-00000000**Leisure Marketing**

- Publications: Travel guide, hunting and fishing guide, map - printed and digital

PERFORMANCE NARRATIVE**00601** Department of Commerce**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- Paid advertising: \$2 million per year invested in integrated campaign across numerous media: TV, Print, Newspaper inserts, online, out-of-home, radio
- Cooperative advertising opportunities for industry partners
- Website: constant improvement of NDTourism.com
- E-newsletters - Niche categories to subscribers. Mobile site and social media channels. Social media continue to engage potential travelers through social media.
- Results: strong ROI 1:91, increased visitor stats, new inquiries and web activity; improved functions and mobile compatibility on web site.

Public and Media Relations

- Monthly releases, pitches, partnerships, interviews, story submissions
- Media familiarization tours (FAM)
- Freelance writer's workshops
- On-line: Blogs, Flickr, YouTube, Twitter, Facebook, Pinterest
- Results: engagement on social media, more earned media measured by advertising equivalency. 2011 total digital impressions – 27.9 million and \$5.6 million story value

Customer Service and Sales

- Travel counseling – via phone and on-line
- Brochure racks in rest areas
- Fulfill requests of state materials and for partners
- Itinerary and route development
- Resource materials to attractions and retailers
- Results: increase in activity and quantities of materials demanded

International Marketing

- Cooperative sales with Rocky Mountain International (regional sales agent) states
- Travel trade shows, missions, media events and seminars. (25 in 2011) Distributed over 1,000 digital kits.
- Visit USA Committee
- FAM tours – for package sales and media (20 participants from 5 countries in 2011)
- Targets: Norway, Sweden, Denmark, Finland, Iceland, Germany, Australia, New Zealand
- Results: ND product for sale in catalogs, advertising equivalency of media coverage (\$500,000 in 2011). Increased visitation. More leads to travel partners (380 in 2011).

Group Travel Sales

- Trade show and marketplace sales (8 in 2011) with over 200 prescheduled appointments.
- FAM tours (3 in 2011 from 10 states enjoyed 55 North Dakota locations).
- Itinerary development

PERFORMANCE NARRATIVE**00601** Department of Commerce**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- Advertising and earned media
- Results: groups booked in North Dakota; North Dakota coverage in group publications.

Outdoor Promotions

- Sport shows and niche promotions (8 shows with 16 partners in 2011)
- Niche advertising – TV, on-line, sponsorships, out-of-home
- Outdoor FAM tours (7 in 2011)
- Results: media coverage, partner participation in events, increased bookings and license sales

Tourism Development

- Project facilitation
- Outreach to economic and business developers
- Grants – funded 15 expansion projects in 2011-2012 and 6 projects with new dollars
- Rural, recreation and agritourism emphasis
- Results: new tourism businesses or expanded offerings

Industry Development

- Travel Industry Conference – annual event for industry stakeholders
- Stakeholders' meeting – annual marketing session
- Partner access and promotion – allows partners free listings and marketing on state website
- Monthly newsletter – provides stats, tips and opportunities
- Industry Facebook page – allows on-line discussions and information sharing
- Regional workshops – customized for each region with hands-on learning
- Results: a vibrant, engaged industry that cross-sells and is tied into state's efforts

Program: ND Workforce Development**Reporting level:** 00-601-400-00-00-00-00-00000000

Ensure implementation of statewide strategic workforce plan goals and initiatives. Overview of goals:

- Grow our future workforce
- Facilitate and enhance interactions between business and North Dakota's current and future workforce

PERFORMANCE NARRATIVE**00601** Department of Commerce**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- Assist North Dakota in recruitment and retention of workers and their families
- Map North Dakota's workforce development activities, incentives and programs; analyze gaps and recommend strategies; utilize to promote ND to current and future workforce

Facilitate a collaborative relationship and actions to improve University System connections with economic development, private sector, policy makers, and customers, resulting in a strengthened workforce development system.

Facilitate the ongoing development and value of a statewide team of workforce professionals for addressing workforce issues.

Operate and identify ongoing enhancements to programs that assist in addressing state workforce development, including AmeriCorps, Operation Intern and Relocation Program.

Program: Economic Development and Finance	Reporting level: 00-601-500-00-00-00-00-00000000
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ED&F's performance is primarily measured through benchmarks established through the Department of Commerce – ED Foundation Strategic Plan and through goals established amongst the ED&F Division staff. Measurement most applicable to ED&F's efforts include:

Local economic development organizations participating in state marketing strategy

Net job growth in ND

New private sector businesses in ND

Average annual wage growth in ND

Per capita personal income growth in ND

Net migration into ND

Increase in population in ND

Net job growth in manufacturing businesses in ND

Net job growth in business services businesses in ND

New private sector businesses in manufacturing sector in ND

New private sector businesses in business services sector in ND

Increase in gross domestic product in ND

PERFORMANCE NARRATIVE**00601** Department of Commerce**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Program:** Division of Community Services**Reporting level:** 00-601-600-00-00-00-00000000

- 1) Timely distribution of community development program funds in accordance with Housing and Urban Development guidelines.
- 2) Timely distribution of energy program funds in accordance with the Department of Energy guidelines.
- 3) Timely distribution of self sufficiency program funds in accordance with Health and Human Services guidelines.
- 4) Increased number of Renaissance Zones in the state.
- 5) Enhanced quality of site-built, manufactured and modular structures in North Dakota through training and program implementation.

Continuing Appropriation

Date: 12/11/2012

601 Department of Commerce

Time: 11:17:32

Version: 2013-R02-00601

Project: 1 Centers of Excellence

Version 2013R0200601 Number 1

Description Centers of Excellence

Statutory Authority NDCC 15-69-06

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	22,998,197	3,960,049
Revenue/transfers	0	31,224,668	56,000	56,000
Total available	0	31,224,668	23,054,197	4,016,049
Expenditures	0	8,226,471	19,094,148	4,016,049
Ending Balance	0	22,998,197	3,960,049	0

The Centers of Excellence program encourages collaboration between public universities and private businesses as a means of bringing new products and services to the marketplace which ultimately result in the creation of higher paying jobs for the citizens of North Dakota. The Centers of Excellence program is no longer awarding new grants, however existing awards will continue to be funded into the 2013-15 biennium.

The continuing appropriation is needed to allow for greater accountability by distributing grant funds to centers as needed, which occurs over multiple bienniums.

Continuing Appropriation

Date: 12/11/2012

601 Department of Commerce

Time: 11:17:32

Version: 2013-R02-00601

Project: 2 Workforce Enhancement Fund

Version 2013R0200601 Number 2

Description Workforce Enhancement Fund

Statutory Authority NDCC 54-60-23

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	947,908	542,801	1,084,505
Revenue/transfers	2,032,847	1,005,774	1,503,310	3,000
Total available	2,032,847	1,953,682	2,046,111	1,087,505
Expenditures	1,084,939	1,410,881	961,606	1,087,505
Ending Balance	947,908	542,801	1,084,505	0

The Workforce Enhancement Grants provides a mechanism for the institutions of higher education assigned primary responsibility for workforce training in North Dakota to apply for funding to help create or enhance training programs that address workforce needs of private sector employers in North Dakota. Emphasis is given to meeting the workforce needs of Target Industry employers and employers with high-skill and high wage job opportunities in North Dakota. Workforce Enhancement Grant funding may be used for curriculum development, equipment, recruitment of participants and training and certification of instructors. Funds may not be used to supplant funding for current operations. Workforce Enhancement Grant Projects require private sector participation and one dollar of matching funds for each dollar of state funds.

The continuing appropriation is required to meet the legislature's intent to provide a source of funding to two year colleges to respond to business and industry workforce training.

Continuing Appropriation

Date: 12/11/2012

601 Department of Commerce

Time: 11:17:32

Version: 2013-R02-00601

Project: 3 Community Development Loan Fund

Version 2013R0200601 Number 3

Description Community Development Loan Fund

Statutory Authority NDCC 54-44-05

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	4,232,602	4,995,630	4,536,103	4,687,853
Revenue/transfers	3,574,416	1,831,378	2,702,897	2,702,897
Total available	7,807,018	6,827,008	7,239,000	7,390,750
Expenditures	2,811,388	2,290,905	2,551,147	3,000,000
Ending Balance	4,995,630	4,536,103	4,687,853	4,390,750

The continuing appropriation was established to allow for the expenditure of Community Development Block Grant Revolving Loan Funds. These dollars can only be used to fund economic development projects in the State. If this appropriation is eliminated, the State would be required to return these dollars to the federal government. If this occurs, it would eliminate assisting new and existing businesses that create and/or retain jobs throughout the State.

Continuing Appropriation

Date: 12/11/2012

601 Department of Commerce

Time: 11:17:32

Version: 2013-R02-00601

Project: 4 Ethanol Production Incentive

Version 2013R0200601 Number 4

Description Ethanol Production Incentive

Statutory Authority NDCC 17-02-05

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	1,997,755	7,946	0	0
Revenue/transfers	3,688,655	2,131,952	2,151,000	2,151,000
Total available	5,686,410	2,139,898	2,151,000	2,151,000
Expenditures	5,678,464	2,139,898	2,151,000	2,151,000
Ending Balance	7,946	0	0	0

The appropriation for the ethanol production incentive fund is required in order to continue to offer the associated ethanol production incentive program, which is designed to induce ethanol producers to locate their production facilities in North Dakota rather than some other location and to assist them in remaining viable businesses during adverse economic conditions. It is important this be a continuing appropriation in order to provide plant owners that are considering a facility in North Dakota with an indication that this is intended to be an ongoing program which they can include in their long term business plans.

Continuing Appropriation

Date: 12/11/2012

601 Department of Commerce

Time: 11:17:32

Version: 2013-R02-00601

Project: 5 Center of Research Excellence

Version 2013R0200601 Number 5

Description Center of Research Excellence

Statutory Authority NDCC 54-65-05

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	4,720,514
Revenue/transfers	0	0	12,020,514	8,000
Total available	0	0	12,020,514	4,728,514
Expenditures	0	0	7,300,000	4,120,514
Ending Balance	0	0	4,720,514	608,000

The Centers of Research Excellence program encourages collaboration between public universities and private businesses as a means of bringing new products and services to the marketplace which ultimately result in the creation of higher paying jobs for the citizens of North Dakota.

The continuing appropriation is needed to allow for greater accountability by distributing for grant funds to centers as needed, which occurs over multiple bienniums.

Continuing Appropriation

Date: 12/11/2012

601 Department of Commerce

Time: 11:17:32

Version: 2013-R02-00601

Project: 6 Internship Fund

Version 2013R0200601 Number 6

Description Internship Fund

Statutory Authority NDCC ? 54-60-17.1

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	0	0	0	0
Revenue/transfers	0	0	1,079,143	902,000
Total available	0	0	1,079,143	902,000
Expenditures	0	0	1,079,143	902,000
Ending Balance	0	0	0	0

Operation Intern expands the number of new internship, work experience and apprenticeship opportunities with North Dakota employers. Many of these opportunities occur over the summer months and span multiple bienniums, thus necessitating continuing appropriations.

Continuing Appropriation

Date: 12/11/2012

601 Department of Commerce

Time: 11:17:32

Version: 2013-R02-00601

Project: 7 Energy Conservation Grant Fund

Version 2013R0200601 Number 7

Description Energy Conservation Grant Fund

Statutory Authority New in 2013

Special Fund number and name 0

	Actual 2007-2009		Actual 2009-2011		Estimated 2011-2013		Estimated 2013-2015
Beginning Balance	0		0		0		0
Revenue/transfers	0		0		0		2,734,767
Total available	0		0		0		2,734,767
Expenditures	0		0		0		2,734,767
Ending Balance	0		0		0		0

The 2013 Executive Budget provides that 1/2 of 1 percent of oil revenues deposited into the Resources Trust Fund be transferred to the Energy Conservation Grant Fund. All funds in the energy conservation grant fund are appropriated to the department on a continuing basis for the purpose of providing grants to political subdivisions for energy conservation projects in non-federal public buildings.

SPECIAL FUND REPORT

00602 Department of Agriculture

Version: 2013R0200602

Agriculture Department Fund 308

	2011 - 2013	2013 - 2015
Beginning Balance	267,767	251,581
Revenue and Net Transfers:		
Tsfr Fm Water Comm Fund (397)	250,000	250,000
Miscellaneous General Revenue	774,163	789,163
Tsfr Fm Health & Consolidated	<u>50,000</u>	<u>50,000</u>
Total Revenue and Net Transfers	1,074,163	1,089,163
Estimated Expenditures By Line:		
Salaries and Wages	119,287	52,426
Operating Expenses	610,899	597,899
Grants	56,000	70,000
Board of Animal Health	54,163	54,163
Wildlife Services	<u>250,000</u>	<u>250,000</u>
Total Estimated Expenditures	<u>1,090,349</u>	<u>1,024,488</u>
Ending Balance	<u><u>251,581</u></u>	<u><u>316,256</u></u>

SPECIAL FUND REPORT

00602 Department of Agriculture

Version: 2013R0200602

Anhyd Ammon Stor Insp Fund 264

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Ending Balance	<u>0</u>	<u>0</u>

SPECIAL FUND REPORT

00602 Department of Agriculture

Version: 2013R0200602

Environment & Rangeland Prot 376

	2011 - 2013	2013 - 2015
Beginning Balance	2,234,971	1,614,723
Revenue and Net Transfers:		
Miscellaneous General Revenue	48,922	48,922
Transfer Out	(472,310)	(472,310)
Fertilizer Regist&Tonnage	886,178	886,178
Pesticide Registration	<u>4,000,000</u>	<u>4,000,000</u>
Total Revenue and Net Transfers	4,462,790	4,462,790
Estimated Expenditures By Line:		
Salaries and Wages	1,948,971	2,345,207
Operating Expenses	1,396,793	1,568,496
Capital Assets	17,000	12,000
Grants	1,645,274	1,395,274
Crop Harmonization Board	<u>75,000</u>	<u>75,000</u>
Total Estimated Expenditures	<u>5,083,038</u>	<u>5,395,977</u>
Ending Balance	<u><u>1,614,723</u></u>	<u><u>681,536</u></u>

SPECIAL FUND REPORT
00602 Department of Agriculture
Version: 2013R0200602

Game and Fish Funds

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Transfers In	1,068,261	1,115,433
Total Revenue and Net Transfers	1,068,261	1,115,433
Estimated Expenditures By Line:		
Board of Animal Health	199,461	199,996
Wildlife Services	868,800	768,800
Total Estimated Expenditures	1,068,261	968,796
Ending Balance	0	146,637

SPECIAL FUND REPORT
00602 Department of Agriculture
Version: 2013R0200602

Honey Promotion Fund 223

	2011 - 2013	2013 - 2015
Beginning Balance	35,660	35,660
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Ending Balance	<u>35,660</u>	<u>35,660</u>

SPECIAL FUND REPORT
00602 Department of Agriculture
Version: 2013R0200602

State Waterbank Fund 236

	2011 - 2013	2013 - 2015
Beginning Balance	106,684	104,678
Revenue and Net Transfers:		
Waterbank Grants	10,000	50,000
Total Revenue and Net Transfers	10,000	50,000
Estimated Expenditures By Line:		
Salaries and Wages	2,006	2,244
Operating Expenses	114,100	105,817
Unexpended Appropriations	(104,100)	0
Total Estimated Expenditures	12,006	108,061
Ending Balance	104,678	46,617

SPECIAL FUND REPORT
00602 Department of Agriculture
Version: 2013R0200602

Turkey Promotion Fund 221

	2011 - 2013	2013 - 2015
Beginning Balance	4,802	4,802
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Ending Balance	<u><u>4,802</u></u>	<u><u>4,802</u></u>

PERFORMANCE NARRATIVE

00602 Department of Agriculture

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

The agency performance measures are reflected within the performance measure section for each division.

Program Performance Measures**Program:** Administrative Services**Reporting level:** 00-602-100-00-00-00-00000000

North Dakota Mediation Service: The achievement measure of mediation is the rate of agreements which avoid formal administrative appeals, foreclosures and bankruptcies, or provide assistance to successfully secure financing for beginning farmers.

Fiscal Management: The achievement measure is the successful oversight of developing and tracking the agency's budget, processing of payroll, paying of bills, and depositing of revenue.

Information Technology: The achievement measure is to ensure the department's information technology plan meets the data tracking and communication needs for all department programs.

Program: Plant Industries**Reporting level:** 00-602-300-00-00-00-00000000

Noxious Weeds: Success is measured by the number of weed boards and landowners participating in the cost share programs and reductions in weed infestations.

Apiary: Success is measured by the number of bee colonies registered and the number of inspections conducted at the request of the beekeepers for migratory movement. It is also measured by licenses, health certificates and permits issued.

Plant Protection: Success is measured by the number of phytosanitary (export) certificates, in-transit (transit through Canada to U.S. destinations) certificates, cereal leaf beetle (supports wheat and barley shipments to California) certificates, and corn borer (supports corn shipments to west coast) agreements issued. Success is also measured by the number of nursery growers and dealers licensed and inspected and the number of pest surveys conducted.

Program: Livestock Development**Reporting level:** 00-602-400-00-00-00-00000000

Wildlife Services: Performance measures for Wildlife Services include reduction in the amount of economic damage caused by wildlife, reduction of wildlife hazards at airports, removal of beaver dams responsible for flooding of roads and cropland, distribution of a number of informational leaflets to the public, the amount of wildlife damage abatement equipment loaned to landowners and homeowners, and the removal of specific wildlife responsible for property damage, economic loss, and threats to human health. There is no single cost-benefit ratio for Wildlife Services activities in North Dakota because each circumstance is variable, including species involved, the extent and cost of the damage, and the cost of the tools selected to solve the problem. However, studies on the cost-benefits of specific Wildlife Services activities at a national level have shown favorable ratios. Wildlife Services also provides indirect benefits to secondary entities, who were not the intended beneficiaries of its programs. Indirect benefits are difficult to quantify but nonetheless exist.

PERFORMANCE NARRATIVE**00602** Department of Agriculture**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Dairy Division: The department measures its success through federal and state surveys taken at plants and farms and the high quality and high demand of products produced in North Dakota.

Livestock Development: The division measures its success in the fact there has been very few fiscal losses to state livestock producers in the last ten years.

Meat and Poultry Inspection Program: The program measures its success through the development and maintenance of fourteen official establishments, the continual improvement of custom exempt establishments, and the assurance from processors and producers that the program creates for them several benefits and opportunities. The success of additional programs, including beef grading and COOL, is measured through feedback from the federal agency and through feedback received from the industry that is subject to reviews or a recipient of services.

Feed Program: The department measures its success from increased number of product registrations and licensing and knowing there have been very few feed issues within the state.

Program: Marketing and Information**Reporting level:** 00-602-600-00-00-00-00000000

Marketing and Information: The number of participating companies in events such as Pride of Dakota member engagement and participation at domestic and international trade fairs and state focused events such as North Dakota State Fair, Red River Valley Fair, Harvest Showcase, Holiday Showcases, Marketing and Online Training Seminars, Pride of Dakota Day at the Capitol, School Lunch Day, International Trade Directory, Pride of Dakota Directory and number of phyto-sanitary certificates issued.

Measurement includes engagement and growth of farmers markets, participation from commodity groups and councils in partnership with Ag Exhibit and Mobile Food Unit. International export programs are measured by number of companies participating which was 242 in 2011 with meetings and sales growth measured.

Ag in the Classroom: programs are measured through participation of teachers in training programs and number of students impacted by programs. Success metrics are built into media spend and social media engagement, daily, weekly and monthly.

Program: State Veterinarian**Reporting level:** 00-602-800-00-00-00-00000000

Performance is measured by preservation of North Dakota's disease free status with regards to program diseases such as tuberculosis, brucellosis, pseudorabies, and equine infectious anemia and the prevention of emerging/re-emerging and foreign animal diseases, and/or the ability to effectively diagnose and respond to a potential emerging/re-emerging or foreign animal disease diagnosed in North Dakota. The veterinarians that work for the Commissioner and for the Board of Animal Health are also responsible daily for dealing with more endemic diseases such as anthrax and help to prevent and minimize the movement and dissemination of diseases through quarantine and movement controls.

The Board of Animal Health is charged in statute with the responsibility for protecting the health and welfare of the entire animal industry of North Dakota. The veterinarians of the Animal Health Division of the Department of Agriculture serve as the Board's designees. The animal industry is comprised of over 2.5 million head of livestock with a valuation of over \$1 billion; an industry that has annually averaged sales exceeding \$849 million dollars. The Animal Health Division monitors regulatory

PERFORMANCE NARRATIVE**00602** Department of Agriculture**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

functions of the state's approximately 200 accredited veterinarians. The state veterinarian coordinates and communicates with 49 other states' chief animal health officials and USDA-APHIS-Veterinary Services.

Program: Pesticide and Fertilizer**Reporting level:** 00-602-900-00-00-00-00-00000000

Safe Send: Success is measured by pounds of old, unused pesticides collected, and the number of farmers and homeowners participating in the program.

Pesticide Registration: Success is also measured by the reduction of unregistered pesticides sold in North Dakota.

Pesticide Enforcement: Success is measured by rates of compliance and reduction of repeat violations to state and federal statutes and regulations related to pesticide use, storage, and security. Compliance is measured by the number of agricultural pesticide use, non-agricultural use, pesticide producer establishments, market place, pesticide applicator, and restricted use pesticide dealer inspections conducted and found in compliance. Success is also measured by the number of formal complaints responded to and successfully resolved.

Fertilizer and Anhydrous Ammonia: Success is measured by the number of fertilizers registered and the number of fertilizer distributors and anhydrous ammonia dealers licensed.

Continuing Appropriation

602 Department of Agriculture

Version: 2013-R02-00602

Project: 1 Honey Promotion Fund

Date: 12/11/2012

Time: 11:17:47

Version 2013R0200602 Number 1

Description Honey Promotion Fund

Statutory Authority Chapter 4.1-08-05

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	7,916	21,448	35,660	36,660
Revenue/transfers	38,652	44,253	56,000	56,000
Total available	46,568	65,701	91,660	92,660
Expenditures	25,120	30,041	55,000	55,000
Ending Balance	21,448	35,660	36,660	37,660

The assessment required by North Dakota Century Code 4.1-08-06 may be used to fund research, education programs, and market development efforts, as well as promotional efforts such as the North Dakota honey queen program. An annual assessment of \$.10 is imposed on each colony of honeybees licensed by a beekeeper. The minimal annual amount assessment is \$1.00. Much of the nation's honey continues to be produced in North Dakota. North Dakota was tops in the nation in 2011 in honey production for the eighth straight year - despite a 30 percent drop in production to 32.7 million pounds. Nationally, honey production last year dropped to 16 percent to 148 million pounds. The programs funded by the assessment fees bolster the economic viability of the honey market.

Continuing Appropriation

602 Department of Agriculture

Version: 2013-R02-00602

Project: 2 Turkey Promotion Fund

Date: 12/11/2012

Time: 11:17:47

Version 2013R0200602 Number 2

Description Turkey Promotion Fund

Statutory Authority Chapter 4.1-12-08

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	35,063	29,355	4,802	20,802
Revenue/transfers	43,686	36,496	36,000	36,000
Total available	78,749	65,851	40,802	56,802
Expenditures	49,394	61,049	20,000	20,000
Ending Balance	29,355	4,802	20,802	36,802

The assessment required by North Dakota Century Code 4.1-12-02 may be used to fund research, education programs, and market development efforts, as well as participation in programs under the auspices of the National Turkey Federation. The assessment is determined by calculating the flock average live weight at the time of delivery to a processory, and calculating the actual number of turkeys in that flock after processing. Assessment fees range from one cent to one and three-quarter cents per turkey. North Dakota produces about 1.2 million turkeys annually. The programs funded by the assessment fees bolster the economic viability of this small, but important part of North Dakota's agriculture economy.

Continuing Appropriation

Date: 12/11/2012

602 Department of Agriculture

Time: 11:17:47

Version: 2013-R02-00602

Project: 3 Minor Use Pesticide Fund

Version 2013R0200602 Number 3

Description Minor Use Pesticide Fund

Statutory Authority 4-35-06.2; 4-35-06.3

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	169,640	240,730	69,557	69,557
Revenue/transfers	200,000	0	200,000	150,000
Total available	369,640	240,730	269,557	219,557
Expenditures	128,910	171,173	200,000	150,000
Ending Balance	240,730	69,557	69,557	69,557

Grants from the Minor Use Pesticide Fund may be used for conducting or commissioning evaluations, studies, or investigations approved by the Crop Protection Product Harmonization and Registration Board to obtain or maintain a pesticide registration for a minor crop, minor use, or other use in North Dakota. A minor crop means an agricultural crop considered to be minor in the national context of registering pesticides. The Minor Use Pesticide Fund receives funds transferred by the North Dakota Legislature from the Environment and Rangeland Protection Fund (NDCC 19-18-02.1). Minor use pesticides are of major significance in agricultural production and for protecting public health from disease vectors.

PERFORMANCE NARRATIVE**00616** State Seed Department**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Biennial audit.

Planned: Biennial satisfaction/needs survey of customers in all program service areas.

Acres applied for certification

Bushels/Lbs. of seed final certified upon lab analysis

*Both areas are jointly dependent on climactic, economic and industry factors and agency performance.

Annual AOSCA compliance audit

Ring/Referee tests: Validation tests performed cooperatively with accredited laboratories nationwide. NDSSD participates in referee tests in both Seed and Diagnostic labs, validating the expertise in each area.

Professional development: Accreditation of individual staff in Certified and/or Registered Seed Technologist categories (among other accreditation programs at national level). Professional and laboratory accreditations are granted through a process of proficiency testing and auditing.

USDA/other federal program accreditations: Testing laboratories are provided opportunity to comply with standards developed by the federal government to prove service quality (see above). Accredited laboratories are listed for use in certain federal testing schemes, often on issues of quarantined pests that affect entire industry segments (ex. Karnal Bunt, Potato Mop Top Virus).

Cwt. of seed and commercial potatoes provided shipping point (grade) inspections.

Lbs. of seed produced and sold through NDSSD Potato Seed stocks enterprise area.

*All areas are jointly dependent on climactic, economic and industry factors and agency performance

Number of seed samples procured and tested.

Number of seed samples found out of compliance with state and federal seed laws.

*This area also provides an indication of the success of Field Seed program certification efforts. Number of complaints related to seed performance and quality.

Program Performance Measures**Program:** Administration**Reporting level:** 00-616-100-00-00-00-00000000

- Biennial audit.

Program: Seed Regulatory Program**Reporting level:** 00-616-200-00-00-00-00000000

- Number of seed samples procured and tested.
- Number of seed samples found out of compliance with state and federal seed laws.
- This area also provides an indication of the success of Field Seed program certification efforts.
- Number of complaints related to seed performance and quality.

PERFORMANCE NARRATIVE**00616** State Seed Department**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Program:** Potato Program**Reporting level:** 00-616-310-00-00-00-00-00000000

- Acres applied for certification.
- Cwt. of seed and commercial potatoes provided shipping point (grade) inspections.
- Lbs. of seed produced and sold through NDSSD Potato Seedstocks enterprise area.
- Annual USDA/AMS performance audit for compliance relating to USDA-NDSSD Cooperative Agreement.
- *All areas are jointly dependent on climatic, economic and industry factors and agency performance.

Program: Field Seeds**Reporting level:** 00-616-340-00-00-00-00-00000000

- Acres applied for certification
- Bushels/Lbs. of seed final certified upon lab analysis
- Both areas are jointly dependent on climatic, economic and industry factors and agency performance.
- Annual AOSCA compliance audit

Program: Lab Services**Reporting level:** 00-616-350-00-00-00-00-00000000

- Ring/Referee tests: Validation tests performed cooperatively with accredited laboratories nationwide. NDSSD participates in referee tests in both Seed and Diagnostic labs, validating the expertise in each area.
- Professional development: Accreditation of individual staff in Certified and/or Registered Seed Technologist categories (among other accreditation programs at national level). Professional and laboratory accreditations are granted through a process of proficiency testing and auditing.
- USDA/other federal program accreditations: Testing laboratories are provided opportunity to comply with standards developed by the federal government to prove service quality (see above). Accredited laboratories are listed for use in certain federal testing schemes, often on issues of quarantined pests that affect entire industry segments (ex. Karnal Bunt, Potato Mop Top Virus).

SPECIAL FUND REPORT

00627 Upper Great Plains Transportation Inst.

Version: 2013R0200627

Transportation Institute Fund 352

	2011 - 2013	2013 - 2015
Beginning Balance	0	350,000
Revenue and Net Transfers:		
Grant/Contrib--Non-Profit/Priv	<u>4,834,820</u>	<u>5,046,253</u>
Total Revenue and Net Transfers	4,834,820	5,046,253
Estimated Expenditures By Line:		
Transportation Institute	<u>4,484,820</u>	<u>4,878,642</u>
Total Estimated Expenditures	<u>4,484,820</u>	<u>4,878,642</u>
Ending Balance	<u><u>350,000</u></u>	<u><u>517,611</u></u>

PERFORMANCE NARRATIVE**00627** Upper Great Plains Transportation Inst.**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Performance measures reporting are not currently used by the UGPTI.

Program Performance Measures**Program:** Core Program**Reporting level:** 00-627-100-00-00-00-00-00000000

The agency has not established a formal performance measure and results oriented reporting system at this time because over 95 percent of the budget is contract in nature. As a result of this, the terms of the contracts become the performance measures for the UGPTI.

SPECIAL FUND REPORT
00628 Branch Research Centers
Version: 2013R0200628

Carrington Expr. Station Fund

	2011 - 2013	2013 - 2015
Beginning Balance	1,053,149	1,053,149
Revenue and Net Transfers:		
Sale Of Agriculture Produ	2,500,000	2,590,000
Grant/Contrib--Non-Profit/Priv	<u>1,712,822</u>	<u>1,721,328</u>
Total Revenue and Net Transfers	4,212,822	4,311,328
Estimated Expenditures By Line:		
Carrington Research Center	<u>4,212,822</u>	<u>4,343,220</u>
Total Estimated Expenditures	<u>4,212,822</u>	<u>4,343,220</u>
Ending Balance	<u><u>1,053,149</u></u>	<u><u>1,021,257</u></u>

SPECIAL FUND REPORT
00628 Branch Research Centers
Version: 2013R0200628

Central Grasslands Expr. Station

	2011 - 2013	2013 - 2015
Beginning Balance	167,688	167,688
Revenue and Net Transfers:		
Grant/Contrib--Non-Profit/Priv	376,058	400,000
Sale Of Agriculture Produ	<u>700,000</u>	<u>853,237</u>
Total Revenue and Net Transfers	1,076,058	1,253,237
Estimated Expenditures By Line:		
Central Grasslands Research Center	<u>1,076,058</u>	<u>1,254,745</u>
Total Estimated Expenditures	<u>1,076,058</u>	<u>1,254,745</u>
Ending Balance	<u><u>167,688</u></u>	<u><u>166,180</u></u>

SPECIAL FUND REPORT
00628 Branch Research Centers
Version: 2013R0200628

Dickinson Exper. Station Fund

	2011 - 2013	2013 - 2015
Beginning Balance	250,335	250,335
Revenue and Net Transfers:		
Grant/Contrib--Non-Profit/Priv	1,329,803	1,100,000
Sale Of Agriculture Produ	700,000	700,000
Mineral Royalties	1,200,000	700,000
Total Revenue and Net Transfers	3,229,803	2,500,000
Estimated Expenditures By Line:		
Dickinson Research Center	3,229,803	2,507,944
Total Estimated Expenditures	3,229,803	2,507,944
Ending Balance	250,335	242,391

SPECIAL FUND REPORT
00628 Branch Research Centers
Version: 2013R0200628

Hettinger Expr. Station Fund

	2011 - 2013	2013 - 2015
Beginning Balance	197,112	197,112
Revenue and Net Transfers:		
Grant/Contrib--Non-Profit/Priv	864,157	1,100,000
Sale Of Agriculture Produ	<u>850,000</u>	<u>1,400,000</u>
Total Revenue and Net Transfers	1,714,157	2,500,000
Estimated Expenditures By Line:		
Hettinger Research Center	<u>1,714,157</u>	<u>2,512,060</u>
Total Estimated Expenditures	<u>1,714,157</u>	<u>2,512,060</u>
Ending Balance	<u><u>197,112</u></u>	<u><u>185,052</u></u>

SPECIAL FUND REPORT
00628 Branch Research Centers
Version: 2013R0200628

Langdon Expr. Station Fund

	2011 - 2013	2013 - 2015
Beginning Balance	642,986	642,986
Revenue and Net Transfers:		
Grant/Contrib--Non-Profit/Priv	383,243	399,491
Sale Of Agriculture Produ	<u>600,000</u>	<u>900,000</u>
Total Revenue and Net Transfers	983,243	1,299,491
Estimated Expenditures By Line:		
Langdon Research Center	<u>983,243</u>	<u>1,302,118</u>
Total Estimated Expenditures	<u>983,243</u>	<u>1,302,118</u>
Ending Balance	<u><u>642,986</u></u>	<u><u>640,359</u></u>

SPECIAL FUND REPORT
00628 Branch Research Centers
Version: 2013R0200628

North Central Expr. Station Fund

	2011 - 2013	2013 - 2015
Beginning Balance	462,200	462,200
Revenue and Net Transfers:		
Grant/Contrib--Non-Profit/Priv	1,279,566	938,790
Sale Of Agriculture Produ	1,450,000	1,650,000
Total Revenue and Net Transfers	2,729,566	2,588,790
Estimated Expenditures By Line:		
North Central Research Center	2,729,566	2,602,697
Total Estimated Expenditures	2,729,566	2,602,697
Ending Balance	462,200	448,293

SPECIAL FUND REPORT
00628 Branch Research Centers
Version: 2013R0200628

Williston Expr. Station Fund

	2011 - 2013	2013 - 2015
Beginning Balance	425,109	425,109
Revenue and Net Transfers:		
Sale Of Agriculture Produ	700,000	980,000
Grant/Contrib--Non-Profit/Priv	<u>351,932</u>	<u>366,892</u>
Total Revenue and Net Transfers	1,051,932	1,346,892
Estimated Expenditures By Line:		
Williston Research Center	<u>1,051,932</u>	<u>1,355,706</u>
Total Estimated Expenditures	<u>1,051,932</u>	<u>1,355,706</u>
Ending Balance	<u><u>425,109</u></u>	<u><u>416,295</u></u>

PERFORMANCE NARRATIVE**00628** Branch Research Centers**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Per North Dakota Century Code 4-05.1-19 the State Board of Agricultural Research and Extension (SBARE) presents a status report to the budget section of the legislative council. SBARE's most recent presentation to the budget section was on March 13, 2012. The report they gave and provided in written form included the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the legislative council office.

Program Performance Measures**Program:** Dickinson Research Center**Reporting level:** 00-628-100-00-00-00-00000000

Per North Dakota Century Code 4-05.1-19 the State Board of Agricultural Research and Extension (SBARE) presents a status report to the budget section of the legislative council. SBARE's most recent presentation to the budget section was on March 13, 2012. The report they gave and provided in written form included the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the legislative council office.

Program: Central Grasslands Research Center**Reporting level:** 00-628-200-00-00-00-00000000

Per North Dakota Century Code 4-05.1-19 the State Board of Agricultural Research and Extension (SBARE) presents a status report to the budget section of the legislative council. SBARE's most recent presentation to the budget section was on March 13, 2012. The report they gave and provided in written form included the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the legislative council office.

Program: Hettinger Research Center**Reporting level:** 00-628-300-00-00-00-00000000

Per North Dakota Century Code 4-05.1-19 the State Board of Agricultural Research and Extension (SBARE) presents a status report to the budget section of the legislative council. SBARE's most recent presentation to the budget section was on March 13, 2012. The report they gave and provided in written form included the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the legislative council office.

Program: Langdon Research Center**Reporting level:** 00-628-400-00-00-00-00000000

Per North Dakota Century Code 4-05.1-19 the State Board of Agricultural Research and Extension (SBARE) presents a status report to the budget section of the legislative council. SBARE's most recent presentation to the budget section was on March 13, 2012. The report they gave and provided in written form included the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the legislative council office.

Program: North Central Research Center**Reporting level:** 00-628-500-00-00-00-00000000

Per North Dakota Century Code 4-05.1-19 the State Board of Agricultural Research and Extension (SBARE) presents a status report to the budget section of the legislative council. SBARE's most recent presentation to the budget section was on March 13, 2012. The report they gave and provided in written form included the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the legislative council office.

Program: Williston Research Center**Reporting level:** 00-628-600-00-00-00-00000000

PERFORMANCE NARRATIVE**00628** Branch Research Centers**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Per North Dakota Century Code 4-05.1-19 the State Board of Agricultural Research and Extension (SBARE) presents a status report to the budget section of the legislative council. SBARE's most recent presentation to the budget section was on March 13, 2012. The report they gave and provided in written form included the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the legislative council office.

Program: Carrington Research Center**Reporting level:** 00-628-700-00-00-00-00-00000000

Per North Dakota Century Code 4-05.1-19 the State Board of Agricultural Research and Extension (SBARE) presents a status report to the budget section of the legislative council. SBARE's most recent presentation to the budget section was on March 13, 2012. The report they gave and provided in written form included the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the legislative council office.

SPECIAL FUND REPORT
00630 NDSU Extension Service
Version: 2013R0200630

Extension Division Fund 357

	2011 - 2013	2013 - 2015
Beginning Balance	701,059	701,059
Revenue and Net Transfers:		
Revenue From Counties	4,000,000	4,000,000
Grant/Contrib--Non-Profit/Priv	<u>12,395,081</u>	<u>12,336,910</u>
Total Revenue and Net Transfers	16,395,081	16,336,910
Estimated Expenditures By Line:		
NDSU Extension Service	<u>16,395,081</u>	<u>17,114,604</u>
Total Estimated Expenditures	<u>16,395,081</u>	<u>17,114,604</u>
Ending Balance	<u><u>701,059</u></u>	<u><u>(76,635)</u></u>

PERFORMANCE NARRATIVE**00630** NDSU Extension Service**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Per North Dakota Century Code 4-05.1-19, the State Board of Agricultural Research and Education (SBARE) presents a status report to the budget section of the Legislative Council. SBARE's most recent presentation to the budget section was on March 13, 2012. The report they gave and provided in written form included the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the Legislative Council office.

Program Performance Measures**Program:** COOP Extension Service**Reporting level:** 00-630-100-00-00-00-00000000

Per North Dakota Century Code 4-05.1-19 the State Board of Agricultural Research and Education (SBARE) presents a status report to the budget section of the legislative council. SBARE's most recent presentation to the budget section was on March 13, 2012. The report they gave and provided in written form included the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the legislative council office.

SPECIAL FUND REPORT

00638 Northern Crops Institute

Version: 2013R0200638

Northern Crops Institute Fund 243

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Grant/Contrib--Non-Profit/Priv	1,654,725	1,905,231
Total Revenue and Net Transfers	1,654,725	1,905,231
Estimated Expenditures By Line:		
Northern Crops Institute	1,654,725	1,776,652
Total Estimated Expenditures	1,654,725	1,776,652
Ending Balance	0	128,579

PERFORMANCE NARRATIVE**00638** Northern Crops Institute**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

NCI provides status reports to the Northern Crops Council three times annually at council meetings (per North Dakota Century Code Section 4-14.2-02 and 4-14.2-03). On June 28, 2011, presentations and written documentation on accomplishments during fiscal year 2011 and plans for fiscal year 2012 were provided to the Council. At this meeting the search committee was announced for the hiring of a new NCI director. Copies are on file at the NCI office and with Council members. In September of 2011, the new NCI director began his duties. At the November 22, 2011 meeting of the Council, the new director launched discussions related to both short term and long term issues for the NCI. Council members at the March 20, 2012 meeting, approved two budget initiatives for the 2014-15 biennium that will be presented to the North Dakota Legislature. In response to the changing crop mix in the four state region and increasing demand for services from the NCI a new strategic plan is being developed.

Program Performance Measures**Program:** Farm Product Development, Mktg. and Util**Reporting level:** 00-638-300-00-00-00-00-00000000

See Agency Major Accomplishments.

SPECIAL FUND REPORT

00640 NDSU Main Research Center

Version: 2013R0200640

Ag Research Fund 338

	2011 - 2013	2013 - 2015
Beginning Balance	587,312	340,312
Revenue and Net Transfers:		
Tsfr Fm General Fund	300,000	300,000
Cash/Investment Earnings	2,000	1,000
Oil & Gas Production Tax	<u>201,000</u>	<u>263,000</u>
Total Revenue and Net Transfers	503,000	564,000
Estimated Expenditures By Line:		
Main Research Center	2,000,000	750,000
Unexpended Appropriations	<u>(1,250,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>750,000</u>	<u>750,000</u>
Ending Balance	<u><u>340,312</u></u>	<u><u>154,312</u></u>

SPECIAL FUND REPORT

00640 NDSU Main Research Center

Version: 2013R0200640

Main Experiment Station Fund 358

	2011 - 2013	2013 - 2015
Beginning Balance	5,271,498	5,271,498
Revenue and Net Transfers:		
Grant/Contrib--Non-Profit/Priv	30,456,476	34,000,469
Sale Of Agriculture Produ	<u>9,000,000</u>	<u>10,350,000</u>
Total Revenue and Net Transfers	39,456,476	44,350,469
Estimated Expenditures By Line:		
Main Research Center	<u>39,456,476</u>	<u>44,663,070</u>
Total Estimated Expenditures	<u>39,456,476</u>	<u>44,663,070</u>
Ending Balance	<u><u>5,271,498</u></u>	<u><u>4,958,897</u></u>

PERFORMANCE NARRATIVE**00640** NDSU Main Research Center**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Per North Dakota Century Code 4-05.1-19 the State Board of Agricultural Research and Extension (SBARE) presents a status report to the budget section of the legislative council. SBARE's most recent presentation to the budget section was on March 13, 2012. The report they gave and provided in written form included the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the legislative council office.

Program Performance Measures**Program:** Agricultural Research**Reporting level:** 00-640-100-00-00-00-00000000

Per North Dakota Century Code 4-05.1-19 the State Board of Agricultural Research and Extension (SBARE) presents a status report to the budget section of the legislative council. SBARE's most recent presentation to the budget section was on March 13, 2012. The report they gave and provided in written form included the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the legislative council office.

SPECIAL FUND REPORT

00649 Agronomy Seed Farm

Version: 2013R0200649

Agronomy Seed Farm Fund 226

	2011 - 2013	2013 - 2015
Beginning Balance	1,417,224	1,417,224
Revenue and Net Transfers:		
Sale Of Agriculture Produ	<u>1,435,168</u>	<u>1,438,163</u>
Total Revenue and Net Transfers	1,435,168	1,438,163
Estimated Expenditures By Line:		
Agronomy Seed Farm	<u>1,435,168</u>	<u>1,448,764</u>
Total Estimated Expenditures	<u>1,435,168</u>	<u>1,448,764</u>
Ending Balance	<u><u>1,417,224</u></u>	<u><u>1,406,623</u></u>

PERFORMANCE NARRATIVE**00649** Agronomy Seed Farm**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Per North Dakota Century Code 4-05.1-19, the State Board of Agricultural Research and Extension (SBARE) presents a status report to the Budget Section of the Legislative Council. SBARE's most recent presentation to the Budget Section was on March 13, 2012. The report provided the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the Legislative Council office.

Program Performance Measures**Program:** Agricultural Research**Reporting level:** 00-649-200-00-00-00-00-00000000

Per North Dakota Century Code 4-05.1-19, the State Board of Agricultural Research and Extension (SBARE) presents a status report to the Budget Section of the Legislative Council. SBARE's most recent presentation to the Budget Section was on March 13, 2012. The report provided the status of the North Dakota Agricultural Experiment Station and the NDSU Extension Service. A copy of the information is on file in the Legislative Council office.

PERFORMANCE NARRATIVE

00665 ND State Fair

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

See major accomplishments.

Program Performance Measures

Program: State Support	Reporting level: 00-665-100-00-00-00-00000000
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See agency performance measures.

SPECIAL FUND REPORT
00670 ND Horse Racing Commission
Version: 2013R0200670

Horse Racing Operating Funds 334

	2011 - 2013	2013 - 2015
Beginning Balance	39,217	22,217
Revenue and Net Transfers:		
Business	113,000	144,328
Total Revenue and Net Transfers	113,000	144,328
Estimated Expenditures By Line:		
Racing Commission	130,000	166,407
Total Estimated Expenditures	130,000	166,407
Ending Balance	22,217	138

PERFORMANCE NARRATIVE

00670 ND Horse Racing Commission

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

A formal performance measures system is not utilized by this agency.

Program Performance Measures

Program: Horse Racing Administration	Reporting level: 00-670-100-00-00-00-00000000
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Performance measures and results reporting are not currently used by this agency.

Continuing Appropriation

Date: 12/11/2012

670 ND Horse Racing Commission

Time: 11:18:48

Version: 2013-R02-00670

Project: 1 Breeders Fund

Version 2013R0200670 Number 1

Description Breeders Fund

Statutory Authority 53-06.2-11

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	1,127,162	678,338	714,679	766,542
Revenue/transfers	173,403	237,335	299,011	499,011
Total available	1,300,565	915,673	1,013,690	1,265,553
Expenditures	622,227	200,994	247,148	447,148
Ending Balance	678,338	714,679	766,542	818,405

The Breeders' Fund is authorized by North Dakota Century Code 53-06.2-11 to financially aid the owners and breeders of North Dakota bred horses. The Racing Commission maintains a registry of 3,200 North Dakota horses. The monies disbursed from this fund stimulate the propagation of the horse industry in the State and local communities.

Continuing Appropriation

670 ND Horse Racing Commission

Version: 2013-R02-00670

Project: 2 Promotion Fund

Date: 12/11/2012

Time: 11:18:48

Version 2013R0200670 Number 2

Description Promotion Fund

Statutory Authority 53.06.2-11

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	560,280	269,780	79,339	107,539
Revenue/transfers	451,517	262,306	259,896	459,896
Total available	1,011,797	532,086	339,235	567,435
Expenditures	742,017	452,747	231,696	431,696
Ending Balance	269,780	79,339	107,539	135,739

The Promotion Fund authorized by North Dakota Century Code 53-06.2-11 is administered to support the operations of the race meets at Belcourt and Fargo. These operations stimulate the local economies and have a positive effect on the agricultural economy.

Continuing Appropriation
670 ND Horse Racing Commission
Version: 2013-R02-00670
Project: 3 Purse Fund

Date: 12/11/2012
Time: 11:18:48

Version 2013R0200670 **Number** 3
Description Purse Fund
Statutory Authority 53-06.2-11
Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	1,312,387	109,258	116,696	151,256
Revenue/transfers	141,587	310,424	377,112	577,112
Total available	1,453,974	419,682	493,808	728,368
Expenditures	1,344,716	302,986	342,552	542,552
Ending Balance	109,258	116,696	151,256	185,816

The Purse Fund, authorized by North Dakota Century Code 53-06.2-11, is administered by the Racing Commission to grant funds to racing associations within the State to be assigned for prize money to designated races. These funds support the horse production industry in North Dakota and increase the State's agricultural base. The administering of purse funds continues to result in the increase of economic activity in the communities of Belcourt and Fargo, along with the businesses that support the local production and care of horses.

SPECIAL FUND REPORT

00701 Historical Society

Version: 2013R0200701

State Hist. Revolving Fund - 327

	2011 - 2013	2013 - 2015
Beginning Balance	0	0
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Ending Balance	<u>0</u>	<u>0</u>

PERFORMANCE NARRATIVE**00701** Historical Society**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Performance measures relate to activities enumerated in work plans based on the agency Strategic Long Range Plan, and include quantitative measures of services provided and time of response.

The society is committed to increasing services provided to the general public. This is demonstrated by improvements in the agencies web site and the large number of users accessing the site, increase in the number and amount of Cultural Heritage Grants provided to local historical agencies, improvements made to several historic sites, construction of Fort Abercrombie Interpretive Center, expansion of the Chateau Interpretive Center, and expansion of State Archives, and expansion of the North Dakota Heritage Center.

Program Performance Measures**Program:** Support Services**Reporting level:** 00-701-100-00-00-00-00-00000000

Program performance measures relate to activities enumerated in work plans based on the agency Strategic Long Range Plan, and include quantitative measures of services provided and time of response.

Program: Museum**Reporting level:** 00-701-200-00-00-00-00-00000000

Program performance measures relate to activities enumerated in work plans based on the agency Strategic Long Range Plan, and include quantitative measures of services provided and time of response.

Program: Communication and Education**Reporting level:** 00-701-300-00-00-00-00-00000000

Program performance measures relate to activities enumerated in work plans based on the agency Strategic Long Range Plan, and include quantitative measures of services provided and time of response.

PERFORMANCE NARRATIVE

00701 Historical Society

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Program: SA & HRL	Reporting level: 00-701-400-00-00-00-00000000
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Program performance measures relate to activities enumerated in work plans based on the agency Strategic Long Range Plan, and include quantitative measures of services provided and time of response.

Program: Historic Sites	Reporting level: 00-701-500-00-00-00-00000000
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Program performance measures relate to activities enumerated in work plans based on the agency Strategic Long Range Plan, and include quantitative measures of services provided and time of response.

Program: Historic Preservation Division	Reporting level: 00-701-600-00-00-00-00000000
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Program performance measures relate to activities enumerated in work plans based on the agency Strategic Long Range Plan, and include quantitative measures of services provided and time of response.

Continuing Appropriation

Date: 12/11/2012

701 Historical Society

Time: 11:19:06

Version: 2013-R02-00701

Project: 1 Historical Society Gifts and Bequests

Version 2013R0200701 Number 1

Description Historical Society Gifts and Bequests

Statutory Authority NDCC 55-01-04

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	169,667	176,693	136,054	86,054
Revenue/transfers	61,759	96,231	6,050,000	6,050,000
Total available	231,426	272,924	6,186,054	6,136,054
Expenditures	54,733	136,870	6,100,000	6,050,000
Ending Balance	176,693	136,054	86,054	86,054

Historically, museum operations have depended greatly on the generosity of supporters of the humanities for their continued existence. The authority provided for the acceptance of gifts and bequests stems from this desired support. All funds are maintained in the state treasury. Most gifts are given for a specific purpose either to support a specific exhibit, collection or program and such gifts are restricted to the purpose for which it was given. Most gifts are small and come through the agency's donation boxes. There has never been a large enough donation to establish a trust which could produce significant income on a continuing basis.

Continuing Appropriation

Date: 12/11/2012

701 Historical Society

Time: 11:19:06

Version: 2013-R02-00701

Project: 2 Archeological Permits

Version 2013R0200701 Number 2

Description Archeological Permits

Statutory Authority NDCC 55-03-04

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	37,048	43,126	64,521	49,521
Revenue/transfers	45,910	66,650	65,000	65,000
Total available	82,958	109,776	129,521	114,521
Expenditures	39,832	45,255	80,000	80,000
Ending Balance	43,126	64,521	49,521	34,521

Any individual, organization, institution or company engaged on one's own behalf or on behalf of another in identifying, evaluating, or mitigating adverse effects on cultural resources, historic buildings, structures, or objects on any lands in North Dakota must obtain an annual permit from the director of the state historical society. Such fees are deposited in the revolving fund and must be used by the director for making investigations of permit applicants and for management and analysis of records and artifacts submitted to the director under sections 55-03-01, 55-03-01.1 and 55-03-02.

Continuing Appropriation

Date: 12/11/2012

701 Historical Society

Time: 11:19:06

Version: 2013-R02-00701

Project: 3 Concession Fund

Version 2013R0200701 Number 3

Description Concession Fund

Statutory Authority NDCC 55-02-04

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	446,678	363,320	324,725	174,725
Revenue/transfers	1,077,000	1,295,406	1,300,000	1,300,000
Total available	1,523,678	1,658,726	1,624,725	1,474,725
Expenditures	1,160,358	1,334,001	1,450,000	1,400,000
Ending Balance	363,320	324,725	174,725	74,725

This continuing appropriation authority has been provided primarily for the operation of the Historical Society Museum Store operations for facilities at the North Dakota Heritage Center and State Historic Sites across the state. The Heritage Center Museum Store is viewed and operated as an extension of the overall State Historical Society education program. The store provides a forum through which museum exhibits and other aspects of North Dakota culture and history can be expanded upon for the benefit of the general public. Although a profit margin is associated with all museum store items and is established by the Director, profits realized from all sales are used to repurchase inventory and/or conduct other special educational projects through production of materials or publications for sale through the store. The emphasis of the store is not oriented toward large profits. Without the profits of the museum store many publications and reproductions of exhibit related items would not be possible. All funds derived from the operation of the museum store are used for the purpose from which they were derived, namely the store operation and to supplement the publications activity of the State Historical Society. The Museum store aims to select quality items that meet specific criteria: Quality of work, whether in publications or crafts, must be professional; all items about North Dakota, its history, the culture of its people and its geography should be as accurate as possible; emphasis is given to selling items produced in North Dakota although exceptions are made. However, all items should pertain to North Dakota and the surrounding area; items sold in the Museum Store can not be derogatory to race, creed, color, sex or religion; all items which are reproductions of artifacts from any museum will be labeled "reproduction" or "replica"; the Museum Store will not sell any items made of or containing fossils. The other aspect of the concession fund relates to fees that are collected for the use of the facilities of the agency, fees for admissions, and use charges for services provided such as photographic, research and microfilm services. All these funds are used to offset the direct costs associated with providing these services and include supplies, materials, equipment and temporary staff for seasonal historic site assistance.

SPECIAL FUND REPORT

00709 Council on the Arts

Version: 2013R0200709

Arts & Humanities Fund - 399

	2011 - 2013	2013 - 2015
Beginning Balance	133,660	76,971
Revenue and Net Transfers:		
Grant/Contrib--Non-Profit/Priv	0	10,000
Interfund Transfer	(58,174)	0
Sale Of Publications	3,500	3,500
Total Revenue and Net Transfers	(54,674)	13,500
Estimated Expenditures By Line:		
Operating Expenses	43,515	43,515
Grants	20,000	20,000
Unexpended Appropriations	(61,500)	0
Total Estimated Expenditures	2,015	63,515
Ending Balance	76,971	26,956

PERFORMANCE NARRATIVE**00709** Council on the Arts**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The performance measurements that will be used by the NDCA includes tracking the:

1. number of grant applications received in each grant cycle and number of grants funded.
2. number of dollars each grant dollar generates as stated in grantee's final reports.
3. numbers benefitting from each grant program with a subset of a) children, b) artists.
4. number of grant dollars given by the NDCA.
5. final reports to determine any underserved areas of the state & any increase in counties served.
6. number of phone and e-mail inquiries by zip code responded to by NDCA staff with comparison to #5.
7. increases in number of newsletter subscriptions (both hard copy and e-news).

Program Performance Measures**Program:** Council on the Arts**Reporting level:** 00-709-100-00-00-00-00000000

Performance measures are the same for all program areas.

The performance measurements that will be used by the NDCA includes tracking the

- 1) number of grant applications received in each grant cycle.
- 2) through the grantee's final reports the number of dollars each grant dollar generates.
- 3) numbers benefitting from each grant program with a subset of a) children and b) artists.
- 4) number of grant dollars given by the NDCA.
- 5) final reports to determine any underserved areas of the state.
- 6) number of phone and e-mail inquiries by zip code responded to by NDCA staff and compare to results of measurement number 5.
- 7) number of individuals and businesses who access the on-line and hard copy newsletters.

Continuing Appropriation**Date:** 12/11/2012

709 Council on the Arts

Time: 11:19:23

Version: 2013-R02-00709

Project: 1 Cultural Endowment

Version 2013R0200709 Number 1

Description Cultural Endowment**Statutory Authority** 54-54-08.2**Special Fund number and name** 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	285,626	207,915	272,390	282,390
Revenue/transfers	13,247	78,680	20,000	25,000
Total available	298,873	286,595	292,390	307,390
Expenditures	90,958	14,205	10,000	10,000
Ending Balance	207,915	272,390	282,390	297,390

This is a fund set up in 1979 by the state Legislature with the following purpose:

The endowment fund was established "to improve the intrinsic quality of the lives of the state's citizens now and in the future through programs approved by the council on the arts. Such programs must:

1. Increase cultural awareness by the state's citizens through programs in arts, crafts, theatre, ethnic and folk arts, literature, journalism, public media, historic preservation and interpretation, visual arts, and architecture.
2. Make the items named in subsection 1 more available to the state's citizens.
3. Encourage the development of talent in the areas named in subsection 1 within the state.
4. Preserve and increase understanding of North Dakota's heritage and future.

The Council continues toward these goals through grants, projects, traditional art apprenticeships, and partnerships with state and local agencies.

SPECIAL FUND REPORT

00720 Game and Fish Department

Version: 2013R0200720

Game & Fish Department Fund 222

	2011 - 2013	2013 - 2015
Beginning Balance	29,617,996	22,536,441
Revenue and Net Transfers:		
Tsfr Fm Water Comm Fund (397)	200,000	135,000
Tsfr Fm General Fund	300,000	0
Donations	800,000	800,000
Game & Fish-Hunting Licen	20,100,000	20,600,000
Game & Fish-Fishing Licen	3,600,000	3,600,000
Motorboat License Fees	285,000	900,000
Motor Fuel Tax	200,000	200,000
Total Revenue and Net Transfers	25,485,000	26,235,000
Estimated Expenditures By Line:		
Salaries and Wages	13,991,392	17,223,479
Operating Expenses	6,862,264	7,427,064
Capital Assets	2,891,154	2,363,863
Capital Construction Carryover	54,201	0
Grants-Game and Fish	2,790,428	2,039,938
Land Habitat & Deer Depredation	4,023,069	4,151,695
Noxious Weed Control	185,000	196,547
Missouri River Enforcement	100,247	141,920
Grant-Gift-Donation	800,000	800,000

SPECIAL FUND REPORT
00720 Game and Fish Department
Version: 2013R0200720

Wildlife Services	<u>868,800</u>	<u>768,800</u>
Total Estimated Expenditures	<u>32,566,555</u>	<u>35,113,306</u>
Ending Balance	<u><u>22,536,441</u></u>	<u><u>13,658,135</u></u>

SPECIAL FUND REPORT

00720 Game and Fish Department

Version: 2013R0200720

Habitat and Depredation Fund 488

	2011 - 2013	2013 - 2015
Beginning Balance	507,709	1,302,711
Revenue and Net Transfers:		
Interest Income	250,000	250,000
Wildlife Habitat Stamp	2,800,000	2,800,000
Game & Fish-Hunting Licen	<u>200,000</u>	<u>200,000</u>
Total Revenue and Net Transfers	3,250,000	3,250,000
Estimated Expenditures By Line:		
Operating Expenses	12,255	12,255
Land Habitat & Deer Depredation	<u>2,442,743</u>	<u>2,661,543</u>
Total Estimated Expenditures	<u>2,454,998</u>	<u>2,673,798</u>
Ending Balance	<u><u>1,302,711</u></u>	<u><u>1,878,913</u></u>

SPECIAL FUND REPORT
00720 Game and Fish Department
Version: 2013R0200720

Non-Game Wildlife Fund 216

	2011 - 2013	2013 - 2015
Beginning Balance	86,978	101,978
Revenue and Net Transfers:		
Non-Game Contributions	35,000	37,000
Total Revenue and Net Transfers	35,000	37,000
Estimated Expenditures By Line:		
Nongame Wildlife Conservation	120,000	120,000
Unexpended Appropriations	(100,000)	0
Total Estimated Expenditures	20,000	120,000
Ending Balance	101,978	18,978

PERFORMANCE NARRATIVE**00720** Game and Fish Department**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

Only program level performance measures have been established. See the Division narratives for this information. The Department also has a strategic planning document that includes extensive information on this.

Program Performance Measures**Program:** Administrative Services**Reporting level:** 00-720-100-00-00-00-00000000

1. Successful completion of state and federal audits.
2. Maximum use of available federal funding for department programs.
3. Adequate office, shop and office facilities at all major headquarters.
4. Efficient, up to date technology systems for the agency.
5. Adequate secretarial and telephone support for the agency.
6. Efficiently issue hunting, fishing and boating licenses in North Dakota.

Program: Fisheries**Reporting level:** 00-720-200-00-00-00-00000000

The Fisheries Division planning objectives are listed below. These are reviewed periodically and compared to actual values based upon questionnaire results.

1. Lakes/Reservoirs - Angler-Days objective is 750,000, angler number is 75,000.
2. Devils Lake - Angler-Days objective is 350,000, angler number is 30,000.
3. Missouri River System - Angler-Days objective is 500,000, angler number is 35,000.
4. Rivers and Streams - Angler-Days objective is 165,000 and angler number are 16,000.

Program: Enforcement**Reporting level:** 00-720-300-00-00-00-00000000

1. Maintain an enforcement data base to track calls for service and violations.
2. All calls reporting violations are responded to in less than two hours and documented.
3. Accidents resulting in fatalities will be less than 5 per 100,000 registered boats per year, the annual reported accident rate of less than .5% of registered watercraft, and more than 5,000 boats will be inspected per year.
4. Regulate and monitor Guide & Outfitter and all other Department issues commercial licenses for compliance.
5. Monitor and investigate license fraud.

PERFORMANCE NARRATIVE**00720** Game and Fish Department**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Program:** Communications and Conservation**Reporting level:** 00-720-400-00-00-00-00000000

1. Increase public awareness about wildlife management, conservation, wildlife species and the relationships of important habitats to these species. Develop in the public a wildlife stewardship mindset and the ability to make informed decisions which benefit wildlife and habitat in North Dakota.

A. **Media** – Utilize four outreach biologists in the four major cities of Minot, Grand Forks, Fargo and Bismarck to produce radio broadcasts, write newspaper columns and interviews for TV, radio and paper. Produce webcasts and public service announcements.

B. **Publications and Materials** – Offer a wide variety of publications to the public that focus on wildlife, conservation and habitat. Publications include those that identify wildlife, identify habitats, enhancing habitats, and protecting habitat. Provide these publications via order through internet and other requests. Publish ND OUTDOORS magazine to provide Game and Fish conservation, wildlife, habitat, hunting, fishing an outdoor activity updates to a wide variety of subscribers.

C. **Conservation Education** – Promote the important of five major habitats and the wildlife associated with them, threats to the habitats and what can be done to protect them by using the 4th grade habitat curriculum developed by the Department and ND Center for Distance Education. Utilize all Department personnel and volunteers.

D. **Headquarters Outdoor Wildlife Learning Site** – using the large outdoor complex to train teachers, volunteers and public about wildlife and conservation. Promote fishing at the Pond. Use the site as a demonstration for other potential outdoor conservation complexes.

E. **Hooked on Fishing** – Teach students about the importance of aquatic habitats as well as use volunteers and staff to teach basic fishing.

F. **Fur Harvester Education** – Promote and teach about furbearer ID, importance of habitat, furbearer management and the use of trapping as a tool for population control.

G. **Sport Shows** – Provide a variety of Department materials and messages to a unique audience.

H. **State Fair** – Showcase the Department and the variety of its programs as well as introduce kids and adults to firearms, archery, trapping and fishing.

2. Introduce and inform North Dakotans about rules, regulations, management and ethics for safe hunting, fishing and boating.

A. **Hunter Education** – Recruit and train hunter education instructors. Teach and certify approximately 5,000 students per year.

B. **Shooting Range Development** – Provide annual grants to local communities for maintaining shooting ranges. Provide funding for larger communities to construct shooting facilities for public use.

C. **Boat and Water Safety** – Promote and provide the Home Study ND Boating Basics Course to educate citizens on water rules and safety. Teach water safety to youth and adults using staff and volunteers.

D. **National Archery in the Schools (NASP)** – Introduce youth to target archery knowing a portion will become archery hunters.

3. Manage nongame species in a manner that ensures populations will remain healthy and viable by working with private landowners, conservation agencies/groups and the general public

A. **Wildlife Action Plan** – Staff has developed a strategic level plan to guide the management of rare and declining species in the state. This includes a list of those species in greatest need of conservation as well as information on required conservation actions and greatest threats.

B. **Survey and Research** – Staff has solicited, reviewed and administer prospective research grants with conservation partners to further our understanding of nongame populations.

4. Coordinate resource planning activities with other state and federal agencies and the private sector in order to minimize fish and wildlife habitat losses associated with development or construction activities on public and private land.

PERFORMANCE NARRATIVE**00720** Game and Fish Department**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

A. Liaison with agencies and industry – Staff coordinate with other resource agencies in developing long-range guidelines, rules and regulations which serve to protect the fish and wildlife resources of the state. This work involves participation in various councils, advisory boards, work groups, and as hoc committees, as well as occasional involvement in public hearings.

B. Evaluation of programs – Staff attempt to investigate probable impacts of construction projects that had the potential to affect fish and wildlife resources This usually involves a field review of the project area or discussions with the project proponent or permitting agency.

C. Reduction or prevention of losses – Staff provide recommendations to the project sponsor on opportunities or methods to reduce or prevent fish and wildlife habitat losses. These consist of major or minor changes in design plans which result in little or no additional cost to the sponsor. Alternate plans are recommended if the project's original environmental impacts were too great.

D. Enhancement, compensation or mitigation – Staff recommend compensation or replacement for project-induced habitat losses in those instances where no feasible alternative are available on federally funded construction projects where NEPA or the Fish and Wildlife coordination Act apply.

Program: Wildlife**Reporting level:** 00-720-700-00-00-00-00-00000000

1. High hunter satisfaction and hunting quality as a result of sufficient populations of big game, waterfowl, upland game, and furbearer species.
2. Reasonable access to quality hunting opportunities on both private and public lands of North Dakota.
3. High hunter recruitment and retention with relatively low level of conflicts with private landowners associated with wildlife damages, noxious weeds, and hunters.

SPECIAL FUND REPORT

00750 Parks and Recreation Department

Version: 2013R0200750

Parks & Recreation Fund - 398

	2011 - 2013	2013 - 2015
Beginning Balance	1,041,530	3,664,530
Revenue and Net Transfers:		
Culture and Recreation	4,400,000	4,500,000
Leases, Rents, and Royalties	3,200,000	0
Miscellaneous General Revenue	523,000	0
Total Revenue and Net Transfers	8,123,000	4,500,000
Estimated Expenditures By Line:		
Administration	238,000	238,000
Natural Resources	6,204,627	7,305,749
Recreation	100	100
Unexpended Appropriations	(942,727)	0
Total Estimated Expenditures	5,500,000	7,543,849
Ending Balance	3,664,530	620,681

SPECIAL FUND REPORT
00750 Parks and Recreation Department
Version: 2013R0200750

Snowmobile Fund - 261

	2011 - 2013	2013 - 2015
Beginning Balance	316,549	339,549
Revenue and Net Transfers:		
Culture and Recreation	600,000	700,000
Total Revenue and Net Transfers	600,000	700,000
Estimated Expenditures By Line:		
Recreation	827,000	746,760
Unexpended Appropriations	(250,000)	0
Total Estimated Expenditures	577,000	746,760
Ending Balance	339,549	292,789

SPECIAL FUND REPORT
00750 Parks and Recreation Department
Version: 2013R0200750

State Parks Gift Fund - 265

	2011 - 2013	2013 - 2015
Beginning Balance	85,949	141,879
Revenue and Net Transfers:		
Culture and Recreation	<u>100,000</u>	<u>75,000</u>
Total Revenue and Net Transfers	100,000	75,000
Estimated Expenditures By Line:		
Administration	94,070	94,070
Natural Resources	0	50,000
Unexpended Appropriations	<u>(50,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>44,070</u>	<u>144,070</u>
Ending Balance	<u><u>141,879</u></u>	<u><u>72,809</u></u>

SPECIAL FUND REPORT
00750 Parks and Recreation Department
Version: 2013R0200750

Trail Tax Transfer Fund - 441

	2011 - 2013	2013 - 2015
Beginning Balance	512,924	364,524
Revenue and Net Transfers:		
Culture and Recreation	<u>300,000</u>	<u>300,000</u>
Total Revenue and Net Transfers	300,000	300,000
Estimated Expenditures By Line:		
Recreation	548,400	620,520
Unexpended Appropriations	<u>(100,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>448,400</u>	<u>620,520</u>
Ending Balance	<u><u>364,524</u></u>	<u><u>44,004</u></u>

PERFORMANCE NARRATIVE**00750** Parks and Recreation Department**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

The North Dakota Parks and Recreation Department focuses on four main measures.

1. Engaging visitors in meaningful outdoor recreation opportunities and educational programs and events to instill the intrinsic value of these resources.
2. Stewardship of the State's scenic, natural, cultural, historic, and recreational resources.
3. Provide visitors affordable, quality services and facilities in a safe and positive environment.
4. Creating a significant and positive connection between the department, the community and local legislators.

The following items are included in management directives through performance goals and are accomplished through various best practices:

- Protecting and enhancing North Dakota's natural resources.
- Building partnerships through community and legislative involvement, media relationships, alliances with foundations/support groups and inter-agency collaboration.
- Park operations to include visitor safety/security, state park facility resource reservations, interpretive/education programs, facility/infrastructure maintenance and grounds management.
- Administrative and support services to include human resources management, internal communication,, information technology services, quality control, media relations, risk management, fiscal accountability and agency budget strategies.
- Agency long range facility, infrastructure, land resource planning and implementation
- Community recreation initiatives, including state wide outdoor recreation planning, recreation planning, recreation and trail grants, off highway vehicle/snowmobile trail development and safety.

Program Performance Measures**Program:** Administration**Reporting level:** 00-750-100-00-00-00-00000000

Maintain effective internal communication through continued use of the department Parks and Recreation internal newsletter. The publication contains employee information on policy, division and park news, healthy lifestyle tips, IT updates and other pertinent department information.

Maintain effective external communication through continual updates to the department external website. Our site is 100% ADA compliant, and we continue to run regular checks as new pages are added or updated. Responding to department informational requests is much more efficient utilizing e-mail through the department info account. New avenues of communication include Facebook and Flickr.

Maintain internal and external customer satisfaction surveys biennially to monitor user needs and changes in expectation levels. This is accomplished through staff surveys and use of the Discover newsletter periodically, as well as hands-on park visitor questionnaires.

High speed broadband connections into state park systems remain a high priority. We now have all state parks connected through DSL/wireless. We are continually testing the effectiveness of storing files on the state system and the ability to share information with outlying field locations. With the onslaught of web-based applications and the knowledge of applications that could be available in the near future, coupled with the Enterprise Resource Plan functions, steady, reliable Internet connections are crucial. Installation of ethernet circuits to Lake Metigoshe, Turtle River, and Fort Abraham Lincoln state parks we have solved our most urgent critical internal connectivity issues. Plan are to a publically wireless point to each of the parks listed above due to the increased bandwidth.

Maintain annual training efforts to keep staff up to speed on changing federal mandates, risk management program requirements and issues, computer level upgrades, employee assistance program information, and overall department initiatives.

PERFORMANCE NARRATIVE**00750** Parks and Recreation Department**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Program:** Recreation**Reporting level:** 00-750-200-00-00-00-00-00000000Recreation Grant Programs:

- Maintain public access to grant programs information and applications through web-based application development.
- Maintain the Recreational Trails Program (RTP) Advisory Committee through revising members, organizing annual meetings and reviewing the statewide outdoor recreation plan.
- Maintain and continue to effectively administer the Land & Water Conservation Fund (LWCF) and RTP through appropriating federal dollars, completing inspections of approved and developed projects.
- Maximizing grant funding effectiveness by ensuring selection of projects that are ready to be implemented and that can be completed with 18 months of approval.

Outdoor Recreation Programs:

- Maintain efficient and appropriate use of OHV fund and expenditures through communication with recreation users, safety programs, facility development and trail management.
- Maintain efficient and appropriate use of Snowmobile fund and expenditures through regular attendance at Snowmobile North Dakota Board of Director meetings, monitoring of the Snowmobile North Dakota contract, trail enforcement, equipment fleet management and trail planning.
- Increase the number of children who receive an OHV or snowmobile safety certification through increased access to classes and delivery of multiple format classes.
- Maintain and/or increase public access to recreational trail use opportunities through development of informational materials (maps, brochures, etc,), conferences and assist with development of trail guides as needed.
- Provide technical assistance to the National Park Service on development of the North Country Trail in ND, the USDA Forest Service on maintaining and further developing the Maah Daah Hey Trail and other recreation providers.
- Maintain and continue to effectively administer the Scenic Byway Program through coordination of state, federal and local scenic byway partners while providing technical assistance to North Dakota Byways and marketing support.

Outdoor Recreation Planning:

- Complete SCORP in five year cycles by studying the supply and demand for non-consumptive outdoor recreation in ND, while maximizing opportunities for public comment.
- Maintain planning efforts related to motorized and non-motorized trail use in ND.

Program: Natural Resources**Reporting level:** 00-750-300-00-00-00-00-00000000

The Parks and Recreation Department provides users with a quality family oriented experience in the state parks and state recreation areas around the state. Customer satisfaction remains our main focus. The absence of complaints speaks to the effectiveness of our efforts. We continue to monitor park users and the general public for input into park appearance, customer service, and overall quality of the experience.

PERFORMANCE NARRATIVE**00750** Parks and Recreation Department**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

The Parks and Recreation Department continues to monitor revenues generated by user fees to meet budget expectations and we report visitation and camper numbers for comparison to department goals.

The Parks and Recreation Department represent natural resource/outdoor recreation interests in multi agency/organization planning meetings for statewide outdoor recreation initiatives, issues and proposals.

Program: Peace Garden**Reporting level:** 00-750-500-00-00-00-00-00000000

It is difficult to acquire Canadian or Manitoba funding for this type of infrastructure repair because almost 99% of the work is occurring in North Dakota. Canadian governments have made the match grant available for many projects in the past. Many times for projects located only on the US side; we remain hopeful that they will continue to consider providing matching fund grants. We have tried unsuccessfully to acquire USA Federal funds for these capital projects. Efforts have been made and are continuing to be made to access funding through private foundational grant applications. Private partners look at the high percentage of Government funding and suggest that the government should fund the entire project not private interests.

Continuing Appropriation

750 Parks and Recreation Department

Version: 2013-R02-00750

Project: 1 Concession revolving account

Date: 12/11/2012

Time: 11:19:49

Version 2013R0200750 Number 1

Description Concession revolving account

Statutory Authority 55-08-07.1

Special Fund number and name 0

	Actual 2007-2009	Actual 2009-2011	Estimated 2011-2013	Estimated 2013-2015
Beginning Balance	5,225	38,801	8,907	18,907
Revenue/transfers	474,029	576,426	560,000	550,000
Total available	479,254	615,227	568,907	568,907
Expenditures	440,453	606,320	550,000	550,000
Ending Balance	38,801	8,907	18,907	18,907

This fund is necessary to maintain department concessions function. Used primarily for purchase and sales of fishing supplies and concession store items. Also used for repair, replacement, construction and maintenance of concession buildings, facilities, and properties contained therein.

SPECIAL FUND REPORT

00770 Water Commission

Version: 2013R0200770

NAWS Operations Fund

	2011 - 2013	2013 - 2015
Beginning Balance	13,979	158,979
Revenue and Net Transfers:		
Rev From Other Political	185,000	255,000
Revenue From Cities	690,000	965,000
Total Revenue and Net Transfers	875,000	1,220,000
Estimated Expenditures By Line:		
Water and Atmospheric Resources	730,000	1,202,210
Total Estimated Expenditures	730,000	1,202,210
Ending Balance	158,979	176,769

SPECIAL FUND REPORT

00770 Water Commission

Version: 2013R0200770

NAWS Project Reserve Fund 413

	2011 - 2013	2013 - 2015
Beginning Balance	329,660	403,160
Revenue and Net Transfers:		
Revenue From Cities	125,000	150,000
Rev From Other Political	<u>8,500</u>	<u>10,200</u>
Total Revenue and Net Transfers	133,500	160,200
Estimated Expenditures By Line:		
Water and Atmospheric Resources	150,000	150,000
Unexpended Appropriations	<u>(90,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>60,000</u>	<u>150,000</u>
Ending Balance	<u><u>403,160</u></u>	<u><u>413,360</u></u>

SPECIAL FUND REPORT

00770 Water Commission

Version: 2013R0200770

Oil Tax Resources Trust Fund 469

	2011 - 2013	2013 - 2015
Beginning Balance	148,088,459	265,172,286
Revenue and Net Transfers:		
To Renewable Energy	0	(2,734,767)
To Water Comm Fund	(275,250,000)	(700,875,000)
Transfer Out	0	(2,734,767)
Rev From Other Political	4,900,000	7,800,000
Interest On Investment Co	1,410,000	1,359,000
Interest Income From Loans	265,000	200,000
Receipt Of Loan Principal Pymt	963,120	604,000
Mineral Lease Royalties	10,000	10,000
Tsfr Fm Oil Ext. Tax Dev. Trus	<u>384,785,707</u>	<u>546,953,350</u>
Total Revenue and Net Transfers	117,083,827	(149,418,184)
Estimated Expenditures By Line:		
Ending Balance	<u><u>265,172,286</u></u>	<u><u>115,754,102</u></u>

SPECIAL FUND REPORT

00770 Water Commission

Version: 2013R0200770

Water Commission Fund 397

	2011 - 2013	2013 - 2015
Beginning Balance	0	27,896
Revenue and Net Transfers:		
Water Rights Filling Fee	68,000	70,400
Revenue From Counties	1,020,000	2,809,028
Revenue From Cities	9,000,000	22,450,000
Rev From Other Political	200,000	200,000
Tsfr Fm Permanent Oil Tax Trus	641,000	0
Tsfr Fm Oil Res. Trust	<u>275,250,000</u>	<u>700,875,000</u>
Total Revenue and Net Transfers	286,179,000	726,404,428
Estimated Expenditures By Line:		
Grants - Local Cost Share	500,000	0
Administrative and Support Services	9,000	26,851
Water and Atmospheric Resources	401,857,104	726,407,750
Unexpended Appropriations	<u>(116,215,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>286,151,104</u>	<u>726,434,601</u>
Ending Balance	<u><u>27,896</u></u>	<u><u>(2,277)</u></u>

SPECIAL FUND REPORT

00770 Water Commission

Version: 2013R0200770

Water Development Trust Fund 267

	2011 - 2013	2013 - 2015
Beginning Balance	25,209,356	26,269,622
Revenue and Net Transfers:		
Tsfr Fm Tobacco Settlement Tru	<u>18,000,000</u>	<u>18,000,000</u>
Total Revenue and Net Transfers	18,000,000	18,000,000
Estimated Expenditures By Line:		
Water and Atmospheric Resources	37,189,734	44,250,000
Unexpended Appropriations	<u>(20,250,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>16,939,734</u>	<u>44,250,000</u>
Ending Balance	<u><u>26,269,622</u></u>	<u><u>19,622</u></u>

PERFORMANCE NARRATIVE**00770** Water Commission**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Agency Performance Measures**

- Develop Missouri River water in ways that will secure North Dakota's share of Missouri River flows for our current and future needs.
- Implement plans for the distribution of Missouri River water through regional water supply systems such as the Southwest Pipeline project, the Northwest Area Water Supply project, the Red River Valley Water Supply project, and the Western Area Water Supply project.
- Manage and develop North Dakota's water resources to facilitate economic development and improve quality of life for current and future generations.
- Promote and provide water supplies needed for the expansion and diversification of North Dakota's agricultural industry.
- Complete detailed studies and research that more precisely define the nature and occurrence of water to optimize its conservation and development throughout the state.
- Maintain a water management plan to promote efficiency in meeting North Dakota's future water development and funding needs.
- Continue to implement the state's three-pronged approach to solving the Devils Lake area's flooding problems.
- Develop policies and initiatives that will stimulate progress toward developing flood control measures wherever feasible.
- Pursue cooperative efforts with neighboring states and provinces to plan for beneficial water management of shared water resources.
- Cooperate with agencies that have regulatory authority over North Dakota's waters to protect and enhance the quality of North Dakota's water resources and related ecosystems.
- Enforce weather modification standards, conduct research, and supervise operational cloud seeding programs for hail suppression and rainfall enhancement.
- Provide water education for North Dakota's teachers, youth, and general public.
- Promote expanded development of North Dakota's water-based recreation resources.
- Collect water resource data for the purpose of identifying the location, condition, and temporal changes of the water resources of the state.
- Disseminate water resource information to the general public, businesses, and government agencies.
- Manage the water resource database so that it is accessible to interested parties.
- Manage state water resources and sovereign lands within the framework of North Dakota's Century and Administrative Codes.

Program Performance Measures**Program:** Administrative and Support Services**Reporting level:** 00-770-750-00-00-00-00000000

The Administrative and Support Services will provide the overall guidance for the agency by identifying funding priorities. This division will also provide the other divisions with their technology equipment and support, accounting services, legal support, and human resource services. As a more specific measure of performance, this division will:

- Prepare and submit the agency's budget.
- Coordinate the timing of agency bonding.
- Coordinate development of agency testimony for legislative appropriations hearings.
- Maintain accounting records, and provide information technology and records management services.
- Bill federal, state, and local entities for their share of project costs.
- Provide legal support, including research and contract development.
- Maintain an agency IT strategic plan, and coordinate agency IT efforts with external and statewide initiatives.
- Support, maintain, and evolve agency IT infrastructure.

PERFORMANCE NARRATIVE**00770** Water Commission**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51**Program:** Water and Atmospheric Resources**Reporting level:** 00-770-760-00-00-00-00-00000000

With the state and federal funding included in this budget request the State Water Commission will strive to achieve the following project and program efforts during the 2013-2015 biennium as a measure of performance.

Southwest Pipeline Project

- Bid the Center Service Area rural distribution pipeline
- Continue construction on transmission facilities and rural distribution in the Center and Dunn Service Areas
- Continue design and construction to upgrade the Dickinson Water Treatment Plant
- Begin design to expand the raw water transmission capacity to the Dickinson Water Treatment Plant

Northwest Area Water Supply

- Complete construction of pipeline between Renville Corner and Westhope
- Complete construction of pipeline between the Glenburn and Renville Corner
- Assist the USBOR with preparation of a Supplemental EIS to address the court's May 2009 order
- Complete court filings to lift injunction
- Initiate design work on a biota treatment plant and intake, and remaining contracts to move water from Lake Sakakawea to Minot
- Develop plans and manuals as required by EIS commitments

Devils Lake Flood Control

- Maintain and operate the emergency Devils Lake emergency outlets
- Develop discharge monitoring reports for outlet operation as needed
- Work with local and federal entities to remove additional water from the lake
- Implement the Outlet Mitigation Plan and respond to damage claims

Regulatory Program

- Process 100 percent of all incoming construction, drainage, and sovereign land permit applications
- Provide technical assistance to water resource districts (WRDs) as requested
- Address 100 percent of all incoming WRD decision appeals
- Digitally map 100 percent of all permitted assessment drains and dams that are currently in the agency's database
- Provide 100 percent of flow determinations requested per NDCC 24-03-08
- Review 100 percent of incoming Public Service Commission and U.S. Army Corps Section 404 permits
- Implement Sovereign Land Management Plan recommendations

Municipal, Rural, and Industrial (MR&I) Water Supply Program

- Implement a five-year plan for MR&I project funding requests
- Participate in meetings with communities and rural water districts to provide technical and planning assistance

PERFORMANCE NARRATIVE**00770** Water Commission**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- Provide MR&I budget estimates for project development
- Coordinate meetings with various funding entities to discuss projects
- Work with North Dakota's Congressional Delegation to increase federal MR&I appropriations
- Coordinate with the Garrison Diversion Conservancy District in the prioritization and allocation of MR&I funds

Floodplain Management

- Monitor community floodplain management compliance under the Community Assistance Program (CAP) and provide technical assistance regarding the National Flood Insurance Program
- Conduct floodplain management training workshops and participate in related training workshops under CAP
- Promote the availability of mapping products produced as part of Map Modernization and its successor program – Risk Map
- Conduct floodplain determinations for the Bank of North Dakota

Dam Safety Program

- Conduct partial inspections of 146 dams each spring
- Conduct full inspections of about 21 dams per year, and report findings to owners
- Maintain and update North Dakota's dam inventory and submit data to the National Inventory of Dams (NID)
- Assist dam owners with developing Emergency Action Plans (EAPs), and review and approve EAPs as they are submitted

Cost-share Program

- Review approximately 130-150 cost-share inquiries/applications for cost-share eligibility and assistance each year
- Present 100-110 cost-share proposals for approval and authorization by the SWC and 30-40 cost-share proposals for approval and authorization by the State Engineer
- Develop agreements/contracts for 130-140 approved and authorized projects
- Process requests for payment, monitor agreement/contract compliance, and review and inspect work for approximately 150 active projects

Design and Construction

- Assist dam owners with design and repairs of existing water facilities
- Repair and maintain North Dakota's stream gage network through cooperative efforts with the U.S. Geological Survey
- Conduct general construction projects

State Water Management Plan

- Contact local water managers to request updated water project/program information, including funding timeframes for the 2015-2017 biennium and beyond
- Coordinate project information collection efforts with the North Dakota Water Coalition and its membership
- Develop a preliminary water resource project/program inventory for the 2015-2017 biennium and beyond
- Compile water use and other general water resource information
- Review and update SWC water planning goals, objectives, and policies
- Process project information for use in SWC budget development
- Assist with the advancement of proposed new legislation for the 2015 Legislative Assembly
- Develop a final 2015 SWMP

PERFORMANCE NARRATIVE**00770** Water Commission**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

- Present the 2015 SWMP to the Legislative Assembly – outlining funding needs

Water Education for Teachers (WET) Program

- Maintain Project WET classroom-ready teaching aids and service contracts in support of educational efforts
- Provide in-service and pre-service credit and non-credit educational programs for K-12 educators and resource personnel
- Provide varying educational programs for K-12 students, communities, and the general public statewide
- Recruit and maintain a Project WET facilitator network by providing leadership training and development opportunities
- Complete facilitator leadership training.
- Provide funds for the Keep North Dakota Clean Water education poster contest
- Complete all Section 319 EPA grant development and reporting requirements
- Complete two Project WET watershed institutes

Watershed Plan Coordination

- Provide technical assistance toward the implementation of the Red River Basin Commission's Natural Resource Framework Plan
- Provide technical assistance toward the implementation of joint water board, water management plans
- Continue to participate as board members and technical advisors for regional, international, and national watershed planning and coordination efforts

North Dakota Cloud Modification Project (NDCMP)

- Hire NDCMP field personnel by the end of May, annually
- Conduct pre-project ground school by the end of May, annually
- Conduct NDCMP operations during June through August
- Conduct data analysis and final reporting to participating counties during the winter, annually
- Report cloud seeding activities to the National Oceanic and Atmospheric Administration during every spring and fall

Atmospheric Resource Board – Cooperative Research Program

- Work with the North American Interstate Weather Modification Council and Weather Modification Association to establish a federally-funded research program.
- Continue the Polarimetric Cloud Analysis and Seeding Test (POLCAST) hygroscopic seeding research program.

Atmospheric Resource Board – Cooperative Observe Network

- Continue the Polarimetric Cloud Analysis and Seeding Test (POLCAST) hygroscopic seeding research program
- Collaborate with other states and organizations/institutions doing similar research to improve and enhance North Dakota's program

Administration, Adjudication, and Evaluation of Water Rights

- Gather data on shared resources
- Discuss possible actions regarding water resources
- Negotiate management decisions
- Conduct water resource investigations
- Prepare recommendations for the State Engineer

PERFORMANCE NARRATIVE**00770** Water Commission**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Community Water Supply Studies

- Conduct water supply studies for communities as requested

Water Resource Monitoring Program

- Install test holes and plug obsolete observation wells
- Install 125-175 monitoring wells annually
- Install 20-30 staff gages per year, and monitor water levels and flows
- Measure 25,000-30,000 water levels in wells and surface-water bodies annually
- Collect data from 60-70 continuous water level recorders annually
- Collect 1,500-2,000 samples from wells and surface-water bodies annually
- Analyze samples for various chemical constituents
- Repair and maintain 3,500-4,000 measurement and sampling locations annually
- Enter data into database
- Coordinate with the USGS cooperative water resource monitoring program
- Conduct aquifer tests

Water Resource-related Economic Development

- Produce 'synopsis' reports on water supplies for interested entities.
- Produce or provide water resource interpretive reports.
- Administer the AgPACE program.
- Support the North Dakota Irrigation Association's efforts to expand irrigation development.

Water Resource Data Information Dissemination

- Anticipate uses for which the data would be needed
- Educate staff on the use of Water Resources Information Management Systems WRIMS as improvements are implemented
- Communicate with interested parties to determine their informational needs
- Create unique programs to meet needs of requests of an unanticipated nature
- Image and store well drilling completion reports

Water Resource Research Program

- Conduct annual reviews and decisions for graduate Water Resource Investigations through the Water Resources Institute
- Cooperate with the USGS to develop a "Stream Stats" website in North Dakota
- Cooperate with the USGS to develop a report entitled, "Evaluation of water quality sampling programs and sulfate standards for stream classes and designated uses, North Dakota"
- Conduct an evaluation of nitrate contamination and remediation in the Karlsruhe Aquifer
- Assist with a study of irrigation through tile drains in Richland County

PERFORMANCE NARRATIVE**00770** Water Commission**Date:** 12/11/2012**Version** 2013R0200192**Time:** 15:09:51

Investigations

- Provide technical reviews as needed of Missouri River management issues, especially the Missouri River Authorized Purpose Study
- Continue to represent the State of North Dakota as part of the Missouri River Recovery Implementation Committee (MRRIC)
- Manage government survey information
- Conduct water resource investigations
- Provide technical support in response to flooding and other disasters
- Review proposals for modifications of regulatory floodways

Silver Jackets Program

- Promote awareness of North Dakota's Silver Jackets Program
- Assist communities with FEMA's levee recertification requirement
- Assist communities with flood control and long-term flood mitigation project requests
- Assist selected counties and communities with Flood Emergency Operation Plan development and maintenance

SPECIAL FUND REPORT

00801 Dept of Transportation

Version: 2013R0200801

Dealer Enforcement Fund

	2011 - 2013	2013 - 2015
Beginning Balance	141,194	92,970
Revenue and Net Transfers:		
New & Used Dealer Fees	500,000	550,000
Total Revenue and Net Transfers	500,000	550,000
Estimated Expenditures By Line:		
Salaries and Wages	393,273	396,735
Operating Expenses	154,951	154,951
Total Estimated Expenditures	548,224	551,686
Ending Balance	92,970	91,284

SPECIAL FUND REPORT

00801 Dept of Transportation

Version: 2013R0200801

Fleet Services Fund - 700

	2011 - 2013	2013 - 2015
Beginning Balance	444,847	486,312
Revenue and Net Transfers:		
Intergovernmental Reimbursemen	<u>68,200,000</u>	<u>85,400,000</u>
Total Revenue and Net Transfers	68,200,000	85,400,000
Estimated Expenditures By Line:		
Salaries and Wages	4,129,181	4,828,579
Operating Expenses	33,662,228	45,347,699
Capital Assets	28,007,633	35,378,637
Capital Improvements-Carryover	<u>2,359,493</u>	<u>0</u>
Total Estimated Expenditures	<u>68,158,535</u>	<u>85,554,915</u>
Ending Balance	<u><u>486,312</u></u>	<u><u>331,397</u></u>

SPECIAL FUND REPORT

00801 Dept of Transportation

Version: 2013R0200801

Highway Fund - 200

	2011 - 2013	2013 - 2015
Beginning Balance	179,399,465	64,700,544
Revenue and Net Transfers:		
Interest Income	1,400,000	1,400,000
Tsfr Fm General Fund	370,600,000	1,303,600,000
Sale Of Road Materials	4,100,000	5,400,000
Loans	41,500,000	0
Revenue Prior Biennium	28,000,000	30,500,000
Reimbursement From Other State	2,400,000	2,500,000
Revenue From Cities	50,200,000	42,300,000
Revenue From Counties	30,800,000	25,900,000
Drivers License	10,800,000	10,000,000
Rev From Hwy Tax Distribu	321,200,000	369,600,000
Overload Fees	31,000,000	27,200,000
Pro-Rata Fee - Lieu Mi. T	12,500,000	10,800,000
Misc. License/Fees	2,500,000	2,000,000
Total Revenue and Net Transfers	907,000,000	1,831,200,000
Estimated Expenditures By Line:		
Salaries and Wages	129,586,715	153,159,331
Operating Expenses	120,444,685	342,204,745
Capital Assets	615,370,450	1,231,544,848

SPECIAL FUND REPORT

00801 Dept of Transportation

Version: 2013R0200801

Capital Improvements-Carryover	11,430,908	0
Grants	2,866,163	2,444,412
County & Township Road Program	<u>142,000,000</u>	<u>142,000,000</u>
Total Estimated Expenditures	<u>1,021,698,921</u>	<u>1,871,353,336</u>
Ending Balance	<u><u>64,700,544</u></u>	<u><u>24,547,208</u></u>

SPECIAL FUND REPORT

00801 Dept of Transportation

Version: 2013R0200801

Highway Rail Grade Crossing Safety

	2011 - 2013	2013 - 2015
Beginning Balance	1,407,724	501,724
Revenue and Net Transfers:		
Estimated Expenditures By Line:		
Grants	1,431,000	0
Unexpended Appropriations	<u>(525,000)</u>	<u>0</u>
Total Estimated Expenditures	<u>906,000</u>	<u>0</u>
Ending Balance	<u><u>501,724</u></u>	<u><u>501,724</u></u>

SPECIAL FUND REPORT

00801 Dept of Transportation

Version: 2013R0200801

Motor Vehicle Operating - 201

	2011 - 2013	2013 - 2015
Beginning Balance	794,244	957,142
Revenue and Net Transfers:		
Misc. License/Fees	13,000,000	24,600,000
Total Revenue and Net Transfers	13,000,000	24,600,000
Estimated Expenditures By Line:		
Salaries and Wages	5,772,504	7,247,736
Operating Expenses	7,064,598	17,934,879
Capital Assets	0	15,000
Total Estimated Expenditures	12,837,102	25,197,615
Ending Balance	957,142	359,527

SPECIAL FUND REPORT

00801 Dept of Transportation

Version: 2013R0200801

Motorcycle Safety Fund - 205

	2011 - 2013	2013 - 2015
Beginning Balance	743,325	962,645
Revenue and Net Transfers:		
Misc. License/Fees	<u>800,000</u>	<u>800,000</u>
Total Revenue and Net Transfers	800,000	800,000
Estimated Expenditures By Line:		
Operating Expenses	50,000	50,000
Grants	<u>530,680</u>	<u>580,680</u>
Total Estimated Expenditures	<u>580,680</u>	<u>630,680</u>
Ending Balance	<u><u>962,645</u></u>	<u><u>1,131,965</u></u>

SPECIAL FUND REPORT

00801 Dept of Transportation

Version: 2013R0200801

Public Transportation Fund - 232

	2011 - 2013	2013 - 2015
Beginning Balance	1,963,612	1,363,612
Revenue and Net Transfers:		
Rev From Hwy Tax Distribu	7,700,000	9,100,000
Total Revenue and Net Transfers	7,700,000	9,100,000
Estimated Expenditures By Line:		
Grants	8,300,000	9,100,000
Total Estimated Expenditures	8,300,000	9,100,000
Ending Balance	1,363,612	1,363,612

SPECIAL FUND REPORT

00801 Dept of Transportation

Version: 2013R0200801

Special Road Fund - 230

	2011 - 2013	2013 - 2015
Beginning Balance	942,809	272,809
Revenue and Net Transfers:		
Interest Income	<u>2,000,000</u>	<u>2,500,000</u>
Total Revenue and Net Transfers	2,000,000	2,500,000
Estimated Expenditures By Line:		
Capital Assets	5,000	0
Grants	<u>2,665,000</u>	<u>2,665,000</u>
Total Estimated Expenditures	<u>2,670,000</u>	<u>2,665,000</u>
Ending Balance	<u><u>272,809</u></u>	<u><u>107,809</u></u>

SPECIAL FUND REPORT

00801 Dept of Transportation

Version: 2013R0200801

State Rail Fund - 277

	2011 - 2013	2013 - 2015
Beginning Balance	2,630,159	2,830,159
Revenue and Net Transfers:		
Interest Income	<u>200,000</u>	<u>200,000</u>
Total Revenue and Net Transfers	200,000	200,000
Estimated Expenditures By Line:		
Grants	<u>0</u>	<u>600,000</u>
Total Estimated Expenditures	<u>0</u>	<u>600,000</u>
Ending Balance	<u><u>2,830,159</u></u>	<u><u>2,430,159</u></u>

PERFORMANCE NARRATIVE

00801 Dept of Transportation

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Agency Performance Measures

An externally focused Performance Measure Summary was developed and published. It is called the NDDOT Performance Measures Report Card.

Outcome performance measures include:

- Overall Customer Satisfaction.
- Overall Safety: Highway and Worker Elements.
- The Highway Performance Classification System Status.
- Product and Service Delivery- Resource Management Elements.
- Organizational Excellence- Overall Employee Satisfaction.

Departmental/Program Goals:

- Improve the quality and efficiency of transportation systems.
- Enhance employee recruitment, development, well being, and safety.
- Work with stakeholders to provide leadership in transportation.
- Enhance customer satisfaction.

Program Objectives: Each Objective has an action plan that outlines specific activities and timelines which can be found in the NDDOT Strategic Plan.

Program Performance Measures

Program: Administration	Reporting level: 00-801-100-00-00-00-00000000
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Departmental/Program Goals:

- Improve the quality and efficiency of North Dakota's transportation system.
- Enhance employee recruitment, development, wellbeing and safety.
- Work with stakeholders to provide leadership in transportation.
- Enhance customer satisfaction.

Program Objectives:

Each Objective has an action plan that outlines specific activities which can be found in the NDDOT Strategic Plan.

PERFORMANCE NARRATIVE

00801 Dept of Transportation

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Program: Drivers License**Reporting level:** 00-801-250-10-00-00-00-00000000Departmental/Program Goals:

- Improve the quality and efficiency of North Dakota's transportation system.
- Enhance employee recruitment, development, wellbeing and safety.
- Work with stakeholders to provide leadership in transportation.
- Enhance customer satisfaction.

Program Objectives:

Each Objective has an action plan that outlines specific activities which can be found in the NDDOT Strategic Plan.

Program: Motor Vehicle**Reporting level:** 00-801-250-20-00-00-00-00000000Departmental/Program Goals:

- Improve the quality and efficiency of North Dakota's transportation system.
- Enhance employee recruitment, development, wellbeing and safety.
- Work with stakeholders to provide leadership in transportation.
- Enhance customer satisfaction.

Program Objectives:

Each Objective has an action plan that outlines specific activities which can be found in the NDDOT Strategic Plan.

PERFORMANCE NARRATIVE

00801 Dept of Transportation

Date: 12/11/2012

Version 2013R0200192

Time: 15:09:51

Program: Highways**Reporting level:** 00-801-400-00-00-00-00000000Departmental/Program Goals:

- Improve the quality and efficiency of North Dakota's transportation system.
- Enhance employee recruitment, development, wellbeing and safety.
- Work with stakeholders to provide leadership in transportation.
- Enhance customer satisfaction.

Program Objectives:Each Objective has an action plan that outlines specific activities which can be found in the NDDOT Strategic Plan.**Program:** Fleet Services**Reporting level:** 00-801-500-00-00-00-00000000Departmental/Program Goals:

- Improve the quality and efficiency of North Dakota's transportation system.
- Enhance employee recruitment, development, wellbeing and safety.
- Work with stakeholders to provide leadership in transportation.
- Enhance customer satisfaction.

Program Objectives:Each Objective has an action plan that outlines specific activities which can be found in the NDDOT Strategic Plan.