

**Legislative Appropriations Request
for Fiscal Years 2018 and 2019**

**Submitted to the
Governor's Office of Budget, Planning and Policy
and the Legislative Budget Board**

by

**Texas State Library
& Archives Commission**

August 5, 2016

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for Fiscal Years 2018 and 2019**

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by

**Texas State Library
& Archives Commission**

Michael C. Waters, Chairman	2013 - 2019	Dallas
Sharon T. Carr	2011 - 2017	Katy
Lynwood Givens	2011 - 2017	Plano
Larry G. Holt	2015 - 2021	Bryan
Romanita Matta-Barrera	2015 - 2021	San Antonio
Wm. Scott McAfee	2013 - 2019	Driftwood
Martha Wong	2015 - 2021	Houston

August 5, 2016

Texas State Library & Archives Commission
Legislative Appropriations Request 2018 - 2019

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CERTIFICATE

Agency Name Texas State Library and Archives Commission

This is to certify that the information contained in the agency Legislative Appropriation Request filed with the Legislative Budget Board (LBB) and the Office of the Governor, Budget Division, is accurate to the best of my knowledge and that the electronic submission to the LBB via the Automated Budget and Evaluation System of Texas (ABEST) and the PDF file submitted via the LBB Document Submission application are identical.

Additionally, should it become likely at any time that unexpended balances will accrue for any account, the LBB and the Governor's office will be notified in writing in accordance with Article IX, Section 7.01 (2016-17 GAA).

Chief Executive Officer

Mark Smith

Signature

Mark Smith

Printed Name

Director and Librarian

Title

8/2/16

Date

Commission Chair

Michael C. Waters

Signature

Michael C. Waters

Printed Name

Chairman

Title

8/2/16

Date

Chief Financial Officer

Donna Osborne

Signature

Donna Osborne

Printed Name

Chief Operations and Fiscal Officer

Title

8/2/16

Date

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The mission of the Texas State Library and Archives Commission is “to provide Texans access to information needed to be informed, productive citizens.” The agency accomplishes that mission through four statutorily mandated programs:

- Preserving the archival record of Texas
- Enhancing the service capacity of public, academic, and school libraries
- Assisting public agencies in the maintenance of their records
- Meeting the reading needs of Texans with disabilities.

The following Legislative Appropriations Request reflects the resources needed to effectively discharge these mandates.

The Texas State Library and Archives Commission is comprised of the following members:

2013-2019	Michael C. Waters, Chairman, Dallas
2012-2017	Sharon T. Carr, Katy
2012-2017	F. Lynwood Givens, Plano
2015-2021	Larry G. Holt, Bryan
2015-2021	Romanita Matta-Barrera, San Antonio
2013-2019	Wm. Scott McAfee, Driftwood
2015-2021	Martha Wong, Houston

In February, the Commission met to determine strategic priorities for the agency for the next biennium. Those strategic goals—as stated in the TSLAC Agency Strategic Plan for Fiscal Years 2017-2021—inform the development of this LAR, including both the base budget and new funding requests.

NEW FUNDING REQUESTS

The exceptional item requests below represent tools and resources the agency needs to fulfill mandated services to Texans and state government. The Commission and staff are aware and have considered carefully the policy guidance provided by the Governor, Lieutenant Governor, and Speaker in preparing the following Legislative Appropriations Request. The agency continues to recover from the deep 65 percent reduction in General Revenue in the 82nd session in 2011. Staff and commission prepared the following LAR at the four percent reduction required of all agencies, however, unlike other agencies, this represents a 25 percent reduction from TSLAC's 2010-2011 General Revenue appropriation.

As with previous biennia, the following exceptional items are not designed to rebuild programs as they existed in 2010, but rather to strategically and economically deliver the information that Texans need to compete in and contribute to the Texas economy.

STRENGTHEN AGENCY COMPUTER AND PHYSICAL SECURITY

The Gartner Study commissioned by the Department of Information Resources recommended 22 areas to be addressed to achieve security of agency systems and resources at a total expenditure of \$2.3 million. TSLAC staff have addressed many items with available resources and have prioritized others to achieve maximum security with minimal necessary investment.

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TSLAC is responsible for safeguarding resources of immense historic value to the state, including archival records containing sensitive personally identifiable and other confidential information. It is imperative that the resources identified by Gartner be in place to ensure the security of these resources and reduce the liability of the State of Texas.

This exceptional item would provide \$1,621,714 for the biennium to ensure security of physical and electronic resources. The exceptional item includes salary expenditures to hire an Information Security Officer and a Security Analyst (\$421,434).

Request: Provide \$1,621,714 to implement recommendations of the Gartner report to ensure the cyber and physical security of agency assets. FTEs: 2.

AFFORDABLE E-RESOURCES FOR EDUCATION, WORKFORCE, AND LIFELONG LEARNING

For over 20 years, TSLAC has leveraged statewide buying power to provide highly cost-effective access to shared digital resources that Texans need for school and work. The general public, college and university students, and K-12 students and teachers, log over 100 million uses of TexShare and TexQuest materials each year at a fraction of the cost if each institution paid separately.

TSLAC proposes to expand the portfolio of these crucial materials for students and the public with the addition of highly-demanded electronic books in computer technology and other technical fields of broad interest to students and the general public. TSLAC's objective is to ensure that Texans have access to the resources they need to be competitive in the information-based economy and to equalize that access regardless of the relative wealth of the institutions or parts of the state.

This exceptional item requests the funds necessary to purchase access to e-books in computer technology and technical areas for use by every Texan served by a public, academic or school library, that is, virtually every resident of the state.

Request: \$8,000,000 for the biennium to be supplemented by \$400,000 in additional user fees from participating institutions. FTEs: 0.

RECRUITING AND RETAINING AN AGENCY WORKFORCE TO DELIVER MANDATED SERVICES

At TSLAC, 78 percent of all agency positions pay less than the median of the state salary range. Salaries for certain mission-critical positions such as professional librarians, archivists, records specialists, managers and other specialized personnel lag significantly behind both the midpoint of the state range for these positions as well State Auditor's Office market benchmarks. The majority of staff in positions such as librarian, archivist, program specialist, manager and director are well under the midpoint for their state ranges. This situations creates a lack of competitiveness in comparison to other state agencies as well as libraries, archives, and other organizations outside state government.

In the 84th Session, TSLAC requested \$900,000 to complete market adjustments on approximately 60 positions that are critical to discharging agency mandates. The agency was grateful to the Legislature to receive \$400,000 of this figure for adjustments. However, the need remains and, in fact, grows more acute as hiring becomes more competitive. The currently requested item seeks the remainder of the requested amount to allow the agency to raise targeted positions to the median of their state salary ranges.

Request: \$500,000 to make market adjustments necessary to recruit and retain personnel to deliver mandated services. FTEs: 0.

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GREATER TRANSPARENCY OF STATE AND LOCAL GOVERNMENT

Access to public records is a cornerstone of government transparency. TSLAC is the agency charged with setting retention schedules for state and local records and advising agencies on the proper records management. Currently the agency has only seven FTE to fulfill its mandate to provide records management support to 158 state agencies and 10,000 units of local government. This level of staffing is not sufficient to assist state and local agencies in ensuring public access to government operations.

Request: \$241,800 to add two government information analysts to train and assist agencies in the management of their records. FTEs: 2.

BROADBAND ACCESS FOR TEXAS COMMUNITIES

Access to high-speed Internet is a key element of economic growth. Unfortunately, in many communities, Texans of all ages are hampered by access to broadband for work, school, and personal use. Public libraries play a key role in public access to the Internet. In over 60 percent of communities, the library is the only public access to the Internet. But at common rates of \$3,000 per month, broadband access is not affordable for most libraries. E-rate discounts available to libraries can reduce that cost to as little as \$300 per month, but only about 25 percent of Texas public libraries receive federal E-rate discounts (compared to 65% nationally).

This item requests support to help more public libraries become a source of access to high-speed Internet in their communities through successful E-rate application. The funds support contract assistance to help libraries through the difficult process of E-rate application and incentivize participation by supporting one year of high-speed access for libraries that successfully apply for E-rate. If this project achieved its modest goal of securing E-Rate discounts for 100 Texas public libraries at an average discount rate of 70 percent, this exceptional item would achieve an ROI of 12-to-1 over five years.

Request: \$1,000,000 to increase the number of communities with public broadband access in libraries by assisting libraries in successfully applying for E-rate discounts. FTEs: 0.

STRATEGIC CHALLENGES AND OPPORTUNITIES

Libraries and archives represent a strategic link to the information that Texans need to be successful in our knowledge-based economy. The Texas State Library and Archives Commission supports economic development, educational attainment, lifelong learning, and personal enrichment through services designed to facilitate cost-effective access to information via libraries, archives, and public records.

Texans visit the library over 71 million times per year, borrowing over 114 million items, and logging over 26 million Internet sessions. Popular TexShare and TexQuest online information systems provided cost-effectively through TSLAC record over 100 million uses each year. Archival collections play a key role in documenting the history of the state through unique historical resources and providing citizens access to the operations of their government. Records management professionals at all levels of state and local government work to ensure that current records needed by decision makers and the public are properly preserved and maintained.

TSLAC plays an integral role in supporting the public's access to quality library and archives services in Texas. The Archives and Information Services Division maintains the Archives of the State of Texas, comprising the historical record of the state from pre-Republic days to the present, while also supporting the work of other archival enterprises across the state, such as the Regional Historical Resources Depositories. The Library Development and Networking Division combines state and federal resources to build the capacity of the state's public, academic, and school libraries to fulfill their unique role as information providers to Texans of all ages and in all parts of the state. The Talking Book Program serves the reading and information needs of Texans with disabilities that prevent them from reading standard print. The

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State and Local Records Management Division guides and supports the work of over 10,000 state and local agencies in preserving, maintaining, and making available the public records of government.

TSLAC's ability to address the public's need for quality information resources was significantly curtailed in the 82nd Session when the agency's General Revenue funding was reduced by 65 percent, the largest of any agency that session. In the two subsequent sessions, the Legislature has restored a portion of that support, allowing TSLAC to address the key information needs of Texans. Restored funding has allowed the expansion of the heavily used and highly economical TexShare and TexQuest online digital information services for virtually every public, school and academic library user in the state. Restored funding in the 84th Session also allowed TSLAC to establish the Texas Digital Archive, the first-ever repository of state government archives in electronic format. (Effective management of this program will allow this crucial historical resource to operate and grow without additional legislative appropriations.)

This 2018-2019 Legislative Appropriations Request seeks the resources to fulfill the agency's mandate to provide the information resources Texans need to be competitive in the information-based economy in school and work, for individuals and families. In addition to maintaining existing services of high value to Texans, this LAR includes resources to:

- Ensure the security of the agency's information systems as recommended by DIR's Gartner report
- Expand cost-effective access to electronic books in technical fields for students, professionals, and the general public
- Allow the agency to recruit and retain trained personnel to discharge agency mandates
- Provide guidance to state and local government in public records retention and access
- Addressing the digital divide by increasing access to high-speed Internet in Texas public libraries.

APPROACH TO MANDATED 4 PERCENT GR REDUCTION AND ITS IMPACT

In responding to the direction to prepare a budget at 96 percent of 2016-2017 GR funding, the agency's Administrative Team considered how to make further cuts from the already 22 percent reduction in GR since 2010-2011, resulting in a total reduction in GR for the agency of 25.3 percent since 2010.

To achieve the 4 percent reduction—\$1,271,405 for the biennium—the following costs have been reduced by strategy:

Strategy 1.1.1 – Library Resource Sharing – \$780,000

Reduction in GR expenditure for TexShare and TexQuest online information services. Staff will seek to cover contractual obligations to vendors providing access to these resources which receive approximately 100 million uses each year with fee revenue from participating institutions. Will eliminate contingency planning for increases in statewide costs for services and will reduce available resources for training and support to the hundreds of libraries and millions of users of TexShare and TexQuest services statewide.

Strategy 1.2.1 – Talking Book Program – \$41,405

TSLAC proposes a reduction of \$41,405 in GR commitment to this program that serves the information needs of persons who cannot read standard print due to a visual impairment or physical disability. Staff will explore a variety of strategies to reduce GR obligation, including using federal funds and gift revenue to cover GR reduction. This reduction will remove contingency funding the agency had identified to support the migration of the legacy system that operates the Talking Book Program. Staff will explore other options to achieve the modernization of the system operating this system.

Strategy 2.1.1 – Archives and Information Services – \$250,000

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TSLAC proposes a reduction of \$250,000 in capital costs appropriated for maintenance of the Sam Houston Regional Library and Research Center in Liberty. These funds were first appropriated in the 82nd Session to address the maintenance needs at the Liberty Center. A recent report by the respected preservation architectural firm of Quimby-McCoy identified \$1.5 million in needed repairs to the historic structures on the site. While the Center and the historical structures there have ongoing maintenance needs that will go unaddressed, the commission will prioritize remaining funds for the most crucial needs at the Center.

Strategy 4.1.1 – Indirect Administration – \$200,000

TSLAC proposes a reduction of \$200,000 in administrative support services achieved by a reduction in allocation for conversion to CAPPS, which will be largely completed in the current biennium.

APPROACH TO 10 PERCENT GR REDUCTION OPTION AND ITS IMPACT

In responding to the direction to prepare a budget at a further 5 percent and 10 percent reduction from 96 percent of 2017-2018 GR funding, the agency's Administrative Team considered how to make further cuts from the already 22 percent reduction in GR since 2010-2011, resulting in a total reduction in GR of nearly 33 percent since 2010.

It should be noted here that while the 4 percent reduction will likely not impact the availability of federal revenue, a further reduction in the agency's GR funding will significantly compromise the agency's ability to meet maintenance of effort for federal funds. The agency receives approximately \$10.5 million annually in Library Services and Technology Act funding from the federal Institute of Museum and Library Services. Federal funds represent approximately 32 percent of total budget of the agency.

The following plan for reductions would cause a decrease of approximately 10 percent in the agency's maintenance of effort for federal funds. This decrease in MOE would result in an anticipated loss of over \$1,000,000 per year in federal funds. A loss in this level of federal funding would impact a variety of agency services such as competitive grants to local libraries, lending of materials between libraries, access to popular online resources, and training and technical assistance provided to local library staff.

A 10 percent reduction in agency resources represents a total biennial reduction of \$3,051,372. To achieve this reduction, the agency proposes the following:

Strategy 1.1.1 – Library Resource Sharing

Support for Library Resource Sharing would decrease by \$1,860,000, with the reduction taken from funds used to sustain the popular and heavily used TexShare and TexQuest programs access to online information programs. These resources are used over 100,000,000 times per year by K-12 students, college and university students, and the general public through virtually every public, school, and academic library in the state. Reductions will mean that students and the general public will find fewer digital resources in their libraries to support educational, professional, and workforce goals.

Funds were provided in the 84th Session to expand TexShare and TexQuest (K-12) resources due to the high volume of use and the demonstrated cost-effectiveness of the program. Because these materials are provided at a cost savings of 10-to-1 when compared to local library purchase, Loss of state support for these resources will shift a burden equivalent to approximately \$18 million to local libraries if all were to purchase the lost resources locally.

Strategy 2.1.1 – Archives and Information Services

Funding in this strategy would decrease by \$560,000, causing the elimination of 3 FTE. The reduction would include a loss of \$310,000 in capital funds for the repairs

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and maintenance at the Sam Houston Regional Library and Research Center in Liberty. Combined with the loss of \$250,000 taken in the 4 percent base budget reduction, the agency will have available \$440,000 for the biennium to address repair and maintenance needs of the Center which includes six structures on a 110-acre property.

Reductions in this strategy will also eliminate one archivist from the Sam Houston Center and two Library Assistant II positions at the Zavala building in Austin. The service impact of these reductions would be to eliminate Saturday hours at the Center, reduce the capacity of Center staff to appraise, arrange, and describe the Center's holdings, and provide timely assistance to staff in the Center. In Austin, the loss of the library assistants eliminate the agency's ability to respond to routine telephone requests for information, impeded response time for records and copy requests, and hamper routine care of the collection.

The reduction in this strategy also includes \$11,976 from the Texas Digital Archive, the repository of state government archival material in electronic format. The reduction will impact the quantity of electronic records that can be taken in and stored in the Texas Digital Archive.

Strategy 1.2.1 – Talking Book Program

Funding in this strategy would decrease by \$262,488, eliminating 4 FTE from the service that provides statewide access to books and information to persons who cannot read standard print due to a visual impairment or other physical disability. The reductions would include an office services staff position, reader services consultants, circulation service clerks, audio technicians, and staff in the collections and cataloging department. The overall impact of these cuts would be to delay services to patrons, such as the amount of time required to process patrons into the service, deliver materials to patrons, add new materials to the collection, and return materials to the shelf for check-out by the next customer. Reductions in the programs audio recording program will delay the recording, processing, and availability of new materials to users of the service.

Strategy 3.1.1. – Records Management Services

Funding in this strategy would decrease by \$128,800, eliminating 1 FTE and the agency's ability to continue to prepare and deliver the "Report of Reports" (Rider 4, GAA 2016-2017), which gathers information about state agencies into a single source. This report has been a valuable tool in identifying and eliminating unnecessary and duplicative reporting requirements, saving agencies staff and administrative costs. The decrease in funding will also eliminate the agency's ability to sponsor and participate in the annual e-Records Conference attended by personnel from dozens of state and local governments, which in turn will cause a greater number of individual agency calls to government information analysts. Users of the agency's records services will experience a loss of access to information about state government, reduction of support and guidance, and longer wait times.

Strategy 4.1.1 – Indirect Administration

Funding to this strategy would decrease by \$240,084 through a reduction in the allocation for agency conversion to CAPPS, which should largely be completed in the current biennium.

EXEMPT POSITIONS

The agency has only one exempt position, the Director and Librarian. No change in title or salary is sought for this position this biennium.

BACKGROUND CHECKS

The Texas State Library and Archives Commission requires employees in security-sensitive positions who handle confidential, important, rare, or valuable documents, or who handle agency funds or agency mail and deliver deposits to financial institutions, including the Treasury, to obtain a criminal history check. That includes all staff working in the Archives and Information Services, and State and Local Records Management divisions. A criminal history check must be conducted, reviewed, and accepted for all prospective employees who are considered for security-sensitive positions prior to employment as well as any incumbent staff who are being considered

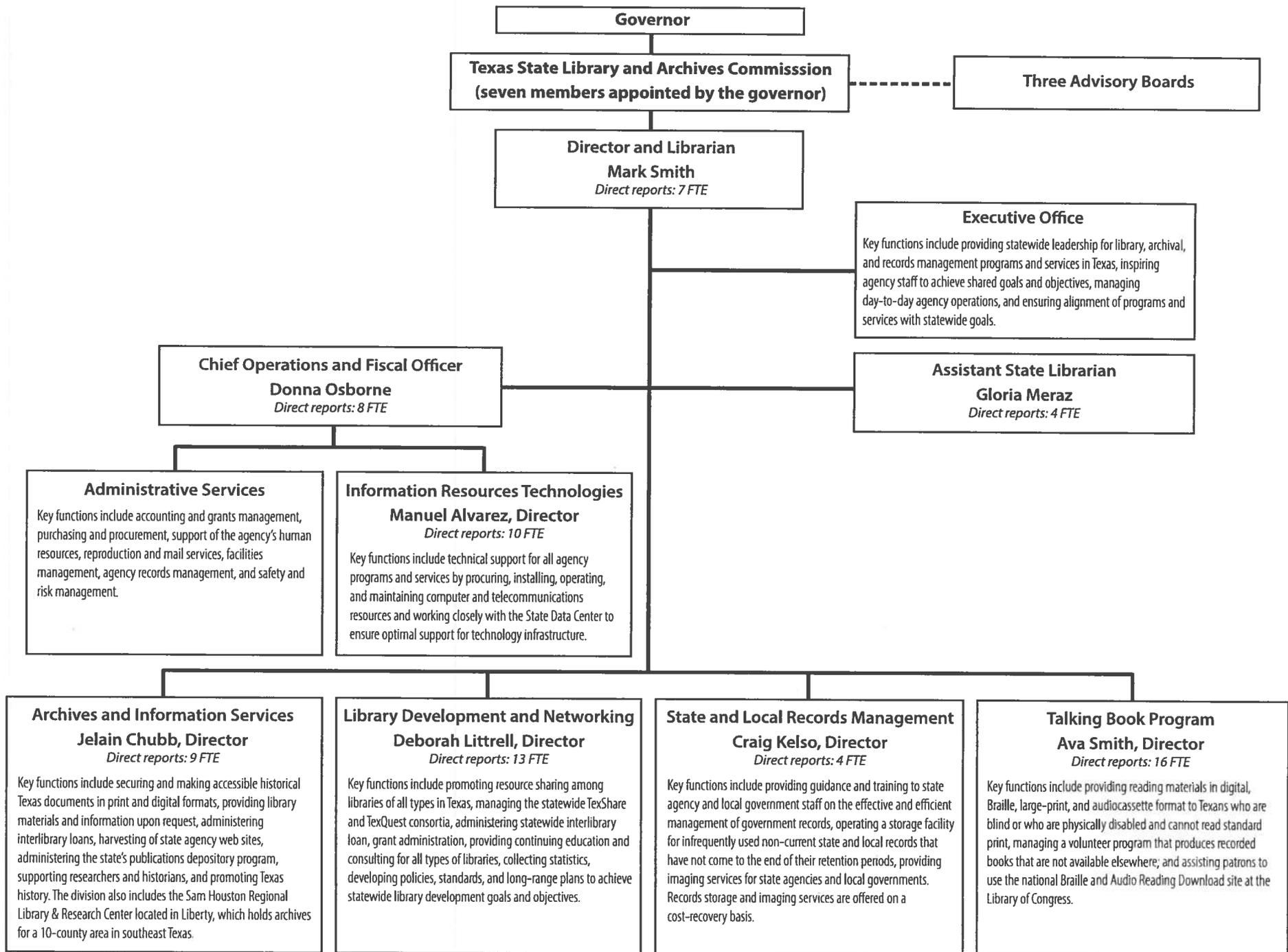
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for promotion or transfer to a security-sensitive position. This includes all temporary or contract employees in the aforementioned divisions. Employees are required to complete another criminal history check if it has been over four years since their last check and they are changing positions.

CONCLUSION

The members of the Texas State Library and Archives Commission and the agency's hardworking and talented staff are dedicated to applying innovative and effective practices to ensure that Texans have the information they need to lead productive, fulfilled lives. The budget that follows represents our ongoing efforts to provide Texans with the information tools they need to succeed in our knowledge-based economy.

Mark Smith
Director and Librarian



Texas State Library and Archives Commission

FTEs Authorized as of 09-01-2016

Division	Working Title	Number of FTEs Supervised
Administrative Services	Chief Operations and Fiscal Officer	8.00
Administrative Services	Manager, Human Resources	5.00
Administrative Services	Manager, Accounting and Grants	5.00
Archives and Information Services	Director	8.00
Archives and Information Services	Asst. Director, Information Services	11.00
Archives and Information Services	Asst, Director, Archives	12.50
Archives and Information Services	Manager, Sam Houston Research Center	4.50
Executive Division	Director and Librarian	7.00
Executive Division	Assistant State Librarian	4.00
Information Resources Technologies	Director	9.00
Library Development and Networking	Director	13.00
Library Development and Networking	Manager, Continuing Education and Consulting	6.00
State and Local Records Management	Director	4.00
State and Local Records Management	Manager, Records Management Assistance	7.00
State and Local Records Management	Manager, Records Center Services	20.00
Talking Book Program	Director	17.50
Talking Book Program	Manager, Reader Services	14.50
Talking Book Program	Manager, Circulation and Machine Services	12.50
	Total	168.50

General Revenue (GR) & General Revenue Dedicated (GR-D) Baseline

85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/18/2016

TIME: 5:07:52PM

Agency code:

Agency name: **Library & Archives Commission**

GR Baseline Request Limit = \$30,513,712

GR-D Baseline Request Limit = \$0

Strategy/Strategy Option/Rider				2018 Funds				2019 Funds				Biennial Cumulative GR	Biennial Cumulative Ded	Page #
FTEs	Total	GR	Ded	FTEs	Total	GR	Ded							
Strategy: 1 - 1 - 1 Share Library Resources Among Libraries Statewide														
10.0	17,579,463	7,869,463	0	10.0	17,577,488	7,867,488	0		15,736,951	0	_____			
Rider: 5 - 1 Receipt and Unexpended Balance Appropriation of Resource Sharing Fees.														
0.0	2,534,048	0	0	0.0	0	0	0		15,736,951	0	_____			
Strategy: 1 - 1 - 2 Aid in the Development of Local Libraries														
10.0	3,109,775	73,579	0	10.0	3,026,038	73,579	0		15,884,109	0	_____			
Rider: 6 - 1 Texas Reads License Plates: UB of Appropriated License Plate Receipts.														
0.0	14,838	0	0	0.0	0	0	0		15,884,109	0	_____			
Strategy: 1 - 2 - 1 Provide Direct Library Svcs to Texans with Qualifying Disabilities														
44.5	2,872,087	1,853,219	0	44.5	2,416,464	1,855,582	0		19,592,910	0	_____			
Strategy: 2 - 1 - 1 Provide Access to Information and Archives														
37.0	3,180,410	2,682,738	0	37.0	3,152,362	2,679,867	0		24,955,515	0	_____			
Strategy: 3 - 1 - 1 Records Management Services for State/Local Government Officials														
32.0	2,071,955	558,945	0	32.0	2,025,870	558,077	0		26,072,537	0	_____			
Rider: 3 - 1 Receipts & Unexpended Balance Appropriation: Imaging and Storage Fees.														
0.0	179,000	0	0	0.0	0	0	0		26,072,537	0	_____			
Strategy: 4 - 1 - 1 Indirect Administration														
36.0	2,808,002	2,221,056	0	36.0	2,770,993	2,220,119	0		30,513,712	0	_____			
169.5				169.5				*****GR Baseline Request Limit=\$30,513,712*****						
Excp Item: 1 Implementing Gartner recommendations to ensure security of agency IT and physical assets														
2.0	1,215,397	1,215,397	0	2.0	406,317	406,317	0		32,135,426	0	_____			
Strategy Detail for Excp Item: 1														
Strategy: 4 - 1 - 1 Indirect Administration														
2.0	1,215,397	1,215,397	0	2.0	406,317	406,317	0							

General Revenue (GR) & General Revenue Dedicated (GR-D) Baseline

85th Regular Session, Agency Submission, Version 1
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Agency name: **Library & Archives Commission**

GR Baseline Request Limit = \$30,513,712

GR-D Baseline Request Limit = \$0

Strategy/Strategy Option/Rider				2018 Funds				2019 Funds				Biennial Cumulative GR	Biennial Cumulative Ded	Page #
FTEs	Total	GR	Ded	FTEs	Total	GR	Ded							
Excp Item: 2 Affordable E-Book Resources Texans need for education, workforce, and lifelong learning														
0.0	4,200,000	4,000,000	0	0.0	4,200,000	4,000,000	0	40,135,426	0					
Strategy Detail for Excp Item: 2														
Strategy: 1 - 1 - 1 Share Library Resources Among Libraries Statewide														
0.0	4,200,000	4,000,000	0	0.0	4,200,000	4,000,000	0							
Excp Item: 3 Recruiting and retaining a workforce to deliver mandated agency services														
0.0	250,000	250,000	0	0.0	250,000	250,000	0	40,635,426	0					
Strategy Detail for Excp Item: 3														
Strategy: 4 - 1 - 1 Indirect Administration														
0.0	250,000	250,000	0	0.0	250,000	250,000	0							
Excp Item: 4 Government Information Analysts to provide training and guidance to state and local records managers														
2.0	123,400	123,400	0	2.0	118,400	118,400	0	40,877,226	0					
Strategy Detail for Excp Item: 4														
Strategy: 3 - 1 - 1 Records Management Services for State/Local Government Officials														
2.0	123,400	123,400	0	2.0	118,400	118,400	0							
Excp Item: 5 High-speed Internet access for Texas communities via public library broadband access														
0.0	425,000	425,000	0	0.0	575,000	575,000	0	41,877,226	0					
Strategy Detail for Excp Item: 5														
Strategy: 1 - 1 - 2 Aid in the Development of Local Libraries														
0.0	425,000	425,000	0	0.0	575,000	575,000	0							
173.5	\$40,563,375	\$21,272,797	\$0	173.5	\$36,518,932	\$20,604,429	0							

Budget Overview - Biennial Amounts
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

306 Library & Archives Commission
Appropriation Years: 2018-19

	GENERAL REVENUE FUNDS		GR DEDICATED		FEDERAL FUNDS		OTHER FUNDS		ALL FUNDS		EXCEPTIONAL ITEM FUNDS
	2016-17	2018-19	2016-17	2018-19	2016-17	2018-19	2016-17	2018-19	2016-17	2018-19	2018-19
Goal: 1. Improve the Availability of Library and Information Services											
1.1.1. Library Resource Sharing Services	16,516,951	15,736,951			12,886,408	12,620,000	8,469,131	6,800,000	37,872,490	35,156,951	8,400,000
Rdr: 5-1 Ub Resource Sharing Fees								2,534,048		2,534,048	
1.1.2. Aid To Local Libraries	147,158	147,158			5,487,778	5,978,655	14,567	10,000	5,649,503	6,135,813	1,000,000
Rdr: 6-1 Texas Reads License Plates								14,838		14,838	
1.2.1. Disabled Services	3,851,091	3,708,801			1,133,631	958,691	370,377	621,059	5,355,099	5,288,551	
Total, Goal	20,515,200	19,592,910			19,507,817	19,557,346	8,854,075	9,979,945	48,877,092	49,130,201	9,400,000
Goal: 2. Public Access to Government Information											
2.1.1. Provide Access To Info & Archives	5,612,605	5,362,605			892,730	892,575	66,816	77,592	6,572,151	6,332,772	
Total, Goal	5,612,605	5,362,605			892,730	892,575	66,816	77,592	6,572,151	6,332,772	
Goal: 3. Cost-effective State/Local Records Management											
3.1.1. Manage State/Local Records	1,117,023	1,117,022					2,825,241	2,980,803	3,942,264	4,097,825	241,800
Rdr: 3-1 Ub Imaging And Storage Fees.								179,000		179,000	
Total, Goal	1,117,023	1,117,022					2,825,241	3,159,803	3,942,264	4,276,825	241,800
Goal: 4. Indirect Administration											
4.1.1. Indirect Administration	4,540,289	4,441,175			264,044	320,966	791,742	816,854	5,596,075	5,578,995	2,121,714
Total, Goal	4,540,289	4,441,175			264,044	320,966	791,742	816,854	5,596,075	5,578,995	2,121,714
Total, Agency	31,785,117	30,513,712			20,664,591	20,770,887	12,537,874	14,034,194	64,987,582	65,318,793	11,763,514
Total FTEs									168.5	169.5	4.0

306 Library & Archives Commission

Goal / Objective / STRATEGY	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
1 Improve the Availability of Library and Information Services					
1 Cost Avoidance through Library Resource Sharing					
1 LIBRARY RESOURCE SHARING SERVICES	13,669,134	19,116,386	18,756,104	17,579,463	17,577,488
2 AID TO LOCAL LIBRARIES	3,394,489	2,657,156	2,992,347	3,109,775	3,026,038
2 Increase Library Use by Texans with Disabilities					
1 DISABLED SERVICES	2,571,727	2,367,911	2,987,188	2,872,087	2,416,464
TOTAL, GOAL 1	\$19,635,350	\$24,141,453	\$24,735,639	\$23,561,325	\$23,019,990
2 Public Access to Government Information					
1 Improve Information Provided to the Public and Others					
1 PROVIDE ACCESS TO INFO & ARCHIVES	3,192,368	2,775,549	3,796,602	3,180,410	3,152,362
TOTAL, GOAL 2	\$3,192,368	\$2,775,549	\$3,796,602	\$3,180,410	\$3,152,362
3 Cost-effective State/Local Records Management					
1 Achieve Record Retention Rate for State/Local Government					

2.A. Summary of Base Request by Strategy
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:55:02PM

306 Library & Archives Commission

Goal / Objective / STRATEGY	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
1 MANAGE STATE/LOCAL RECORDS	1,878,805	2,040,509	1,901,755	2,071,955	2,025,870
TOTAL, GOAL 3	\$1,878,805	\$2,040,509	\$1,901,755	\$2,071,955	\$2,025,870
4 Indirect Administration					
1 Indirect Administration					
1 INDIRECT ADMINISTRATION	2,113,882	2,608,734	2,987,341	2,808,002	2,770,993
TOTAL, GOAL 4	\$2,113,882	\$2,608,734	\$2,987,341	\$2,808,002	\$2,770,993
TOTAL, AGENCY STRATEGY REQUEST	\$26,820,405	\$31,566,245	\$33,421,337	\$31,621,692	\$30,969,215
TOTAL, AGENCY RIDER APPROPRIATIONS REQUEST*				\$2,727,886	\$0
GRAND TOTAL, AGENCY REQUEST	\$26,820,405	\$31,566,245	\$33,421,337	\$34,349,578	\$30,969,215

2.A. Summary of Base Request by Strategy
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

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306 Library & Archives Commission

Goal / Objective / STRATEGY	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
METHOD OF FINANCING:					
General Revenue Funds:					
1 General Revenue Fund	12,599,259	15,267,563	16,517,554	15,259,000	15,254,712
SUBTOTAL	\$12,599,259	\$15,267,563	\$16,517,554	\$15,259,000	\$15,254,712
Federal Funds:					
118 Fed Pub Library Serv Fd	10,010,331	9,907,496	10,707,500	10,398,510	10,332,377
555 Federal Funds	10,838	29,595	20,000	20,000	20,000
SUBTOTAL	\$10,021,169	\$9,937,091	\$10,727,500	\$10,418,510	\$10,352,377
Other Funds:					
666 Appropriated Receipts	2,172,214	3,790,452	3,599,631	4,755,921	2,912,900
777 Interagency Contracts	2,006,184	2,571,139	2,576,652	3,896,309	2,444,226
802 License Plate Trust Fund No. 0802	21,579	0	0	19,838	5,000
SUBTOTAL	\$4,199,977	\$6,361,591	\$6,176,283	\$8,672,068	\$5,362,126
TOTAL, METHOD OF FINANCING	\$26,820,405	\$31,566,245	\$33,421,337	\$34,349,578	\$30,969,215

*Rider appropriations for the historical years are included in the strategy amounts.

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: 306 Agency name: Library & Archives Commission

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
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GENERAL REVENUE

1 General Revenue Fund

REGULAR APPROPRIATIONS

Regular Appropriations from MOF Table (2014-15 GAA)

\$11,716,310	\$0	\$0	\$0	\$0
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Regular Appropriations from MOF Table (2016-17 GAA)

\$0	\$15,478,509	\$15,478,507	\$0	\$0
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Regular Appropriations from MOF Table (2018-19 GAA)

\$0	\$0	\$0	\$15,259,000	\$15,254,712
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Comments: Base Level Requested

RIDER APPROPRIATION

Rider 10, UB: Electronic Records (2016-17 GAA)

\$0	\$(132,890)	\$132,890	\$0	\$0
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Comments: Texas Digital Archive Capital Project

Rider 10, UB: Electronic Records (2016-17 GAA)

\$(83,001)	\$83,001	\$0	\$0	\$0
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Comments: Texas Digital Archive Capital Project

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
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8/18/2016 4:57:00PM

Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
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GENERAL REVENUE

Rider 7, UB: Sam Houston Center (2016-17 GAA)

\$ (4,668)	\$ 4,668	\$ 0	\$ 0	\$ 0
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Comments: Safety and Repairs Capital Project

Rider 7, UB: Sam Houston Center (2014-15 GAA)

\$ 293,209	\$ 0	\$ 0	\$ 0	\$ 0
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Comments: Safety and Repairs Capital Project

Art IX, Sec 17.08(a), Data Center Reductions (2014-15 GAA)

\$ (11,320)	\$ 0	\$ 0	\$ 0	\$ 0
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Art IX, Sec 14.03(i), Capital Budget UB (2014-15 GAA)

\$ 366,505	\$ 0	\$ 0	\$ 0	\$ 0
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Comments: UB Databases, DCS, Collections Capital from FY 14

Art IX, Sec 18.03, Centralized Accounting and Payroll/Personnel System Deployments (2016-17 GAA)

\$ 0	\$ 250,000	\$ 250,000	\$ 0	\$ 0
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Comments: HR and Financial Modules

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: 306

Agency name: Library & Archives Commission

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>GENERAL REVENUE</u>					
Rider 7, UB: Sam Houston Center (2016-17 GAA)	\$0	\$(390,000)	\$390,000	\$0	\$0
Comments: Safety and Repairs Capital Project					
Art IX, Sec 18.03, Centralized Accounting and Payroll/Personnel System Deployments (2016-17 GA)	\$0	\$(150,000)	\$150,000	\$0	\$0
Comments: UB Unspent Funds					
Rider 10, UB: Electronic Records (2016-17 GAA)	\$0	\$0	\$0	\$0	\$0
Comments: Texas Digital Archive Capital Project					
<i>TRANSFERS</i>					
Art IX, Sec 17.06 Salary Increase for General State Employees (2014-15 GAA)	\$195,451	\$0	\$0	\$0	\$0
Art IX, Sec 18.02, Salary Increase for General State Employees (2016-17 GAA)	\$0	\$124,275	\$116,157	\$0	\$0

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>GENERAL REVENUE</u>					
Art IX, Sec 14.03, Request to Exceed Capital Budget (2014-15 GAA)	\$130,000	\$0	\$0	\$0	\$0
Comments: Gov Perry Records Capital Project					
<i>LAPSED APPROPRIATIONS</i>					
Regular Appropriations from MOF Table (2014-15 GAA)	\$(3,227)	\$0	\$0	\$0	\$0
Comments: Lapse Unspent Appropriation - Resource Sharing					
TOTAL, General Revenue Fund	\$12,599,259	\$15,267,563	\$16,517,554	\$15,259,000	\$15,254,712
TOTAL, ALL GENERAL REVENUE	\$12,599,259	\$15,267,563	\$16,517,554	\$15,259,000	\$15,254,712

GENERAL REVENUE FUND - DEDICATED

5042 GR Dedicated - Texas Reads Plate Account No. 5042

REGULAR APPROPRIATIONS

Regular Appropriations from MOF Table (2014-15 GAA)

\$5,000 \$0 \$0 \$0 \$0

TRANSFERS

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

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Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>GENERAL REVENUE FUND - DEDICATED</u>					
Art IX, Sec 18.06, Contingency for HB 7 (2014-15 GAA)	\$(5,000)	\$0	\$0	\$0	\$0
Comments: Transfer to License Plate Appropriation to Fund 0802					
TOTAL, GR Dedicated - Texas Reads Plate Account No. 5042	\$0	\$0	\$0	\$0	\$0
TOTAL, ALL GENERAL REVENUE FUND - DEDICATED	\$0	\$0	\$0	\$0	\$0
TOTAL, GR & GR-DEDICATED FUNDS	\$12,599,259	\$15,267,563	\$16,517,554	\$15,259,000	\$15,254,712

FEDERAL FUNDS

118 Federal Public Library Service Fund No. 118

REGULAR APPROPRIATIONS

Regular Appropriations from MOF Table (2014-15 GAA)	\$1,911,770	\$0	\$0	\$0	\$0
Regular Appropriations from MOF Table (2016-17 GAA)	\$0	\$10,370,817	\$9,666,985	\$0	\$0
Regular Appropriations from MOF Table (2018-19 GAA)					

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: 306

Agency name: Library & Archives Commission

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>FEDERAL FUNDS</u>	\$0	\$0	\$0	\$10,398,510	\$10,332,377
Comments: Base Level Requested					
<i>RIDER APPROPRIATION</i>					
Art IX, Sec 8.02, Federal Funds/Block Grants (2014-15 GAA)	\$7,677,149	\$0	\$0	\$0	\$0
Comments: Additional grant award received due to MOF Waiver approval					
Art IX, Sec 14.03(i), Capital Budget UB (2014-15 GAA)	\$1,342,229	\$0	\$0	\$0	\$0
Rider 9, UB: TBP Automation Project (2016-17 GAA)	\$(841,025)	\$841,025	\$0	\$0	\$0
Comments: UB unspent appropriation					
Art IX, Sec 14.03(i), Capital Budget UB (2016-17 GAA)	\$0	\$(4,000)	\$4,000	\$0	\$0
Comments: UB unspent capital appropriation - ARIS					
Art IX, Sec 13.01, Federal Funds/Block Grants (2016-17 GAA)					

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

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Agency code: 306

Agency name: Library & Archives Commission

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>FEDERAL FUNDS</u>					
	\$0	\$130,589	\$758,739	\$0	\$0
Comments: Actual Grant Award Higher Than Estimated					
Rider 9, UB: TBP Automation Project (2016-17 GAA)	\$0	\$(263,210)	\$263,210	\$0	\$0
Comments: UB Unspent Appropriation for TBP Integrated Library System (ILS)					
Art IX, Sec 13.01, Federal Funds/Block Grant (2018-19 GAA)	\$0	\$0	\$0	\$0	\$0
Comments: Additional Federal Grant Funds Received					
Art IX, Sec 14.03(i), Capital Budget UB (2018-19 GAA)	\$0	\$0	\$0	\$0	\$0
Comments: UB Unspent Capital Authority					
<i>TRANSFERS</i>					
Art IX, Sec 17.06 Salary Increase for General State Employees (2014-15 GAA)	\$22,325	\$0	\$0	\$0	\$0

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

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Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>FEDERAL FUNDS</u>					
Art IX, Sec 18.02, Salary Increase for General State Employees (2016-17 GAA)	\$0	\$16,566	\$14,566	\$0	\$0
<i>LAPSED APPROPRIATIONS</i>					
Regular Appropriations from MOF Table (2016-17 GAA)	\$0	\$(841,025)	\$0	\$0	\$0
Comments: CPA Transfer Out for TBP Automation System Capital Project UB In					
Regular Appropriations from MOF Table (2016-17 GAA)	\$0	\$(343,266)	\$0	\$0	\$0
Comments: Unspent Appropriation for TBP Integrated Library System Capital Project					
Regular Appropriations from MOF Table (2014-15 GAA)	\$(102,117)	\$0	\$0	\$0	\$0
TOTAL, Federal Public Library Service Fund No. 118	\$10,010,331	\$9,907,496	\$10,707,500	\$10,398,510	\$10,332,377
<u>555</u> Federal Funds					
<i>REGULAR APPROPRIATIONS</i>					

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

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Agency code: 306 Agency name: Library & Archives Commission

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>FEDERAL FUNDS</u>					
Regular Appropriations from MOF Table (2014-15 GAA)	\$8,500	\$0	\$0	\$0	\$0
Comments: NHPRC Grant					
Regular Appropriations from MOF Table (2016-17 GAA)	\$0	\$20,000	\$20,000	\$0	\$0
Comments: NHPRC Grant					
Regular Appropriations from MOF Table (2018-19 GAA)	\$0	\$0	\$0	\$20,000	\$20,000
Comments: Other Federal Funds					
<i>RIDER APPROPRIATION</i>					
Art IX, Sec 8.02, Federal Funds/Block Grants (2014-15 GAA)	\$2,196	\$0	\$0	\$0	\$0
Comments: UB Unspent NHPRC Grant Funds					
Art IX, Sec 8.02, Federal Funds/Block Grants (2014-15 GAA)	\$1,816	\$0	\$0	\$0	\$0
Comments: Additional NHPRC grant revenue received					

2.B. Summary of Base Request by Method of Finance
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Agency code: **306**

Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
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FEDERAL FUNDS

Art IX, Sec 8.02, Federal Funds/Block Grants (2014-15 GAA)

\$4,235	\$0	\$0	\$0	\$0
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Comments: UB Unspent NEH Grant Funds

Art IX, Sec 13.01, Federal Funds/Block Grants (2016-17 GAA)

\$0	\$9,595	\$0	\$0	\$0
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Comments: Additional NHPRC Grant Revenue Received

Art IX, Sec 13.01, Federal Funds/Block Grants (2018-19 GAA)

\$0	\$0	\$0	\$0	\$0
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Comments: Additional Grant Funds Received

Art IX, Sec 13.01, Federal Funds/Block Grants (2018-19 GAA)

\$0	\$0	\$0	\$0	\$0
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Comments: UB Unspent Federal Grant Funds

LAPSED APPROPRIATIONS

Regular Appropriations from MOF Table (2014-15 GAA)

\$(5,909)	\$0	\$0	\$0	\$0
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2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
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Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>FEDERAL FUNDS</u>					
Comments: Lapse Uncollected/ Unspent NHPRC Grant Funds					
TOTAL, Federal Funds	\$10,838	\$29,595	\$20,000	\$20,000	\$20,000
TOTAL, ALL FEDERAL FUNDS	\$10,021,169	\$9,937,091	\$10,727,500	\$10,418,510	\$10,352,377

OTHER FUNDS

666 Appropriated Receipts
REGULAR APPROPRIATIONS

Regular Appropriations from MOF Table (2014-15 GAA)	\$2,562,575	\$0	\$0	\$0	\$0
Regular Appropriations from MOF Table (2016-17 GAA)	\$0	\$3,583,468	\$3,276,556	\$0	\$0
Regular Appropriations from MOF Table (2018-19 GAA)	\$0	\$0	\$0	\$2,912,274	\$2,912,900

Comments: Appropriated Receipts

RIDER APPROPRIATION

2.B. Summary of Base Request by Method of Finance
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Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
Rider 3, UB Imaging and Storage Fees (2014-15 GAA)	\$90,465	\$0	\$0	\$0	\$0
Comments: UB Unspent Imaging Fees - Wilco Project					
Rider 3, UB Imaging and Storage Fees (2016-17 GAA)	\$(76,834)	\$76,834	\$0	\$0	\$0
Comments: UB Unspent Imaging Fees - Wilco Project					
Rider 3, UB Imaging and Storage Fees (2016-17 GAA)	\$0	\$(12,909)	\$12,909	\$0	\$0
Comments: UB Unspent Imaging Fees					
Rider 5, UB, TexShare Fees (2014-15 GAA)	\$737,169	\$0	\$0	\$0	\$0
Comments: UB TexShare Fees from FY 14					
Rider 5, UB, TexShare Fees (2016-17 GAA)	\$(760,389)	\$760,389	\$0	\$0	\$0
Comments: UB TexShare Fees from FY 15					

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

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Agency code: 306		Agency name: Library & Archives Commission			
METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
Rider 5, UB, TexShare Fees (2016-17 GAA)	\$(385,541)	\$385,541	\$0	\$0	\$0
Comments: UB TexQuest Fees from FY 15					
Rider 5, TexShare Fees (2014-15 GAA)	\$2,614	\$0	\$0	\$0	\$0
Comments: Additional TexQuest Fees					
Rider 5, UB, TexShare Fees (2016-17 GAA)	\$0	\$(725,943)	\$725,943	\$0	\$0
Comments: UB TexShare Fees from FY 16					
Rider 5, UB, TexShare Fees (2016-17 GAA)	\$0	\$(585,540)	\$585,540	\$0	\$0
Comments: UB TexQuest Fees from FY 16					
Rider 5, TexShare Fees (2016-17 GAA)	\$0	\$256,253	\$0	\$0	\$0
Comments: Additional TexQuest Fees Received					

2.B. Summary of Base Request by Method of Finance
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Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
Art IX, Sec 8.08, Seminars and Conferences (2014-15 GAA)	\$23,346	\$0	\$0	\$0	\$0
Comments: Current Conference Revenue - SLRM					
Art IX, Sec 8.07, Seminars and Conference (2016-17 GAA)	\$0	\$22,148	\$20,000	\$0	\$0
Comments: Current Conference Revenue - SLRM, LD					
Art IX, Sec 8.08, Seminars and Conferences UB (2014-15 GAA)	\$29,016	\$0	\$0	\$0	\$0
Comments: UB Conference Fees from FY 14; SLRM, ARIS					
Art IX, Sec 8.07, Seminars and Conference UB (2016-17 GAA)	\$(14,951)	\$14,951	\$0	\$0	\$0
Comments: UB Conference Fees from FY 15; SLRM, ARIS					
Art IX, Sec 14.03(i), Capital Budget UB (2014-15 GAA)	\$10,702	\$0	\$0	\$0	\$0
Comments: UB Unspent Capital from FY 14 - ARIS					

2.B. Summary of Base Request by Method of Finance
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Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
Art IX, Sec 8.01, Acceptance of Gifts of Money UB (2016-17 GAA)	\$0	\$(628,569)	\$628,569	\$0	\$0
Comments: UB Unspent Non-Capital Gift Funds from FY 16					
Art IX, Sec 8.03, Reimbursements and Payments (2014-15 GAA)	\$106,217	\$0	\$0	\$0	\$0
Comments: Additional Imaging Fees - Wilco					
Art IX, Sec 8.02, Reimbursements and Payments (2016-17 GAA)	\$0	\$1,640	\$0	\$0	\$0
Comments: Additional Imaging Fees					
Art IX, Sec 8.01, Acceptance of Gifts of Money (2014-15 GAA)	\$43,625	\$0	\$0	\$0	\$0
Comments: UB Gates Gift Funds from FY 2014					
Art IX, Sec 8.01, Acceptance of Gifts of Money UB (2016-17 GAA)	\$(12,293)	\$12,293	\$0	\$0	\$0
Comments: UB Gates Gift Funds					

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

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Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
Art IX, Sec 8.01, Acceptance of Gifts of Money (2014-15 GAA)	\$408,966	\$0	\$0	\$0	\$0
Comments: UB Unspent Non-Capital Gift Funds from FY 2014 - ARIS, ADMIN, SLRM, TBP					
Art IX, Sec 8.01, Acceptance of Gifts of Money (2014-15 GAA)	\$77,934	\$0	\$0	\$0	\$0
Comments: Current Year Gifts Received					
Art IX, Sec 8.01, Acceptance of Gifts of Money UB (2016-17 GAA)	\$(422,000)	\$422,000	\$0	\$0	\$0
Comments: UB Unspent Non-Capital Gift Funds from FY 15					
Art IX, Sec 14.03(i), Capital Budget UB (2014-15 GAA)	\$125,000	\$0	\$0	\$0	\$0
Comments: UB Unspent Capital for TBP Automation System					
Rider 9, UB: TBP Automation Project (2016-17 GAA)	\$(125,000)	\$125,000	\$0	\$0	\$0
Comments: UB Unspent Capital for TBP Automation System					

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

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Agency code: 306

Agency name: Library & Archives Commission

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
Rider 5, TexShare Fees (2016-17 GAA)	\$0	\$910,414	\$0	\$0	\$0
Comments: Additional TexShare Fees Received					
Art IX, Sec 8.07, Seminars and Conference UB (2016-17 GAA)	\$0	\$(6,103)	\$6,103	\$0	\$0
Comments: UB Unspent Conference Fees from FY 16					
Art IX, Sec 8.01, Acceptance of Gifts of Money (2016-17 GAA)	\$0	\$166,984	\$0	\$0	\$0
Comments: Current Year Gifts Received					
Art IX, Sec 8.01, Acceptance of Gifts of Money UB (2016-17 GAA)	\$0	\$(17)	\$17	\$0	\$0
Comments: UB Unspent Gates Gift Funds from FY 16					
Art IX, Sec 14.03(i), Capital Budget UB (2016-17 GAA)	\$0	\$(187,641)	\$187,641	\$0	\$0

2.B. Summary of Base Request by Method of Finance
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
Rider 3, UB Imaging and Storage Fees (2018-19 GAA)	\$0	\$0	\$(10,000)	\$10,000	\$0
Comments: UB Unspent Imaging and Storage Fees					
Rider 3, UB TexShare Fees (2018-19 GAA)	\$0	\$0	\$(747,325)	\$747,325	\$0
Comments: UB Unspent TexShare Membership Fees					
Rider 3, UB TexShare Fees (2018-19 GAA)	\$0	\$0	\$(500,000)	\$500,000	\$0
Comments: UB Unspent TexQuest Membership Fees					
Art IX, Sec 8.07, Seminars and Conferences (2018-19 GAA)	\$0	\$0	\$(5,000)	\$5,000	\$0
Comments: UB Unspent AR Conference Revenue					
Art IX, Sec 8.07, Seminars and Conferences (2018-19 GAA)	\$0	\$0	\$0	\$0	\$0
Comments: UB Unspent AR Conference Revenue					

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: 306 Agency name: Library & Archives Commission

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
Art IX, Sec 8.01, Acceptance of Gifts of Money UB (2018-19 GAA)	\$0	\$0	\$(581,322)	\$581,322	\$0
Comments: UB Unspent Gift Revenue					
Art IX, Sec 8.01, Acceptance of Gifts of Money UB (2018-19 GAA)	\$0	\$0	\$0	\$0	\$0
Comments: UB Unspent Gift Revenue					
Art IX, Sec 8.01, Acceptance of Gifts of Money (2018-19 GAA)	\$0	\$0	\$0	\$0	\$0
Comments: Unappropriated Gift Revenue					
Art IX, Sec 14.03(i), Capital Budget UB (2018-19 GAA)	\$0	\$0	\$0	\$0	\$0
Comments: UB Unspent Capital Appropriation					
Art IX, Sec 14.03(i), Capital Budget UB (2018-19 GAA)	\$0	\$0	\$0	\$0	\$0
Comments: UB Unspent Capital Appropriation					

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
<i>LAPSED APPROPRIATIONS</i>					
Regular Appropriations from MOF Table (2014-15 GAA)	\$(154,147)	\$0	\$0	\$0	\$0
Comments: Lapse Uncollected TexShare Appropriation					
Regular Appropriations from MOF Table (2014-15 GAA)	\$(394)	\$0	\$0	\$0	\$0
Comments: Lapse Uncollected TexQuest Appropriation					
Regular Appropriations from MOF Table (2014-15 GAA)	\$(13,866)	\$0	\$0	\$0	\$0
Comments: Lapse Uncollected Appropriation - ARIS					
Regular Appropriations from MOF Table (2014-15 GAA)	\$(80,000)	\$0	\$0	\$0	\$0
Comments: Lapse Unspent Gift Appropriation - TBP					
Regular Appropriation from MOF Table (2016-17 GAA)	\$0	\$(587,548)	\$0	\$0	\$0

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: 306 Agency name: Library & Archives Commission

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
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OTHER FUNDS

Comments: Reduce Regular Appropriation for UB In Capital Appropriation: TexShare/TexQuest; Imaging & Storage Fees - CPA Transfer Out for UB In Amount

Regular Appropriation from MOF Table (2016-17 GAA)

\$0	\$(213,193)	\$0	\$0	\$0
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Comments: Lapse Uncollected Appropriation - TBP Gift Appropriations

TOTAL, Appropriated Receipts	\$2,172,214	\$3,790,452	\$3,599,631	\$4,755,921	\$2,912,900
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777 Interagency Contracts

REGULAR APPROPRIATIONS

Regular Appropriations from MOF Table (2014-15 GAA)

\$2,645,799	\$0	\$0	\$0	\$0
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Regular Appropriations from MOF Table (2016-17 GAA)

\$0	\$3,079,260	\$2,678,438	\$0	\$0
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Regular Appropriations from MOF Table (2018-19 GAA)

\$0	\$0	\$0	\$2,425,586	\$2,444,226
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Comments: Interagency Contract Receipts

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
<i>RIDER APPROPRIATION</i>					
Rider 5, UB Texshare Fees (2014-15 GAA)	\$650,418	\$0	\$0	\$0	\$0
Comments: TexShare Fees UB from FY 14					
Rider 5, UB Texshare Fees (2016-17 GAA)	\$(888,581)	\$888,581	\$0	\$0	\$0
Comments: TexShare Fees UB from FY 15					
Rider 3, UB Imaging and Storage Fees (2014-15 GAA)	\$108,837	\$0	\$0	\$0	\$0
Comments: UB Unspent Storage & Imaging Fees from FY 14					
Rider 3, UB Imaging and Storage Fees (2016-17 GAA)	\$(330,130)	\$330,130	\$0	\$0	\$0
Comments: UB Unspent Storage & Imaging Fees from FY 15					
Art IX, Sec 14.03(i), Capital Budget UB (2014-15 GAA)	\$8,003	\$0	\$0	\$0	\$0

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
Comments: UB Unspent Capital from FY 14					
Art IX, Sec 8.08, Seminars and Conferences UB (2014-15 GAA)	\$25,055	\$0	\$0	\$0	\$0
Comments: UB Unspent Conference Fees from FY 14: SLRM. ARIS					
Art IX, Sec 8.07, Seminars and Conference UB (2016-17 GAA)	\$(37,356)	\$37,356	\$0	\$0	\$0
Comments: UB Unspent Conference Fees from FY 15: SLRM. ARIS					
Art IX, Sec 8.08, Seminars and Conferences (2014-15 GAA)	\$13,535	\$0	\$0	\$0	\$0
Comments: Current Conference Revenue: SLRM					
Art IX, Sec 8.03, Reimbursements and Payments (2014-15 GAA)	\$19,447	\$0	\$0	\$0	\$0
Comments: Additional IAC Receipts - ARIS					
Rider 5, Texshare Fees (2014-15 GAA)	\$363	\$0	\$0	\$0	\$0

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
Comments: Additional TexQuest Fees Received					
Rider 5, UB Texshare Fees (2016-17 GAA)	\$0	\$(1,208,371)	\$1,208,371	\$0	\$0
Comments: UB Unspent TexShare Fees from FY 16					
Rider 5, Texshare Fees (2016-17 GAA)	\$0	\$237	\$0	\$0	\$0
Comments: Additional TexQuest Fees Received					
Rider 3, UB Imaging and Storage Fees (2016-17 GAA)	\$0	\$(121,630)	\$121,630	\$0	\$0
Comments: UB Unspent Storage & Imaging Fees from FY 16					
Art IX, Sec 8.07, Seminars and Conference (2016-17 GAA)	\$0	\$10,715	\$10,800	\$0	\$0
Comments: Current Conference Revenue: SLRM					
Art IX, Sec 8.07, Seminars and Conference UB (2016-17 GAA)	\$0	\$(28,136)	\$28,136	\$0	\$0

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
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OTHER FUNDS

Comments: UB Unspent Conference Fees from FY 16: SLRM. ARIS

Art IX, Sec 8.02, Reimbursements and Payments (2016-17 GAA)

\$0	\$91,566	\$0	\$0	\$0
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Comments: Additional Imaging & Storage Fees Received

Rider 5, Texshare Fees (2016-17 GAA)

\$0	\$450,162	\$0	\$0	\$0
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Comments: Additional TexShare Fees Received

Rider 5, UB TexShare Fees (2018-19 GAA)

\$0	\$0	\$(1,286,723)	\$1,286,723	\$0
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Comments: UB Unspent TexShare IAC Membership Fees from FY 2017

Rider 5, UB TexShare Fees (2018-19 GAA)

\$0	\$0	\$0	\$0	\$0
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Comments: UB Unspent IAC TexQuest Membership Fees

Rider 5, UB Imaging and Storage Fees (2018-19 GAA)

\$0	\$0	\$(169,000)	\$169,000	\$0
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2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
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OTHER FUNDS

Comments: UB Unspent IAC Imaging and Storage Fees

Art IX, Sec 14.03(i), Capital Budget UB (2018-19 GAA)

\$0	\$0	\$0	\$0	\$0
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Comments: UB Unspent IAC Capital Budgets

Art IX, Sec 8.07, Seminars and Conference (2018-19 GAA)

\$0	\$0	\$(15,000)	\$15,000	\$0
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Comments: UB Unspent IAC Seminar Fees Collected

Art IX, Sec 8.07, Seminars and Conference (2018-19 GAA)

\$0	\$0	\$0	\$0	\$0
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Comments: UB Unspent IAC Seminar Fees Collected

Art IX, Sec 8.02, Reimbursements and Payments (2018-19 GAA)

\$0	\$0	\$0	\$0	\$0
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Comments: Unappropriated IAC Revenue Collected

Rider 5, TexShare Fees (2018-19 GAA)

\$0	\$0	\$0	\$0	\$0
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2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
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OTHER FUNDS

Comments: Additional TexShare Fees Collected

LAPSED APPROPRIATIONS

Regular Appropriations from MOF Table (2014-15 GAA)

\$(209,206)	\$0	\$0	\$0	\$0
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Comments: Lapse Uncollected/ Unspent Appropriations: ARIS, SLRM

Regular Appropriations from MOF Table (2016-17 GAA)

\$0	\$(958,731)	\$0	\$0	\$0
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Comments: Reduce Regular Appropriation for UB In Capital Appropriation;
 CPA Transfer Out for UB In Appropriation

TOTAL, Interagency Contracts	\$2,006,184	\$2,571,139	\$2,576,652	\$3,896,309	\$2,444,226
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802 License Plate Trust Fund Account No. 0802

REGULAR APPROPRIATIONS

Regular Appropriations from MOF Table (2016-17 GAA)

\$0	\$5,000	\$5,000	\$0	\$0
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Texas Reads License Plate Revenue

\$0	\$0	\$0	\$5,000	\$5,000
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2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: 306	Agency name: Library & Archives Commission				
METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
<i>RIDER APPROPRIATION</i>					
Art IX, Sec 8.13, License Plate Receipts UB (2016-17 GAA)	\$(3,435)	\$3,435	\$0	\$0	\$0
Comments: UB license plate cash					
Rider 6, Texas Reads License Plate UB (2014-15 GAA)	\$28,000	\$0	\$0	\$0	\$0
Comments: UB license plate from FY14					
Rider 6, Texas Reads License Plate UB (2016-17 GAA)	\$0	\$(9,838)	\$9,838	\$0	\$0
Comments: UB to FY17					
Rider 6, Texas Reads License Plate (2016-17 GAA)	\$0	\$1,403	\$0	\$0	\$0
Rider 6, Texas Reads License Plate (2018-19 GAA)	\$0	\$0	\$(14,838)	\$14,838	\$0
Comments: UB funds from 2017					

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: **306** Agency name: **Library & Archives Commission**

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
<u>OTHER FUNDS</u>					
<i>TRANSFERS</i>					
Art IX, Sec 18.06, Contingency for HB 7 (2014-15 GAA)	\$5,000	\$0	\$0	\$0	\$0
Comments: Transferred from fund 5042					
<i>LAPSED APPROPRIATIONS</i>					
Regular Appropriations from MOF Table (2014-15 GAA)	\$(7,986)	\$0	\$0	\$0	\$0
Comments: Lapse uncollected appropriation					
TOTAL, License Plate Trust Fund Account No. 0802	\$21,579	\$0	\$0	\$19,838	\$5,000
TOTAL, ALL OTHER FUNDS	\$4,199,977	\$6,361,591	\$6,176,283	\$8,672,068	\$5,362,126
GRAND TOTAL	\$26,820,405	\$31,566,245	\$33,421,337	\$34,349,578	\$30,969,215

2.B. Summary of Base Request by Method of Finance
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 4:57:00PM

Agency code: 306

Agency name: Library & Archives Commission

METHOD OF FINANCING	Exp 2015	Est 2016	Bud 2017	Req 2018	Req 2019
FULL-TIME-EQUIVALENT POSITIONS					
REGULAR APPROPRIATIONS					
Regular Appropriations from MOF Table (2014-15 GAA)	163.5	0.0	0.0	0.0	0.0
Regular Appropriations from MOF Table (2016-17 GAA)	0.0	166.5	166.5	0.0	0.0
Regular Appropriations from MOF Table (2018-19 GAA)	0.0	0.0	0.0	169.5	169.5
RIDER APPROPRIATION					
Art IX Sec 18.03, Centralized Accounting and Payroll/Personnel System Deployments (2016-17 GAA)	0.0	2.0	2.0	0.0	0.0
LAPSED APPROPRIATIONS					
Regular Appropriations from MOF Table (2014-15 GAA)	(11.5)	0.0	0.0	0.0	0.0
Regular Appropriation from MOF Table (2016-17 GAA)	0.0	(17.2)	0.0	0.0	0.0
TOTAL, ADJUSTED FTES	152.0	151.3	168.5	169.5	169.5
NUMBER OF 100% FEDERALLY FUNDED FTEs	0.0	13.0	18.0	18.0	18.0

2.C. Summary of Base Request by Object of Expense
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/5/2016 5:44:05PM

306 Library & Archives Commission

OBJECT OF EXPENSE	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1001 SALARIES AND WAGES	\$6,641,607	\$7,370,438	\$7,713,537	\$7,809,826	\$7,907,721
1002 OTHER PERSONNEL COSTS	\$405,030	\$254,831	\$300,767	\$262,860	\$267,069
2001 PROFESSIONAL FEES AND SERVICES	\$2,005,241	\$1,433,092	\$1,836,300	\$1,360,066	\$1,324,510
2002 FUELS AND LUBRICANTS	\$6,446	\$5,966	\$9,300	\$9,300	\$9,800
2003 CONSUMABLE SUPPLIES	\$89,422	\$99,354	\$171,925	\$186,125	\$182,125
2004 UTILITIES	\$200,646	\$168,733	\$194,337	\$192,765	\$198,265
2005 TRAVEL	\$90,049	\$158,558	\$139,000	\$166,500	\$167,000
2006 RENT - BUILDING	\$38,757	\$97,418	\$28,780	\$33,280	\$33,280
2007 RENT - MACHINE AND OTHER	\$47,025	\$47,842	\$46,300	\$46,300	\$46,300
2009 OTHER OPERATING EXPENSE	\$13,926,322	\$19,196,832	\$19,368,514	\$17,857,265	\$17,302,844
4000 GRANTS	\$2,968,571	\$2,382,472	\$2,808,077	\$2,908,517	\$2,762,216
5000 CAPITAL EXPENDITURES	\$401,289	\$350,709	\$804,500	\$788,889	\$768,085
OOE Total (Excluding Riders)	\$26,820,405	\$31,566,245	\$33,421,337	\$31,621,693	\$30,969,215
OOE Total (Riders)				\$2,977,886	\$250,000
Grand Total	\$26,820,405	\$31,566,245	\$33,421,337	\$34,599,579	\$31,219,215

2.D. Summary of Base Request Objective Outcomes
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation system of Texas (ABEST)

8/5/2016 5:44:06PM

306 Library & Archives Commission

Goal/ Objective / Outcome	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1 Improve the Availability of Library and Information Services					
<i>1 Cost Avoidance through Library Resource Sharing</i>					
1 % of Public Libraries That Have Improved Their Services or Resources					
	26.67%	26.34%	26.00%	26.00%	26.00%
2 \$ Cost-avoidance Achieved by Resource Sharing					
	211,031,296.00	211,400,894.00	213,000,000.00	214,000,000.00	217,000,000.00
<i>2 Increase Library Use by Texans with Disabilities</i>					
KEY 1 Percent of Eligible Population Registered for Talking Book Program					
	4.58%	4.90%	5.00%	5.00%	5.00%
2 Public Access to Government Information					
<i>1 Improve Information Provided to the Public and Others</i>					
KEY 1 % of Customers Satisfied w/State Library Reference & Info. Services					
	99.31%	96.00%	96.00%	96.00%	96.00%
3 Cost-effective State/Local Records Management					
<i>1 Achieve Record Retention Rate for State/Local Government</i>					
1 Percent of Agencies with Approved Records Schedules					
	97.48%	98.08%	98.00%	98.00%	98.00%
2 % Local Government Administering Approved Record Schedules					
	78.50%	78.80%	79.00%	79.00%	79.00%
3 \$ Cost-Avoidance Achieved for State Records Storage/Maintenance					
	121,000,000.00	126,000,000.00	124,000,000.00	124,000,000.00	124,000,000.00

2.E. Summary of Exceptional Items Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME : 5:44:06PM

Agency code: 306

Agency name: **Library & Archives Commission**

Priority	Item	2018			2019			Biennium	
		GR and GR/GR Dedicated	All Funds	FTEs	GR and GR Dedicated	All Funds	FTEs	GR and GR Dedicated	All Funds
1	Strengthening Agency Security	\$1,215,397	\$1,215,397	2.0	\$406,317	\$406,317	2.0	\$1,621,714	\$1,621,714
2	Affordable E-Resources	\$4,000,000	\$4,200,000	0.0	\$4,000,000	\$4,200,000	0.0	\$8,000,000	\$8,400,000
3	Market Adjustments for Key Staff	\$250,000	\$250,000	0.0	\$250,000	\$250,000	0.0	\$500,000	\$500,000
4	Ensuring Government Transparency	\$123,400	\$123,400	2.0	\$118,400	\$118,400	2.0	\$241,800	\$241,800
5	Ensuring digital inclusion	\$425,000	\$425,000		\$575,000	\$575,000		\$1,000,000	\$1,000,000
Total, Exceptional Items Request		\$6,013,797	\$6,213,797	4.0	\$5,349,717	\$5,549,717	4.0	\$11,363,514	\$11,763,514
Method of Financing									
	General Revenue	\$6,013,797	\$6,013,797		\$5,349,717	\$5,349,717		\$11,363,514	\$11,363,514
	General Revenue - Dedicated								
	Federal Funds								
	Other Funds		200,000			200,000			400,000
		\$6,013,797	\$6,213,797		\$5,349,717	\$5,549,717		\$11,363,514	\$11,763,514
Full Time Equivalent Positions				4.0				4.0	
Number of 100% Federally Funded FTEs				0.0				0.0	

2.F. Summary of Total Request by Strategy
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE : 8/18/2016
 TIME : 5:01:29PM

Agency code: 306	Agency name: Library & Archives Commission					
Goal/Objective/STRATEGY	Base 2018	Base 2019	Exceptional 2018	Exceptional 2019	Total Request 2018	Total Request 2019
1 Improve the Availability of Library and Information Services						
1 <i>Cost Avoidance through Library Resource Sharing</i>						
1 LIBRARY RESOURCE SHARING SERVICES	\$17,579,463	\$17,577,488	\$4,200,000	\$4,200,000	\$21,779,463	\$21,777,488
2 AID TO LOCAL LIBRARIES	3,109,775	3,026,038	425,000	575,000	3,534,775	3,601,038
2 <i>Increase Library Use by Texans with Disabilities</i>						
1 DISABLED SERVICES	2,872,087	2,416,464	0	0	2,872,087	2,416,464
TOTAL, GOAL 1	\$23,561,325	\$23,019,990	\$4,625,000	\$4,775,000	\$28,186,325	\$27,794,990
2 Public Access to Government Information						
1 <i>Improve Information Provided to the Public and Others</i>						
1 PROVIDE ACCESS TO INFO & ARCHIVES	3,180,410	3,152,362	0	0	3,180,410	3,152,362
TOTAL, GOAL 2	\$3,180,410	\$3,152,362	\$0	\$0	\$3,180,410	\$3,152,362
3 Cost-effective State/Local Records Management						
1 <i>Achieve Record Retention Rate for State/Local Government</i>						
1 MANAGE STATE/LOCAL RECORDS	2,071,955	2,025,870	123,400	118,400	2,195,355	2,144,270
TOTAL, GOAL 3	\$2,071,955	\$2,025,870	\$123,400	\$118,400	\$2,195,355	\$2,144,270

2.F. Summary of Total Request by Strategy
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE : 8/18/2016
 TIME : 5:01:29PM

Agency code: 306	Agency name: Library & Archives Commission					
Goal/Objective/STRATEGY	Base 2018	Base 2019	Exceptional 2018	Exceptional 2019	Total Request 2018	Total Request 2019
4 Indirect Administration						
1 Indirect Administration						
1 INDIRECT ADMINISTRATION	\$2,808,002	\$2,770,993	\$1,465,397	\$656,317	\$4,273,399	\$3,427,310
TOTAL, GOAL 4	\$2,808,002	\$2,770,993	\$1,465,397	\$656,317	\$4,273,399	\$3,427,310
TOTAL, AGENCY STRATEGY REQUEST	\$31,621,692	\$30,969,215	\$6,213,797	\$5,549,717	\$37,835,489	\$36,518,932
TOTAL, AGENCY RIDER APPROPRIATIONS REQUEST	\$2,727,886	\$0	\$0	\$0	\$2,727,886	\$0
GRAND TOTAL, AGENCY REQUEST	\$34,349,578	\$30,969,215	\$6,213,797	\$5,549,717	\$40,563,375	\$36,518,932

2.F. Summary of Total Request by Strategy
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE : 8/18/2016
 TIME : 5:01:29PM

Agency code: 306		Agency name: Library & Archives Commission				
Goal/Objective/STRATEGY	Base 2018	Base 2019	Exceptional 2018	Exceptional 2019	Total Request 2018	Total Request 2019
General Revenue Funds:						
1 General Revenue Fund	\$15,259,000	\$15,254,712	\$6,013,797	\$5,349,717	\$21,272,797	\$20,604,429
	\$15,259,000	\$15,254,712	\$6,013,797	\$5,349,717	\$21,272,797	\$20,604,429
Federal Funds:						
118 Fed Pub Library Serv Fd	10,398,510	10,332,377	0	0	10,398,510	10,332,377
555 Federal Funds	20,000	20,000	0	0	20,000	20,000
	\$10,418,510	\$10,352,377	\$0	\$0	\$10,418,510	\$10,352,377
Other Funds:						
666 Appropriated Receipts	4,755,921	2,912,900	200,000	200,000	4,955,921	3,112,900
777 Interagency Contracts	3,896,309	2,444,226	0	0	3,896,309	2,444,226
802 License Plate Trust Fund No. 0802	19,838	5,000	0	0	19,838	5,000
	\$8,672,068	\$5,362,126	\$200,000	\$200,000	\$8,872,068	\$5,562,126
TOTAL, METHOD OF FINANCING	\$34,349,578	\$30,969,215	\$6,213,797	\$5,549,717	\$40,563,375	\$36,518,932
FULL TIME EQUIVALENT POSITIONS	169.5	169.5	4.0	4.0	173.5	173.5

2.G. Summary of Total Request Objective Outcomes
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation system of Texas (ABEST)

Date : 8/5/2016
 Time: 5:44:07PM

Agency code: 306 Agency name: Library & Archives Commission

Goal/ Objective / Outcome

	BL 2018	BL 2019	Excp 2018	Excp 2019	Total Request 2018	Total Request 2019
1 Improve the Availability of Library and Information Services						
1 <i>Cost Avoidance through Library Resource Sharing</i>						
1 % of Public Libraries That Have Improved Their Services or Resources						
	26.00%	26.00%	0.00%	0.00%	26.00%	26.00%
2 \$ Cost-avoidance Achieved by Resource Sharing						
	214,000,000.00	217,000,000.00	229,000,000.00	233,000,000.00	229,000,000.00	233,000,000.00
2 <i>Increase Library Use by Texans with Disabilities</i>						
KEY 1 1 Percent of Eligible Population Registered for Talking Book Program						
	5.00%	5.00%			5.00%	5.00%
2 Public Access to Government Information						
1 <i>Improve Information Provided to the Public and Others</i>						
KEY 1 1 % of Customers Satisfied w/State Library Reference & Info. Services						
	96.00%	96.00%	0.00%	0.00%	96.00%	96.00%
3 Cost-effective State/Local Records Management						
1 <i>Achieve Record Retention Rate for State/Local Government</i>						
1 Percent of Agencies with Approved Records Schedules						
	98.00%	98.00%	98.00%	98.00%	98.00%	98.00%
2 % Local Government Administering Approved Record Schedules						
	79.00%	79.00%	80.00%	80.00%	80.00%	80.00%
3 \$ Cost-Avoidance Achieved for State Records Storage/Maintenance						
	124,000,000.00	124,000,000.00	0.00	0.00	124,000,000.00	124,000,000.00

3.A. Strategy Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/5/2016 5:44:07PM

306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 1 Cost Avoidance through Library Resource Sharing Service Categories:
 STRATEGY: 1 Share Library Resources Among Libraries Statewide Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
Efficiency Measures:						
1	Number of Days of Average Turnaround Time for Interlibrary Loans	11.60	11.50	11.45	11.40	11.35
2	Cost Per Book and Other Material Provided by Shared Resources	0.27	0.28	0.22	0.21	0.21
Explanatory/Input Measures:						
KEY 1	Number of Resources Provided to Persons Through Shared Services	103,768,649.00	130,000,000.00	148,000,000.00	148,000,000.00	148,000,000.00
Objects of Expense:						
1001	SALARIES AND WAGES	\$568,639	\$588,299	\$598,856	\$602,142	\$602,142
1002	OTHER PERSONNEL COSTS	\$25,586	\$12,016	\$58,058	\$14,000	\$14,000
2001	PROFESSIONAL FEES AND SERVICES	\$331,531	\$282,154	\$319,848	\$298,282	\$305,100
2003	CONSUMABLE SUPPLIES	\$4,315	\$10,031	\$5,100	\$5,100	\$5,100
2004	UTILITIES	\$759	\$75	\$220	\$220	\$220
2005	TRAVEL	\$12,151	\$30,074	\$25,000	\$23,000	\$23,000
2006	RENT - BUILDING	\$10,889	\$23,704	\$8,400	\$8,400	\$8,400
2007	RENT - MACHINE AND OTHER	\$3,143	\$3,741	\$2,500	\$2,500	\$2,500
2009	OTHER OPERATING EXPENSE	\$11,607,732	\$17,143,676	\$16,731,122	\$15,487,789	\$15,528,996

3.A. Strategy Request
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306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 1 Cost Avoidance through Library Resource Sharing
 STRATEGY: 1 Share Library Resources Among Libraries Statewide

Service Categories:

Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
4000	GRANTS	\$1,066,802	\$1,015,616	\$1,000,000	\$1,131,030	\$1,081,030
5000	CAPITAL EXPENDITURES	\$37,587	\$7,000	\$7,000	\$7,000	\$7,000
TOTAL, OBJECT OF EXPENSE		\$13,669,134	\$19,116,386	\$18,756,104	\$17,579,463	\$17,577,488
Method of Financing:						
1	General Revenue Fund	\$5,563,955	\$8,259,463	\$8,257,488	\$7,869,463	\$7,867,488
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$5,563,955	\$8,259,463	\$8,257,488	\$7,869,463	\$7,867,488
Method of Financing:						
118	Fed Pub Library Serv Fd 45.310.000 STATE LIBRARY SERVICES	\$5,616,798	\$6,421,444	\$6,464,964	\$6,310,000	\$6,310,000
CFDA Subtotal, Fund	118	\$5,616,798	\$6,421,444	\$6,464,964	\$6,310,000	\$6,310,000
SUBTOTAL, MOF (FEDERAL FUNDS)		\$5,616,798	\$6,421,444	\$6,464,964	\$6,310,000	\$6,310,000
Method of Financing:						
666	Appropriated Receipts	\$1,846,818	\$3,495,544	\$3,074,899	\$2,700,000	\$2,700,000
777	Interagency Contracts	\$641,563	\$939,935	\$958,753	\$700,000	\$700,000
SUBTOTAL, MOF (OTHER FUNDS)		\$2,488,381	\$4,435,479	\$4,033,652	\$3,400,000	\$3,400,000

3.A. Strategy Request
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306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 1 Cost Avoidance through Library Resource Sharing
 STRATEGY: 1 Share Library Resources Among Libraries Statewide

Service Categories:
 Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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Rider Appropriations:

666 Appropriated Receipts

5	1 Receipt and Unexpended Balance Appropriation of Resource Sharing Fees.				\$1,247,325	\$0
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777 Interagency Contracts

5	1 Receipt and Unexpended Balance Appropriation of Resource Sharing Fees.				\$1,286,723	\$0
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TOTAL, RIDER & UNEXPENDED BALANCES APPROP					\$2,534,048	\$0
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TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)					\$20,113,511	\$17,577,488
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TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)		\$13,669,134	\$19,116,386	\$18,756,104	\$17,579,463	\$17,577,488
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FULL TIME EQUIVALENT POSITIONS:		9.4	9.7	10.0	10.0	10.0
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STRATEGY DESCRIPTION AND JUSTIFICATION:

306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 1 Cost Avoidance through Library Resource Sharing Service Categories:
 STRATEGY: 1 Share Library Resources Among Libraries Statewide Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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The agency is charged by Gov't Code Chapter 441.222 to establish and maintain the TexShare resource sharing consortium. This strategy helps libraries provide Texans with a wider range of information and materials than any single library can provide on its own. Services include:

- (a) The statewide TexNet interlibrary loan network enables Texans to borrow materials that are unavailable locally;
- (b) TexShare, a resource sharing consortium of 700 libraries, providing a courier service for library-to-library delivery of materials, a reciprocal borrowing card, grants to support digitization of special library collections, and other services;
- (c) TexShare electronic resources put vast storehouses of information, and educational and workforce resources on desktops of library users statewide, equalizing access to these resources in communities throughout the state.;
- (d) TexQuest, the statewide K-12 public school library electronic resources program, provides a rich array of online resources to support the K-12 curriculum and student achievement.

This strategy addresses state priorities by supporting access to information through the state's public libraries, institutions of higher education, libraries of clinical medicine, and public schools.

EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:

Efforts to serve the information needs of Texans are affected by two key factors: low levels of support for libraries and rapid population growth. Vast distances, rural demographics and a diverse population highlight the need for innovative information delivery strategies. The TexShare (public and academic library) and TexQuest (K-12 library) electronic resources programs erase barriers of distance and demographics to deliver high-value information resources to virtually all Texans. In FY2015, the cost avoidance to the state of the resources provided by the TexShare consortium and K-12 database programs is estimated as \$211 million.

Without the cost-effective statewide purchase of TexShare and TexQuest resources, libraries will either do without critically important information resources they could otherwise not afford or divert funds away from other library services and materials. Without statewide resource-sharing, Texans would be limited to the information in their local libraries and the investment of communities in library resources would not be leveraged to the greatest cost-effectiveness.

306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 1 Cost Avoidance through Library Resource Sharing
 STRATEGY: 1 Share Library Resources Among Libraries Statewide

Service Categories:
 Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
Base Spending (Est 2016 + Bud 2017)	Baseline Request (BL 2018 + BL 2019)	CHANGE	\$ Amount	Explanation(s) of Amount (must specify MOFs and FTEs)
\$37,872,490	\$37,690,999	\$(181,491)	\$(780,000)	Mandatory 4% GR reduction in Base to be taken from TexShare databases in 2018/19.
			\$76,882	Net additional AR receipts from Rider UB amounts into 2018.
			\$788,035	Net additional IAC receipts from Rider UB amounts into 2018.
			\$(266,408)	Reduction in Federal LSTA funds in 2018/19.
			\$(181,491)	Total of Explanation of Biennial Change

3.A. Strategy Request
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306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 1 Cost Avoidance through Library Resource Sharing
 STRATEGY: 2 Aid in the Development of Local Libraries

Service Categories:

Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
Output Measures:						
	1 # of Books & Other Library Materials Provided to Libraries	371,912.00	365,000.00	372,000.00	372,000.00	372,000.00
	2 Number of Times Librarians Trained or Assisted	32,030.00	38,000.00	36,000.00	34,000.00	34,000.00
KEY	3 Number of Library Project-sponsored Services Provided to Persons	749,251.00	790,000.00	638,000.00	628,000.00	618,000.00
Efficiency Measures:						
	1 Cost Per Person Provided Local Library Project-sponsored Services	3.16	2.68	4.16	4.23	4.26
Objects of Expense:						
1001	SALARIES AND WAGES	\$444,935	\$524,331	\$523,080	\$573,414	\$590,616
1002	OTHER PERSONNEL COSTS	\$18,997	\$14,680	\$6,700	\$19,000	\$19,000
2001	PROFESSIONAL FEES AND SERVICES	\$234,836	\$52,601	\$60,500	\$53,000	\$53,000
2003	CONSUMABLE SUPPLIES	\$4,410	\$2,821	\$5,000	\$3,000	\$3,000
2004	UTILITIES	\$588	\$1,206	\$150	\$1,215	\$1,215
2005	TRAVEL	\$21,031	\$27,664	\$16,000	\$30,000	\$30,000
2006	RENT - BUILDING	\$9,326	\$8,618	\$2,500	\$7,000	\$7,000
2007	RENT - MACHINE AND OTHER	\$0	\$0	\$0	\$0	\$0
2009	OTHER OPERATING EXPENSE	\$750,020	\$630,227	\$543,340	\$618,659	\$614,021

306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 1 Cost Avoidance through Library Resource Sharing
 STRATEGY: 2 Aid in the Development of Local Libraries

Service Categories:

Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
4000	GRANTS	\$1,901,769	\$1,366,856	\$1,808,077	\$1,777,487	\$1,681,186
5000	CAPITAL EXPENDITURES	\$8,577	\$28,152	\$27,000	\$27,000	\$27,000
TOTAL, OBJECT OF EXPENSE		\$3,394,489	\$2,657,156	\$2,992,347	\$3,109,775	\$3,026,038
Method of Financing:						
1	General Revenue Fund	\$59,128	\$73,579	\$73,579	\$73,579	\$73,579
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$59,128	\$73,579	\$73,579	\$73,579	\$73,579
Method of Financing:						
118	Fed Pub Library Serv Fd					
	45.310.000 STATE LIBRARY SERVICES	\$3,282,193	\$2,569,027	\$2,918,751	\$3,031,196	\$2,947,459
CFDA Subtotal, Fund 118		\$3,282,193	\$2,569,027	\$2,918,751	\$3,031,196	\$2,947,459
555	Federal Funds					
	84.002.000 Adult Education_State Gra	\$0	\$0	\$0	\$0	\$0
CFDA Subtotal, Fund 555		\$0	\$0	\$0	\$0	\$0
SUBTOTAL, MOF (FEDERAL FUNDS)		\$3,282,193	\$2,569,027	\$2,918,751	\$3,031,196	\$2,947,459
Method of Financing:						
666	Appropriated Receipts	\$31,589	\$14,550	\$17	\$0	\$0

306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 1 Cost Avoidance through Library Resource Sharing
 STRATEGY: 2 Aid in the Development of Local Libraries

Service Categories:

Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
802	License Plate Trust Fund No. 0802	\$21,579	\$0	\$0	\$5,000	\$5,000
SUBTOTAL, MOF (OTHER FUNDS)		\$53,168	\$14,550	\$17	\$5,000	\$5,000

Rider Appropriations:

802 License Plate Trust Fund No. 0802

6 1 Texas Reads License Plates: UB of Appropriated License Plate Receipts.

\$14,838 \$0

TOTAL, RIDER & UNEXPENDED BALANCES APPROP

\$14,838 \$0

TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)

\$3,124,613 \$3,026,038

TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)

\$3,394,489 \$2,657,156 \$2,992,347 \$3,109,775 \$3,026,038

FULL TIME EQUIVALENT POSITIONS:

8.6 9.1 10.0 10.0 10.0

STRATEGY DESCRIPTION AND JUSTIFICATION:

306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 1 Cost Avoidance through Library Resource Sharing Service Categories:
 STRATEGY: 2 Aid in the Development of Local Libraries Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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The agency is directed by statute (Gov't Code §441.006) to aid & encourage the development of libraries, adopt a state plan to administer federal Library Services & Technology Act funds (Gov't Code §441.009), & (Gov't Code §441.006) to give advice on library management & to conduct training. This strategy provides a number of services & projects to improve Texas libraries. Libraries may apply for competitive grants for reading, literacy, technology, & other purposes in the Library Services & Technology Act to improve local services. This strategy also seeks to develop & update the knowledge & skills of staff working in local libraries through training & technical assistance. A program of ongoing education is essential to assist those providing local library services to improve the availability & delivery of informational, educational, & recreational library services. Targeted training is provided to directors of 400 small public libraries in Texas who lack formal education in library management. Extensive training is also provided to assist academic & public library staff in the use of electronic resources & new technology. Summer Reading Program materials help ensure that all students maintain & improve reading skills over the summer & read for information & enjoyment. Other programs help local libraries expand services to families & children, as well as community collaborations. Projects funded in the strategy increase access to information in a variety of formats for all Texans & they further the statewide goals related to education & economic development.

EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:

Public library service is primarily a local government activity and the establishment, expansion, and improvement of library services is dependent on city and county funding for public libraries, and institutions of higher education for academic libraries. The funds requested in this strategy represent less than 1% of the local funds spent for public libraries. Funding increases or decreases for all libraries, as well as the establishment or dissolution of public library service, will cause changes in the measures. Library services are experiencing a great deal of change; the introduction of new technologies and resources based on computers, the Internet, and broadband connectivity has made it difficult for libraries to meet needs. Libraries of all types are struggling to balance maintaining traditional library services that are still very effective and valued by communities (circulation of books and audiovisual materials, programming such as children's story times) while experiencing a dramatic increase in the use of public access computing resources, programs, electronic resources and digital materials, and the need to sustain these services with inadequate budgets. As libraries struggle to re-define their services, changes will be made that affect measurements.

306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 1 Cost Avoidance through Library Resource Sharing
 STRATEGY: 2 Aid in the Development of Local Libraries

Service Categories:
 Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
<u>Base Spending (Est 2016 + Bud 2017)</u>	<u>Baseline Request (BL 2018 + BL 2019)</u>	<u>CHANGE</u>	<u>\$ Amount</u>	<u>Explanation(s) of Amount (must specify MOFs and FTEs)</u>
\$5,649,503	\$6,150,651	\$501,148	\$490,877	Additional federal funds to be used for grants in 18-19.
			\$14,838	UB of Texas Reads License Plate Fees in Fund 0802 into 2018.
			\$(14,567)	Gift funds and conference funds (AR) expended in prior biennium.
			\$10,000	Texas Reads License Plate funds in Fund 0802 budgeted in 2018/19 biennium.
			\$501,148	Total of Explanation of Biennial Change

306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 2 Increase Library Use by Texans with Disabilities Service Categories:
 STRATEGY: 1 Provide Direct Library Svcs to Texans with Qualifying Disabilities Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
Output Measures:						
KEY 1	Number of Persons Served	15,614.00	15,750.00	15,875.00	16,000.00	16,125.00
2	Number of Institutions Served	406.00	425.00	450.00	425.00	425.00
Efficiency Measures:						
1	Cost Per Volume Circulated	2.36	3.56	2.87	4.01	3.91
2	Cost Per Person Served	114.02	178.05	140.62	170.96	153.64
Objects of Expense:						
1001	SALARIES AND WAGES	\$1,647,758	\$1,674,554	\$1,676,833	\$1,716,139	\$1,674,425
1002	OTHER PERSONNEL COSTS	\$83,200	\$65,037	\$77,400	\$74,745	\$75,945
2001	PROFESSIONAL FEES AND SERVICES	\$25,532	\$91,097	\$227,310	\$189,700	\$227,310
2003	CONSUMABLE SUPPLIES	\$18,267	\$14,707	\$22,075	\$20,075	\$20,075
2004	UTILITIES	\$47,234	\$46,764	\$53,600	\$50,000	\$50,000
2005	TRAVEL	\$11,760	\$16,392	\$26,000	\$26,000	\$26,000
2006	RENT - BUILDING	\$5,839	\$1,545	\$480	\$480	\$480
2007	RENT - MACHINE AND OTHER	\$5,976	\$7,708	\$4,000	\$4,000	\$4,000
2009	OTHER OPERATING EXPENSE	\$693,206	\$356,524	\$824,490	\$725,948	\$273,229
5000	CAPITAL EXPENDITURES	\$32,955	\$93,583	\$75,000	\$65,000	\$65,000

3.A. Strategy Request
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306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 2 Increase Library Use by Texans with Disabilities Service Categories:
 STRATEGY: 1 Provide Direct Library Svcs to Texans with Qualifying Disabilities Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
TOTAL, OBJECT OF EXPENSE		\$2,571,727	\$2,367,911	\$2,987,188	\$2,872,087	\$2,416,464
Method of Financing:						
1	General Revenue Fund	\$1,881,655	\$1,926,280	\$1,924,811	\$1,853,219	\$1,855,582
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$1,881,655	\$1,926,280	\$1,924,811	\$1,853,219	\$1,855,582
Method of Financing:						
118	Fed Pub Library Serv Fd					
	45.310.000 STATE LIBRARY SERVICES	\$687,928	\$435,870	\$697,761	\$477,809	\$480,882
CFDA Subtotal, Fund	118	\$687,928	\$435,870	\$697,761	\$477,809	\$480,882
SUBTOTAL, MOF (FEDERAL FUNDS)		\$687,928	\$435,870	\$697,761	\$477,809	\$480,882
Method of Financing:						
666	Appropriated Receipts	\$2,144	\$5,761	\$364,616	\$541,059	\$80,000
SUBTOTAL, MOF (OTHER FUNDS)		\$2,144	\$5,761	\$364,616	\$541,059	\$80,000
Rider Appropriations:						
118	Fed Pub Library Serv Fd					
	9 1 Unexpended Balances: Talking Book Program Automation.				\$0	\$0

306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 2 Increase Library Use by Texans with Disabilities Service Categories:
 STRATEGY: 1 Provide Direct Library Svcs to Texans with Qualifying Disabilities Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
TOTAL, RIDER & UNEXPENDED BALANCES APPROP					\$0	\$0
TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)					\$2,872,087	\$2,416,464
TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)		\$2,571,727	\$2,367,911	\$2,987,188	\$2,872,087	\$2,416,464
FULL TIME EQUIVALENT POSITIONS:		44.9	43.9	45.5	44.5	44.5

STRATEGY DESCRIPTION AND JUSTIFICATION:

The agency is directed by statute (Human Resources Code, Chapter 91, Subchapter E) to provide library services to Texas residents with qualifying visual, physical, or learning disabilities. Services provided to Texans unable to read standard print are similar to those offered by a public library; materials are available in special formats. Staff creates individual profiles for each reader, tailoring service to specific needs. All materials circulate through the mail postage-paid, and readers make requests for books and services via a toll-free number, e-mail, fax, and regular mail. The Talking Book Program (TBP) also purchases titles in large print, and volunteers record books & magazines of regional interest to supplement books & magazines received from the National Library Service for the Blind & Physically Handicapped (NLS), a division of the Library of Congress.

This funding will allow TBP to continue providing basic services with a reasonably acceptable response time. Most patrons rely on the service as their sole source of reading materials. The program provides these materials in digitally-recorded audio on flash cartridges, in Braille, in large print, and as computer downloads via an Internet database of digital books & magazines provided by NLS. Use of the digital materials continues to grow, especially download services, though some TBP patrons still prefer using the flash cartridges.

306 Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 2 Increase Library Use by Texans with Disabilities Service Categories:
 STRATEGY: 1 Provide Direct Library Svcs to Texans with Qualifying Disabilities Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:

The federal National Library Service for the Blind & Physically Handicapped (NLS), and the Texas Talking Book Program (TBP), have completed the transition from analog to digital services. New equipment, new book formats, and new delivery methods to patrons have been successfully implemented. Production problems initially delayed NLS' distribution of the new digital talking books on flash cartridge, but TBP now has enough in stock to supply most patrons' reading needs. TBP continues its own digital book production, but this production still lags behind demand. TBP has a sizeable analog archive of books to be digitized and transferred to digital cartridges.

Overall, less than 6% of those eligible are enrolled in TBP. Many are not aware of the service because the program's visibility is low. The availability of new digital services, however, is attracting both new and former patrons. TBP enrolls thousands of new patrons every year, but those gains are offset by similar losses of patrons. The majority of TBP patrons are over the age of 60 with severe visual disabilities, and many either do not own a computer or do not have easy access to high-speed Internet service.

The agency continues to seek a strategy to replace the aging legacy software system operating this program. Agency staff will work with DIR to identify the most cost-effective modernization solution available

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GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 2 Increase Library Use by Texans with Disabilities Service Categories:
 STRATEGY: 1 Provide Direct Library Svcs to Texans with Qualifying Disabilities Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
Base Spending (Est 2016 + Bud 2017)	Baseline Request (BL 2018 + BL 2019)	CHANGE	\$ Amount	Explanation(s) of Amount (must specify MOFs and FTEs)
\$5,355,099	\$5,288,551	\$(66,548)	\$(41,405)	Part of agency's mandatory 4% reduction of General Revenue in Base Budget.
			\$(100,886)	Transfer TBP IT position paid from General Revenue to agency IT program in Indirect Admin for 2018/19.
			\$75,743	Additional budgeted gift funds (AR) in FY 2018.
			\$(66,548)	Total of Explanation of Biennial Change

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306 Library & Archives Commission

GOAL: 2 Public Access to Government Information
 OBJECTIVE: 1 Improve Information Provided to the Public and Others
 STRATEGY: 1 Provide Access to Information and Archives

Service Categories:

Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
Output Measures:						
KEY 1	Number of Assists With Information Resources	6,076,661.00	7,700,000.00	7,200,000.00	8,000,000.00	8,000,000.00
Efficiency Measures:						
1	Cost Per Assist With Information Resources	0.20	0.17	0.23	0.16	0.16
Explanatory/Input Measures:						
1	Number of Web-based Information Resources Used	2,002,511.00	2,100,000.00	2,200,000.00	2,300,000.00	2,400,000.00
Objects of Expense:						
1001	SALARIES AND WAGES	\$1,514,941	\$1,688,569	\$1,778,478	\$1,800,000	\$1,800,000
1002	OTHER PERSONNEL COSTS	\$98,142	\$74,714	\$69,900	\$70,000	\$70,000
2001	PROFESSIONAL FEES AND SERVICES	\$914,517	\$390,507	\$641,195	\$262,137	\$310,000
2002	FUELS AND LUBRICANTS	\$346	\$200	\$200	\$200	\$200
2003	CONSUMABLE SUPPLIES	\$25,467	\$22,487	\$71,750	\$71,750	\$71,750
2004	UTILITIES	\$22,466	\$22,934	\$36,920	\$36,920	\$36,920
2005	TRAVEL	\$17,842	\$31,833	\$30,500	\$30,500	\$30,500
2006	RENT - BUILDING	\$0	\$48,151	\$2,000	\$2,000	\$2,000
2007	RENT - MACHINE AND OTHER	\$15,305	\$12,043	\$15,000	\$15,000	\$15,000
2009	OTHER OPERATING EXPENSE	\$445,734	\$302,137	\$496,159	\$254,180	\$203,101
5000	CAPITAL EXPENDITURES	\$137,608	\$181,974	\$654,500	\$637,723	\$612,891

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GOAL: 2 Public Access to Government Information
 OBJECTIVE: 1 Improve Information Provided to the Public and Others
 STRATEGY: 1 Provide Access to Information and Archives

Service Categories:

Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
TOTAL, OBJECT OF EXPENSE		\$3,192,368	\$2,775,549	\$3,796,602	\$3,180,410	\$3,152,362
Method of Financing:						
1	General Revenue Fund	\$2,831,635	\$2,328,682	\$3,283,923	\$2,682,738	\$2,679,867
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$2,831,635	\$2,328,682	\$3,283,923	\$2,682,738	\$2,679,867
Method of Financing:						
118	Fed Pub Library Serv Fd					
	45.310.000 STATE LIBRARY SERVICES	\$317,443	\$376,461	\$466,674	\$425,986	\$426,589
CFDA Subtotal, Fund 118		\$317,443	\$376,461	\$466,674	\$425,986	\$426,589
555	Federal Funds					
	45.149.000 Promotion of the Humaniti	\$4,235	\$0	\$0	\$0	\$0
	89.003.000 National Historical Publi	\$6,603	\$29,595	\$20,000	\$20,000	\$20,000
CFDA Subtotal, Fund 555		\$10,838	\$29,595	\$20,000	\$20,000	\$20,000
SUBTOTAL, MOF (FEDERAL FUNDS)		\$328,281	\$406,056	\$486,674	\$445,986	\$446,589
Method of Financing:						
666	Appropriated Receipts	\$12,005	\$24,905	\$10,099	\$35,780	\$10,000
777	Interagency Contracts	\$20,447	\$15,906	\$15,906	\$15,906	\$15,906

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GOAL: 2 Public Access to Government Information
 OBJECTIVE: 1 Improve Information Provided to the Public and Others
 STRATEGY: 1 Provide Access to Information and Archives

Service Categories:

Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
SUBTOTAL, MOF (OTHER FUNDS)		\$32,452	\$40,811	\$26,005	\$51,686	\$25,906
Rider Appropriations:						
1 General Revenue Fund						
	7 1 Sam Houston Center – UB Safety & Security Repairs/Improvements.				\$0	\$0
	8 1 Electronic Records Archive.				\$0	\$0
TOTAL, RIDER & UNEXPENDED BALANCES APPROP					\$0	\$0
TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)					\$3,180,410	\$3,152,362
TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)		\$3,192,368	\$2,775,549	\$3,796,602	\$3,180,410	\$3,152,362
FULL TIME EQUIVALENT POSITIONS:		36.1	36.6	37.0	37.0	37.0
STRATEGY DESCRIPTION AND JUSTIFICATION:						

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GOAL: 2 Public Access to Government Information
 OBJECTIVE: 1 Improve Information Provided to the Public and Others Service Categories:
 STRATEGY: 1 Provide Access to Information and Archives Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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In accordance with statutory provisions (Gov't Code Sec. 441, Subchapters A, C, G, J, L, and M), the agency acquires, evaluates, organizes, & preserves the permanently valuable records of Texas government agencies & makes them available for researchers, citizens & government officials, per the provisions of Gov't Code Sec. 552. Archivists analyze & evaluate records from approximately 150 agencies to determine those with permanent value; identify series with restricted information; arrange them in an order that will facilitate use; create indexes, descriptive guides, & online catalog entries that explain the administrative function & information found in the records; & facilitate public access to these materials. Staff are currently working to reduce a processing backlog of more than 30,000 cubic feet of state government records.

Agency publications & other library materials are acquired, cataloged & entered into the on-line public access catalog. TSLAC coordinates the harvest of state agency websites for preservation. Public service staff responds to requests for information from researchers & state agencies.

The Sam Houston Regional Library & Research Center in Liberty is the official regional historical resource depository for Chambers, Hardin, Jasper, Jefferson, Liberty, Newton, Orange, Polk, San Jacinto & Tyler counties. In addition to a research collection & museum, the Center campus includes four historic buildings & the Jean & Price Daniel Home & Archive. The Cleveland-Partlow house located in Liberty also belongs to the agency.

EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:

306 Library & Archives Commission

GOAL: 2 Public Access to Government Information
 OBJECTIVE: 1 Improve Information Provided to the Public and Others Service Categories:
 STRATEGY: 1 Provide Access to Information and Archives Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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Acquisition, preservation and providing access to state archival documents in electronic format continues to be a primary responsibility and concern of the agency. Legislative support in the 84th Session to create the Texas Digital Archive represented a major advancement in the recognition that a digital archive is necessary for the future of the state. The Texas Digital Archive is developing into a central repository for Texas government archives in electronic format. Effective management, coupled with a reduction in storage costs, will allow staff to grow this resource and preserve the historical legacy of the state during the next biennia without the need for additional appropriation over current base funding.

Safety and security improvements at the Sam Houston Regional Library and Research Center in Liberty, funded in the 83rd and 84th sessions have allowed many improvements including upgrades to the fire detection and suppression systems and much-needed grading and drainage work on the site. Unresolved, however, are the preservation needs of the historic buildings owned by the agency, including two houses that date to before the Civil War, both of which need foundation and structural repairs.

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GOAL: 2 Public Access to Government Information
 OBJECTIVE: 1 Improve Information Provided to the Public and Others
 STRATEGY: 1 Provide Access to Information and Archives

Service Categories:

Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL CHANGE</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
<u>Base Spending (Est 2016 + Bud 2017)</u>	<u>Baseline Request (BL 2018 + BL 2019)</u>		<u>\$ Amount</u>	<u>Explanation(s) of Amount (must specify MOFs and FTEs)</u>
\$6,572,151	\$6,332,772	\$(239,379)	\$(250,000)	Programs allocation of mandatory 4% reduction in General Revenue in 2018/19
			\$9,440	Additional federal funds in 2018/19
			\$10,776	Gift funds to UB from 2019 not reflected in budget
			\$(9,595)	Reduction in NHPRC federal grant funds in 2018.
			<u>\$(239,379)</u>	Total of Explanation of Biennial Change

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306 Library & Archives Commission

GOAL: 3 Cost-effective State/Local Records Management
 OBJECTIVE: 1 Achieve Record Retention Rate for State/Local Government
 STRATEGY: 1 Records Management Services for State/Local Government Officials

Service Categories:
 Service: 05 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
Output Measures:						
1	Number of Times State and Local Government Employees Trained or Assist	9,221.00	8,970.00	9,000.00	9,500.00	9,500.00
2	Total Revenue from Storage Services	1,087,000.00	1,268,000.00	1,280,000.00	1,195,000.00	1,105,000.00
3	Total Revenue from Imaging Services	227,000.00	213,600.00	306,500.00	290,000.00	295,000.00
Efficiency Measures:						
1	Cost Per Cubic Feet Stored/Maintained	2.66	2.70	2.70	2.70	2.70
Objects of Expense:						
1001	SALARIES AND WAGES	\$1,158,290	\$1,135,824	\$1,238,074	\$1,260,282	\$1,279,598
1002	OTHER PERSONNEL COSTS	\$53,109	\$43,384	\$43,100	\$33,660	\$36,060
2001	PROFESSIONAL FEES AND SERVICES	\$12,641	\$123,836	\$14,550	\$24,050	\$24,100
2002	FUELS AND LUBRICANTS	\$5,397	\$4,166	\$7,500	\$7,500	\$8,000
2003	CONSUMABLE SUPPLIES	\$28,509	\$19,308	\$42,000	\$46,200	\$46,200
2004	UTILITIES	\$121,589	\$90,754	\$96,447	\$97,410	\$102,910
2005	TRAVEL	\$8,705	\$19,595	\$18,500	\$16,500	\$17,000
2006	RENT - BUILDING	\$10,896	\$12,000	\$12,000	\$12,000	\$12,000
2007	RENT - MACHINE AND OTHER	\$16,541	\$13,350	\$13,800	\$13,800	\$13,800
2009	OTHER OPERATING EXPENSE	\$341,066	\$558,292	\$394,784	\$532,854	\$464,502

3.A. Strategy Request
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GOAL: 3 Cost-effective State/Local Records Management
 OBJECTIVE: 1 Achieve Record Retention Rate for State/Local Government
 STRATEGY: 1 Records Management Services for State/Local Government Officials

Service Categories:

Service: 05 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
5000	CAPITAL EXPENDITURES	\$122,062	\$20,000	\$21,000	\$27,700	\$21,700
TOTAL, OBJECT OF EXPENSE		\$1,878,805	\$2,040,509	\$1,901,755	\$2,071,956	\$2,025,870
Method of Financing:						
1	General Revenue Fund	\$525,689	\$558,946	\$558,077	\$558,946	\$558,077
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$525,689	\$558,946	\$558,077	\$558,946	\$558,077
Method of Financing:						
666	Appropriated Receipts	\$217,158	\$249,692	\$125,112	\$171,757	\$122,900
777	Interagency Contracts	\$1,135,958	\$1,231,871	\$1,218,566	\$1,341,253	\$1,344,893
SUBTOTAL, MOF (OTHER FUNDS)		\$1,353,116	\$1,481,563	\$1,343,678	\$1,513,010	\$1,467,793
Rider Appropriations:						
666 Appropriated Receipts						
3	1 Receipts & Unexpended Balance Appropriation: Imaging and Storage Fees.				\$10,000	\$0
777 Interagency Contracts						
3	1 Receipts & Unexpended Balance Appropriation: Imaging and Storage Fees.				\$169,000	\$0
TOTAL, RIDER & UNEXPENDED BALANCES APPROP					\$179,000	\$0

306 Library & Archives Commission

GOAL: 3 Cost-effective State/Local Records Management
 OBJECTIVE: 1 Achieve Record Retention Rate for State/Local Government Service Categories:
 STRATEGY: 1 Records Management Services for State/Local Government Officials Service: 05 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)					\$2,250,956	\$2,025,870
TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)		\$1,878,805	\$2,040,509	\$1,901,755	\$2,071,956	\$2,025,870
FULL TIME EQUIVALENT POSITIONS:		28.3	26.7	32.0	32.0	32.0

STRATEGY DESCRIPTION AND JUSTIFICATION:

The agency is directed to manage all state government records and to assist in managing local government records (Gov't Code, Chapter 441; Local Gov't Code, Chapters 201-205). This strategy continues efforts to provide for, promote and oversee programs for the proper and cost-effective management of government records. Effectiveness of these activities results in substantial cost-avoidance to state and local offices through the orderly retention, storage, disposition and preservation of government information; protects the rights and interests of the state and its citizens by ensuring proper documentation of and accountability for government activities; and improves and helps ensure transparency of public information. These efforts contribute directly to the statewide priority goal of supporting effective and efficient state government operations by reducing costs to create, store, manage and access government information.

Funding will allow all strategy components to continue operations at or near the current FY 2016 level. Fee-based imaging services will continue to provide high-quality preservation and conversion services to government offices, reducing the expensive duplication of space, equipment and staff. Fee-based records storage services will continue enabling state agencies to move records from high-cost office space to low-cost, compact offsite storage. Records management training and assistance will continue operations near the current level or can expand with the funding of the exceptional item "Ensuring Government Transparency."

EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:

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GOAL: 3 Cost-effective State/Local Records Management
 OBJECTIVE: 1 Achieve Record Retention Rate for State/Local Government Service Categories:
 STRATEGY: 1 Records Management Services for State/Local Government Officials Service: 05 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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The increasing use by state and local government of electronic means to create and store records poses major challenges in the management of government information and leads to increased demand for more advanced records management training and assistance. These demands require continuous staff development and career training and revisions to training materials to keep up with emerging information technologies, such as mobile and social media. The recruitment and retention of qualified information management personnel to provide training and consulting services is also a critical challenge because these professionals typically command higher salaries in the private sector.

Customers continue to request new and improved technological services from SLRM to meet their needs for records management and preservation. Records Management training is now available through the TSLAC website in the form of topic specific webinars and self-paced online classes. These classes must be updated regularly to incorporate changing laws and technology. Governments requesting electronic storage of records are currently not served, and this is a strategy that must be developed. Provision of imaging services requires updating equipment to improve quality of services demanded by customers.

Contract reform passed as SB 20 in the 84th Session added significant new requirements regarding the retention of procurement and contractual records by agencies which will increase the demand on staff time in both records management assistance and records storage services.

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GOAL: 3 Cost-effective State/Local Records Management
 OBJECTIVE: 1 Achieve Record Retention Rate for State/Local Government
 STRATEGY: 1 Records Management Services for State/Local Government Officials

Service Categories:
 Service: 05 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL CHANGE</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
<u>Base Spending (Est 2016 + Bud 2017)</u>	<u>Baseline Request (BL 2018 + BL 2019)</u>		<u>\$ Amount</u>	<u>Explanation(s) of Amount (must specify MOFs and FTEs)</u>
\$3,942,264	\$4,276,826	\$334,562	\$179,000	Additional in 2018/19 reflects estimated UB OUT amounts for storage and imaging fees, from 2019 not reflected in budgets; includes AR (\$10,000) and IAC (\$169,000) funds.
			\$(80,148)	Reduction in AR fees due to completion of large imaging projects.
			\$235,710	Increased revenue for 2018/19 to cover anticipated increases in facility maintenance and utility costs, includes IAC funds.
			<u>\$334,562</u>	Total of Explanation of Biennial Change

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GOAL:	4	Indirect Administration				
OBJECTIVE:	1	Indirect Administration				Service Categories:
STRATEGY:	1	Indirect Administration				Service: 09 Income: A.2 Age: B.3
CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
Objects of Expense:						
1001	SALARIES AND WAGES	\$1,307,044	\$1,758,861	\$1,898,216	\$1,857,849	\$1,960,940
1002	OTHER PERSONNEL COSTS	\$125,996	\$45,000	\$45,609	\$51,455	\$52,064
2001	PROFESSIONAL FEES AND SERVICES	\$486,184	\$492,897	\$572,897	\$532,897	\$405,000
2002	FUELS AND LUBRICANTS	\$703	\$1,600	\$1,600	\$1,600	\$1,600
2003	CONSUMABLE SUPPLIES	\$8,454	\$30,000	\$26,000	\$40,000	\$36,000
2004	UTILITIES	\$8,010	\$7,000	\$7,000	\$7,000	\$7,000
2005	TRAVEL	\$18,560	\$33,000	\$23,000	\$40,500	\$40,500
2006	RENT - BUILDING	\$1,807	\$3,400	\$3,400	\$3,400	\$3,400
2007	RENT - MACHINE AND OTHER	\$6,060	\$11,000	\$11,000	\$11,000	\$11,000
2009	OTHER OPERATING EXPENSE	\$88,564	\$205,976	\$378,619	\$237,835	\$218,995
5000	CAPITAL EXPENDITURES	\$62,500	\$20,000	\$20,000	\$24,466	\$34,494
TOTAL, OBJECT OF EXPENSE		\$2,113,882	\$2,608,734	\$2,987,341	\$2,808,002	\$2,770,993
Method of Financing:						
1	General Revenue Fund	\$1,737,197	\$2,120,613	\$2,419,676	\$2,221,056	\$2,220,119
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$1,737,197	\$2,120,613	\$2,419,676	\$2,221,056	\$2,220,119

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306 Library & Archives Commission

GOAL: 4 Indirect Administration
 OBJECTIVE: 1 Indirect Administration
 STRATEGY: 1 Indirect Administration

Service Categories:

Service: 09 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
Method of Financing:						
118	Fed Pub Library Serv Fd					
	45.310.000 STATE LIBRARY SERVICES	\$105,969	\$104,694	\$159,350	\$153,519	\$167,447
CFDA Subtotal, Fund	118	\$105,969	\$104,694	\$159,350	\$153,519	\$167,447
SUBTOTAL, MOF (FEDERAL FUNDS)		\$105,969	\$104,694	\$159,350	\$153,519	\$167,447
Method of Financing:						
666	Appropriated Receipts	\$62,500	\$0	\$24,888	\$50,000	\$0
777	Interagency Contracts	\$208,216	\$383,427	\$383,427	\$383,427	\$383,427
SUBTOTAL, MOF (OTHER FUNDS)		\$270,716	\$383,427	\$408,315	\$433,427	\$383,427
Rider Appropriations:						
1 General Revenue Fund						
	11 1 Salary Increases: Equity Salary Increases for Key Positions.				\$0	\$0
TOTAL, RIDER & UNEXPENDED BALANCES APPROP					\$0	\$0

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GOAL: 4 Indirect Administration
 OBJECTIVE: 1 Indirect Administration
 STRATEGY: 1 Indirect Administration

Service Categories:

Service: 09 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)					\$2,808,002	\$2,770,993
TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)		\$2,113,882	\$2,608,734	\$2,987,341	\$2,808,002	\$2,770,993
FULL TIME EQUIVALENT POSITIONS:		24.7	25.3	34.0	36.0	36.0

STRATEGY DESCRIPTION AND JUSTIFICATION:

This strategy includes the following functions: Executive Office, Information Resources Technology, and the Administrative Services Division (Human Resources, Accounting, Purchasing, Support Services, Mail, and Receiving). To increase efficiencies in fiscal, property, human resource, and grant management areas, the agency coordinated with the Comptroller's Office to implement the CAPPs system during the FY 16/17 biennium.

The base budget allows all administrative units to continue baseline operations and provides funds for the ongoing maintenance of the agency's information resources and administrative operations. The base budget allows the IT unit to continue baseline operations including network and telecommunications, end-user computing, remote access, applications development, website support, and coordination with the consolidated state data centers for needed services. The exceptional item for cybersecurity is needed to implement the Gartner recommendations to ensure the security of agency IT operations. The funds would be used to hire a Information Security Officer, Security Analyst, and to implement software solutions to address security of agency resources. It should be noted that these needs are greater than expected for an agency of our size due in part to the nature of the archival resources for which the agency is responsible, including historical materials of enduring importance to the state. The confidential nature of some information included in those records presents an additional challenge and, if unsecured, a potential liability to the state.

EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:

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GOAL: 4 Indirect Administration
 OBJECTIVE: 1 Indirect Administration
 STRATEGY: 1 Indirect Administration

Service Categories:

Service: 09 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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HB 1516 (2007) mandated our data center resources migrate into the state data center. The Information Resources Technologies (IRT) Division lost 4 technical positions to the Data Center Services (DCS) vendor. As with small teams, the 4 technicians performed tasks outside the DCS project scope, leaving a gap in internal technology services capacity needed by the business and support units. The remaining technical staff has struggled to fill the gap. The initiation of new technology projects at the agency during the last year has significantly increased the demand for internal IT services and the success of the new projects may be at risk without adequate internal technical resources. In addition to the Governor's anti-fraud initiative and the higher levels of contract management oversight, technology is changing rapidly. There are increasing demands for transparency and fiscal accountability for state agencies. The Gartner Report commissioned by DIR identified approximately \$2.3M in needed costs to adequately secure agency IT and physical systems.

TSLAC received approval in the 84th Session to implement CAPPs in the 2016-2017 biennium. The agency also upgraded a legacy grants management automation system. Both these systems should allow greater efficiencies, accuracy, and capacity in coming biennia. Agency compensation continues to lag behind other state agencies and the greater marketplace creating continual challenges to the recruitment and retention of qualified personnel to effectively discharge agency mandated services.

3.A. Strategy Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

8/18/2016 5:05:16PM

306 Library & Archives Commission

GOAL: 4 Indirect Administration
 OBJECTIVE: 1 Indirect Administration
 STRATEGY: 1 Indirect Administration

Service Categories:

Service: 09 Income: A.2 Age: B.3

CODE	DESCRIPTION	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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EXPLANATION OF BIENNIAL CHANGE (includes Rider amounts):

<u>STRATEGY BIENNIAL TOTAL - ALL FUNDS</u>		<u>BIENNIAL CHANGE</u>	<u>EXPLANATION OF BIENNIAL CHANGE</u>	
<u>Base Spending (Est 2016 + Bud 2017)</u>	<u>Baseline Request (BL 2018 + BL 2019)</u>		<u>\$ Amount</u>	<u>Explanation(s) of Amount (must specify MOFs and FTEs)</u>
\$5,596,075	\$5,578,995	\$(17,080)	\$(200,000)	General Revenue reduction to Base Budget for part of agency's 4% mandatory reduction in Base Budget.
			\$100,885	Additional GR funds for transfer of TBP IT General Revenue funded position to agency's IT program within Indirect Administration strategy - 1 FTE addition in 2018/19.
			\$25,113	Additional gift funds (AR) to be expended in 2018.
			\$56,922	Additional LSTA federal funds to be allocated in 2018.
			<u>\$(17,080)</u>	Total of Explanation of Biennial Change

3.A. Strategy Request
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

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SUMMARY TOTALS:

OBJECTS OF EXPENSE:	\$26,820,405	\$31,566,245	\$33,421,337	\$31,621,692	\$30,969,215
METHODS OF FINANCE (INCLUDING RIDERS):				\$34,349,578	\$30,969,215
METHODS OF FINANCE (EXCLUDING RIDERS):	\$26,820,405	\$31,566,245	\$33,421,337	\$31,621,692	\$30,969,215
FULL TIME EQUIVALENT POSITIONS:	152.0	151.3	168.5	169.5	169.5

3.A.1. PROGRAM-LEVEL REQUEST SCHEDULE
85th Regular Session, Agency Submission, Version 1

Agency Code: 306		Agency: Texas State Library and Archives Commission				Prepared By: Donna Osborne							
Date: August 04, 2016						16-17	Requested	Requested	Biennial Total	Biennial Difference			
Goal	Goal Name	Strategy	Strategy Name	Program	Program Name	Base	2018	2019	18-19	\$	%		
A	Improve the Availability of Library and Information Services	A.1.1	Share Library Resources Among Libraries Statewide	A.1.1.1	Interlibrary Loan (ILL) Program	\$6,114,427	\$3,098,747	\$3,095,957	\$6,194,704	\$80,277	1.3%		
				A.1.1.2	TexShare Consortium and TexQuest Database Program	\$34,292,110	\$17,014,764	\$14,481,531	\$31,496,295	(\$2,795,815)	-8.2%		
					*exceptional item	A.1.1.3	Affordable E-Resources	\$0	\$4,200,000	\$4,200,000	\$8,400,000	\$8,400,000	
A	Improve the Availability of Library and Information Services	A.1.2	Aid to Local Libraries	A.1.2.1	Library Consulting and Continuing Education	\$2,246,495	\$1,255,548	\$1,245,859	\$2,501,407	\$254,912	11.3%		
				A.1.2.2	Competitive Grants to Libraries	\$3,417,846	\$1,869,064	\$1,780,179	\$3,649,243	\$231,397	6.8%		
					*exceptional item	A.1.2.3	Ensuring Digital Inclusion	\$0	\$425,000	\$575,000	\$1,000,000	\$1,000,000	
A	Improve the Availability of Library and Information Services	A.2.1	Disabled Services	A.2.1.1	Disabled Services (Talking Book Program)	\$5,355,099	\$2,872,087	\$2,416,464	\$5,288,551	(\$66,548)	-1.2%		
B	Public Access to Government Information	B.1.1	Provide Access to Information and Archives	B.1.1.1	Provide Access to Information and Archives	\$6,572,152	\$3,655,410	\$3,527,362	\$7,182,772	\$610,620	9.3%		
C	Cost-effective State/Local Records Management	C.1.1	Records Management Services for State/Local Government Officials	C.1.1.1	Manage State and Local Records	\$3,942,263	\$2,250,956	\$2,025,871	\$4,276,827	\$334,564	8.5%		
					*exceptional item	C.1.1.2	Ensuring Government Transparency	\$0	\$123,400	\$118,400	\$241,800	\$241,800	
D	Indirect Administration	D.1.1	Indirect Administration	D.1.1.1	Indirect Administration	\$5,596,075	\$2,808,002	\$2,770,993	\$5,578,995	(\$17,081)	-0.3%		
					*exceptional item	D.1.1.2	Strengthening Agency Security	\$0	\$1,215,397	\$406,317	\$1,621,714	\$1,621,714	
					*exceptional item	D.1.1.3	Market Adjustments for Key Staff	\$0	\$250,000	\$250,000	\$500,000	\$500,000	

3.B. Rider Revisions and Additions Request

Agency Code: 306	Agency Name: Library and Archives Commission	Prepared By: Mark Smith, Donna Osborne	Date: 07-31-2016	Request Level: Base																																																								
Current Rider #	Page Number in 2014-15 GAA	Proposed Rider Language																																																										
1	I-76	<p>Performance Measure Targets. The following is a listing of the key performance target levels for the Library & Archives Commission. It is the intent of the Legislature that appropriations made by this Act be utilized in the most efficient and effective manner possible to achieve the intended mission of the Library & Archives Commission. In order to achieve the objectives and service standards established by this Act, the Library & Archives Commission shall make every effort to attain the following designated key performance target levels associated with each item of appropriation.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;"></td> <td style="text-align: right;">2016</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">2017</td> </tr> <tr> <td></td> <td style="text-align: right;">2018</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">2019</td> </tr> </table> <p>A. Goal: DELIVERY OF SERVICES Outcome (Results/Impact): Percent of Eligible Population Registered for Talking Book Program Services</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;"></td> <td style="text-align: right;">4.80%</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">4.90%</td> </tr> <tr> <td></td> <td style="text-align: right;">5.00%</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">5.00%</td> </tr> </table> <p>A.1.1. Strategy: LIBRARY RESOURCE SHARING SERVICES Explanatory (Volume): <u>Number of Resources Provided to Persons Through Shared Services</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;"></td> <td style="text-align: right;">108,000,000</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">113,000,000</td> </tr> <tr> <td></td> <td style="text-align: right;">148,000,000</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">148,000,000</td> </tr> </table> <p>A.1.2. Strategy: AID TO LOCAL LIBRARIES Output (Volume): <u>Number of Library Project-sponsored Services Provided to Persons</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;"></td> <td style="text-align: right;">640,000</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">640,000</td> </tr> <tr> <td></td> <td style="text-align: right;">627,000</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">627,000</td> </tr> </table> <p>A.2.1. Strategy: DISABLED SERVICES Output (Volume): <u>Number of Persons Served</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;"></td> <td style="text-align: right;">15,750</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">15,875</td> </tr> <tr> <td></td> <td style="text-align: right;">16,000</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">16,125</td> </tr> </table> <p>B. Goal: PUBLIC ACCESS TO GOV'T INFORMATION Outcome (Results/Impact): Percent of Customers Satisfied with State Library Reference and Information Services</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;"></td> <td style="text-align: right;">98%</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">98%</td> </tr> <tr> <td></td> <td style="text-align: right;">96%</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">96%</td> </tr> </table> <p>B.1.1. Strategy: PROVIDE ACCESS TO INFO & ARCHIVES Output (Volume): <u>Number of Assists with Information Resources</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;"></td> <td style="text-align: right;">7,000,000</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">7,200,000</td> </tr> <tr> <td></td> <td style="text-align: right;">8,000,000</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">8,000,000</td> </tr> </table>				2016	_____	2017		2018	_____	2019		4.80%	_____	4.90%		5.00%	_____	5.00%		108,000,000	_____	113,000,000		148,000,000	_____	148,000,000		640,000	_____	640,000		627,000	_____	627,000		15,750	_____	15,875		16,000	_____	16,125		98%	_____	98%		96%	_____	96%		7,000,000	_____	7,200,000		8,000,000	_____	8,000,000
	2016	_____	2017																																																									
	2018	_____	2019																																																									
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3.B. Rider Revisions and Additions Request (continued)

2	I-77	<p>Capital Budget. None of the funds appropriated above may be expended for capital budget items except as listed below. The amounts shown below shall be expended only for the purposes shown and are not available for expenditure for other purposes.</p>	2016	2017
			<u>2018</u>	<u>2019</u>
		a. Repair or Rehabilitation of Buildings and Facilities		
		(1) Sam Houston Regional Library and Research Center - Safety & Security Repairs and Improvements	\$500,000	\$500,000
			<u>\$375,000</u>	<u>\$375,000</u>
		b. Acquisition of Information Resource Technologies		
		(1) Acquisition of New or Replacement Computer Resources for Desktop Workstations and Network Equipment	165,000	100,000
			<u>150,216</u>	<u>124,944</u>
		(2) Electronic Records Archive	170,500	170,500
		(3) Governor's Electronic Records	UB	UB
		(4) Talking Book Program Automation		
		New Integrated Library System for Talking Book Program	<u>1,008,161</u>	<u>125,000</u>
			175,000	175,000
		(5) Strengthening Agency Security	<u>1,215,397</u>	<u>406,317</u>
		Total, Acquisition of Information Resource Technologies	\$873,161	\$225,000
			<u>\$1,711,113</u>	<u>\$876,811</u>
		c. Acquisition of Capital Equipment and Items		
		(1) Library Collection Materials and Public Access Information Resources	\$14,084,341	\$14,246,911
			<u>\$17,669,244</u>	<u>\$17,671,244</u>
		d. Data Center Consolidation		
		(1) Data Center Consolidation	490,151	556,914
			<u>677,302</u>	<u>694,802</u>
		e. Centralized Accounting and Payroll/		
		Personnel System (CAPPS)		
		(1) CAPPS Implementation	50600	50,600
		Total, Capital Budget	\$16,468,753	\$15,749,925
			<u>\$20,432,659</u>	<u>\$19,617,857</u>
		Method of Financing (Capital Budget):		
		General Revenue Fund	\$8,740,802	\$8,773,363
			<u>\$13,422,595</u>	<u>\$12,626,764</u>
		Federal Public Library Service Fund No. 118	<u>3,960,036</u>	<u>3,056,717</u>

3.B. Rider Revisions and Additions Request (continued)

			<u>3,412,850</u>	<u>3,387,851</u>
		<u>Other Funds</u>		
		Appropriated Receipts	2,351,264	2,903,046
			<u>2,535,000</u>	<u>2,535,000</u>
		Interagency Contracts	1,416,651	1,046,829
			<u>1,062,214</u>	<u>1,068,242</u>
		Subtotal, Other Funds	<u>3,767,915</u>	<u>3,919,845</u>
			<u>3,597,214</u>	<u>3,602,242</u>
		Total, Method of Financing	\$16,468,753	\$15,749,925
			<u>\$20,432,659</u>	<u>\$19,617,857</u>
3	I-77	<p>Receipts and Unexpended Balance Appropriation: Imaging and Storage Fees. Included in the amounts appropriated above in Strategy C.1.1, Manage State/Local Records, and Strategy D.1.1, Indirect Administration, are unexpended and unobligated balances as of August 31, 2015 <u>2017</u> in Appropriated Receipts (estimated to be \$10,000) and Interagency Contracts (estimated to be \$169,000 <u>\$100,000</u>), and revenues accruing during the 2016-17 <u>2018-19</u> biennium estimated to be \$1,545,427 <u>\$1,315,453</u> in Interagency Contracts and \$160,000 <u>\$102,275</u> in Appropriated Receipts in fiscal year 2016 <u>2018</u> and \$1,645,427 <u>\$1,334,094</u> in Interagency Contracts and \$61,000 <u>\$102,900</u> in Appropriated Receipts in fiscal year 2017 <u>2019</u> from cost recovery of imaging state and local government records, and for the storage of state and local records, as authorized by Government Code §441.168 and §441.182.</p> <p>Any unexpended balances remaining as of August 31, 2016 <u>2018</u>, out of the appropriations made herein are appropriated to the Library and Archives Commission for the fiscal year beginning September 1, 2016 <u>2018</u>, for the same purpose.</p>		
4	I-78	<p>Report of Reports. By January 1, 2017 <u>2019</u>, the Texas State Library and Archives Commission, with the assistance of all agencies, shall prepare a complete and detailed written report indexing all statutorily required reports prepared by and submitted to a state agency as defined by Government Code, §441.180(9) and providing detail about the preparing agency, title of report, legal authority, due date, recipient, and a brief description. The report shall provide indexes by (1) preparing agency, (2) title of report, and (3) report recipient, and the detail section shall be arranged by preparing agency. This report shall include an assessment from each receiving agency for each statutorily required report affirming or denying its continued usefulness to that agency. This report shall be provided to the Governor and the Legislative Budget Board and be made available to the public.</p>		
5	I-78	<p>Receipt and Unexpended Balance Appropriation of Resource Sharing Fees. Included in the amounts appropriated above in Strategy A.1.1, Library Resource Sharing Services, are unexpended and unobligated balances for TexShare and TexQuest Membership fees as of August 31, 2015 <u>2017</u> in Appropriated Receipts (estimated to be \$510,744 <u>\$1,247,325</u>) and in Interagency Contracts (estimated to be \$628,604 <u>\$1,286,723</u>) for the biennium beginning September 1, 2015 <u>2017</u>, and revenues accruing during the 2016-17 <u>2018-2019</u> biennium estimated to be \$2,494,434 <u>\$2,700,000</u> in Appropriated Receipts and \$809,326 <u>\$700,000</u> in Interagency Contracts in fiscal year 2016 <u>2018</u>, and \$3,040,740 <u>\$2,700,000</u> in Appropriated Receipts and \$1,037,105 <u>\$700,000</u> in Interagency Contracts for fiscal year 2017 <u>2019</u> for amounts collected from TexShare and TexQuest members as authorized by Government Code §441.224 for costs associated with the TexShare Library Resource Sharing Consortium.</p> <p>Any unexpended balances remaining as of August 31, 2016 <u>2018</u>, out of the appropriations made herein are appropriated to the Library and Archives Commission for the fiscal year beginning September 1, 2016 <u>2018</u>, for the same purpose.</p>		

3.B. Rider Revisions and Additions Request (continued)

6	I-78	<p>Texas Reads License Plates: UB of Appropriated License Plate Receipts. Included in the amounts appropriated above in Strategy A.1.2, Aid to Local Libraries, is all license plate revenue collected on or after September 1, 2015 2017 (estimated to be \$5,000 each fiscal year of the 2016-17 2018-19 biennium), from the sale of the Texas Reads license plates as provided by Transportation Code §504.616 and deposited to the credit of the License Plate Trust Fund No. 0802. <u>Also included are the unexpended balances as of August 31, 2017 (estimated to be \$14,838).</u></p> <p>Any unexpended balances remaining as of August 31, 2016 2018, out of the appropriations made herein are appropriated to the Library and Archives Commission for the fiscal year beginning September 1, 2016 2018, for the same purpose.</p>
7	I-78	<p>Sam Houston Center – UB Safety & Security Repairs/Improvements. Included in the amounts appropriated above in Strategy B.1.1, Provide Access to Information and Archives, for Safety and Security Repairs and Improvements to the Sam Houston Regional Library and Research Center are unexpended and unobligated balances as of August 31, 2015 2017 in appropriations made to the Texas State Library and Archives Commission (estimated to be \$0 in General Revenue), and \$500,000 \$375,000 in General Revenue in fiscal year 2016 2018 and \$500,000 \$375,000 in General Revenue in fiscal year 2017 2019, for Safety & Security Repairs and Improvements at the Sam Houston Regional Library and Research Center.</p> <p>Any unexpended balances remaining as of August 31, 2016 2018, out of the appropriations made herein are appropriated to the Library and Archives Commission for the fiscal year beginning September 1, 2016 2018, for the same purpose.</p>
8	I-78	<p>Electronic Records Archive. Included in the amounts appropriated above in Strategy B.1.1, Provide Access to Info & Archives, is \$297,321 in General Revenue in fiscal year 2016 and \$297,320 in General Revenue in fiscal year 2017, and in Strategy D.1.1, Indirect Administration, \$55,976 in General Revenue in each fiscal year of the 2016-17 biennium, <u>are unexpended balances as of August 31, 2017 (estimated to be \$0 in General Revenue)</u> for the creation maintenance of a digital archival storage system to <u>digitally electronically store records of state agencies.</u></p> <p>Also included above in the “Number of Full Time Equivalent (FTE)” in the bill pattern of the Library and Archives Commission is 3.0 FTEs in each fiscal year of the 2016-17 2018-19 biennium for the same purpose.</p>
9	I-79	<p>Unexpended Balances: Talking Book Program Automation. Included in amounts appropriated above in Strategy A.2.1, Disabled Services, are unexpended balances as of August 31, 2015 2017 (estimated to be \$300,000 \$0 in Federal Funds and \$0 in Appropriated Receipts) for the Talking Book Automation capital project for the biennium beginning September 1, 2015 2017.</p> <p><u>Any unexpended balances remaining as of August 31, 2018, out of the appropriations made herein are appropriated to the Library and Archives Commission for the fiscal year beginning September 1, 2018, for the same purpose.</u></p>
10	I-79	<p>Unexpended Balances: Electronic Records. Included in amounts appropriated above in Strategy B.1.1, Provide Access to Info & Archives, are unexpended balances as of August 31, 2015 (estimated to be \$0 in General Revenue) for the Governor’s Electronic Records capital budget project for the biennium beginning September 1, 2015.</p>

3.B. Rider Revisions and Additions Request (continued)

11	I-79	<p>Salary Increases: Equity Salary Increases for Key Positions. Included in In addition to the amounts appropriated above in Strategy A.1.1, Library Resources Sharing, Strategy A.1.2, Aid to Local Libraries, Strategy A.2.1, Disabled Services, Strategy B.1.1, Provide Access to Info and Archives, Strategy C.1.1, Manage State/Local Records, and Strategy D.1.1, Indirect Administration, is \$200,000 <u>\$250,000</u> in General Revenue in each fiscal year of the 2016-17 2018-19 biennium for salary increases to provide competitive wages for parity with other state agencies and libraries.</p>

3.C. Rider Appropriations and Unexpended Balances Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/18/2016
 TIME: 5:10:26PM

Agency Code: 306 Library & Archives Commission

RIDER	STRATEGY	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
3 1	UB Imaging and Storage Fees. 3-1-1 MANAGE STATE/LOCAL RECORDS	\$0	\$0	\$(179,000)	\$179,000	\$0
OBJECT OF EXPENSE:						
	2009 OTHER OPERATING EXPENSE	\$0	\$0	\$(179,000)	\$179,000	\$0
Total, Object of Expense		\$0	\$0	\$(179,000)	\$179,000	\$0
METHOD OF FINANCING:						
	666 Appropriated Receipts	\$0	\$0	\$(10,000)	\$10,000	\$0
	777 Interagency Contracts	\$0	\$0	\$(169,000)	\$169,000	\$0
Total, Method of Financing		\$0	\$0	\$(179,000)	\$179,000	\$0

Description/Justification for continuation of existing riders or proposed new rider

Included in the amounts appropriated above in Strategy C.1.1, Manage State/Local Records, and Strategy D.1.1, Indirect Administration, are unexpended and unobligated balances as of August 31, 2017 in Appropriated Receipts (estimated to be \$10,000) and Interagency Contracts (estimated to be \$169,000), and revenues accruing during the 2018-19 biennium estimated to be \$1,315,453 in Interagency Contracts and \$102,275 in Appropriated Receipts in fiscal year 2018 and \$1,334,094 in Interagency Contracts and \$102,900 in Appropriated Receipts in fiscal year 2019 from cost recovery of imaging state and local government records, and for the storage of state and local records, as authorized by Government Code §441.168 and §441.182.

Any unexpended balances remaining as of August 31, 2018, out of the appropriations made herein are appropriated to the Library and Archives Commission for the fiscal year beginning September 1, 2018, for the same purpose.

3.C. Rider Appropriations and Unexpended Balances Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/18/2016
 TIME: 5:10:26PM

Agency Code: 306 Library & Archives Commission

RIDER	STRATEGY	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
5 1	UB Resource Sharing Fees 1-1-1 LIBRARY RESOURCE SHARING SERVICES	\$0	\$0	\$(2,534,048)	\$2,534,048	\$0
OBJECT OF EXPENSE:						
	2009 OTHER OPERATING EXPENSE	\$0	\$0	\$(2,534,048)	\$2,534,048	\$0
Total, Object of Expense		\$0	\$0	\$(2,534,048)	\$2,534,048	\$0
METHOD OF FINANCING:						
	777 Interagency Contracts	\$0	\$0	\$(1,286,723)	\$1,286,723	\$0
	666 Appropriated Receipts	\$0	\$0	\$(1,247,325)	\$1,247,325	\$0
Total, Method of Financing		\$0	\$0	\$(2,534,048)	\$2,534,048	\$0

Description/Justification for continuation of existing riders or proposed new rider

Included in the amounts appropriated above in Strategy A.1.1, Library Resource Sharing Services, are unexpended and unobligated balances for TexShare and TexQuest Membership fees as of August 31, 2017 in Appropriated Receipts (estimated to be \$1,247,325) and in Interagency Contracts (estimated to be \$1,286,723) for the biennium beginning September 1, 2017, and revenues accruing during the 2018-2019 biennium estimated to be \$2,700,000 in Appropriated Receipts and \$700,000 in Interagency Contracts in fiscal year 2018, and \$2,700,000 in Appropriated Receipts and \$700,000 in Interagency Contracts for fiscal year 2019 for amounts collected from TexShare and TexQuest members as authorized by Government Code §441.224 for costs associated with the TexShare Library Resource Sharing Consortium.

3.C. Rider Appropriations and Unexpended Balances Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/18/2016
 TIME: 5:10:26PM

Agency Code: 306 Library & Archives Commission

RIDER	STRATEGY	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
6 1	Texas Reads License Plates 1-1-2 AID TO LOCAL LIBRARIES	\$0	\$0	\$(14,838)	\$14,838	\$0
OBJECT OF EXPENSE:						
	4000 GRANTS	\$0	\$0	\$(14,838)	\$14,838	\$0
Total, Object of Expense		\$0	\$0	\$(14,838)	\$14,838	\$0
METHOD OF FINANCING:						
	802 License Plate Trust Fund No. 0802	\$0	\$0	\$(14,838)	\$14,838	\$0
Total, Method of Financing		\$0	\$0	\$(14,838)	\$14,838	\$0

Description/Justification for continuation of existing riders or proposed new rider

Included in the amounts appropriated above in Strategy A.1.2, Aid to Local Libraries, is all license plate revenue collected on or after September 1, 2017 (estimated to be \$5,000 each fiscal year of the 2018-19 biennium), from the sale of the Texas Reads license plates as provided by Transportation Code §504.616 and deposited to the credit of the License Plate Trust Fund No. 0802. Also included are the unexpended balances as of August 31, 2017 (estimated to be \$14,838).

Any unexpended balances remaining as of August 31, 2018, out of the appropriations made herein are appropriated to the Library and Archives Commission for the fiscal year beginning September 1, 2018, for the same purpose.

3.C. Rider Appropriations and Unexpended Balances Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/18/2016
 TIME: 5:10:26PM

Agency Code: 306 Library & Archives Commission

RIDER	STRATEGY	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
7 1	UB Sam Houston Center 2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES	\$0	\$0	\$0	\$0	\$0
OBJECT OF EXPENSE:						
	5000 CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0
Total, Object of Expense		\$0	\$0	\$0	\$0	\$0
METHOD OF FINANCING:						
	1 General Revenue Fund	\$0	\$0	\$0	\$0	\$0
Total, Method of Financing		\$0	\$0	\$0	\$0	\$0

Description/Justification for continuation of existing riders or proposed new rider

Included in the amounts appropriated above in Strategy B.1.1, Provide Access to Information and Archives, for Safety and Security Repairs and Improvements to the Sam Houston Regional Library and Research Center are unexpended and unobligated balances as of August 31, 2017 in appropriations made to the Texas State Library and Archives Commission (estimated to be \$0 in General Revenue), and \$375,000 in General Revenue in fiscal year 2018 and \$375,000 in General Revenue in fiscal year 2019, for Safety & Security Repairs and Improvements at the Sam Houston Regional Library and Research Center.

Any unexpended balances remaining as of August 31, 2018, out of the appropriations made herein are appropriated to the Library and Archives Commission for the fiscal year beginning September 1, 2018, for the same purpose.

3.C. Rider Appropriations and Unexpended Balances Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/18/2016
 TIME: 5:10:26PM

Agency Code: 306 Library & Archives Commission

RIDER	STRATEGY	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
8 1	Electronic Records Archive. 2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES	\$0	\$0	\$0	\$0	\$0
OBJECT OF EXPENSE:						
	5000 CAPITAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0
Total, Object of Expense		\$0	\$0	\$0	\$0	\$0
METHOD OF FINANCING:						
	1 General Revenue Fund	\$0	\$0	\$0	\$0	\$0
Total, Method of Financing		\$0	\$0	\$0	\$0	\$0

Description/Justification for continuation of existing riders or proposed new rider

Included in the amounts appropriated above in Strategy B.1.1, Provide Access to Info & Archives, are unexpended balances as of August 31, 2017 (estimated to be \$0 in General Revenue) for the maintenance of a digital archival storage system to electronically store records of state agencies.

Also included above in the "Number of Full Time Equivalents (FTE)" in the bill pattern of the Library and Archives Commission are 3.0 FTEs in each fiscal year of the 2018-19 biennium for the same purpose.

3.C. Rider Appropriations and Unexpended Balances Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/18/2016
 TIME: 5:10:26PM

Agency Code: 306 Library & Archives Commission

RIDER	STRATEGY	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
9 1	UB Talking Book System 1-2-1 DISABLED SERVICES	\$0	\$0	\$0	\$0	\$0
OBJECT OF EXPENSE:						
	2009 OTHER OPERATING EXPENSE	\$0	\$0	\$0	\$0	\$0
Total, Object of Expense		\$0	\$0	\$0	\$0	\$0
METHOD OF FINANCING:						
	118 Fed Pub Library Serv Fd	\$0	\$0	\$0	\$0	\$0
Total, Method of Financing		\$0	\$0	\$0	\$0	\$0

Description/Justification for continuation of existing riders or proposed new rider

Included in amounts appropriated above in Strategy A.2.1, Disabled Services, are unexpended balances as of August 31, 2017 (estimated to be \$0 in Federal Funds and \$0 in Appropriated Receipts) for the Talking Book Automation capital project for the biennium beginning September 1, 2017.

Any unexpended balances remaining as of August 31, 2018, out of the appropriations made herein are appropriated to the Library and Archives Commission for the fiscal year beginning September 1, 2018, for the same purpose.

3.C. Rider Appropriations and Unexpended Balances Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/18/2016
 TIME: 5:10:26PM

Agency Code: 306 Library & Archives Commission

RIDER	STRATEGY	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
11 1	Salary Increases. 4-1-1 INDIRECT ADMINISTRATION	\$0	\$0	\$0	\$0	\$0
OBJECT OF EXPENSE:						
	1001 SALARIES AND WAGES	\$0	\$0	\$0	\$0	\$0
Total, Object of Expense		\$0	\$0	\$0	\$0	\$0
METHOD OF FINANCING:						
	1 General Revenue Fund	\$0	\$0	\$0	\$0	\$0
Total, Method of Financing		\$0	\$0	\$0	\$0	\$0

Description/Justification for continuation of existing riders or proposed new rider

In addition to the amounts appropriated above in Strategy A.1.1, Library Resources Sharing, Strategy A.1.2, Aid to Local Libraries, Strategy A.2.1, Disabled Services, Strategy B.1.1, Provide Access to Info and Archives, Strategy C.1.1, Manage State/Local Records, and Strategy D.1.1, Indirect Administration, is \$250,000 in General Revenue in each fiscal year of the 2018-19 biennium for salary increases to provide competitive wages for parity with other state agencies and libraries.

3.C. Rider Appropriations and Unexpended Balances Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/18/2016
 TIME: 5:10:26PM

Agency Code: 306 Library & Archives Commission

RIDER	STRATEGY	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
SUMMARY:						
	OBJECT OF EXPENSE TOTAL	\$0	\$0	\$(2,727,886)	\$2,727,886	\$0
	METHOD OF FINANCING TOTAL	\$0	\$0	\$(2,727,886)	\$2,727,886	\$0

3.D. Sub-strategy Request

Agency Code: 306	Agency Name: Texas State Library & Archives Commission	Prepared By: Deborah Littrell	Statewide Goal Code: 2 - 0	Strategy Code: 1.1.1		
AGENCY GOAL: A. Improve the Availability of Library and Information Services for all Texans						
OBJECTIVE: A.1 Cost Avoidance through Library Resource Sharing						
STRATEGY: A.1.1 Share library resources among libraries statewide						
SUB-STRATEGY: E-Resources						
Code	Sub-strategy Request	Expended 2015	Estimated 2016	Budgeted 2017	Requested	
					2018	2019
Objects of Expense:						
1001	Salary and Wages	\$56,718	\$118,770	\$123,000	\$125,000	\$125,000
1002	Other Personnel Costs	\$284	\$742	\$34,000	\$2,200	\$2,200
2001	Professional Fees and Services	\$305,914	\$257,557	\$294,746	\$273,182	\$280,000
2003	Consumable Supplies	\$787	\$6,006	\$1,000	\$1,000	\$1,000
2004	Utilities	\$0	\$0	\$10	\$10	\$10
2005	Travel	\$5,272	\$12,084	\$12,000	\$12,000	\$12,000
2006	Rent - Building	\$3,208	\$7,962	\$6,000	\$6,000	\$6,000
2007	Rent - Machine and Other	\$0	\$484	\$500	\$500	\$500
2009	Other Operating Expenses	\$9,318,498	\$14,815,686	\$14,368,540	\$13,108,424	\$13,114,578
4000	Grants	\$250,859	\$171,616	\$167,134	\$300,000	\$300,000
5000	Capital Expenditures	\$0	\$0	\$0	\$0	\$0
Total, Objects of Expense		\$9,941,540	\$15,390,908	\$15,006,930	\$13,828,316	\$13,841,288
Method of Financing:						
001	General Revenue	\$4,942,079	\$7,592,989	\$7,663,316	\$7,273,316	\$7,286,288
118	Federal Public Library Service Fund	\$2,511,080	\$3,362,440	\$3,309,964	\$3,155,000	\$3,155,000
666	Appropriated Receipts	\$1,846,818	\$3,495,544	\$3,074,898	\$2,700,000	\$2,700,000
777	Interagency Contracts	\$641,563	\$939,935	\$958,753	\$700,000	\$700,000
Total, Method of Financing		\$9,941,540	\$15,390,908	\$15,006,930	\$13,828,316	\$13,841,288
Number of Positions (FTE)		1.0	2.0	2.0	2.0	2.0
Sub-strategy Description and Justification:						
<p>The agency is charged by Gov't Code 441.223 to maximize the effectiveness of library expenditures through sharing of resources & to facilitate joint purchasing agreements for purchasing information services. TexShare and TexQuest databases put vast storehouses of knowledge on desktops of library users; this helps equalize access to these resources in communities across the state. This sub-strategy funds approximately 65 commercial databases in the areas of business, health, science, humanities, & other topics. These programs erase distance barriers & levels the playing field so all Texans can use a comparable range of high-quality resources. The service is available for users of all participating libraries, regardless of size, type, or geographic location. Users can access these materials 24 hours a day, 7 days a week, from any location. In addition, TexShare and TexQuest negotiates discounts on additional databases that libraries may choose to purchase at that discount. In FY16, the estimated cost avoidance to the state of offering all of these statewide resources was \$211.4 million.</p>						
External/Internal Factors Impacting Sub-strategy:						
<p>For libraries and archives, obtaining, organizing, storing, and providing information is a core mission. TexShare and TexQuest electronic resources provide equitable, cost-effective statewide resource distribution through state-level purchasing. Negotiating and managing online resources contracts takes significant staff time. Handling contracts at the state level reduces this burden on local libraries. As more materials and information become available in electronic format, additional state funding is critical if we are to continue to insure access to a core collection of electronic resources for Texas faculty, students, and life long learners. This is especially important for e-books.</p>						

3.D. Sub-strategy Request

Agency Code: 306	Agency Name: Texas State Library & Archives Commission	Prepared By: Deborah Littrell	Statewide Goal Code: 2 - 0	Strategy Code: A.1.1
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AGENCY GOAL:	A. Improve the Availability of Library and Information Services for all Texans
OBJECTIVE:	A.1 Cost Avoidance through Library Resource Sharing
STRATEGY:	A.1.1 Share library resources among libraries statewide
SUB-STRATEGY:	Interlibrary Loan

Code	Sub-strategy Request	Expended 2015	Estimated 2016	Budgeted 2017	Requested	
					2018	2019
	Objects of Expense:					
1001	Salary and Wages	\$50,184	\$54,463	\$57,142	\$57,142	\$57,142
1002	Other Personnel Costs	\$731	\$786	\$800	\$800	\$800
2001	Professional Fees and Services	\$2,739	\$29	\$100	\$100	\$100
2003	Consumable Supplies	\$173	\$50	\$100	\$100	\$100
2004	Utilities	\$10	\$0	\$10	\$10	\$10
2005	Travel	\$379	\$319	\$1,000	\$1,000	\$1,000
2006	Rent - Building	\$400	\$400	\$400	\$400	\$400
2007	Rent- Machine and other	\$0	\$0	\$0	\$0	\$0
2009	Other Operating Expenses	\$2,068,946	\$2,142,207	\$2,199,582	\$2,201,418	\$2,251,418
4000	Grants	\$772,144	\$700,000	\$688,866	\$687,030	\$637,030
5000	Capital Expenditures	\$0	\$0	\$0	\$0	\$0
	Total, Objects of Expense	\$2,895,705	\$2,898,253	\$2,948,000	\$2,948,000	\$2,948,000

	Method of Financing:				
001	General Revenue	\$0	\$0	\$0	\$0
118	Federal Public Library Service Fund	2,895,705	\$2,898,253	\$2,948,000	\$2,948,000
	Total, Method of Financing	\$2,895,705	\$2,898,253	\$2,948,000	\$2,948,000
	Number of Positions (FTE)	1.0	1.0	1.0	1.0

Sub-strategy Description and Justification:
 The agency is charged by Gov't Code 441.223 to maximize the effectiveness of library expenditures through sharing of resources & to facilitate joint purchasing agreements for purchasing information services. For many decades the agency has provided statewide interlibrary loan (ILL) services to public libraries. This system enables any Texan to request materials to meet his or her information needs regardless of the resources at the local library. Libraries have access to the WorldCat database that currently has over 330 million bibliographic records that represent more than 2 billion holdings from libraries around the world. It encompasses hundreds of languages and all formats, including rapidly growing numbers of electronic resources and digital objects. By sharing resources in this way, and also providing access to the resources of academic libraries, and libraries elsewhere in the country or even the world through the broader national ILL network, libraries cooperate to fulfill their mission in a more efficient manner. In FY2015 the statewide cost avoidance of the ILL program was over \$7 million.

External/Internal Factors Impacting Sub-strategy:
 The ILL program has changed. Until FY2012, public libraries submitted their ILL requests to one of nine TexNet centers, located in nine of the larger public libraries around the state. The staff of the TexNet centers would then place the requests within the ILL network. This system was fiscally unsustainable and also did not take advantage of new technology that enables libraries to more efficiently share their holdings with patrons and other libraries. Through a statewide taskforce and a competitive bid, a new program was selected that empowers each library to allow patrons to place requests directly. The new system does require each library to manage their own requests, and also to loan materials to other libraries according to their local ILL policy. The program was implemented in stages with the state's over 500 public libraries and implementation was completed in FY2016. ILL is funded completely with federal funds.

3.E. Sub-strategy Summary

Agency Code: 306	Agency Name: Texas State Library & Archives Commission	Prepared By: Deborah Littrell	Statewide Goal Code: 2 - 0	Strategy Code: 1.1.2		
AGENCY GOAL: Improve the availability of library and information services						
OBJECTIVE: Cost avoidance through library resource sharing						
STRATEGY: A.1.2 Aid in the Development of Local Libraries						
SUB-STRATEGY SUMMARY Provides statewide consultation services to libraries on issues related to operations and information technology						
Code	Sub-strategy Request	Expended 2015	Estimated 2016	Budgeted 2017	Requested	
					2018	2019
	Objects of Expense:					
1001	Salary and Wages	\$349,795	\$418,486	\$423,195	\$465,000	\$478,950
1002	Other Personnel Costs	\$16,601	\$12,059	\$3,700	\$16,000	\$16,000
2001	Professional Fees and Services	\$33,044	\$27,576	\$35,500	\$28,000	\$28,000
2003	Consumable Supplies	\$4,132	\$2,365	\$4,500	\$2,500	\$2,500
2004	Utilities	\$544	\$1,192	\$150	\$1,200	\$1,200
2005	Travel	\$21,031	\$22,208	\$16,000	\$28,000	\$28,000
2006	Rent - Building	\$8,926	\$6,118	\$2,500	\$6,000	\$6,000
2007	Rent- Machine and other	\$0	\$0	\$0	\$0	\$0
2009	Other Operating Expenses	\$737,137	\$596,584	\$497,487	\$623,109	\$601,723
4000	Grants	\$613,156	\$0	\$0	\$0	\$0
5000	Capital Expenditures	\$8,577	\$20,000	\$20,000	\$20,000	\$20,000
	Total, Objects of Expense	\$1,792,945	\$1,106,588	\$1,003,032	\$1,189,809	\$1,182,373
	Method of Financing:					
118	Federal Public Library Service Fund	\$1,761,356	\$1,092,038	\$1,003,015	\$1,189,809	\$1,182,373
666	Appropriated Receipts	\$31,589	\$14,550	\$17		
	Total, Method of Financing	\$1,792,945	\$1,106,588	\$1,003,032	\$1,189,809	\$1,182,373
	Number of Positions (FTE)	5.0	8.0	8.0	8.0	8.0
Sub-strategy Description and Justification:						
<p>The agency is charged in Government Code 441.006 (a) (7) to conduct library institutes and in 441.009 to adopt a state plan for improving library services consistent with federal goals. The agency's federal Library Services and Technology Act five-year plan describes key needs for library services in the state and the programs needed to meet these needs. Texas has approximately 540 public libraries and 170 academic libraries. Over 400 of the public libraries are in communities serving under 25,000 people, and are usually staffed by people with little or no library training or experience. In order to assist libraries with the knowledge and skills necessary to both participate in agency programs, as well as learn new skills with the advancement of technology, the agency provides a statewide program of continuing education and consulting. There is a special emphasis on a small library management program to provide specific assistance to the directors and staff of the many small public libraries. Continuing education and consulting is one of the most requested programs from the agency by Texas libraries.</p>						
External/Internal Factors Impacting Sub-strategy:						
<p>Texas' public and academic libraries are spread over a large geographic area. Budget reductions in FY2011 led to program changes, with the agency establishing a statewide advisory committee in FY2012 for continuing education and planning an expanded program of coordinated continuing education to reach across the state. Local budget issues have meant many library staff cannot travel to in-person training events. Distance education technology is making it easier to reach all library staff in the state with training on a wide range of library science topics at the point of need.</p>						

3.D. Sub-strategy Request

Agency Code: 306	Agency Name: Texas State Library & Archives Commission	Prepared By: Deborah Littrell	Statewide Goal Code: 4 - 0	Strategy Code: 1.1.2		
AGENCY GOAL: Improve the availability of library and information services						
OBJECTIVE: Cost avoidance through library resource sharing						
STRATEGY: Aid to local libraries						
SUB-STRATEGY: LSTA Competitive Grants						
Code	Sub-strategy Request	Expended 2015	Estimated 2016	Budgeted 2017	Requested	
					2018	2019
	Objects of Expense:					
2009	Other Operating Expenses	\$0	\$5,000	\$0	\$0	\$0
4000	Grants	\$1,288,613	\$1,371,856	\$1,822,915	\$1,757,487	\$1,681,186
	Total, Objects of Expense	\$1,288,613	\$1,376,856	\$1,822,915	\$1,757,487	\$1,681,186
	Method of Financing:					
666	Appropriated Receipts Trust Fund 0802	\$21,579	\$0	\$0	\$5,000	\$5,000
118	Federal Public Library Service Fund	\$1,267,034	\$1,376,856	\$1,822,915	\$1,752,487	\$1,676,186
	Total, Method of Financing	\$1,288,613	\$1,376,856	\$1,822,915	\$1,757,487	\$1,681,186
Number of Positions (FTE)		1.0	1.0	1.0	1.0	1.0
Sub-strategy Description and Justification:						
Government Code 441.009 authorizes the agency to adopt a state plan for improving library services consistent with federal goals, and 441.0091 authorizes the agency to provide for grants to meet specific information needs of residents of this state and specific needs of local libraries. The agency may consider federal law and federal funding priorities, and may include competitive grants. The agency's federal Library Services and Technology Act plan defines specific needs for library services in the state, and includes competitive grants as a means to meet these needs. The competitive grants focus on encouraging cooperative services among libraries, services to underserved persons in the state, and encouraging reading, literacy, workforce development, and use of new technology to meet Texans' information needs.						
External/Internal Factors Impacting Sub-strategy:						
The grants are competitive and a library must have the resources to write a grant and administer a project. The agency provides training and consulting on grant writing and has designed the application for selected grant programs to be shorter and simpler to fill out. Local libraries, while needing new resources to implement needed community services, may lack local resources to take on a grant program. The agency's grant programs are dependent on federal funding.						

3.D. Sub-strategy Request

Agency Code: 306	Agency Name: Texas State Library & Archives Commission	Prepared By: Donna Osborne	Statewide Goal Code: 8 - 0	Strategy Code: D.1.1		
AGENCY GOAL: D Indirect Administration						
OBJECTIVE: D.1 Indirect Administration						
STRATEGY: D.1.1 Indirect Administration						
SUB-STRATEGY: CAPPS Implementation						
Code	Sub-strategy Request	Expended 2015	Estimated 2016	Budgeted 2017	Requested	
					2018	2019
	Objects of Expense:					
1001	Salary and Wages		\$55,474	\$240,000	\$90,000	\$90,000
1002	Other Personnel Costs		\$491	\$4,800	\$5,000	\$5,000
2001	Professional Fees and Services		\$27,900	\$75,000	\$29,500	\$40,000
2003	Consumable Supplies		\$0	\$2,000	\$500	\$1,000
2004	Utilities		\$212			
2009	Other Operating Expenses		\$9,849	\$78,200	\$25,000	\$14,000
5000	Capital Expenditures		\$6,075			
	Total, Objects of Expense		\$0	\$100,000	\$150,000	\$150,000
	Method of Financing:					
001	General Revenue		\$100,000	\$400,000	\$150,000	\$150,000
	Total, Method of Financing		\$0	\$100,000	\$150,000	\$150,000
	Number of Positions (FTE)		2.0	2.0	2.0	2.0
Sub-strategy Description and Justification:						
<p>The agency received appropriations for FY 2016 and 2017 to implement the CAPPS HR and Financial Modules. The CPA's vendor and implementation team determined our agency would implement the HR modules in FY 2016, with the financial modules in FY 2017. The CPA has received funding for system implementation at TSLAC, so this item is to cover the agency's internal cost for a project manager (PM), temporary staff for backfilling key subject matter expert (SME) positions involved in the planning and implementation, and training staff for agency employees at each stage of system implementation at the agency.</p> <p>The PM and SMEs will be required to spend on average four hours per day, four days per week during the 3-4 months of planning for the systems, so the agency will need to have temporary workers backfill for these positions during these critical periods. SME staffing that will be affected include human resource, payroll and benefits staff during the first phase, and accounting, purchasing, property management functions during the second phase.</p>						
External/Internal Factors Impacting Sub-strategy:						
<p>The human resource portion of the system is scheduled to deploy on August 8, 2016, with the financial systems scheduled to go-live September 2016. The financials portion of the project is slated to take approximately ten months to fully deploy. Temporary staffing needs will depend on the timing and duration of the planning stages and system deployment.</p> <p>The agency has also implemented a new integrated information management system for records storage management and imaging services, and a new grants management system. We are also planning other large legacy system modernizations and full system integration is a priority for the agency. As we implement each additional system, we will need to ensure these new systems integrate with the CAPPS system to ensure maximum efficiency for future accounts receivable, accounts payable, procurement and other administrative processes. The agency will need to maintain the internal IT support position, as well as a SME position to coordinate the integration as we bring each new replacement system on-line. The continued financing for this project reflect the projected costs for these positions and costs for external programming, as necessary to integrate the new systems.</p>						

3.E. Sub-strategy Summary

Agency Code: 306	Agency Name: Texas State Library & Archives Commission	Prepared By: Deborah Littrell	Statewide Goal Code: 2 - 0	Strategy Code: 1.1.1		
AGENCY GOAL: Improve the availability of library and information services						
OBJECTIVE: Cost avoidance through library resource sharing						
STRATEGY: A.1.1 Share library resources among libraries statewide						
SUB-STRATEGY SUMMARY						
Code	Sub-strategy Request	Expended 2015	Estimated 2016	Budgeted 2017	Requested	
					2018	2019
	Objects of Expense:					
1001	Salary and Wages	\$106,902	\$173,233	\$180,142	\$182,142	\$182,142
1002	Other Personnel Costs	\$1,015	\$1,528	\$34,800	\$3,000	\$3,000
2001	Professional Fees and Services	\$308,652	\$257,586	\$294,846	\$273,282	\$280,100
2003	Consumable Supplies	\$961	\$6,056	\$1,100	\$1,100	\$1,100
2004	Utilities	\$10	\$0	\$20	\$20	\$20
2005	Travel	\$5,283	\$12,084	\$12,010	\$12,010	\$12,010
2006	Rent - Building	\$3,608	\$8,362	\$6,400	\$6,400	\$6,400
2009	Other Operating Expenses	\$10,090,642	\$15,515,686	\$15,057,407	\$13,795,454	\$13,751,608
4000	Grants	\$1,023,003	\$871,616	\$856,000	\$987,030	\$937,030
	Total, Objects of Expense	\$11,540,075	\$16,846,152	\$16,442,725	\$15,260,438	\$15,173,410
	Method of Financing:					
001	General Revenue	\$4,942,079	\$7,592,989	\$7,663,316	\$7,273,316	\$7,286,288
118	Federal Public Library Service Fund	\$2,665,418	\$3,540,272	\$3,540,972	\$3,455,000	\$3,455,000
666	Appropriated Receipts	\$4,742,523	\$6,393,797	\$6,022,898	\$5,648,000	\$5,648,000
777	Interagency Contracts	\$641,563	\$939,935	\$958,753	\$700,000	\$700,000
	Total, Method of Financing	\$12,991,584	\$18,466,993	\$18,185,938	\$17,076,316	\$17,089,288
	Number of Positions (FTE)	2.0	3.0	3.0	3.0	3.0

3.E. Sub-strategy Summary

Agency Code: 306	Agency Name: Texas State Library & Archives Commission	Prepared By: Deborah Littrell	Statewide Goal Code: 4 - 0	Strategy Code: 1.1.2		
AGENCY GOAL: Improve the availability of library and information services						
OBJECTIVE: Cost avoidance through library resource sharing						
STRATEGY: Aid to local libraries						
SUB-STRATEGY SUMMARY						
Code	Sub-strategy Request	Expended 2015	Estimated 2016	Budgeted 2017	Requested	
					2018	2019
	Objects of Expense:					
1001	Salary and Wages	\$349,795	\$418,486	\$423,195	\$465,000	\$478,950
1002	Other Personnel Costs	\$16,601	\$12,059	\$3,700	\$16,000	\$16,000
2001	Professional Fees and Services	\$33,044	\$27,576	\$35,500	\$28,000	\$28,000
2003	Consumable Supplies	\$4,132	\$2,365	\$4,500	\$2,500	\$2,500
2004	Utilities	\$544	\$1,192	\$150	\$1,200	\$1,200
2005	Travel	\$21,031	\$22,208	\$16,000	\$28,000	\$28,000
2009	Other Operating Expenses	\$737,137	\$601,584	\$497,487	\$623,109	\$601,723
4000	Grants	\$1,901,769	\$1,371,856	\$1,822,915	\$1,757,487	\$1,681,186
5000	Capital Expenditures	\$8,577	\$20,000	\$20,000	\$20,000	\$20,000
	Total, Objects of Expense	\$1,288,613	\$1,376,856	\$1,822,915	\$1,757,487	\$1,681,186
	Method of Financing:					
118	Federal Public Library Service Fund	\$3,028,390	\$2,468,894	\$2,825,930	\$2,942,296	\$2,858,559
666	Appropriated Receipts Trust Fund 0802	\$53,168	\$14,550	\$17	\$5,000	\$5,000
	Total, Method of Financing	\$3,081,558	\$2,483,444	\$2,825,947	\$2,947,296	\$2,863,559
	Number of Positions (FTE)	6.0	9.0	9.0	9.0	9.0

3.E. Sub-strategy Summary

Agency Code: 306	Agency Name: Texas State Library & Archives Commission	Prepared By: Donna Osborne	Statewide Goal Code: 8 - 0	Strategy Code: D.1.1		
AGENCY GOAL: D. Indirect Administration						
OBJECTIVE: D.1 Indirect Administration						
STRATEGY: D.1.1 Indirect Administration						
SUB-STRATEGY SUMMARY						
Code	Sub-strategy Request	Expended 2015	Estimated 2016	Budgeted 2017	Requested	
					2018	2019
	Objects of Expense:					
1001	Salary and Wages		\$55,474	\$240,000	\$90,000	\$90,000
1002	Other Personnel Costs		\$491	\$4,800	\$5,000	\$5,000
2001	Professional Fees and Services		\$27,900	\$75,000	\$29,500	\$40,000
2003	Consumable Supplies		\$0	\$2,000	\$500	\$1,000
2004	Utilities		\$212			
2009	Other Operating Expenses		\$9,849	\$78,200	\$25,000	\$14,000
5000	Capital Expenditures		\$6,075	\$0	\$0	\$0
	Total, Objects of Expense	\$0	\$100,000	\$400,000	\$150,000	\$150,000
	Method of Financing:					
001	General Revenue		\$100,000	\$400,000	\$150,000	\$150,000
118	Federal Public Library Service Fund					
666	Appropriated Receipts					
777	Interagency Contracts					
	Total, Method of Financing	\$0	\$100,000	\$400,000	\$150,000	\$150,000
	Number of Positions (FTE)		2.0	2.0	2.0	2.0

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Agency code: 306

Agency name:
Library & Archives Commission

CODE	DESCRIPTION	Excp 2018	Excp 2019
	Item Name: Implementing Gartner recommendations to ensure security of agency IT and physical assets		
	Item Priority: 1		
	IT Component: Yes		
	Anticipated Out-year Costs: Yes		
	Involve Contracts > \$50,000: No		
	Includes Funding for the Following Strategy or Strategies: 04-01-01 Indirect Administration		
 OBJECTS OF EXPENSE:			
1001	SALARIES AND WAGES	156,087	156,087
1002	OTHER PERSONNEL COSTS	54,630	54,630
2001	PROFESSIONAL FEES AND SERVICES	186,400	195,600
5000	CAPITAL EXPENDITURES	818,280	0
	TOTAL, OBJECT OF EXPENSE	\$1,215,397	\$406,317

METHOD OF FINANCING:

1	General Revenue Fund	1,215,397	406,317
	TOTAL, METHOD OF FINANCING	\$1,215,397	\$406,317

FULL-TIME EQUIVALENT POSITIONS (FTE):

	2.00		2.00
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DESCRIPTION / JUSTIFICATION:

In 2015, Gartner Consulting, commissioned by the Texas Department of Information Resources, completed a security assessment of TSLAC IT infrastructure and developed a set of recommendations designed to elevate our security posture to a new State of Texas standards. The report identified a total of 22 recommendations to be implemented over two biennia. Agency IT staff carefully reviewed the recommendations and identified those that could be implemented with existing agency resources. Staff worked closely with the agency's commission to review the remaining recommendations and to formulate this exceptional item request. Among the most urgent recommendations of the report is the need to hire an Information Security Officer (ISO) for the agency, a position that has not previously existed. The report also identified other infrastructure security enhancements that can be addressed through software solutions. In all, the Gartner Report recommended a total cost of \$2,350,000 for the additional staff and other required security enhancements. Through effective use of available resources, the agency has reduced this request to \$1,600,000 for the biennium. Due to the unique nature of the Library and Archives, the resources required may seem to be higher than what should normally be required of an agency of this size. The agency is responsible for securing the archival record of the state of Texas which contains large amounts of Personally Identifiable Information and other materials considered confidential under Texas statute. Breach of these resources, many of which are in digital format, would represent a significant liability to the state.

EXTERNAL/INTERNAL FACTORS:

A recent incident highlights the necessity of adding agency security staff to safeguard state assets. On July 8, 2016, agency staff detected an attack on the agency's web server. The time required to evaluate the threat, coordinate with data center staff, and implement the best solution to mitigate the risk could have been minimized had the agency had the recommended security staff available. Adequate information security requires layers of security controls at the data center as well as at the agency as well as the security expertise to implement these solutions. Having security staff and the recommended security systems on line at the agency will ensure that the agency's perimeter is properly

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safeguarded and that when they do occur, security incidents can be quickly addressed so that the availability, integrity, and confidentiality of the library's information resources can be maintained and the citizens of Texas can be confident in using the information they receive from us. The data center and our business partners expect that the agency will have adequate security resources and expertise to participate in the proactive prevention of security incidents.

The requested resources will allow the agency to employ an ISO and a Security Analyst and to put in place and properly administer automated security solutions to protect agency resources according to the recommendations of the Gartner Report.

DESCRIPTION OF IT COMPONENT INCLUDED IN EXCEPTIONAL ITEM:

In 2015, Gartner Consulting, commissioned by the Texas Department of Information Resources, completed a security assessment of TSLAC IT infrastructure and developed a set of recommendations designed to elevate our security posture to a new State of Texas standards. The report identified a total of 22 recommendations to be implemented over two biennia. Agency IT staff carefully reviewed the recommendations and identified those that could be implemented with existing agency resources. Staff worked closely with the agency's commission to review the remaining recommendations and to formulate this exceptional item request. Among the most urgent recommendations of the report is the need to hire an Information Security Officer (ISO) for the agency, a position that has not previously existed.

IS THIS IT COMPONENT RELATED TO A NEW OR CURRENT PROJECT?

CURRENT

PROPOSED SOFTWARE EXAMPLES (Client-side, server-side, Midrange and Mainframe)

To be determined when ISO is on-board.

PROPOSED HARDWARE EXAMPLES (Desktop, Laptop, Tablets, Servers, Mainframes, Printers and Monitors)

To be determined when ISO is on-board.

DEVELOPMENT COST AND OTHER COSTS

The report also identified other infrastructure security enhancements that can be addressed through software solutions. In all, the Gartner Report recommended a total cost of \$2,350,000 for the additional staff and other required security enhancements. Through effective use of available resources, the agency has reduced this request to \$1,600,000 for the biennium. Due to the unique nature of the Library and Archives, the resources required may seem to be higher than what should normally be required of an agency of this size.

TYPE OF PROJECT

Security

ALTERNATIVE ANALYSIS

The agency is responsible for securing the archival record of the state of Texas which contains large amounts of Personally Identifiable Information and other materials considered confidential under Texas statute. Breach of these resources, many of which are in digital format, would represent a significant liability to the state.

ESTIMATED IT COST

2016	2017	2018	2019	2020	2021	2022	Total Over Life of Project
\$0	\$0	\$1,215,397	\$406,317	\$0	\$0	\$0	\$1,621,714

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CODE DESCRIPTION

Excp 2018

Excp 2019

DESCRIPTION OF ANTICIPATED OUT-YEAR COSTS :

TSLAC will work with DIR to utilize their contracts whenever possible

ESTIMATED ANTICIPATED OUT-YEAR COSTS FOR ITEM:

2020	2021	2022
\$210,717	\$210,717	\$210,717

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Agency code: 306

Agency name:

Library & Archives Commission

CODE	DESCRIPTION	Excp 2018	Excp 2019
	Item Name: Affordable E-Book Resources Texans need for education, workforce, and lifelong learning		
	Item Priority: 2		
	IT Component: No		
	Anticipated Out-year Costs: Yes		
	Involve Contracts > \$50,000: Yes		
	Includes Funding for the Following Strategy or Strategies: 01-01-01 Share Library Resources Among Libraries Statewide		
 OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	4,200,000	4,200,000
	TOTAL, OBJECT OF EXPENSE	\$4,200,000	\$4,200,000
 METHOD OF FINANCING:			
1	General Revenue Fund	4,000,000	4,000,000
666	Appropriated Receipts	200,000	200,000
	TOTAL, METHOD OF FINANCING	\$4,200,000	\$4,200,000

DESCRIPTION / JUSTIFICATION:

Access to current, authoritative information on computer technology and other technical areas is of critical importance to education, workforce, and professional growth of Texans in our state's information-based economy. Unfortunately, the cost of access to those materials is a significant barrier for many libraries in the state. For over 20 years, TSLAC has demonstrated through its TexShare and TexQuest programs that it can deliver the resources that millions of Texans need to compete at a cost that is one-tenth of what those resources would cost if purchased individually by local public, school, and academic libraries. This item proposes to purchase access to major collections of technology-related e-books for use by any Texan served by a public, school, or college or university library, in other words, virtually every Texan. These e-book materials are increasingly the materials sought by students and the general public for their education, professional growth, & workforce competitiveness. By leasing these very current and in-demand materials, Texans would be guaranteed that the content is the latest, most authoritative material available.

Leveraging the purchasing power of the State of Texas yields enormous savings & realizes the best value possible for Texas taxpayers. The funds requested would reinforce resources offered via the extremely successful TexShare program for users of academic & public libraries statewide, as well as the TexQuest program, providing digital content for the state's over 5 million K-12 students. Also, by relieving local libraries of the burden of acquiring these materials, millions of dollars in local collection development resources will be freed for purchase of other materials in print and digital format.

This exceptional item proposes to use \$8,000,000 in General Revenue funds for the biennium and \$400,000 of additional cost-sharing fees from participating libraries to create a total project of \$8.4 million for the biennium.

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CODE	DESCRIPTION	Excp 2018	Excp 2019
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EXTERNAL/INTERNAL FACTORS:

It is a myth that all information is freely available on the Internet. The information that people need for education, workforce readiness, and professional growth are in proprietary commercial databases and e-book collections that command premium prices. For over 20 years, TexShare and TexQuest have provided Texans of all ages and in all parts of the state cost-effective shared access to authoritative, current resources that would otherwise be unaffordable for most libraries in the state. In 2015, TexShare and TexQuest resources received over 100,000,000 uses and 37,000,000 full-text documents downloaded.

In considering this exceptional item, TSLAC staff consulted with hundreds of librarians statewide, including through surveys, discussions, and two statewide forums on resource sharing and e-resources. The consensus of public, school, and academic librarians in all parts of the state and all sizes of libraries is that the public needs and demands the most current possible e-book resources to be competitive in our technology- and information-driven economy. The exceptional item is a large amount, but this amount is minimal when providing meaningful access to these high-demand items for a state the size of Texas. To duplicate the purchase of these materials locally would cost the libraries many times the amount of this exceptional item.

DESCRIPTION OF ANTICIPATED OUT-YEAR COSTS :

\$4,200,000 each year, \$4,000,000 from general revenue and \$200,000 from appropriated receipts

ESTIMATED ANTICIPATED OUT-YEAR COSTS FOR ITEM:

2020	2021	2022
\$4,200,000	\$4,200,000	\$4,200,000

APPROXIMATE PERCENTAGE OF EXCEPTIONAL ITEM : 100.00%

CONTRACT DESCRIPTION :

Contracts, one or more depending on bids, for e-resources (e-books and databases) in the areas of computer, information, and related technology.

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Library & Archives Commission

CODE DESCRIPTION

Excp 2018

Excp 2019

agencies, though the analysis holds true when compared to most other state agencies.

Librarian salaries at TSLAC lag far below those paid by other agencies outside the state, such as the University of Texas libraries, Austin Public Library, and Austin Community College Library. For example, the TSLAC average salary for a Librarian II is \$40,501, approximately 25% below similar positions in area libraries.

DESCRIPTION OF ANTICIPATED OUT-YEAR COSTS :

Ongoing Salaries

ESTIMATED ANTICIPATED OUT-YEAR COSTS FOR ITEM:

	2020	2021	2022
	\$250,000	\$250,000	\$250,000

4.A. Exceptional Item Request Schedule
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Agency code: 306

Agency name:
Library & Archives Commission

CODE	DESCRIPTION	Excp 2018	Excp 2019
	Item Name: Government Information Analysts to provide training and guidance to state and local records managers		
	Item Priority: 4		
	IT Component: No		
	Anticipated Out-year Costs: Yes		
	Involve Contracts > \$50,000: No		
	Includes Funding for the Following Strategy or Strategies: 03-01-01 Records Management Services for State/Local Government Officials		

OBJECTS OF EXPENSE:

1001	SALARIES AND WAGES	80,000	80,000
1002	OTHER PERSONNEL COSTS	30,000	30,000
2001	PROFESSIONAL FEES AND SERVICES	500	500
2003	CONSUMABLE SUPPLIES	1,750	1,000
2004	UTILITIES	1,000	1,000
2005	TRAVEL	4,000	4,000
2009	OTHER OPERATING EXPENSE	1,900	1,900
5000	CAPITAL EXPENDITURES	4,250	0
TOTAL, OBJECT OF EXPENSE		\$123,400	\$118,400

METHOD OF FINANCING:

1	General Revenue Fund	123,400	118,400
TOTAL, METHOD OF FINANCING		\$123,400	\$118,400

FULL-TIME EQUIVALENT POSITIONS (FTE):

2.00	2.00
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DESCRIPTION / JUSTIFICATION:

Access to the records of state and local agencies is vital to ensuring the transparency of government. Proper records management reduces the time it takes to locate records for daily operations, reports, customer requests, audits, litigation, maintain business continuity and more.

TSLAC is the agency mandated to establish state rules for the retention, preservation, and management of the records of state and local government and to advising on the applications of those rules. Currently TSLAC provides records management guidance and support to 159 state agencies and more than 10,000 local governments with a staff of seven Government Information Analysts, one of which is the unit manager. More are needed to adequately address current needs, while rising demands for assistance fueled by statewide population growth, increased Public Information Act requests, audits, and the proliferation of electronic records, is placing even more strain on the availability of staff.

Every day analysts educate Texas government employees about the many complex topics surrounding management of information required to comply with the state's records laws and best practices. Services to these government employees translate into efficiencies that save time and tax dollars. In FY2015 the analysts saved state and local government agencies \$508,000 in training and consulting costs alone.

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Library & Archives Commission

CODE	DESCRIPTION	Excp 2018	Excp 2019
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Governments are experiencing tighter budgets while records and information management needs escalate. In FY2015, the seven government information analysts provided 12,066 hours of training and consulting to 9,211 government personnel and 1,504 persons attended webinars and took advantage of on-line classes in techniques of records management. However, the demand for guidance far exceeds the capacity of the current staff. Local governments in particular need more technical assistance through regionally based training, online classes and webinars.

EXTERNAL/INTERNAL FACTORS:

The agency has 7 full-time employees in the Records Management Assistance Unit. These staff use multiple strategies to deliver training and support to state and local agency officials, including regional workshops, annual e-Records Conference, online training classes, webinars, and technical assistance contacts. However, the analysts are required to work on other tasks. The unit manager handles administrative functions, staff development, and coordinating training opportunities with other agencies. The other 6 maintain retention schedules and update administrative rules and guidance, which diminish time available to provide training and consultation assistance.

Statewide training and consultation needs are ongoing. Each analyst is responsible for a designated number of state agencies and universities, and all city and county political subdivisions within a region of the state. Continued local growth increases the need for public services such as schools and expanding police and fire departments. The number of state and local government personnel has increased by more than 30% since 1997 (the last time an analyst was added to the unit). Turnover at all levels of government and changes in technology also increased the need for continued training.

All analyst help reduce state agency and local government overhead. In addition to cost savings, they provide authority agencies need to maintain or destroy records based on the legal, administrative, fiscal or historical content of the records they are creating or receiving when conducting the entity's business.

This exceptional item will fund 2 government information analyst positions to create new external training materials and update administrative guidance, freeing up the other analysts for additional training and outreach. The 2 new analysts will increase our target for training and outreach to state and local government officials by 1,000 in FY2018 and by 2,000 in FY2019.

DESCRIPTION OF ANTICIPATED OUT-YEAR COSTS :

Ongoing Salaries

ESTIMATED ANTICIPATED OUT-YEAR COSTS FOR ITEM:

2020	2021	2022
\$118,400	\$118,400	\$118,400

4.A. Exceptional Item Request Schedule
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Agency code: 306 Agency name: Library & Archives Commission

CODE	DESCRIPTION	Excp 2018	Excp 2019
	Item Name: High-speed Internet access for Texas communities via public library broadband access Item Priority: 5 IT Component: No Anticipated Out-year Costs: No Involve Contracts > \$50,000: Yes Includes Funding for the Following Strategy or Strategies: 01-01-02 Aid in the Development of Local Libraries		
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	425,000	125,000
4000	GRANTS	0	450,000
	TOTAL, OBJECT OF EXPENSE	\$425,000	\$575,000
METHOD OF FINANCING:			
1	General Revenue Fund	425,000	575,000
	TOTAL, METHOD OF FINANCING	\$425,000	\$575,000

DESCRIPTION / JUSTIFICATION:

Access to broadband is a crucial component of economic development and educational success in Texas. Unfortunately, many communities lack the broadband access they need to ensure their citizens can compete in a world where high-speed access is a necessity, not a luxury. According to a 2016 study by Rural TeleCon, Texas ranks last among all states in terms of a variety of factors in the delivery of broadband to its citizens. Public libraries can help. They are the place where over 60% of the public goes for Internet access when they don't have it at home. And through the federal E-Rate program, libraries can qualify for as much as a 90% reduction in the cost of broadband service lowering that cost from a prohibitive \$3,000 per month to \$300 per month. However, only about 25% of Texas public libraries are currently applying for E-Rate due to the complexity of the application process and other factors. This exceptional item proposes to expand the number of Texans that can access high-speed Internet in their communities by assisting and incentivizing public libraries in securing E-Rate discounts. The exceptional item would provide funds to secure contract support to assist libraries in the application process in FY 2018 and provide a one-year subsidy for the higher cost of the service for those libraries that secure E-Rate for 2019.

If this project were able to bring high-speed Internet to 100 Texas public libraries at an average E-Rate discount of 70% (the current estimated statewide rate), it would represent a savings of approximately \$2.5M in one year only, or an ROI of \$2.5 in value for every dollar spent on the exceptional item. In five years, that value would increase to \$12.50 for every dollar spent. This does not even include the incalculable economic and educational benefits derived from providing high-speed Internet access to many thousands of Texans.

EXTERNAL/INTERNAL FACTORS:

Governor Abbott and other Texas leaders have recognized the importance of broadband access to the success of Texans in school and throughout their lives. Texas public libraries could play a significant role in erasing the digital divide in Texas and bringing high-speed Internet access to communities at an affordable cost. In a speed test conducted by TSLAC in 2016, approximately 94% of Texas public libraries fall short of the Internet access recommended for libraries by the FCC. That level of connectivity

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	is 100 megabits per second for libraries serving populations under 50,000 (508 Texas libraries fall into this category) and 1 gigabit per second for libraries serving over 50,000 (76 Texas libraries and branch libraries). Over 73 million Texans visit public libraries each year, logging more than 26 million Internet sessions. These individuals use library Internet connections for a variety of purposes, including job searches, homework help, accessing e-government, researching small-business opportunities, and for distance learning. Increasingly, these individuals need the type of high-speed Internet access that is found in only about 6% of all Texas public libraries. Higher speeds that could cost as much as \$36,000 or more per year are unaffordable. Through the federal E-rate program, they could be made affordable, but the application process—especially the first time around—is onerous and forbidding. With some assistance in the application process, this program could bring E-Rate to as many as 100 or more libraries across the state, enabling them to be a point of access for broadband service in their communities.		

APPROXIMATE PERCENTAGE OF EXCEPTIONAL ITEM : 50.00%

CONTRACT DESCRIPTION :

we will contract for technical assistance to libraries to help them with the E-rate process and forms. \$425,000 total the first year and \$125,000 the second year. I do not know if it will be one contract (although that's what I expect) or more than one until we bid.

4.B. Exceptional Items Strategy Allocation Schedule
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Agency code: **306** Agency name: **Library & Archives Commission**

Code	Description	Excp 2018	Excp 2019
Item Name: Implementing Gartner recommendations to ensure security of agency IT and physical assets			
Allocation to Strategy: 4-1-1 Indirect Administration			
OBJECTS OF EXPENSE:			
1001	SALARIES AND WAGES	156,087	156,087
1002	OTHER PERSONNEL COSTS	54,630	54,630
2001	PROFESSIONAL FEES AND SERVICES	186,400	195,600
5000	CAPITAL EXPENDITURES	818,280	0
TOTAL, OBJECT OF EXPENSE		\$1,215,397	\$406,317
METHOD OF FINANCING:			
1 General Revenue Fund		1,215,397	406,317
TOTAL, METHOD OF FINANCING		\$1,215,397	\$406,317
FULL-TIME EQUIVALENT POSITIONS (FTE):		2.0	2.0

4.B. Exceptional Items Strategy Allocation Schedule
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Agency code: 306 Agency name: Library & Archives Commission

Code	Description	Excp 2018	Excp 2019
Item Name: Affordable E-Book Resources Texans need for education, workforce, and lifelong learning			
Allocation to Strategy: 1-1-1 Share Library Resources Among Libraries Statewide			
STRATEGY IMPACT ON OUTCOME MEASURES:			
2	\$ Cost-avoidance Achieved by Resource Sharing	229,000,000.00	233,000,000.00
EFFICIENCY MEASURES:			
2	Cost Per Book and Other Material Provided by Shared Resources	0.06	0.06
EXPLANATORY/INPUT MEASURES:			
1	Number of Resources Provided to Persons Through Shared Services	3,600,000.00	3,700,000.00
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	4,200,000	4,200,000
TOTAL, OBJECT OF EXPENSE		\$4,200,000	\$4,200,000
METHOD OF FINANCING:			
1	General Revenue Fund	4,000,000	4,000,000
666	Appropriated Receipts	200,000	200,000
TOTAL, METHOD OF FINANCING		\$4,200,000	\$4,200,000
FULL-TIME EQUIVALENT POSITIONS (FTE):		0.0	0.0

4.B. Exceptional Items Strategy Allocation Schedule
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Agency code: 306 Agency name: Library & Archives Commission

Code	Description	Excp 2018	Excp 2019
Item Name: Recruiting and retaining a workforce to deliver mandated agency services			
Allocation to Strategy: 4-1-1 Indirect Administration			
OBJECTS OF EXPENSE:			
1001	SALARIES AND WAGES	250,000	250,000
TOTAL, OBJECT OF EXPENSE		\$250,000	\$250,000
METHOD OF FINANCING:			
1	General Revenue Fund	250,000	250,000
TOTAL, METHOD OF FINANCING		\$250,000	\$250,000
FULL-TIME EQUIVALENT POSITIONS (FTE):		0.0	0.0

4.B. Exceptional Items Strategy Allocation Schedule
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Agency code: 306 Agency name: Library & Archives Commission

Code	Description	Excp 2018	Excp 2019
Item Name:	Government Information Analysts to provide training and guidance to state and local records managers		
Allocation to Strategy:	3-1-1 Records Management Services for State/Local Government Officials		
OUTPUT MEASURES:			
<u>1</u>	Number of Times State and Local Government Employees Trained or Assist	1,000.00	2,000.00
OBJECTS OF EXPENSE:			
1001	SALARIES AND WAGES	80,000	80,000
1002	OTHER PERSONNEL COSTS	30,000	30,000
2001	PROFESSIONAL FEES AND SERVICES	500	500
2003	CONSUMABLE SUPPLIES	1,750	1,000
2004	UTILITIES	1,000	1,000
2005	TRAVEL	4,000	4,000
2009	OTHER OPERATING EXPENSE	1,900	1,900
5000	CAPITAL EXPENDITURES	4,250	0
TOTAL, OBJECT OF EXPENSE		\$123,400	\$118,400
METHOD OF FINANCING:			
1	General Revenue Fund	123,400	118,400
TOTAL, METHOD OF FINANCING		\$123,400	\$118,400
FULL-TIME EQUIVALENT POSITIONS (FTE):		2.0	2.0

4.B. Exceptional Items Strategy Allocation Schedule
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Agency code: 306 Agency name: Library & Archives Commission

Code	Description	Excp 2018	Excp 2019
Item Name: High-speed Internet access for Texas communities via public library broadband access			
Allocation to Strategy: 1-1-2 Aid in the Development of Local Libraries			
OUTPUT MEASURES:			
<u>1</u>	# of Books & Other Library Materials Provided to Libraries	200.00	280.00
<u>2</u>	Number of Times Librarians Trained or Assisted	900.00	980.00
OBJECTS OF EXPENSE:			
2009	OTHER OPERATING EXPENSE	425,000	125,000
4000	GRANTS	0	450,000
TOTAL, OBJECT OF EXPENSE		\$425,000	\$575,000
METHOD OF FINANCING:			
1	General Revenue Fund	425,000	575,000
TOTAL, METHOD OF FINANCING		\$425,000	\$575,000

4.C. Exceptional Items Strategy Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
TIME: 5:44:16PM

Agency Code: **306** Agency name: **Library & Archives Commission**

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 1 Cost Avoidance through Library Resource Sharing
 STRATEGY: 1 Share Library Resources Among Libraries Statewide

Service Categories:
 Service: 04 Income: A.2 Age: B.3

CODE DESCRIPTION	Excp 2018	Excp 2019
------------------	-----------	-----------

STRATEGY IMPACT ON OUTCOME MEASURES:

<u>2</u> \$ Cost-avoidance Achieved by Resource Sharing	229,000,000.00	233,000,000.00
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EFFICIENCY MEASURES:

<u>2</u> Cost Per Book and Other Material Provided by Shared Resources	0.06	0.06
--	------	------

EXPLANATORY/INPUT MEASURES:

<u>1</u> Number of Resources Provided to Persons Through Shared Services	3,600,000.00	3,700,000.00
--	--------------	--------------

OBJECTS OF EXPENSE:

2009 OTHER OPERATING EXPENSE	4,200,000	4,200,000
Total, Objects of Expense	\$4,200,000	\$4,200,000

METHOD OF FINANCING:

1 General Revenue Fund	4,000,000	4,000,000
666 Appropriated Receipts	200,000	200,000
Total, Method of Finance	\$4,200,000	\$4,200,000

EXCEPTIONAL ITEM(S) INCLUDED IN STRATEGY:

Affordable E-Book Resources Texans need for education, workforce, and lifelong learning

4.C. Exceptional Items Strategy Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
TIME: 5:44:16PM

Agency Code: 306 Agency name: Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services

OBJECTIVE: 1 Cost Avoidance through Library Resource Sharing

STRATEGY: 2 Aid in the Development of Local Libraries

Service Categories:

Service: 04 Income: A.2 Age: B.3

CODE DESCRIPTION	Excp 2018	Excp 2019
------------------	-----------	-----------

OUTPUT MEASURES:

<u>1</u> # of Books & Other Library Materials Provided to Libraries	200.00	280.00
<u>2</u> Number of Times Librarians Trained or Assisted	900.00	980.00

OBJECTS OF EXPENSE:

2009 OTHER OPERATING EXPENSE	425,000	125,000
4000 GRANTS	0	450,000
Total, Objects of Expense	\$425,000	\$575,000

METHOD OF FINANCING:

1 General Revenue Fund	425,000	575,000
Total, Method of Finance	\$425,000	\$575,000

EXCEPTIONAL ITEM(S) INCLUDED IN STRATEGY:

High-speed Internet access for Texas communities via public library broadband access

4.C. Exceptional Items Strategy Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
TIME: 5:44:16PM

Agency Code: 306 Agency name: Library & Archives Commission

GOAL: 1 Improve the Availability of Library and Information Services
 OBJECTIVE: 2 Increase Library Use by Texans with Disabilities
 STRATEGY: 1 Provide Direct Library Svcs to Texans with Qualifying Disabilities

Service Categories:
 Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Excp 2018	Excp 2019
------	-------------	-----------	-----------

OUTPUT MEASURES:

<u>1</u>	Number of Persons Served	15,200.00	15,319.00
<u>2</u>	Number of Institutions Served	404.00	404.00

EFFICIENCY MEASURES:

<u>1</u>	Cost Per Volume Circulated	4.04	3.92
<u>2</u>	Cost Per Person Served	172.27	154.08

4.C. Exceptional Items Strategy Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
TIME: 5:44:16PM

Agency Code: **306** Agency name: **Library & Archives Commission**

GOAL: 2 Public Access to Government Information
 OBJECTIVE: 1 Improve Information Provided to the Public and Others
 STRATEGY: 1 Provide Access to Information and Archives

Service Categories:
 Service: 04 Income: A.2 Age: B.3

CODE DESCRIPTION	Excp 2018	Excp 2019
OUTPUT MEASURES:		
<u>1</u> Number of Assists With Information Resources	6,000,000.00	6,000,000.00
EFFICIENCY MEASURES:		
<u>1</u> Cost Per Assist With Information Resources	0.21	0.21
EXPLANATORY/INPUT MEASURES:		
<u>1</u> Number of Web-based Information Resources Used	2,200,000.00	2,200,000.00

4.C. Exceptional Items Strategy Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
TIME: 5:44:16PM

Agency Code: 306 Agency name: Library & Archives Commission

GOAL: 3 Cost-effective State/Local Records Management
 OBJECTIVE: 1 Achieve Record Retention Rate for State/Local Government
 STRATEGY: 1 Records Management Services for State/Local Government Officials

Service Categories:
 Service: 05 Income: A.2 Age: B.3

CODE DESCRIPTION	Excp 2018	Excp 2019
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STRATEGY IMPACT ON OUTCOME MEASURES:

<u>1</u> Percent of Agencies with Approved Records Schedules	98.00 %	98.00 %
<u>2</u> % Local Government Administering Approved Record Schedules	80.00 %	80.00 %

OUTPUT MEASURES:

<u>1</u> Number of Times State and Local Government Employees Trained or Assist	10,500.00	11,500.00
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OBJECTS OF EXPENSE:

1001 SALARIES AND WAGES	80,000	80,000
1002 OTHER PERSONNEL COSTS	30,000	30,000
2001 PROFESSIONAL FEES AND SERVICES	500	500
2003 CONSUMABLE SUPPLIES	1,750	1,000
2004 UTILITIES	1,000	1,000
2005 TRAVEL	4,000	4,000
2009 OTHER OPERATING EXPENSE	1,900	1,900
5000 CAPITAL EXPENDITURES	4,250	0
Total, Objects of Expense	\$123,400	\$118,400

METHOD OF FINANCING:

1 General Revenue Fund	123,400	118,400
Total, Method of Finance	\$123,400	\$118,400

FULL-TIME EQUIVALENT POSITIONS (FTE):

	2.0	2.0
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EXCEPTIONAL ITEM(S) INCLUDED IN STRATEGY:

Government Information Analysts to provide training and guidance to state and local records managers

4.C. Exceptional Items Strategy Request
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
TIME: 5:44:16PM

Agency Code: **306** Agency name: **Library & Archives Commission**

GOAL: 4 Indirect Administration
 OBJECTIVE: 1 Indirect Administration
 STRATEGY: 1 Indirect Administration

Service Categories:
 Service: 09 Income: A.2 Age: B.3

CODE DESCRIPTION	Excp 2018	Excp 2019
OBJECTS OF EXPENSE:		
1001 SALARIES AND WAGES	406,087	406,087
1002 OTHER PERSONNEL COSTS	54,630	54,630
2001 PROFESSIONAL FEES AND SERVICES	186,400	195,600
5000 CAPITAL EXPENDITURES	818,280	0
Total, Objects of Expense	\$1,465,397	\$656,317
METHOD OF FINANCING:		
1 General Revenue Fund	1,465,397	656,317
Total, Method of Finance	\$1,465,397	\$656,317
FULL-TIME EQUIVALENT POSITIONS (FTE):	2.0	2.0

EXCEPTIONAL ITEM(S) INCLUDED IN STRATEGY:

Implementing Gartner recommendations to ensure security of agency IT and physical assets
 Recruiting and retaining a workforce to deliver mandated agency services

5.A. Capital Budget Project Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:16PM

Agency code: 306

Agency name: Library & Archives Commission

Category Code / Category Name

Project Sequence/Project Id/ Name

OOE / TOF / MOF CODE

Est 2016

Bud 2017

BL 2018

BL 2019

5003 Repair or Rehabilitation of Buildings and Facilities

*7/7 Sam Houston Regional Library and Research
 Center - Safety & Security Repairs and
 Improvements*

OBJECTS OF EXPENSE

Capital

General	2001	PROFESSIONAL FEES AND SERVICES		\$74,910	\$75,000	\$75,000	\$75,000
General	2009	OTHER OPERATING EXPENSE		\$8,504	\$391,386	\$0	\$0
General	5000	CAPITAL EXPENDITURES		\$0	\$425,000	\$300,000	\$300,000
Capital Subtotal OOE, Project			7	\$83,414	\$891,386	\$375,000	\$375,000
Subtotal OOE, Project			7	\$83,414	\$891,386	\$375,000	\$375,000
TYPE OF FINANCING							
<u>Capital</u>							
General	CA	1 General Revenue Fund		\$83,414	\$891,386	\$375,000	\$375,000
Capital Subtotal TOF, Project			7	\$83,414	\$891,386	\$375,000	\$375,000
Subtotal TOF, Project			7	\$83,414	\$891,386	\$375,000	\$375,000
Capital Subtotal, Category			5003	\$83,414	\$891,386	\$375,000	\$375,000
Informational Subtotal, Category			5003				
Total, Category			5003	\$83,414	\$891,386	\$375,000	\$375,000

5005 Acquisition of Information Resource Technologies

*1/1 Acquisition of New or Replacement Computer
 Resources for Desktop Workstations and Network
 Equipment.*

OBJECTS OF EXPENSE

5.A. Capital Budget Project Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:16PM

Agency code: 306

Agency name: Library & Archives Commission

Category Code / Category Name

Project Sequence/Project Id/ Name

OOE / TOF / MOF CODE

Est 2016

Bud 2017

BL 2018

BL 2019

Capital

General 5000 CAPITAL EXPENDITURES

\$130,083

\$102,500

\$145,966

\$124,994

Capital Subtotal OOE, Project 1

\$130,083

\$102,500

\$145,966

\$124,994

Subtotal OOE, Project 1

\$130,083

\$102,500

\$145,966

\$124,994

TYPE OF FINANCING

Capital

General CA 1 General Revenue Fund

\$15,000

\$15,000

\$17,000

\$17,000

General CA 118 Fed Pub Library Serv Fd

\$72,583

\$44,000

\$72,000

\$47,000

General CA 666 Appropriated Receipts

\$5,000

\$5,000

\$5,000

\$5,000

General CA 777 Interagency Contracts

\$37,500

\$38,500

\$51,966

\$55,994

Capital Subtotal TOF, Project 1

\$130,083

\$102,500

\$145,966

\$124,994

Subtotal TOF, Project 1

\$130,083

\$102,500

\$145,966

\$124,994

3/3 Talking Book Program Automation

OBJECTS OF EXPENSE

Capital

General 2009 OTHER OPERATING EXPENSE

\$178,668

\$383,714

\$175,000

\$175,000

Capital Subtotal OOE, Project 3

\$178,668

\$383,714

\$175,000

\$175,000

Subtotal OOE, Project 3

\$178,668

\$383,714

\$175,000

\$175,000

TYPE OF FINANCING

Capital

General CA 118 Fed Pub Library Serv Fd

\$178,293

\$263,210

\$175,000

\$175,000

General CA 666 Appropriated Receipts

\$375

\$120,504

\$0

\$0

5.A. Capital Budget Project Schedule
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
TIME : 5:44:16PM

Agency code: **306**

Agency name: **Library & Archives Commission**

Category Code / Category Name

Project Sequence/Project Id/ Name

OOE / TOF / MOF CODE

Est 2016

Bud 2017

BL 2018

BL 2019

Capital Subtotal TOF, Project 3

\$178,668

\$383,714

\$175,000

\$175,000

Subtotal TOF, Project 3

\$178,668

\$383,714

\$175,000

\$175,000

5/5 Texas Digital Archive (TDA)

OBJECTS OF EXPENSE

Capital

General 2001 PROFESSIONAL FEES AND SERVICES

\$7,688

\$8,000

\$8,000

\$8,000

General 2009 OTHER OPERATING EXPENSE

\$8,350

\$9,000

\$9,000

\$9,000

General 5000 CAPITAL EXPENDITURES

\$37,610

\$153,500

\$153,500

\$153,500

Capital Subtotal OOE, Project 5

\$53,648

\$170,500

\$170,500

\$170,500

Subtotal OOE, Project 5

\$53,648

\$170,500

\$170,500

\$170,500

TYPE OF FINANCING

Capital

General CA 1 General Revenue Fund

\$53,648

\$170,500

\$170,500

\$170,500

Capital Subtotal TOF, Project 5

\$53,648

\$170,500

\$170,500

\$170,500

Subtotal TOF, Project 5

\$53,648

\$170,500

\$170,500

\$170,500

6/6 Governor's Electronic Records

OBJECTS OF EXPENSE

Capital

General 2001 PROFESSIONAL FEES AND SERVICES

\$14,637

\$30,000

\$0

\$0

General 2009 OTHER OPERATING EXPENSE

\$7,550

\$30,814

\$0

\$0

Capital Subtotal OOE, Project 6

\$22,187

\$60,814

\$0

\$0

Subtotal OOE, Project 6

\$22,187

\$60,814

\$0

\$0

5.A. Capital Budget Project Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:16PM

Agency code: 306

Agency name: Library & Archives Commission

Category Code / Category Name

Project Sequence/Project Id/ Name

OOE / TOF / MOF CODE

Est 2016

Bud 2017

BL 2018

BL 2019

TYPE OF FINANCING

Capital

General CA 1 General Revenue Fund

\$22,187

\$60,814

\$0

\$0

Capital Subtotal TOF, Project 6

\$22,187

\$60,814

\$0

\$0

Subtotal TOF, Project 6

\$22,187

\$60,814

\$0

\$0

*8/8 Implementing Gartner Recommendations to
 Ensure Security of Agency IT and Physical Assets*

OBJECTS OF EXPENSE

Capital

General 1001 SALARIES AND WAGES

\$0

\$0

\$0

\$0

General 1002 OTHER PERSONNEL COSTS

\$0

\$0

\$0

\$0

General 2001 PROFESSIONAL FEES AND SERVICES

\$0

\$0

\$0

\$0

General 5000 CAPITAL EXPENDITURES

\$0

\$0

\$0

\$0

Capital Subtotal OOE, Project 8

\$0

\$0

\$0

\$0

Subtotal OOE, Project 8

\$0

\$0

\$0

\$0

TYPE OF FINANCING

Capital

General CA 1 General Revenue Fund

\$0

\$0

\$0

\$0

Capital Subtotal TOF, Project 8

\$0

\$0

\$0

\$0

Subtotal TOF, Project 8

\$0

\$0

\$0

\$0

5.A. Capital Budget Project Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:16PM

Agency code: 306

Agency name: Library & Archives Commission

Category Code / Category Name

Project Sequence/Project Id/ Name

OOE / TOF / MOF CODE

Est 2016

Bud 2017

BL 2018

BL 2019

Capital Subtotal, Category 5005

\$384,586

\$717,528

\$491,466

\$470,494

Informational Subtotal, Category 5005

Total, Category 5005

\$384,586

\$717,528

\$491,466

\$470,494

5007 Acquisition of Capital Equipment and Items

*4/4 Library Collection Materials and Public Access
 Information Resources*

OBJECTS OF EXPENSE

Capital

General 1001 SALARIES AND WAGES

\$116,153

\$129,000

\$131,000

\$133,000

General 1002 OTHER PERSONNEL COSTS

\$2,021

\$2,300

\$2,300

\$2,300

General 2001 PROFESSIONAL FEES AND SERVICES

\$257,557

\$300,620

\$265,000

\$265,000

General 2003 CONSUMABLE SUPPLIES

\$888

\$1,000

\$1,000

\$1,000

General 2004 UTILITIES

\$8

\$10

\$10

\$10

General 2005 TRAVEL

\$12,471

\$12,000

\$12,000

\$12,000

General 2006 RENT - BUILDING

\$9,438

\$8,000

\$8,000

\$8,000

General 2007 RENT - MACHINE AND OTHER

\$484

\$400

\$400

\$400

General 2009 OTHER OPERATING EXPENSE

\$13,025,700

\$13,323,534

\$12,933,534

\$12,933,534

General 5000 CAPITAL EXPENDITURES

\$111,000

\$111,000

\$116,000

\$116,000

Capital Subtotal OOE, Project 4

\$13,535,720

\$13,887,864

\$13,469,244

\$13,471,244

Subtotal OOE, Project 4

\$13,535,720

\$13,887,864

\$13,469,244

\$13,471,244

TYPE OF FINANCING

Capital

General CA 1 General Revenue Fund

\$7,538,308

\$7,583,996

\$7,193,996

\$7,193,996

General CA 118 Fed Pub Library Serv Fd

\$3,109,809

\$2,930,000

\$2,935,000

\$2,935,000

5.A. Capital Budget Project Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:16PM

Agency code: 306

Agency name: Library & Archives Commission

Category Code / Category Name

Project Sequence/Project Id/ Name

OOE / TOF / MOF CODE

				Est 2016	Bud 2017	BL 2018	BL 2019
General	CA	666	Appropriated Receipts	\$2,298,596	\$2,751,221	\$2,639,248	\$2,641,248
General	CA	777	Interagency Contracts	\$589,007	\$622,647	\$701,000	\$701,000
Capital Subtotal TOF, Project				\$13,535,720	\$13,887,864	\$13,469,244	\$13,471,244
Subtotal TOF, Project 4				\$13,535,720	\$13,887,864	\$13,469,244	\$13,471,244
Capital Subtotal, Category 5007				\$13,535,720	\$13,887,864	\$13,469,244	\$13,471,244
Informational Subtotal, Category 5007							
Total, Category 5007				\$13,535,720	\$13,887,864	\$13,469,244	\$13,471,244
7000 Data Center Consolidation							
<i>2/2 Data Center Consolidation</i>							
OBJECTS OF EXPENSE							
<u>Capital</u>							
General	2001	PROFESSIONAL FEES AND SERVICES		\$500,428	\$556,914	\$505,302	\$522,802
Capital Subtotal OOE, Project				\$500,428	\$556,914	\$505,302	\$522,802
Subtotal OOE, Project 2				\$500,428	\$556,914	\$505,302	\$522,802
TYPE OF FINANCING							
<u>Capital</u>							
General	CA	1	General Revenue Fund	\$428,796	\$453,267	\$409,295	\$423,470
General	CA	118	Fed Pub Library Serv Fd	\$71,632	\$103,647	\$96,007	\$99,332
Capital Subtotal TOF, Project				\$500,428	\$556,914	\$505,302	\$522,802
Subtotal TOF, Project 2				\$500,428	\$556,914	\$505,302	\$522,802

5.A. Capital Budget Project Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:16PM

Agency code: **306**

Agency name: **Library & Archives Commission**

Category Code / Category Name

Project Sequence/Project Id/ Name

OOE / TOF / MOF CODE

Est 2016

Bud 2017

BL 2018

BL 2019

Capital Subtotal, Category 7000

\$500,428

\$556,914

\$505,302

\$522,802

Informational Subtotal, Category 7000

Total, Category 7000

\$500,428

\$556,914

\$505,302

\$522,802

AGENCY TOTAL -CAPITAL

\$14,504,148

\$16,053,692

\$14,841,012

\$14,839,540

AGENCY TOTAL -INFORMATIONAL

AGENCY TOTAL

\$14,504,148

\$16,053,692

\$14,841,012

\$14,839,540

METHOD OF FINANCING:

Capital

General 1 General Revenue Fund

\$8,141,353

\$9,174,963

\$8,165,791

\$8,179,966

General 118 Fed Pub Library Serv Fd

\$3,432,317

\$3,340,857

\$3,278,007

\$3,256,332

General 666 Appropriated Receipts

\$2,303,971

\$2,876,725

\$2,644,248

\$2,646,248

General 777 Interagency Contracts

\$626,507

\$661,147

\$752,966

\$756,994

Total, Method of Financing-Capital

\$14,504,148

\$16,053,692

\$14,841,012

\$14,839,540

Total, Method of Financing

\$14,504,148

\$16,053,692

\$14,841,012

\$14,839,540

TYPE OF FINANCING:

Capital

General CA CURRENT APPROPRIATIONS

\$14,504,148

\$16,053,692

\$14,841,012

\$14,839,540

Total, Type of Financing-Capital

\$14,504,148

\$16,053,692

\$14,841,012

\$14,839,540

Total, Type of Financing

\$14,504,148

\$16,053,692

\$14,841,012

\$14,839,540

5.B. Capital Budget Project Information
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:16PM

Agency Code:	306	Agency name:	Library & Archives Commission
Category Number:	5005	Category Name:	ACQUISITN INFO RES TECH.
Project number:	1	Project Name:	Computer Resources/Network

PROJECT DESCRIPTION

General Information

Data storage for digital records is designated as part of the Texas Digital Archive. These records document activities of Texas state government and have been identified as having archival value and thus merit permanent preservation in the State Archives' digital platform.

Number of Units / Average Unit Cost

N/A

Estimated Completion Date

Ongoing

Additional Capital Expenditure Amounts Required

2020

2021

0

0

Type of Financing

CA CURRENT APPROPRIATIONS

Projected Useful Life

ongoing

Estimated/Actual Project Cost

\$341,000

Length of Financing/ Lease Period

N/A

ESTIMATED/ACTUAL DEBT OBLIGATION PAYMENTS

2018

2019

2020

2021

**Total over
project life**

0

0

0

0

0

REVENUE GENERATION / COST SAVINGS

REVENUE COST FLAG

MOF CODE

AVERAGE AMOUNT

Explanation: Data storage is provided by the AWS Gov Cloud. The size of the archives will continue to grow and the cost of storage over time is difficult to estimate.

Project Location: Lorenzo de Zavala State Archives and Library Building in the Capitol Complex in Austin and the Sam Houston Regional Library and Research Center in Liberty.

Beneficiaries: ARIS staff, other agency staff, volunteers and constituents

Frequency of Use and External Factors Affecting Use:

Equipment will be used daily by staff, volunteers and constituents. The program's service requirements, advances in technology, and obsolescence of hardware and software are external factors affecting use.

5.B. Capital Budget Project Information
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:16PM

Agency Code:	306	Agency name:	Library & Archives Commission
Category Number:	7000	Category Name:	Data Center Consolidation
Project number:	2	Project Name:	Data Center Consolidation

PROJECT DESCRIPTION

General Information

Project is required to comply with HB1516 mandate for data center consolidation. The agency's servers are located at the Austin data center. Consolidation was mandated to eliminate redundancy of resources and staff as well as under utilization of resources.

Number of Units / Average Unit Cost	Estimated monthly invoice of \$32,000		
Estimated Completion Date	August 31, 2019		
Additional Capital Expenditure Amounts Required		2020	2021
		410,792	410,792
Type of Financing	CA	CURRENT APPROPRIATIONS	
Projected Useful Life	10 years		
Estimated/Actual Project Cost	\$1,028,104		
Length of Financing/ Lease Period	N/A		

<u>ESTIMATED/ACTUAL DEBT OBLIGATION PAYMENTS</u>					Total over project life
2018	2019	2020	2021		
0	0	0	0		0

<u>REVENUE GENERATION / COST SAVINGS</u>		
<u>REVENUE</u>	<u>COST FLAG</u>	<u>MOF CODE</u>
		<u>AVERAGE AMOUNT</u>

Explanation: Project is required to comply with HB1516 mandate for data center consolidation. The agency's servers are located at the Austin data center. Consolidation was mandated to eliminate redundancy of resources and staff as well as under utilization of resources.

Project Location: Austin

Beneficiaries: State Library staff, business partners, and all patrons accessing services in person or via the Web.

Frequency of Use and External Factors Affecting Use:
 Daily based upon availability of resources at the consolidated data center.

5.B. Capital Budget Project Information
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:16PM

Agency Code:	306	Agency name:	Library & Archives Commission
Category Number:	5005	Category Name:	ACQUISITN INFO RES TECH.
Project number:	3	Project Name:	Talking Book Program Automation

PROJECT DESCRIPTION

General Information

General Information (Description): Development of a new integrated library system (ILS) to replace the current ILS of the Talking Book Program.

Number of Units / Average Unit Cost

Various

Estimated Completion Date

August 31, 2019

Additional Capital Expenditure Amounts Required

2020

2021

175,000

175,000

Type of Financing

CA CURRENT APPROPRIATIONS

Projected Useful Life

10 years

Estimated/Actual Project Cost

\$1,600,000

Length of Financing/ Lease Period

N/A

ESTIMATED/ACTUAL DEBT OBLIGATION PAYMENTS

2018

2019

2020

2021

Total over
project life

0

0

0

0

0

REVENUE GENERATION / COST SAVINGS

REVENUE COST FLAG

MOF CODE

AVERAGE AMOUNT

Explanation:

The current system was developed in-house and has been maintained in-house for over 25 years. As a legacy system, the current system must be replaced rather than upgraded. The specialized nature of automation requirements for talking book programs prohibit purchasing a commercial off-the-shelf system. TBP will be working with the Quality Assurance Team and the program's federal oversight entity to procure a new, state-of-the-art system.

Project Location:

Talking Book Program offices in the Lorenzo de Zavala Archives and Library Building in the Capitol Complex and the Circulation facility located at the State Records Complex on Shoal Creek Blvd in Austin

Beneficiaries:

Talking Book Program patrons to view what is available in the collections, and staff for accurate and efficient operations.

Frequency of Use and External Factors Affecting Use:

Equipment will be used daily by staff and the online public access catalog (OPAC) will be used daily by patrons. Heavy output as demanded by program's service requirements, advances in technology, and obsolescence of hardware and software are external factors affecting use.

5.B. Capital Budget Project Information
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:16PM

Agency Code:	306	Agency name:	Library & Archives Commission
Category Number:	5007	Category Name:	ACQUISITN CAP EQUIP ITEMS
Project number:	4	Project Name:	Library Collection & Databases

PROJECT DESCRIPTION

General Information

Through the TexShare databases, TSLAC achieves economies of scale by negotiating electronic database license agreements on behalf of 700 members of TexShare, the statewide resource-sharing network. These agreements leverage the expenditures of tax dollars at the state and local level, impacting approximately 150 public and private universities and community colleges, the Texas State Library, and 550 local governments. The TexShare databases put thousands of full-text books, reference materials, and journals on the desktops of Texans – even in the most remote locales. The K-12 electronic resources program, TexQuest, achieves economies of scale by negotiating digital resources licenses on behalf of the public school districts in the state. The agreements leverage the expenditures of tax dollars at the state and local level and deliver thousands of full text resources to the state’s K-12 students and staff. This service fulfills, in part, the TSLAC statutory obligation “to maximize the effectiveness of library expenditures by enabling libraries to share staff expertise and to share library resources in print and in an electronic form, including books, journals, technical reports, and databases ...” (Gov. Code §441.223)

Number of Units / Average Unit Cost	Varies						
Estimated Completion Date	Ongoing						
Additional Capital Expenditure Amounts Required	<table border="0"> <tr> <td></td> <td align="center">2020</td> <td align="center">2021</td> </tr> <tr> <td></td> <td align="center">0</td> <td align="center">0</td> </tr> </table>		2020	2021		0	0
	2020	2021					
	0	0					
Type of Financing	CA CURRENT APPROPRIATIONS						
Projected Useful Life	20 years for traditional library materials; subscriptions are annual						
Estimated/Actual Project Cost	\$13,105,746						
Length of Financing/ Lease Period	N/A						

<u>ESTIMATED/ACTUAL DEBT OBLIGATION PAYMENTS</u>					Total over project life
2018	2019	2020	2021		
0	0	0	0		0

<u>REVENUE GENERATION / COST SAVINGS</u>		
<u>REVENUE COST FLAG</u>	<u>MOF CODE</u>	<u>AVERAGE AMOUNT</u>
R	1	13,105,746.00

Explanation: In addition to database subscriptions, the agency purchases library materials in a variety of formats, including books, journals, newspapers, and non-print items, that become part of the permanent collections. The ability to procure and make available current library resource materials is essential to the agency’s goal to improve the availability and delivery of information services to state governments and to persons seeking current and historical information from state government.

Project Location: Lorenzo de Zavala Archives & Library Building; Talking Book Program Circulation facility; partner libraries in Texas

Beneficiaries: Academic/public library users; health professionals; K-12 public school staff & students; individual researchers, staff in state/local government entites, records management officers, and Talking Book patrons

5.B. Capital Budget Project Information
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
TIME: 5:44:16PM

Frequency of Use and External Factors Affecting Use:

In 120 million database search sessions/record views provide access to 40+ million electronic documents each biennium. Use depends on adequate bandwidth access statewide. Materials in the agency's library collections are used on a daily basis. Certain materials may be available in other collections, but are not easily available to state agency officials & employees. The agency is mandated to acquire historical resource materials that supplement and complement official government records.

5.B. Capital Budget Project Information
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:16PM

Agency Code:	306	Agency name:	Library & Archives Commission
Category Number:	5005	Category Name:	ACQUISITN INFO RES TECH.
Project number:	5	Project Name:	Electronic Records Archive

PROJECT DESCRIPTION

General Information

Data storage for digital records is designated as part of the Texas Digital Archive. These records document activities of Texas state government and have been identified as having archival value and thus merit permanent preservation in the State Archives' digital platform.

Number of Units / Average Unit Cost

N/A

Estimated Completion Date

August 31, 2019

Additional Capital Expenditure Amounts Required

2020

2021

170,500

170,500

Type of Financing

CA CURRENT APPROPRIATIONS

Projected Useful Life

ongoing

Estimated/Actual Project Cost

\$341,000

Length of Financing/ Lease Period

N/A

ESTIMATED/ACTUAL DEBT OBLIGATION PAYMENTS

2018

2019

2020

2021

Total over
project life

0

0

0

0

0

REVENUE GENERATION / COST SAVINGS

REVENUE COST FLAG

MOF CODE

AVERAGE AMOUNT

Explanation: Data storage is provided by the AWS Gov Cloud. The size of the archives will continue to grow and the cost of storage over time is difficult to estimate.

Project Location: Lorenzo de Zavala State Archives and Library Building in the Capitol Complex in Austin and the Sam Houston Regional Library and Research Center in Liberty

Beneficiaries: ARIS staff, other agency staff, volunteers and constituents

Frequency of Use and External Factors Affecting Use:

Equipment will be used daily by staff, volunteers and constituents. The program's service requirements, advances in technology, and obsolescence of hardware and software are external factors affecting use.

Agency Code:	306	Agency name:	Library & Archives Commission
Category Number:	5005	Category Name:	ACQUISITN INFO RES TECH.
Project number:	6	Project Name:	Governor's Electronic Records

PROJECT DESCRIPTION

General Information

Records of Governor Rick Perry's administration transferred to the State Archives in born digital formats. These records document activities of Texas state government and have been identified as having archival value and thus merit permanent preservation. The project represents the initial component of the Texas Digital Archive. These records require ongoing near-line access and long-term dark storage as well as physical digital forensics work on specialized equipment.

Number of Units / Average Unit Cost	N/A			
Estimated Completion Date	Ongoing			
Additional Capital Expenditure Amounts Required		2020		2021
		0		0
Type of Financing	CA	CURRENT APPROPRIATIONS		
Projected Useful Life	Ongoing			
Estimated/Actual Project Cost	\$0			
Length of Financing/ Lease Period	N/A			

<u>ESTIMATED/ACTUAL DEBT OBLIGATION PAYMENTS</u>					Total over project life
2018	2019	2020	2021		
0	0	0	0		0

<u>REVENUE GENERATION / COST SAVINGS</u>		
<u>REVENUE COST FLAG</u>	<u>MOF CODE</u>	<u>AVERAGE AMOUNT</u>

Explanation: The project represents the initial component of the Texas Digital Archive. These records require ongoing near-line access and long-term dark storage as well as physical digital forensics work on specialized equipment.

Project Location: Lorenzo de Zavala State Archives and Library Building in the Capitol Complex in Austin and the Sam Houston Regional Library and Research Center in Liberty.

Beneficiaries: ARIS staff, other agency staff, volunteers and constituents

Frequency of Use and External Factors Affecting Use:
 Equipment will be used daily by staff, volunteers and constituents. The program's service requirements, advances in technology, and obsolescence of hardware and software are external factors affecting use.

5.B. Capital Budget Project Information
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:16PM

Agency Code:	306	Agency name:	Library & Archives Commission
Category Number:	5005	Category Name:	ACQUISITN INFO RES TECH.
Project number:	8	Project Name:	Strengthen Agency Security

PROJECT DESCRIPTION

General Information

Gartner Consulting completed a security assessment of the agency's technology and recommended the implementation of multiple security monitoring systems and security personnel to raise the maturity level and ensure the security of our resources.

Number of Units / Average Unit Cost	N/A		
Estimated Completion Date	August 31, 2019		
Additional Capital Expenditure Amounts Required		2020	2021
		0	0
Type of Financing	CA	CURRENT APPROPRIATIONS	
Projected Useful Life	5 years		
Estimated/Actual Project Cost	\$1,600,000		
Length of Financing/ Lease Period	N/A		

ESTIMATED/ACTUAL DEBT OBLIGATION PAYMENTS

	2018	2019	2020	2021	Total over project life
	0	0	0	0	0

<u>REVENUE GENERATION / COST SAVINGS</u>		
<u>REVENUE COST FLAG</u>	<u>MOF CODE</u>	<u>AVERAGE AMOUNT</u>

Explanation: The agency is requesting funds and two FTE's to acquire the security expertise and resources to achieve the recommended level of security to protect the information assets entrusted to our care.

Project Location: Austin State Data Center/Agency Brazos St headquarters

Beneficiaries: Texas citizens, State Leadership, patrons and business partners will know the integrity, availability, and confidentiality of the information resources will be protected.

Frequency of Use and External Factors Affecting Use:

The systems will be used daily on an on-going 24/7 basis. External factors – these systems will work in coordination with those at the State Data Center and DIR Network/Security Center.

5.C. Capital Budget Allocation to Strategies (Baseline)
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:17PM

Agency code: 306 Agency name: Library & Archives Commission

Category Code/Name

Project Sequence/Project Id/Name

Goal/Obj/Str	Strategy Name	Est 2016	Bud 2017	BL 2018	BL 2019	
5003 Repair or Rehabilitation of Buildings and Facilities						
<i>7/7 Safety/Security at Sam Houston Ctr</i>						
<u>GENERAL BUDGET</u>						
Capital	2-1-1	PROVIDE ACCESS TO INFO & ARCHIVES	83,414	891,386	\$375,000	\$375,000
TOTAL, PROJECT			\$83,414	\$891,386	\$375,000	\$375,000
5005 Acquisition of Information Resource Technologies						
<i>1/1 Computer Resources/Network</i>						
<u>GENERAL BUDGET</u>						
Capital	4-1-1	INDIRECT ADMINISTRATION	17,500	17,500	24,466	34,494
	1-1-1	LIBRARY RESOURCE SHARING SERVICES	7,000	7,000	7,000	7,000
	1-1-2	AID TO LOCAL LIBRARIES	7,000	7,000	7,000	7,000
	1-2-1	DISABLED SERVICES	53,583	25,000	25,000	25,000
	2-1-1	PROVIDE ACCESS TO INFO & ARCHIVES	25,000	25,000	55,000	30,000
	3-1-1	MANAGE STATE/LOCAL RECORDS	20,000	21,000	27,500	21,500
TOTAL, PROJECT			\$130,083	\$102,500	\$145,966	\$124,994
<i>3/3 Talking Book Program Automation</i>						
<u>GENERAL BUDGET</u>						
Capital	1-2-1	DISABLED SERVICES	178,668	383,714	175,000	175,000
TOTAL, PROJECT			\$178,668	\$383,714	\$175,000	\$175,000
<i>5/5 Electronic Records Archive</i>						

5.C. Capital Budget Allocation to Strategies (Baseline)
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:17PM

Agency code: 306 Agency name: Library & Archives Commission

Category Code/Name

Project Sequence/Project Id/Name

Goal/Obj/Str	Strategy Name	Est 2016	Bud 2017	BL 2018	BL 2019
GENERAL BUDGET					
Capital	2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES	53,648	170,500	\$170,500	\$170,500
	TOTAL, PROJECT	\$53,648	\$170,500	\$170,500	\$170,500

6/6 Governor's Electronic Records

GENERAL BUDGET					
Capital	2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES	22,187	60,814	0	0
	TOTAL, PROJECT	\$22,187	\$60,814	\$0	\$0

8/8 Strengthen Agency Security

GENERAL BUDGET					
Capital	4-1-1 INDIRECT ADMINISTRATION	0	0	0	0
	TOTAL, PROJECT	\$0	\$0	\$0	\$0

5007 Acquisition of Capital Equipment and Items

4/4 Library Collection & Databases

GENERAL BUDGET					
Capital	1-1-1 LIBRARY RESOURCE SHARING SERVICES	13,424,720	13,776,864	13,353,244	13,355,244
	1-1-2 AID TO LOCAL LIBRARIES	20,000	20,000	20,000	20,000
	1-2-1 DISABLED SERVICES	40,000	40,000	40,000	40,000
	2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES	51,000	51,000	56,000	56,000
	TOTAL, PROJECT	\$13,535,720	\$13,887,864	\$13,469,244	\$13,471,244

5.C. Capital Budget Allocation to Strategies (Baseline)
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME: 5:44:17PM

Agency code: 306 Agency name: Library & Archives Commission

Category Code/Name

Project Sequence/Project Id/Name

Goal/Obj/Str	Strategy Name	Est 2016	Bud 2017	BL 2018	BL 2019	
7000 Data Center Consolidation						
2/2	Data Center Consolidation					
<u>GENERAL BUDGET</u>						
Capital	4-1-1	INDIRECT ADMINISTRATION	393,854	420,159	\$358,105	\$375,437
	1-2-1	DISABLED SERVICES	33,687	63,700	73,974	73,974
	2-1-1	PROVIDE ACCESS TO INFO & ARCHIVES	72,887	73,055	73,223	73,391
		TOTAL, PROJECT	\$500,428	\$556,914	\$505,302	\$522,802
		TOTAL CAPITAL, ALL PROJECTS	\$14,504,148	\$16,053,692	\$14,841,012	\$14,839,540
		TOTAL INFORMATIONAL, ALL PROJECTS				
		TOTAL, ALL PROJECTS	\$14,504,148	\$16,053,692	\$14,841,012	\$14,839,540

5.D. Capital Budget Operating and Maintenance Expenses
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
TIME: 5:44:17PM

Agency Code: 306 Agency name: Library & Archives Commission
Project Number: 8 Project name: Implementing Gartner Recommendations to Ensure Security of Agency IT and PI
Operating Expenses Estimates (For Information Only)

CODE DESCRIPTION	2018	2019	2020	2021
OBJECTS OF EXPENSE:				
1001 SALARIES AND WAGES	\$162,415	\$162,415	\$162,415	\$162,415
1002 OTHER PERSONNEL COSTS	\$48,302	\$48,302	\$48,302	\$48,302
2009 OTHER OPERATING EXPENSE	\$0	\$0	\$122,742	\$122,742
TOTAL, OBJECT OF EXPENSE	\$210,717	\$210,717	\$333,459	\$333,459
METHOD OF FINANCING:				
1 General Revenue Fund	\$210,717	\$210,717	\$333,459	\$333,459
TOTAL, METHOD OF FINANCING	\$210,717	\$210,717	\$333,459	\$333,459
FULL TIME EQUIVALENT POSITIONS:	2.0	2.0	2.0	2.0
OPERATING COSTS DESCRIPTION AND JUSTIFICATION:				

Once implemented, some systems will require on-going maintenances and support. In addition, the agency will need to retain the ISO position as part of the agency's baseline operations.

306 Library & Archives Commission

Category Code/Name		Est 2016	Bud 2017	BL 2018	BL 2019
Project Sequence/Name					
Goal/Obj/Str	Strategy Name				
5003 Repair or Rehabilitation of Buildings and Facilities					
7 Safety/Security at Sam Houston Ctr					
OOE					
Capital					
2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES					
General Budget					
2001	PROFESSIONAL FEES AND SERVICES	74,910	75,000	75,000	75,000
2009	OTHER OPERATING EXPENSE	8,504	391,386	0	0
5000	CAPITAL EXPENDITURES	0	425,000	300,000	300,000
TOTAL, OOE's		\$83,414	\$891,386	375,000	375,000
MOF					
GENERAL REVENUE FUNDS					
Capital					
2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES					
General Budget					
1	General Revenue Fund	83,414	891,386	375,000	375,000
TOTAL, GENERAL REVENUE FUNDS		\$83,414	\$891,386	375,000	375,000
TOTAL, MOF's		\$83,414	\$891,386	375,000	375,000
5005 Acquisition of Information Resource Technologies					

306 Library & Archives Commission

Category Code/Name	Project Sequence/Name	Goal/Obj/Str	Strategy Name	Est 2016	Bud 2017	BL 2018	BL 2019
I Computer Resources/Network							
OOE							
Capital							
1-1-1 LIBRARY RESOURCE SHARING SERVICES							
<u>General Budget</u>							
	5000	CAPITAL EXPENDITURES		7,000	7,000	7,000	7,000
1-1-2 AID TO LOCAL LIBRARIES							
<u>General Budget</u>							
	5000	CAPITAL EXPENDITURES		7,000	7,000	7,000	7,000
1-2-1 DISABLED SERVICES							
<u>General Budget</u>							
	5000	CAPITAL EXPENDITURES		53,583	25,000	25,000	25,000
2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES							
<u>General Budget</u>							
	5000	CAPITAL EXPENDITURES		25,000	25,000	55,000	30,000
3-1-1 MANAGE STATE/LOCAL RECORDS							
<u>General Budget</u>							
	5000	CAPITAL EXPENDITURES		20,000	21,000	27,500	21,500
4-1-1 INDIRECT ADMINISTRATION							
<u>General Budget</u>							
	5000	CAPITAL EXPENDITURES		17,500	17,500	24,466	34,494
	TOTAL, OOE's			\$130,083	\$102,500	145,966	124,994

306 Library & Archives Commission

Category Code/Name		Est 2016	Bud 2017	BL 2018	BL 2019
Project Sequence/Name	Goal/Obj/Str Strategy Name				
1 Computer Resources/Network					
MOF					
GENERAL REVENUE FUNDS					
Capital					
1-1-1 LIBRARY RESOURCE SHARING SERVICES					
General Budget					
	1 General Revenue Fund	0	0	3,500	3,500
1-1-2 AID TO LOCAL LIBRARIES					
General Budget					
	1 General Revenue Fund	0	0	3,500	3,500
2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES					
General Budget					
	1 General Revenue Fund	15,000	15,000	10,000	10,000
3-1-1 MANAGE STATE/LOCAL RECORDS					
General Budget					
	1 General Revenue Fund	0	0	0	0
	TOTAL, GENERAL REVENUE FUNDS	\$15,000	\$15,000	17,000	17,000
FEDERAL FUNDS					
Capital					
1-1-1 LIBRARY RESOURCE SHARING SERVICES					
General Budget					
	118 Fed Pub Library Serv Fd	7,000	7,000	3,500	3,500
1-1-2 AID TO LOCAL LIBRARIES					
General Budget					
	118 Fed Pub Library Serv Fd	7,000	7,000	3,500	3,500

306 Library & Archives Commission

Category Code/Name		Est 2016	Bud 2017	BL 2018	BL 2019
Project Sequence/Name					
Goal/Obj/Str	Strategy Name				
1 Computer Resources/Network					
1-2-1 DISABLED SERVICES					
<u>General Budget</u>					
118	Fed Pub Library Serv Fd	48,583	20,000	20,000	20,000
2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES					
<u>General Budget</u>					
118	Fed Pub Library Serv Fd	10,000	10,000	45,000	20,000
	TOTAL, FEDERAL FUNDS	\$72,583	\$44,000	72,000	47,000
OTHER FUNDS					
Capital					
1-2-1 DISABLED SERVICES					
<u>General Budget</u>					
666	Appropriated Receipts	5,000	5,000	5,000	5,000
3-1-1 MANAGE STATE/LOCAL RECORDS					
<u>General Budget</u>					
777	Interagency Contracts	20,000	21,000	27,500	21,500
4-1-1 INDIRECT ADMINISTRATION					
<u>General Budget</u>					
777	Interagency Contracts	17,500	17,500	24,466	34,494
	TOTAL, OTHER FUNDS	\$42,500	\$43,500	56,966	60,994
	TOTAL, MOFs	\$130,083	\$102,500	145,966	124,994

306 Library & Archives Commission

Category Code/Name

Project Sequence/Name

Goal/Obj/Str Strategy Name

Est 2016

Bud 2017

BL 2018

BL 2019

3 Talking Book Program Automation

OOE

Capital

1-2-1 DISABLED SERVICES

General Budget

2009 OTHER OPERATING EXPENSE

178,668

383,714

175,000

175,000

TOTAL, OOE's

\$178,668

\$383,714

175,000

175,000

MOF

FEDERAL FUNDS

Capital

1-2-1 DISABLED SERVICES

General Budget

118 Fed Pub Library Serv Fd

178,293

263,210

175,000

175,000

TOTAL, FEDERAL FUNDS

\$178,293

\$263,210

175,000

175,000

OTHER FUNDS

Capital

1-2-1 DISABLED SERVICES

General Budget

666 Appropriated Receipts

375

120,504

0

0

TOTAL, OTHER FUNDS

\$375

\$120,504

0

0

TOTAL, MOF's

\$178,668

\$383,714

175,000

175,000

306 Library & Archives Commission

Category Code/Name		Est 2016	Bud 2017	BL 2018	BL 2019
Project Sequence/Name					
Goal/Obj/Str	Strategy Name				
5 Electronic Records Archive					
OOE					
Capital					
2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES					
General Budget					
2001	PROFESSIONAL FEES AND SERVICES	7,688	8,000	8,000	8,000
2009	OTHER OPERATING EXPENSE	8,350	9,000	9,000	9,000
5000	CAPITAL EXPENDITURES	37,610	153,500	153,500	153,500
TOTAL, OOE		\$53,648	\$170,500	170,500	170,500
MOF					
GENERAL REVENUE FUNDS					
Capital					
2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES					
General Budget					
1	General Revenue Fund	53,648	170,500	170,500	170,500
TOTAL, GENERAL REVENUE FUNDS		\$53,648	\$170,500	170,500	170,500
TOTAL, MOFs		\$53,648	\$170,500	170,500	170,500

306 Library & Archives Commission

Category Code/Name

Project Sequence/Name

Goal/Obj/Str Strategy Name

Est 2016

Bud 2017

BL 2018

BL 2019

6 Governor's Electronic Records

OOE

Capital

2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES

General Budget

2001 PROFESSIONAL FEES AND SERVICES

14,637

30,000

0

0

2009 OTHER OPERATING EXPENSE

7,550

30,814

0

0

TOTAL, OOE's

\$22,187

\$60,814

0

0

MOF

GENERAL REVENUE FUNDS

Capital

2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES

General Budget

1 General Revenue Fund

22,187

60,814

0

0

TOTAL, GENERAL REVENUE FUNDS

\$22,187

\$60,814

0

0

TOTAL, MOF's

\$22,187

\$60,814

0

0

306 Library & Archives Commission

Category Code/Name		Est 2016	Bud 2017	BL 2018	BL 2019
Project Sequence/Name					
Goal/Obj/Str	Strategy Name				
8 Strengthen Agency Security					
OOE					
Capital					
4-1-1 INDIRECT ADMINISTRATION					
<u>General Budget</u>					
1001	SALARIES AND WAGES	0	0	0	0
1002	OTHER PERSONNEL COSTS	0	0	0	0
2001	PROFESSIONAL FEES AND SERVICES	0	0	0	0
5000	CAPITAL EXPENDITURES	0	0	0	0
TOTAL, OOE's		\$0	\$0	0	0
MOF					
GENERAL REVENUE FUNDS					
Capital					
4-1-1 INDIRECT ADMINISTRATION					
<u>General Budget</u>					
1	General Revenue Fund	0	0	0	0
TOTAL, GENERAL REVENUE FUNDS		\$0	\$0	0	0
TOTAL, MOFs		\$0	\$0	0	0
5007 Acquisition of Capital Equipment and Items					

306 Library & Archives Commission

Category Code/Name		Est 2016	Bud 2017	BL 2018	BL 2019
Project Sequence/Name					
Goal/Obj/Str	Strategy Name				
4 Library Collection & Databases					
OOE					
Capital					
1-1-1 LIBRARY RESOURCE SHARING SERVICES					
<u>General Budget</u>					
1001	SALARIES AND WAGES	116,153	129,000	131,000	133,000
1002	OTHER PERSONNEL COSTS	2,021	2,300	2,300	2,300
2001	PROFESSIONAL FEES AND SERVICES	257,557	300,620	265,000	265,000
2003	CONSUMABLE SUPPLIES	888	1,000	1,000	1,000
2004	UTILITIES	8	10	10	10
2005	TRAVEL	12,471	12,000	12,000	12,000
2006	RENT - BUILDING	9,438	8,000	8,000	8,000
2007	RENT - MACHINE AND OTHER	484	400	400	400
2009	OTHER OPERATING EXPENSE	13,025,700	13,323,534	12,933,534	12,933,534
1-1-2 AID TO LOCAL LIBRARIES					
<u>General Budget</u>					
5000	CAPITAL EXPENDITURES	20,000	20,000	20,000	20,000
1-2-1 DISABLED SERVICES					
<u>General Budget</u>					
5000	CAPITAL EXPENDITURES	40,000	40,000	40,000	40,000
2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES					

306 Library & Archives Commission

Category Code/Name		Est 2016	Bud 2017	BL 2018	BL 2019
Project Sequence/Name					
Goal/Obj/Str	Strategy Name				
4 Library Collection & Databases					
<u>General Budget</u>					
5000	CAPITAL EXPENDITURES	51,000	51,000	56,000	56,000
	TOTAL, OOE's	\$13,535,720	\$13,887,864	13,469,244	13,471,244
MOF					
GENERAL REVENUE FUNDS					
Capital					
1-1-1 LIBRARY RESOURCE SHARING SERVICES					
<u>General Budget</u>					
1	General Revenue Fund	7,533,308	7,578,996	7,188,996	7,188,996
2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES					
<u>General Budget</u>					
1	General Revenue Fund	5,000	5,000	5,000	5,000
	TOTAL, GENERAL REVENUE FUNDS	\$7,538,308	\$7,583,996	7,193,996	7,193,996
FEDERAL FUNDS					
Capital					
1-1-1 LIBRARY RESOURCE SHARING SERVICES					
<u>General Budget</u>					
118	Fed Pub Library Serv Fd	3,014,809	2,855,000	2,855,000	2,855,000
1-1-2 AID TO LOCAL LIBRARIES					
<u>General Budget</u>					
118	Fed Pub Library Serv Fd	20,000	20,000	20,000	20,000
1-2-1 DISABLED SERVICES					
<u>General Budget</u>					
118	Fed Pub Library Serv Fd	40,000	20,000	20,000	20,000

306 Library & Archives Commission

Category Code/Name		Est 2016	Bud 2017	BL 2018	BL 2019
Project Sequence/Name					
Goal/Obj/Str	Strategy Name				
4 Library Collection & Databases					
2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES					
<u>General Budget</u>					
118	Fed Pub Library Serv Fd	35,000	35,000	40,000	40,000
TOTAL, FEDERAL FUNDS		\$3,109,809	\$2,930,000	2,935,000	2,935,000
OTHER FUNDS					
Capital					
1-1-1 LIBRARY RESOURCE SHARING SERVICES					
<u>General Budget</u>					
666	Appropriated Receipts	2,288,596	2,721,221	2,609,248	2,611,248
777	Interagency Contracts	588,007	621,647	700,000	700,000
1-2-1 DISABLED SERVICES					
<u>General Budget</u>					
666	Appropriated Receipts	0	20,000	20,000	20,000
2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES					
<u>General Budget</u>					
666	Appropriated Receipts	10,000	10,000	10,000	10,000
777	Interagency Contracts	1,000	1,000	1,000	1,000
TOTAL, OTHER FUNDS		\$2,887,603	\$3,373,868	3,340,248	3,342,248
TOTAL, MOFs		\$13,535,720	\$13,887,864	13,469,244	13,471,244

7000 Data Center Consolidation

306 Library & Archives Commission

Category Code/Name		Est 2016	Bud 2017	BL 2018	BL 2019
Project Sequence/Name					
Goal/Obj/Str	Strategy Name				
2 Data Center Consolidation					
OOE					
Capital					
1-2-1 DISABLED SERVICES					
General Budget					
2001	PROFESSIONAL FEES AND SERVICES	33,687	63,700	73,974	73,974
2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES					
General Budget					
2001	PROFESSIONAL FEES AND SERVICES	72,887	73,055	73,223	73,391
4-1-1 INDIRECT ADMINISTRATION					
General Budget					
2001	PROFESSIONAL FEES AND SERVICES	393,854	420,159	358,105	375,437
TOTAL, OOE's		\$500,428	\$556,914	505,302	522,802
MOF					
GENERAL REVENUE FUNDS					
Capital					
2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES					
General Budget					
1	General Revenue Fund	72,887	73,055	73,223	73,391
4-1-1 INDIRECT ADMINISTRATION					
General Budget					
1	General Revenue Fund	355,909	380,212	336,072	350,079
TOTAL, GENERAL REVENUE FUNDS		\$428,796	\$453,267	409,295	423,470
FEDERAL FUNDS					

306 Library & Archives Commission

Category Code/Name		Est 2016	Bud 2017	BL 2018	BL 2019
Project Sequence/Name					
Goal/Obj/Str	Strategy Name				
2 Data Center Consolidation					
Capital					
1-2-1 DISABLED SERVICES					
General Budget					
118	Fed Pub Library Serv Fd	33,687	63,700	73,974	73,974
4-1-1 INDIRECT ADMINISTRATION					
General Budget					
118	Fed Pub Library Serv Fd	37,945	39,947	22,033	25,358
TOTAL, FEDERAL FUNDS		\$71,632	\$103,647	96,007	99,332
TOTAL, MOFs		\$500,428	\$556,914	505,302	522,802

306 Library & Archives Commission

	Est 2016	Bud 2017	BL 2018	BL 2019
CAPITAL				
<u>General Budget</u>				
GENERAL REVENUE FUNDS	\$8,141,353	\$9,174,963	8,165,791	8,179,966
FEDERAL FUNDS	\$3,432,317	\$3,340,857	3,278,007	3,256,332
OTHER FUNDS	\$2,930,478	\$3,537,872	3,397,214	3,403,242
TOTAL, GENERAL BUDGET	14,504,148	16,053,692	14,841,012	14,839,540
TOTAL, ALL PROJECTS	\$14,504,148	\$16,053,692	14,841,012	14,839,540

306 Library & Archives Commission

Category Code / Category Name Project Number / Name OOE / TOF / MOF CODE	Excp 2018	Excp 2019
5005 Acquisition of Information Resource Technologies		
<u>1 Computer Resources/Network</u>		
Objects of Expense		
5000 CAPITAL EXPENDITURES	4,250	0
Subtotal OOE, Project 1	4,250	0
Type of Financing		
CA 1 General Revenue Fund	4,250	0
Subtotal TOF, Project 1	4,250	0
<u>8 Strengthen Agency Security</u>		
Objects of Expense		
1001 SALARIES AND WAGES	156,087	156,087
1002 OTHER PERSONNEL COSTS	54,630	54,630
2001 PROFESSIONAL FEES AND SERVICES	186,400	195,600
5000 CAPITAL EXPENDITURES	818,280	0
Subtotal OOE, Project 8	1,215,397	406,317
Type of Financing		
CA 1 General Revenue Fund	1,215,397	406,317
Subtotal TOF, Project 8	1,215,397	406,317
Subtotal Category 5005	1,219,647	406,317
5007 Acquisition of Capital Equipment and Items		
<u>4 Library Collection & Databases</u>		
Objects of Expense		
2009 OTHER OPERATING EXPENSE	4,200,000	4,200,000
Subtotal OOE, Project 4	4,200,000	4,200,000
Type of Financing		

Capital Budget Project Schedule - Exceptional
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Category Code / Category Name Project Number / Name OOE / TOF / MOF CODE	Excp 2018	Excp 2019
CA 1 General Revenue Fund	4,000,000	4,000,000
CA 666 Appropriated Receipts	200,000	200,000
Subtotal TOF, Project 4	4,200,000	4,200,000
Subtotal Category 5007	4,200,000	4,200,000
AGENCY TOTAL	5,419,647	4,606,317
METHOD OF FINANCING:		
1 General Revenue Fund	5,219,647	4,406,317
666 Appropriated Receipts	200,000	200,000
Total, Method of Financing	5,419,647	4,606,317
TYPE OF FINANCING:		
CA CURRENT APPROPRIATIONS	5,419,647	4,606,317
Total, Type of Financing	5,419,647	4,606,317

Capital Budget Allocation to Strategies by Project - Exceptional

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Category Code/Name

Project Number/Name

Goal/Obj/Str	Strategy Name	Excp 2018	Excp 2019
5005 Acquisition of Information Resource Technologies			
1	Computer Resources/Network		
3 1 1	MANAGE STATE/LOCAL RECORDS	4,250	0
TOTAL, PROJECT		4,250	0
8 Strengthen Agency Security			
4 1 1	INDIRECT ADMINISTRATION	156,087	156,087
4 1 1	INDIRECT ADMINISTRATION	54,630	54,630
4 1 1	INDIRECT ADMINISTRATION	186,400	195,600
4 1 1	INDIRECT ADMINISTRATION	818,280	0
TOTAL, PROJECT		1,215,397	406,317
5007 Acquisition of Capital Equipment and Items			
4	Library Collection & Databases		
1 1 1	LIBRARY RESOURCE SHARING SERVICES	4,200,000	4,200,000
TOTAL, PROJECT		4,200,000	4,200,000
TOTAL, ALL PROJECTS		5,419,647	4,606,317

6.A. Historically Underutilized Business Supporting Schedule
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COMPARISON TO STATEWIDE HUB PROCUREMENT GOALS

A. Fiscal Year 2014 - 2015 HUB Expenditure Information

Statewide HUB Goals	Procurement Category	% Goal	HUB Expenditures FY 2014			Total Expenditures FY 2014			HUB Expenditures FY 2015			Total Expenditures FY 2015
			% Actual	Diff	Actual \$	% Goal	% Actual	Diff	Actual \$	% Goal	% Actual	Diff
11.2%	Heavy Construction	0.0 %	0.0%	0.0%	\$0	\$0	0.0 %	0.0%	0.0%	0.0%	\$0	\$0
21.1%	Building Construction	0.0 %	0.0%	0.0%	\$0	\$0	0.0 %	0.0%	0.0%	0.0%	\$0	\$0
32.9%	Special Trade	5.0 %	0.0%	-5.0%	\$0	\$70,504	5.0 %	10.1%	5.1%		\$13,303	\$132,036
23.7%	Professional Services	25.0 %	43.6%	18.6%	\$51,300	\$117,771	25.0 %	34.0%	9.0%		\$16,400	\$48,273
26.0%	Other Services	2.0 %	1.1%	-0.9%	\$137,183	\$12,862,436	2.0 %	1.6%	-0.4%		\$198,108	\$12,719,843
21.1%	Commodities	15.0 %	20.9%	5.9%	\$212,663	\$1,016,817	15.0 %	13.9%	-1.1%		\$136,969	\$987,043
	Total Expenditures		2.9%		\$401,146	\$14,067,528		2.6%			\$364,780	\$13,887,195

B. Assessment of Fiscal Year 2014 - 2015 Efforts to Meet HUB Procurement Goals

Attainment:

The agency attained or exceeded two of the applicable statewide HUB procurement goals for FY 2014, and one for FY 2015. The agency exceeded the FY 15 statewide goal in the Professional Services category (33.97%), up from a low of 11.45% in FY 13. The agency achieved 2.63% expenditures with HUBs for overall expenditures in 2015, and 2.85% in 2014.

The largest expenditures of the agency involve the purchase of statewide access to electronic databases, and the addition of K-12 databases in FY 2014 (84.4% of total expenditures) further reduced the attainment percentage in FY 2015 in the Other Services category. Because these items are proprietary, and there are no HUB vendors available, these purchases skew the overall numbers.

Applicability:

The "Heavy Construction" category was not applicable to agency operations in fiscal 2014 or 2015.

Factors Affecting Attainment:

Most of the "Special Trades" category involves expenditures for the agency's facilities in Liberty, Texas, and there are few HUB vendors in this location. In 2014, the goal of "Other Services" was not met since this category contains multiple contracts for electronic subscriptions and online databases that are available to libraries throughout Texas. These databases contain proprietary information, and there are currently no HUB vendors available for these services. In addition, the agency contracts with Amigos Services for various library-specific services that are not available from another source. Likewise, the TexQuest outreach efforts were contracted with a quasi-governmental entity.

6.A. Historically Underutilized Business Supporting Schedule
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Finally, the agency contracts for training services and has encouraged eligible vendors to become certified HUBs; unfortunately, most vendors have expressed the belief that the process is too time consuming and invasive and do not see a benefit to becoming certified.

"Good-Faith" Efforts:

The agency has made the following good faith efforts to comply with statewide HUB procurement goals, per 1 TAC Section 111.13c:

- participated in Purchasing related events sponsored by the Texas Comptroller
- searched the Central Master Bidders List for HUB vendors for all procurements prior to awarding contracts
- encourage all potential, qualified vendors to become certified as HUB vendors
- encouraged program staff to seek qualified HUB vendors, even on small procurements
- the agency continues to exceed statewide goals in commodity purchasing, where the agency has the most control over the process

6.C. Federal Funds Supporting Schedule
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		306 Library & Archives Commission				
CFDA NUMBER/ STRATEGY		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
45.149.000	Promotion of the Humaniti					
2 - 1 - 1	PROVIDE ACCESS TO INFO & ARCHIVES	4,235	0	0	0	0
	TOTAL, ALL STRATEGIES	\$4,235	\$0	\$0	\$0	\$0
	ADDL FED FNDS FOR EMPL BENEFITS	0	0	0	0	0
	TOTAL, FEDERAL FUNDS	\$4,235	\$0	\$0	\$0	\$0
	ADDL GR FOR EMPL BENEFITS	\$0	\$0	\$0	\$0	\$0
45.310.000	STATE LIBRARY SERVICES					
1 - 1 - 1	LIBRARY RESOURCE SHARING SERVICES	5,616,798	6,421,444	6,464,964	6,310,000	6,310,000
1 - 1 - 2	AID TO LOCAL LIBRARIES	3,282,193	2,569,027	2,918,751	3,031,196	2,947,459
1 - 2 - 1	DISABLED SERVICES	687,928	435,870	697,761	477,809	480,882
2 - 1 - 1	PROVIDE ACCESS TO INFO & ARCHIVES	317,443	376,461	466,674	425,986	426,589
4 - 1 - 1	INDIRECT ADMINISTRATION	105,969	104,694	159,350	153,519	167,447
	TOTAL, ALL STRATEGIES	\$10,010,331	\$9,907,496	\$10,707,500	\$10,398,510	\$10,332,377
	ADDL FED FNDS FOR EMPL BENEFITS	267,525	351,648	393,217	442,196	508,329
	TOTAL, FEDERAL FUNDS	\$10,277,856	\$10,259,144	\$11,100,717	\$10,840,706	\$10,840,706
	ADDL GR FOR EMPL BENEFITS	\$0	\$0	\$0	\$0	\$0
84.002.000	Adult Education_State Gra					
1 - 1 - 2	AID TO LOCAL LIBRARIES	0	0	0	0	0
	TOTAL, ALL STRATEGIES	\$0	\$0	\$0	\$0	\$0
	ADDL FED FNDS FOR EMPL BENEFITS	0	0	17,624	0	0
	TOTAL, FEDERAL FUNDS	\$0	\$0	\$17,624	\$0	\$0
	ADDL GR FOR EMPL BENEFITS	\$0	\$0	\$0	\$0	\$0
89.003.000	National Historical Publi					
2 - 1 - 1	PROVIDE ACCESS TO INFO & ARCHIVES	6,603	29,595	20,000	20,000	20,000

6.C. Federal Funds Supporting Schedule
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CFDA NUMBER/ STRATEGY	306 Library & Archives Commission				
	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
TOTAL, ALL STRATEGIES	\$6,603	\$29,595	\$20,000	\$20,000	\$20,000
ADDL FED FNDS FOR EMPL BENEFITS	0	0	0	0	0
TOTAL, FEDERAL FUNDS	\$6,603	\$29,595	\$20,000	\$20,000	\$20,000
ADDL GR FOR EMPL BENEFITS	\$0	\$0	\$0	\$0	\$0

		306 Library & Archives Commission				
CFDA NUMBER/ STRATEGY		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
<u>SUMMARY LISTING OF FEDERAL PROGRAM AMOUNTS</u>						
45.149.000	Promotion of the Humaniti	4,235	0	0	0	0
45.310.000	STATE LIBRARY SERVICES	10,010,331	9,907,496	10,707,500	10,398,510	10,332,377
84.002.000	Adult Education_State Gra	0	0	0	0	0
89.003.000	National Historical Publi	6,603	29,595	20,000	20,000	20,000
TOTAL, ALL STRATEGIES		\$10,021,169	\$9,937,091	\$10,727,500	\$10,418,510	\$10,352,377
TOTAL , ADDL FED FUNDS FOR EMPL BENEFITS		267,525	351,648	410,841	442,196	508,329
TOTAL, FEDERAL FUNDS		\$10,288,694	\$10,288,739	\$11,138,341	\$10,860,706	\$10,860,706
TOTAL, ADDL GR FOR EMPL BENEFITS		\$0	\$0	\$0	\$0	\$0

SUMMARY OF SPECIAL CONCERNS/ISSUES

Assumptions and Methodology:

The agency does not anticipate a significant increase or decrease in our federal grant award. However, if there is a sizable reduction in the General Revenue appropriation, there will likely be a cut in the federal award (See Potential Loss discussion below).

CFDA NUMBER/ STRATEGY	306 Library & Archives Commission	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
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Potential Loss:

Unless General Revenue funding falls below the Base Level amount, the agency does not foresee a potential loss of federal funds. In this case, there could be a pro-rata reduction of the "State Library Services" funding.

This grant requires both state matching funds in a proportionate amount to the federal grant (66% federal to 34% state), and a mandatory maintenance of effort (the average of the past three year's actual MOE expenditures).

Failure to meet these requirements will jeopardize future funding levels and library services to Texans.

6.D. Federal Funds Tracking Schedule
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Agency code: 306 Agency name: **Library & Archives Commission**

Federal FY	Award Amount	Expended SFY 2013	Expended SFY 2014	Expended SFY 2015	Expended SFY 2016	Expended SFY 2017	Budgeted SFY 2018	Estimated SFY 2019	Total	Difference from Award
<u>CFDA 45.149.000 Promotion of the Humaniti</u>										
2013	\$6,000	\$5,706	\$294	\$0	\$0	\$0	\$0	\$0	\$6,000	\$0
2014	\$6,000	\$0	\$1,765	\$4,235	\$0	\$0	\$0	\$0	\$6,000	\$0
Total	\$12,000	\$5,706	\$2,059	\$4,235	\$0	\$0	\$0	\$0	\$12,000	\$0
<hr/>										
Empl. Benefit Payment		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

6.D. Federal Funds Tracking Schedule
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DATE: 8/5/2016
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Agency code: 306 Agency name: **Library & Archives Commission**

Federal FY	Award Amount	Expended SFY 2013	Expended SFY 2014	Expended SFY 2015	Expended SFY 2016	Expended SFY 2017	Budgeted SFY 2018	Estimated SFY 2019	Total	Difference from Award
CFDA 84.002.000 Adult Education State Gra										
2016	\$0	\$0	\$0	\$0	\$0	\$200,000	\$0	\$0	\$200,000	\$-200,000
Total	\$0	\$0	\$0	\$0	\$0	\$200,000	\$0	\$0	\$200,000	\$-200,000
<hr/>										
Empl. Benefit Payment		\$0	\$0	\$0	\$0	\$17,624	\$0	\$0	\$17,624	

6.D. Federal Funds Tracking Schedule
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DATE: 8/5/2016
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Agency code: 306 Agency name: **Library & Archives Commission**

Federal FY	Award Amount	Expended SFY 2013	Expended SFY 2014	Expended SFY 2015	Expended SFY 2016	Expended SFY 2017	Budgeted SFY 2018	Estimated SFY 2019	Total	Difference from Award
<u>CFDA 89.003.000 National Historical Publi</u>										
2014	\$12,512	\$0	\$0	\$6,603	\$0	\$0	\$0	\$0	\$6,603	\$5,909
2016	\$29,595	\$0	\$0	\$0	\$29,595	\$0	\$0	\$0	\$29,595	\$0
2017	\$20,000	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$20,000	\$0
2018	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	\$0	\$20,000	\$0
2019	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	\$20,000	\$0
Total	\$102,107	\$0	\$0	\$6,603	\$29,595	\$20,000	\$20,000	\$20,000	\$96,198	\$5,909
<hr/>										
Empl. Benefit Payment		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

6.E. Estimated Revenue Collections Supporting Schedule
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **306** Agency name: **Library & Archives Commission**

FUND/ACCOUNT	Act 2015	Exp 2016	Exp 2017	Bud 2018	Est 2019
666 Appropriated Receipts					
Beginning Balance (Unencumbered):	\$0	\$1,860,184	\$2,210,061	\$1,929,793	\$1,840,572
Estimated Revenue:					
3719 Fees/Copies or Filing of Records	674	9,662	9,500	10,300	10,300
3722 Conf, Semin, & Train Regis Fees	23,346	22,673	20,000	20,000	20,000
3727 Fees - Administrative Services	2,255,579	2,419,704	2,700,000	2,700,000	2,700,000
3740 Grants/Donations	77,934	320,324	12,000	23,000	23,000
3747 Rental - Other	530	338	500	500	500
3766 Supplies/Equip/Servs-Local Funds	499	1,640	0	0	0
3767 Supply, Equip, Service - Fed/Other	165,717	201,790	101,200	95,475	96,100
3975 Unexpended Balance Forward	1,444,943	0	0	0	0
Subtotal: Actual/Estimated Revenue	3,969,222	2,976,131	2,843,200	2,849,275	2,849,900
Total Available	\$3,969,222	\$4,836,315	\$5,053,261	\$4,779,068	\$4,690,472
DEDUCTIONS:					
Expenditures	(2,109,038)	(2,549,420)	(3,123,468)	(2,938,496)	(2,939,121)
Lapsed Collected Funds	0	(76,834)	0	0	0
Total, Deductions	\$(2,109,038)	\$(2,626,254)	\$(3,123,468)	\$(2,938,496)	\$(2,939,121)
Ending Fund/Account Balance	\$1,860,184	\$2,210,061	\$1,929,793	\$1,840,572	\$1,751,351

REVENUE ASSUMPTIONS:

Assume revenues remain as projected, and allows for slight revenue increases in storage and imaging receipts in FY 2018 and 2019.

CONTACT PERSON:

Donna Osborne

6.E. Estimated Revenue Collections Supporting Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **306** Agency name: **Library & Archives Commission**

FUND/ACCOUNT	Act 2015	Exp 2016	Exp 2017	Bud 2018	Est 2019
777 Interagency Contracts					
Beginning Balance (Unencumbered):	\$0	\$1,199,212	\$1,301,381	\$1,379,130	\$1,162,482
Estimated Revenue:					
3722 Conf, Semin, & Train Regis Fees	13,535	10,715	10,800	10,800	10,800
3727 Fees - Administrative Services	879,726	1,259,725	1,037,105	1,100,000	900,000
3765 Supplies/Equipment/Services	1,576,478	1,367,174	1,783,427	1,686,880	1,710,521
3766 Supplies/Equip/Servs-Local Funds	0	24,832	16,000	17,000	17,000
3975 Unexpended Balance Forward	792,312	0	0	0	0
Subtotal: Actual/Estimated Revenue	3,262,051	2,662,446	2,847,332	2,814,680	2,638,321
Total Available	\$3,262,051	\$3,861,658	\$4,148,713	\$4,193,810	\$3,800,803
DEDUCTIONS:					
Expended/Budgeted	(2,027,763)	(2,555,233)	(2,754,746)	(3,031,327)	(3,049,969)
Cash Transfer to Treasury	(94)	0	0	0	0
Lapsed	(34,982)	(5,044)	0	0	0
Total, Deductions	\$(2,062,839)	\$(2,560,277)	\$(2,754,746)	\$(3,031,327)	\$(3,049,969)
Ending Fund/Account Balance	\$1,199,212	\$1,301,381	\$1,393,967	\$1,162,483	\$750,834

REVENUE ASSUMPTIONS:

Assumes revenue receipts remain as projected. Includes slight increase in revenue for storage and imaging receipts.

CONTACT PERSON:

Donna Osborne

6.E. Estimated Revenue Collections Supporting Schedule
 85th Regular Session, Agency Submission, Version 1
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Agency Code: **306** Agency name: **Library & Archives Commission**

FUND/ACCOUNT	Act 2015	Exp 2016	Exp 2017	Bud 2018	Est 2019
802 License Plate Trust Fund No. 0802					
Beginning Balance (Unencumbered):	\$0	\$3,435	\$9,838	\$0	\$0
Estimated Revenue:					
3014 Mtr Vehicle Registration Fees	3,166	6,403	5,000	5,000	5,000
3851 Interest on St Deposits & Treas Inv	94	0	0	0	0
3975 Unexpended Balance Forward	21,848	0	(14,838)	14,838	0
Subtotal: Actual/Estimated Revenue	25,108	6,403	(9,838)	19,838	5,000
Total Available	\$25,108	\$9,838	\$0	\$19,838	\$5,000
DEDUCTIONS:					
Expended/Budgeted	(21,579)	0	0	(19,838)	0
Cash Transfer to Treasury	(94)	0	0	0	0
Total, Deductions	\$(21,673)	\$0	\$0	\$(19,838)	\$0
Ending Fund/Account Balance	\$3,435	\$9,838	\$0	\$0	\$5,000

REVENUE ASSUMPTIONS:

Assumes full collection of appropriated amount each fiscal year and consistent receipt of fees.

CONTACT PERSON:

Donna Osborne

6.E. Estimated Revenue Collections Supporting Schedule
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **306** Agency name: **Library & Archives Commission**

FUND/ACCOUNT	Act 2015	Exp 2016	Exp 2017	Bud 2018	Est 2019
888 Earned Federal Funds					
Beginning Balance (Unencumbered):	\$0	\$0	\$0	\$0	\$0
Estimated Revenue:					
3726 Fed Receipts-Indir Cost Recovery	110,630	110,630	110,630	110,630	110,630
3851 Interest on St Deposits & Treas Inv	1,375	3,056	0	0	0
Subtotal: Actual/Estimated Revenue	112,005	113,686	110,630	110,630	110,630
Total Available	\$112,005	\$113,686	\$110,630	\$110,630	\$110,630
DEDUCTIONS:					
Cash Transfer to Treasury	(112,005)	(113,686)	(110,630)	(110,630)	(110,630)
Total, Deductions	\$(112,005)	\$(113,686)	\$(110,630)	\$(110,630)	\$(110,630)
Ending Fund/Account Balance	\$0	\$0	\$0	\$0	\$0

REVENUE ASSUMPTIONS:

Annual Earned Federal Fund (EFF) amounts are specified (Art. IX, Sec. 13.11 GAA 2016-17) as \$110,630 per fiscal year. Projections assume amounts for 2018-19 remain unchanged. Agency deposits EFF amounts in Fund 1003; Comptroller transfers EFF funds, including all interest earned, to Treasury.

CONTACT PERSON:

Donna Osborne

6.F.a. Advisory Committee Supporting Schedule ~ Part A

85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
 Time: 5:44:36PM

Agency Code: 306 Agency: Library & Archives Commission

TEXAS HISTORICAL RECORDS ADVISORY BOARD

Statutory Authorization: Gov't Code §441.243
 Number of Members: 9
 Committee Status: Ongoing
 Date Created: 12/22/1972
 Date to Be Abolished: 08/31/2021
 Strategy (Strategies): 2-1-1 PROVIDE ACCESS TO INFO & ARCHIVES

Advisory Committee Costs	Expended Exp 2015	Estimated Est 2016	Budgeted Bud 2017	Requested BL 2018	Requested BL 2019
Committee Members Direct Expenses					
TRAVEL	\$2,019	\$3,836	\$4,000	\$4,000	\$4,000
OTHER OPERATING	4,577	17,457	16,000	25,000	25,000
Other Expenditures in Support of Committee Activities					
PERSONNEL (0.15 FTE)	4,500	8,250	11,700	11,700	11,700
Total, Committee Expenditures	\$11,096	\$29,543	\$31,700	\$40,700	\$40,700
Method of Financing					
General Revenue Fund	\$4,500	\$8,250	\$11,700	\$11,700	\$11,700
Federal Funds	6,596	21,293	20,000	29,000	29,000
Total, Method of Financing	\$11,096	\$29,543	\$31,700	\$40,700	\$40,700
Meetings Per Fiscal Year	2	3	3	3	3

6.F.a. Advisory Committee Supporting Schedule ~ Part A

85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
Time: 5:44:36PM

Agency Code: 306 Agency: Library & Archives Commission

Description and Justification for Continuation/Consequences of Abolishing

The Texas Historical Records Advisory Board (THRAB) promotes more efficient and comprehensive preservation of the state's documentary heritage, including state records, local government records, and historical manuscripts. Board members have experience or interest in the collection, administration, and use of historical records and are dedicated to the preservation and use of Texas' documentary heritage.

The governor appoints two public members and the State Archivist, who serves as THRAB Coordinator. Six remaining members, with demonstrated experience in the administration of records or archives are appointed by the agency director.

Key missions are to coordinate historical records planning within the state and to encourage and review the submission of grant requests to the federal National Historical Publications and Records Commission (NHPRC) from Texas institutions and organizations who desire to use NHPRC grant monies to help in the battle to save papers and records from Texas' past. The board typically meets three times per year. Travel and operating costs are normally funded by an NHPRC grant to the agency. Commission staff provide a minimal amount of administrative support for the board.

To date grants totaling over \$2.5 million have been awarded to Texas institutions and organizations to assist them in managing, preserving, and improving access to the valuable record and manuscript materials in their custody. The dissolution of the board would make it impossible for Texas to participate in the NHPRC grant program.

6.F.a. Advisory Committee Supporting Schedule ~ Part A

85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
 Time: 5:44:36PM

Agency Code: 306 Agency: Library & Archives Commission

TEXSHARE ADVISORY BOARD

Statutory Authorization: Govt. Code Section 441.206
 Number of Members: 11
 Committee Status: Ongoing
 Date Created: 9/1/1998
 Date to Be Abolished: 8/31/2021
 Strategy (Strategies): 1-1-1 LIBRARY RESOURCE SHARING SERVICES

Advisory Committee Costs	Expended Exp 2015	Estimated Est 2016	Budgeted Bud 2017	Requested BL 2018	Requested BL 2019
Other Expenditures in Support of Committee Activities					
PERSONNEL (0.10 FTE)	\$2,577	\$2,676	\$2,676	\$2,676	\$2,676
OTHER OPERATING	100	100	100	100	100
Total, Committee Expenditures	\$2,677	\$2,776	\$2,776	\$2,776	\$2,776
Method of Financing					
General Revenue Fund	\$1,330	\$1,432	\$1,432	\$1,432	\$1,432
Fed Pub Library Serv Fd	1,347	1,344	1,344	1,344	1,344
Total, Method of Financing	\$2,677	\$2,776	\$2,776	\$2,776	\$2,776
Meetings Per Fiscal Year	3	3	3	3	3

6.F.a. Advisory Committee Supporting Schedule ~ Part A

85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
Time: 5:44:36PM

Agency Code: 306 Agency: Library & Archives Commission

Description and Justification for Continuation/Consequences of Abolishing

The TexShare Advisory Board exists to advise the Director and Librarian of the Library and Archives Commission on matters concerning the TexShare library consortium. The board advises on the programs of the consortium, reviews petitions and recommends new libraries for TexShare membership, hears appeals from libraries regarding their database fee assessments, and makes administrative rule recommendations to the commission.

TexShare has a strong history of participatory governance. Without this Board, the commission would need to create some other formal mechanism to solicit advice from members of the TexShare consortium.

6.F.a. Advisory Committee Supporting Schedule ~ Part A

85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
 Time: 5:44:36PM

Agency Code: 306 Agency: Library & Archives Commission

LIBRARY SYSTEMS ACT ADVISORY BOARD

Statutory Authorization: Govt. Code Sec. 441.124
 Number of Members: 5
 Committee Status: Ongoing
 Date Created: 9/1/1969
 Date to Be Abolished: 8/31/2021
 Strategy (Strategies): 1-1-2 AID TO LOCAL LIBRARIES

Advisory Committee Costs	Expended Exp 2015	Estimated Est 2016	Budgeted Bud 2017	Requested BL 2018	Requested BL 2019
Other Expenditures in Support of Committee Activities					
PERSONNEL (0.05 FTE)	\$1,992	\$2,213	\$2,213	\$2,213	\$2,213
OTHER OPERATING	100	100	100	100	100
Total, Committee Expenditures	\$2,092	\$2,313	\$2,313	\$2,313	\$2,313
Method of Financing					
General Revenue Fund	\$2,092	\$2,313	\$2,313	\$2,313	\$2,313
Total, Method of Financing	\$2,092	\$2,313	\$2,313	\$2,313	\$2,313
Meetings Per Fiscal Year	3	3	3	3	3

6.F.a. Advisory Committee Supporting Schedule ~ Part A

85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
Time: 5:44:36PM

Agency Code: 306 Agency: Library & Archives Commission

Description and Justification for Continuation/Consequences of Abolishing

The Library Systems Act Advisory Board was established by state statute to advise the Texas State Library and Archives Commission, State Librarian, and staff on matters concerning the Library Systems Act. The Board reviews and recommends proposals for changes to the administrative rules, hears appeals for libraries that fail to qualify for accreditation, and advises on library development matters relating to the Act. Members serve for three-year terms and are appointed by the Texas State Library and Archives Commission. To date, the work of the Advisory Board has been very useful in guiding the agency. The complexity and volume of work attended to at the meetings has increased in recent years. Without the review of the Advisory Board, the agency would need to establish other formal mechanisms to receive advice and input from professionals and lay persons interested in libraries. The agency would also need to establish another mechanism to deal with problems and issues related to accreditation qualifications and for appealing denial of accreditation.

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
Time: 6:44:11PM

Agency code: 306 Agency name: **Library & Archives Commission**

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
1 Eliminate 1 FTE from CAPPs Implementation Funds Added to Base							
Category: Administrative - FTEs / Layoffs							
Item Comment: Eliminate 1 FTE from CAPPs implementation funds added to agency's base budget							
Strategy: 4-1-1 Indirect Administration							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$77,320	\$72,722	\$150,042	
General Revenue Funds Total	\$0	\$0	\$0	\$77,320	\$72,722	\$150,042	
Item Total	\$0	\$0	\$0	\$77,320	\$72,722	\$150,042	
FTE Reductions (From FY 2018 and FY 2019 Base Request)				1.0	1.0		
2 Eliminate Preparing and Submitting Report of Reports							
Category: Programs - Service Reductions (Contracted)							
Item Comment: This item eliminates the agency's capability to prepare and deliver the "Report of Reports," as instructed in Rider 4 (GAA 15-16). It will eliminate an important tool for gathering information about state agency reports into a single source. This information is often used by the House Committee on Government Efficiency and Reform to repeal unnecessary reporting requirements, saving agencies time and administrative costs that can be more effectively used to provide core services. If implemented, Rider 4 (GAA 15-16) should not be included in the GAA for 2018-2019.							
Strategy: 3-1-1 Records Management Services for State/Local Government Officials							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$32,200	\$32,200	\$64,400	
General Revenue Funds Total	\$0	\$0	\$0	\$32,200	\$32,200	\$64,400	
Item Total	\$0	\$0	\$0	\$32,200	\$32,200	\$64,400	
FTE Reductions (From FY 2018 and FY 2019 Base Request)				0.5	0.5		

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
Time: 6:44:11PM

Agency code: 306 Agency name: **Library & Archives Commission**

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	

3 Reduce GR Funds for TexQuest Databases

Category: Programs - Service Reductions (Other)

Item Comment: Reduction of GR funds for TexQuest Database programs; will result in elimination of one or more databases from the program.

Strategy: 1-1-1 Share Library Resources Among Libraries Statewide

General Revenue Funds

1 General Revenue Fund	\$0	\$0	\$0	\$450,000	\$450,000	\$900,000
General Revenue Funds Total	\$0	\$0	\$0	\$450,000	\$450,000	\$900,000
Item Total	\$0	\$0	\$0	\$450,000	\$450,000	\$900,000

FTE Reductions (From FY 2018 and FY 2019 Base Request)

4 Reduce Safety/Security for Sam Houston Center

Category: Programs - Service Reductions (Contracted)

Item Comment: Reduce capital funds for Sam Houston Regional Library and Research Center facility repairs and renovations. This will impact the agency's ability to continue its efforts to address the maintenance of buildings on the 40 year old campus, including the 17,000 square foot research center, the Jean and Governor Price Daniel Home and Archives, and several historical buildings.

Strategy: 2-1-1 Provide Access to Information and Archives

General Revenue Funds

1 General Revenue Fund	\$0	\$0	\$0	\$90,000	\$90,000	\$180,000
General Revenue Funds Total	\$0	\$0	\$0	\$90,000	\$90,000	\$180,000
Item Total	\$0	\$0	\$0	\$90,000	\$90,000	\$180,000

FTE Reductions (From FY 2018 and FY 2019 Base Request)

5 Reduce Texas Digital Archive Capital Funds

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
Time: 6:44:11PM

Agency code: 306 Agency name: **Library & Archives Commission**

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
Category: Programs - Delayed or Deferred Capital Projects							
Item Comment: Reduce funds dedicated to the Texas Digital Archive in the last legislative session, impacting the quantity of electronic records that can be ingested and stored in the TDA.							
Strategy: 2-1-1 Provide Access to Information and Archives							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$5,988	\$5,988	\$11,976	
General Revenue Funds Total	\$0	\$0	\$0	\$5,988	\$5,988	\$11,976	
Item Total	\$0	\$0	\$0	\$5,988	\$5,988	\$11,976	
FTE Reductions (From FY 2018 and FY 2019 Base Request)							
6 Eliminate Archivist I Position							
Category: Programs - Service Reductions (FTEs-Layoffs)							
Item Comment: Eliminate Archivist I position – a full-time public service position at the Sam Houston Regional Library and Research Center in Liberty, TX. This is the only professional level archival staff position at the Center and elimination will necessitate transporting archival collections to Austin and having State Archives staff assume responsibility for appraising, arranging, and describing the Center’s archival collections. As the position is also responsible for assisting on-site and remote patrons, it will substantially increase the time required to respond to patron requests and reduce the level of service provided, thus affecting our outcome measure (customer satisfac-tion). It will increase the number of public service hours for remaining staff and negatively impact other duties. It will also mean adding additional Saturday rotations for staff or the elimination of Saturday hours entirely.							
Strategy: 2-1-1 Provide Access to Information and Archives							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$44,012	\$44,012	\$88,024	
General Revenue Funds Total	\$0	\$0	\$0	\$44,012	\$44,012	\$88,024	
Item Total	\$0	\$0	\$0	\$44,012	\$44,012	\$88,024	
FTE Reductions (From FY 2018 and FY 2019 Base Request)							
				1.0	1.0		

6.I. Percent Biennial Base Reduction Options

10 % REDUCTION

85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
Time: 6:44:11PM

Agency code: 306 Agency name: Library & Archives Commission

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	

7 Reduce Hours for Collections/Catalog Staff Position

Category: Programs - Service Reductions (FTEs-Layoffs)

Item Comment: Reduce the hours of a full-time staff position from 40 hrs/wk to 30 hrs/wk. This reduction will have impacts on ordering and processing of new books for the collections, processing of bibliographic data for the catalogs used by staff and the patrons, preparing master recordings for upload to the national download site, and the interlibrary loan of recordings between the Texas program and other programs in the national network of talking book programs.

Strategy: 1-2-1 Provide Direct Library Svcs to Texans with Qualifying Disabilities

General Revenue Funds

1 General Revenue Fund	\$0	\$0	\$0	\$10,588	\$10,588	\$21,176
General Revenue Funds Total	\$0	\$0	\$0	\$10,588	\$10,588	\$21,176
Item Total	\$0	\$0	\$0	\$10,588	\$10,588	\$21,176

FTE Reductions (From FY 2018 and FY 2019 Base Request) 0.2 0.2

8 Reduce Operating Expenses Talking Book Program

Category: Administrative - Operating Expenses

Item Comment: Most of TBP's GR funds are allocated to salaries and other personnel expenditures. GR funds available for operations is limited, so this reduction in funds will have effects on all TBP departments.

Strategy: 1-2-1 Provide Direct Library Svcs to Texans with Qualifying Disabilities

General Revenue Funds

1 General Revenue Fund	\$0	\$0	\$0	\$7,500	\$7,500	\$15,000
General Revenue Funds Total	\$0	\$0	\$0	\$7,500	\$7,500	\$15,000
Item Total	\$0	\$0	\$0	\$7,500	\$7,500	\$15,000

FTE Reductions (From FY 2018 and FY 2019 Base Request)

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
Time: 6:44:11PM

Agency code: 306 Agency name: **Library & Archives Commission**

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
9 Eliminate Talking Book Program Office Services Staff Position							
Category: Programs - Service Reductions (FTEs-Layoffs)							
Item Comment: Eliminate a full-time Office Services staff position: Eliminating a full-time clerical position under TBP Administration will impact initial data-entry of patron applications. Elimination of the position has the potential to slow down patron account set-ups, delaying start-up of service, and creating backlogs.							
Strategy: 1-2-1 Provide Direct Library Svcs to Texans with Qualifying Disabilities							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$27,060	\$27,060	\$54,120	
General Revenue Funds Total	\$0	\$0	\$0	\$27,060	\$27,060	\$54,120	
Item Total	\$0	\$0	\$0	\$27,060	\$27,060	\$54,120	
FTE Reductions (From FY 2018 and FY 2019 Base Request)				1.0	1.0		
10 Eliminate Talking Book Program Audio Production Staff Position							
Category: Programs - Service Reductions (FTEs-Layoffs)							
Item Comment: Eliminating a part-time Audio Production staffing position will impact the work of the audio production department and the recording studio. Elimination of this position will affect duplication of digital audiobooks, mastering and bookmarking of digital recorded files, and digitization of analog recordings.							
Strategy: 1-2-1 Provide Direct Library Svcs to Texans with Qualifying Disabilities							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$20,474	\$20,474	\$40,948	
General Revenue Funds Total	\$0	\$0	\$0	\$20,474	\$20,474	\$40,948	
Item Total	\$0	\$0	\$0	\$20,474	\$20,474	\$40,948	
FTE Reductions (From FY 2018 and FY 2019 Base Request)				0.5	0.5		
11 Reduce Additional .5 FTE from CAPPS Implementation Funds Ad							

6.I. Percent Biennial Base Reduction Options

10 % REDUCTION

85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
Time: 6:44:11PM

Agency code: 306 Agency name: **Library & Archives Commission**

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
Category: Administrative - FTEs / Layoffs							
Item Comment: Reduce additional 0.5 FTE							
Strategy: 4-1-1 Indirect Administration							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$47,320	\$42,722	\$90,042	
General Revenue Funds Total	\$0	\$0	\$0	\$47,320	\$42,722	\$90,042	
Item Total	\$0	\$0	\$0	\$47,320	\$42,722	\$90,042	
FTE Reductions (From FY 2018 and FY 2019 Base Request)				0.5	0.5		
12 Eliminate Training Coordinator Position							
Category: Programs - Service Reductions (FTEs-Layoffs)							
Item Comment: Eliminate Training Coordinator in Records Management Assistance Unit. Eliminating this position will impact the amount of training we are able to schedule and provide around the State. Plans to move forward with a local government e-Records conference and regional training workshops would be put on hold to try to keep up with current demand for training services.							
Strategy: 3-1-1 Records Management Services for State/Local Government Officials							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$31,200	\$31,200	\$62,400	
General Revenue Funds Total	\$0	\$0	\$0	\$31,200	\$31,200	\$62,400	
Item Total	\$0	\$0	\$0	\$31,200	\$31,200	\$62,400	
FTE Reductions (From FY 2018 and FY 2019 Base Request)				1.0	1.0		
13 Reduce GIA Travel Costs							
Category: Programs - Service Reductions (Other)							

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
 Time: 6:44:11PM

Agency code: 306 Agency name: Library & Archives Commission

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	

Item Comment: Reduce travel budget for Government Information Analysts. Will need to eliminate speaking at conferences and/or providing training outside Austin metro area requiring use of GR funds for travel expenditures.

Strategy: 3-1-1 Records Management Services for State/Local Government Officials

General Revenue Funds

1 General Revenue Fund	\$0	\$0	\$0	\$1,000	\$1,000	\$2,000
General Revenue Funds Total	\$0	\$0	\$0	\$1,000	\$1,000	\$2,000
Item Total	\$0	\$0	\$0	\$1,000	\$1,000	\$2,000

FTE Reductions (From FY 2018 and FY 2019 Base Request)

14 Reduce GR Funds for TexShare Databases

Category: Programs - Service Reductions (Contracted)

Item Comment: Reduction of GR funds for TexShare Database programs; will result in elimination of one or more databases from the program.

Strategy: 1-1-1 Share Library Resources Among Libraries Statewide

General Revenue Funds

1 General Revenue Fund	\$0	\$0	\$0	\$480,000	\$480,000	\$960,000
General Revenue Funds Total	\$0	\$0	\$0	\$480,000	\$480,000	\$960,000
Item Total	\$0	\$0	\$0	\$480,000	\$480,000	\$960,000

FTE Reductions (From FY 2018 and FY 2019 Base Request)

15 Additional Reduction of Safety/Security for Sam Houston Center

Category: Programs - Delayed or Deferred Capital Projects

Item Comment: Reduce capital funds for Sam Houston Regional Library and Research Center facility repairs and renovations. This will impede the agency's ability to continue its efforts to address the deferred maintenance of buildings on the 40 year old campus, including the 17,000 square foot research center, the Jean and Governor Price Daniel Home and Archives, and several historical buildings.

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
Time: 6:44:11PM

Agency code: 306 Agency name: **Library & Archives Commission**

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
Strategy: 2-1-1 Provide Access to Information and Archives							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$65,000	\$65,000	\$130,000	
General Revenue Funds Total	\$0	\$0	\$0	\$65,000	\$65,000	\$130,000	
Item Total	\$0	\$0	\$0	\$65,000	\$65,000	\$130,000	

FTE Reductions (From FY 2018 and FY 2019 Base Request)

16 Reduce Additional Texas Digital Archive Capital Funds

Category: Programs - Service Reductions (Contracted)

Item Comment: Reduce funds dedicated to the Texas Digital Archive in the last legislative session, impacting the quantity of electronic records that can be ingested and stored in the TDA.

Strategy: 2-1-1 Provide Access to Information and Archives

General Revenue Funds

1 General Revenue Fund	\$0	\$0	\$0	\$14,144	\$14,144	\$28,288	
General Revenue Funds Total	\$0	\$0	\$0	\$14,144	\$14,144	\$28,288	
Item Total	\$0	\$0	\$0	\$14,144	\$14,144	\$28,288	

FTE Reductions (From FY 2018 and FY 2019 Base Request)

17 Eliminate 2 Library Assistant II Positions

Category: Programs - Service Reductions (FTEs-Layoffs)

Item Comment: Eliminate two Library Assistant II positions – paraprofessional positions in public service and collections maintenance. This will eliminate our ability to respond to routine telephone requests for information, impede response time for records and copy requests, and severely hamper routine collections care activities. The combined effect will reduce the level of service provided, thus affecting our key output measure (number of assists provided); increase the number of public service hours per professional staff member, negatively impacting other duties; and endangering the collections.

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
Time: 6:44:11PM

Agency code: 306 Agency name: **Library & Archives Commission**

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
Strategy: 2-1-1 Provide Access to Information and Archives							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$60,856	\$60,856	\$121,712	
General Revenue Funds Total	\$0	\$0	\$0	\$60,856	\$60,856	\$121,712	
Item Total	\$0	\$0	\$0	\$60,856	\$60,856	\$121,712	
FTE Reductions (From FY 2018 and FY 2019 Base Request)				2.0	2.0		
18 Reduce Hours for Collections/Catalog Staff Position							
Category: Programs - Service Reductions (FTEs-Layoffs)							
Item Comment: Reduce the hours of a part-time clerical staffing position from 30 hrs/wk to 20 hrs/wk. Will impact on various tasks within the Collections and Cataloging department, primarily delaying key data-entry work for new books coming into the collections.							
Strategy: 1-2-1 Provide Direct Library Svcs to Texans with Qualifying Disabilities							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$6,868	\$6,868	\$13,736	
General Revenue Funds Total	\$0	\$0	\$0	\$6,868	\$6,868	\$13,736	
Item Total	\$0	\$0	\$0	\$6,868	\$6,868	\$13,736	
FTE Reductions (From FY 2018 and FY 2019 Base Request)				0.2	0.2		
19 Reduce Operating Expenses Talking Book Program							
Category: Administrative - Operating Expenses							
Item Comment: Most of TBP's GR funds are allocated to salaries and other personnel expenditures. GR funds available for operations is limited, so this reduction in funds will have effects on all TBP departments.							
Strategy: 1-2-1 Provide Direct Library Svcs to Texans with Qualifying Disabilities							

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
Time: 6:44:11PM

Agency code: 306 Agency name: Library & Archives Commission

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$1,249	\$1,249	\$2,498	
General Revenue Funds Total	\$0	\$0	\$0	\$1,249	\$1,249	\$2,498	
Item Total	\$0	\$0	\$0	\$1,249	\$1,249	\$2,498	

FTE Reductions (From FY 2018 and FY 2019 Base Request)

20 Eliminate 1 Reader Services Call Center TBP Position

Category: Programs - Service Reductions (FTEs-Layoffs)

Item Comment: Eliminate one full-time Reader Services call center position. Elimination of this position will increase wait times in the call center during peak business hours. Patrons will experience longer wait times to speak with a staff member about account issues, longer wait times to order books and magazines, and longer wait times to speak with a staff member who can provide technical support for equipment.

Strategy: 1-2-1 Provide Direct Library Svcs to Texans with Qualifying Disabilities

<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$35,282	\$35,282	\$70,564	
General Revenue Funds Total	\$0	\$0	\$0	\$35,282	\$35,282	\$70,564	
Item Total	\$0	\$0	\$0	\$35,282	\$35,282	\$70,564	

FTE Reductions (From FY 2018 and FY 2019 Base Request)

1.0 1.0

21 Eliminate 2 Talking Book Program Circulation Positions

Category: Programs - Service Reductions (FTEs-Layoffs)

Item Comment: Eliminate two part-time Circulation Service Clerk positions. Eliminating these positions reduces available staffing to handle processing of materials at the off-site Circulation facility. Service clerks process book orders by pulling books from the shelves, packaging, checking out to patrons, and placing books in the mail bins for pickup by the USPS. Clerks help with the processing of incoming mail, including checking in books, inspecting books for proper contents, missing pieces, or damage; shelving books and scanning to location. With thousands of books going out and coming into the facility, turn-around times will slow down, resulting in delays of service to patrons.

6.I. Percent Biennial Base Reduction Options
10 % REDUCTION
85th Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Date: 8/5/2016
Time: 6:44:11PM

Agency code: 306 Agency name: **Library & Archives Commission**

Item Priority and Name/ Method of Financing	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2018	2019	Biennial Total	2018	2019	Biennial Total	
Strategy: 1-2-1 Provide Direct Library Svcs to Texans with Qualifying Disabilities							
<u>General Revenue Funds</u>							
1 General Revenue Fund	\$0	\$0	\$0	\$22,223	\$22,223	\$44,446	
General Revenue Funds Total	\$0	\$0	\$0	\$22,223	\$22,223	\$44,446	
Item Total	\$0	\$0	\$0	\$22,223	\$22,223	\$44,446	
FTE Reductions (From FY 2018 and FY 2019 Base Request)				1.0	1.0		
AGENCY TOTALS							
General Revenue Total				\$1,530,284	\$1,521,088	\$3,051,372	
Agency Grand Total	\$0	\$0	\$0	\$1,530,284	\$1,521,088	\$3,051,372	
Difference, Options Total Less Target						\$3,051,372	
Agency FTE Reductions (From FY 2018 and FY 2019 Base Request)				9.9	9.9		

7.A. Indirect Administrative and Support Costs
 85th Regular Session, Agency Submission, Version 1
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306 Library & Archives Commission

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1-1-1	Share Library Resources Among Libraries Statewide					
OBJECTS OF EXPENSE:						
1001	SALARIES AND WAGES	\$158,679	\$ 174,737	\$ 177,155	\$ 1,223,656	\$ 1,225,587
1002	OTHER PERSONNEL COSTS	6,040	4,588	4,657	32,159	32,540
2001	PROFESSIONAL FEES AND SERVICES	62,566	55,584	55,584	270,561	253,125
2002	FUELS AND LUBRICANTS	158	181	181	1,000	1,000
2003	CONSUMABLE SUPPLIES	1,277	2,599	2,599	25,000	22,500
2004	UTILITIES	322	791	791	4,375	4,375
2005	TRAVEL	1,134	2,260	2,260	25,313	25,313
2006	RENT - BUILDING	57	384	384	2,125	2,125
2007	RENT - MACHINE AND OTHER	1,243	1,243	1,243	6,875	6,875
2009	OTHER OPERATING EXPENSE	18,420	31,536	29,508	133,022	152,497
5000	CAPITAL EXPENDITURES	0	1,695	1,695	15,291	21,559
	Total, Objects of Expense	\$249,896	\$275,598	\$276,057	\$1,739,377	\$1,747,496
METHOD OF FINANCING:						
1	General Revenue Fund	192,156	214,723	214,723	1,388,161	1,387,575
118	Fed Pub Library Serv Fd					
	45.310.000 STATE LIBRARY SERVICES	15,416	17,548	18,007	95,949	104,654
666	Appropriated Receipts	9,167	0	0	15,625	15,625
777	Interagency Contracts	33,157	43,327	43,327	239,642	239,642
	Total, Method of Financing	\$249,896	\$275,598	\$276,057	\$1,739,377	\$1,747,496

7.A. Indirect Administrative and Support Costs
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306 Library & Archives Commission

Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1-1-1 Share Library Resources Among Libraries Statewide					
FULL TIME EQUIVALENT POSITIONS	3.1	3.5	3.5	23.1	23.1

Method of Allocation

Indirect administrative and support costs are allocated among all strategies proportionally, based on the average strategy budget for the period FY2015 to FY2019, omitting the Indirect Administration strategy and any exceptional item requests. Therefore, this strategy has been allocated an average of 62.5 percent of these costs.

7.A. Indirect Administrative and Support Costs
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		306 Library & Archives Commission				
Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1-1-2	Aid in the Development of Local Libraries					
OBJECTS OF EXPENSE:						
1001	SALARIES AND WAGES	\$158,679	\$ 174,737	\$ 177,155	\$ 207,532	\$ 207,860
1002	OTHER PERSONNEL COSTS	6,040	4,588	4,657	5,454	5,519
2001	PROFESSIONAL FEES AND SERVICES	62,566	55,584	55,584	45,887	42,930
2002	FUELS AND LUBRICANTS	158	181	181	170	170
2003	CONSUMABLE SUPPLIES	1,277	2,599	2,599	4,240	3,816
2004	UTILITIES	322	791	791	742	742
2005	TRAVEL	1,134	2,260	2,260	4,293	4,293
2006	RENT - BUILDING	57	384	384	360	360
2007	RENT - MACHINE AND OTHER	1,243	1,243	1,243	1,166	1,166
2009	OTHER OPERATING EXPENSE	18,420	31,536	29,508	22,561	25,864
5000	CAPITAL EXPENDITURES	0	1,695	1,695	2,593	3,656
	Total, Objects of Expense	\$249,896	\$275,598	\$276,057	\$294,998	\$296,376
METHOD OF FINANCING:						
1	General Revenue Fund	192,156	214,723	214,723	235,432	235,334
118	Fed Pub Library Serv Fd					
	45.310.000 STATE LIBRARY SERVICES	15,416	17,548	18,007	16,273	17,749
666	Appropriated Receipts	9,167	0	0	2,650	2,650
777	Interagency Contracts	33,157	43,327	43,327	40,643	40,643
	Total, Method of Financing	\$249,896	\$275,598	\$276,057	\$294,998	\$296,376

7.A. Indirect Administrative and Support Costs
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306 Library & Archives Commission

Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1-1-2 Aid in the Development of Local Libraries FULL TIME EQUIVALENT POSITIONS	3.1	3.5	3.5	3.9	3.9
Method of Allocation					

Indirect administrative and support costs are allocated among all strategies proportionally, based on the average strategy budget for the period FY2015 to FY2019, omitting the Indirect Administration strategy and any exceptional item requests. Therefore, this strategy has been allocated an average of 10.6 percent of these costs.

7.A. Indirect Administrative and Support Costs
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306 Library & Archives Commission

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1-2-1	Provide Direct Library Svcs to Texans with Qualifying Disabilities					
OBJECTS OF EXPENSE:						
1001	SALARIES AND WAGES	\$158,679	\$ 174,737	\$ 177,155	\$ 174,249	\$ 174,524
1002	OTHER PERSONNEL COSTS	6,040	4,588	4,657	4,579	4,634
2001	PROFESSIONAL FEES AND SERVICES	62,566	55,584	55,584	38,528	36,045
2002	FUELS AND LUBRICANTS	158	181	181	142	142
2003	CONSUMABLE SUPPLIES	1,277	2,599	2,599	3,560	3,204
2004	UTILITIES	322	791	791	623	623
2005	TRAVEL	1,134	2,260	2,260	3,605	3,605
2006	RENT - BUILDING	57	384	384	303	303
2007	RENT - MACHINE AND OTHER	1,243	1,243	1,243	979	979
2009	OTHER OPERATING EXPENSE	18,420	31,536	29,508	18,942	21,716
5000	CAPITAL EXPENDITURES	0	1,695	1,695	2,177	3,070
	Total, Objects of Expense	\$249,896	\$275,598	\$276,057	\$247,687	\$248,845
METHOD OF FINANCING:						
1	General Revenue Fund	192,156	214,723	214,723	197,674	197,592
118	Fed Pub Library Serv Fd					
	45.310.000 STATE LIBRARY SERVICES	15,416	17,548	18,007	13,663	14,903
666	Appropriated Receipts	9,167	0	0	2,225	2,225
777	Interagency Contracts	33,157	43,327	43,327	34,125	34,125
	Total, Method of Financing	\$249,896	\$275,598	\$276,057	\$247,687	\$248,845

7.A. Indirect Administrative and Support Costs
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306 Library & Archives Commission

Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1-2-1 Provide Direct Library Svcs to Texans with Qualifying Disabilities					
FULL TIME EQUIVALENT POSITIONS	3.1	3.5	3.5	3.3	3.3

Method of Allocation

Indirect administrative and support costs are allocated among all strategies proportionally, based on the average strategy budget for the period FY2015 to FY2019, omitting the Indirect Administration strategy and any exceptional item requests. Therefore, this strategy has been allocated an average of 8.9 percent of these costs.

7.A. Indirect Administrative and Support Costs
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306 Library & Archives Commission

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
2-1-1	Provide Access to Information and Archives					
OBJECTS OF EXPENSE:						
1001	SALARIES AND WAGES	\$158,679	\$ 174,737	\$ 177,155	\$ 215,363	\$ 215,703
1002	OTHER PERSONNEL COSTS	6,040	4,588	4,657	5,660	5,727
2001	PROFESSIONAL FEES AND SERVICES	62,566	55,584	55,584	47,619	44,550
2002	FUELS AND LUBRICANTS	158	181	181	176	176
2003	CONSUMABLE SUPPLIES	1,277	2,599	2,599	4,400	3,960
2004	UTILITIES	322	791	791	770	770
2005	TRAVEL	1,134	2,260	2,260	4,455	4,455
2006	RENT - BUILDING	57	384	384	374	374
2007	RENT - MACHINE AND OTHER	1,243	1,243	1,243	1,210	1,210
2009	OTHER OPERATING EXPENSE	18,420	31,536	29,508	23,412	26,839
5000	CAPITAL EXPENDITURES	0	1,695	1,695	2,691	3,794
	Total, Objects of Expense	\$249,896	\$275,598	\$276,057	\$306,130	\$307,558
METHOD OF FINANCING:						
1	General Revenue Fund	192,156	214,723	214,723	244,316	244,212
118	Fed Pub Library Serv Fd					
	45.310.000 STATE LIBRARY SERVICES	15,416	17,548	18,007	16,887	18,419
666	Appropriated Receipts	9,167	0	0	2,750	2,750
777	Interagency Contracts	33,157	43,327	43,327	42,177	42,177
	Total, Method of Financing	\$249,896	\$275,598	\$276,057	\$306,130	\$307,558

7.A. Indirect Administrative and Support Costs
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306 Library & Archives Commission

Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
2-1-1 Provide Access to Information and Archives					
FULL TIME EQUIVALENT POSITIONS	3.1	3.5	3.5	4.1	4.1

Method of Allocation

Indirect administrative and support costs are allocated among all strategies proportionally, based on the average strategy budget for the period FY2015 to FY2019, omitting the Indirect Administration strategy and any exceptional item requests. Therefore, this strategy has been allocated an average of 11 percent of these costs.

7.A. Indirect Administrative and Support Costs
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306 Library & Archives Commission

Strategy		Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
3-1-1	Records Management Services for State/Local Government Officials					
OBJECTS OF EXPENSE:						
1001	SALARIES AND WAGES	\$158,679	\$ 174,737	\$ 177,155	\$ 139,007	\$ 139,227
1002	OTHER PERSONNEL COSTS	6,040	4,588	4,657	3,653	3,697
2001	PROFESSIONAL FEES AND SERVICES	62,566	55,584	55,584	30,736	28,755
2002	FUELS AND LUBRICANTS	158	181	181	114	114
2003	CONSUMABLE SUPPLIES	1,277	2,599	2,599	2,840	2,556
2004	UTILITIES	322	791	791	497	497
2005	TRAVEL	1,134	2,260	2,260	2,876	2,876
2006	RENT - BUILDING	57	384	384	241	241
2007	RENT - MACHINE AND OTHER	1,243	1,243	1,243	781	781
2009	OTHER OPERATING EXPENSE	18,420	31,536	29,508	15,111	17,324
5000	CAPITAL EXPENDITURES	0	1,695	1,695	1,737	2,449
	Total, Objects of Expense	\$249,896	\$275,598	\$276,057	\$197,593	\$198,517
METHOD OF FINANCING:						
1	General Revenue Fund	192,156	214,723	214,723	157,695	157,630
118	Fed Pub Library Serv Fd					
	45.310.000 STATE LIBRARY SERVICES	15,416	17,548	18,007	10,900	11,889
666	Appropriated Receipts	9,167	0	0	1,775	1,775
777	Interagency Contracts	33,157	43,327	43,327	27,223	27,223
	Total, Method of Financing	\$249,896	\$275,598	\$276,057	\$197,593	\$198,517

7.A. Indirect Administrative and Support Costs
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306 Library & Archives Commission

Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
3-1-1 Records Management Services for State/Local Government Officials					
FULL TIME EQUIVALENT POSITIONS	3.1	3.5	3.5	2.6	2.6

Method of Allocation

Indirect administrative and support costs are allocated among all strategies proportionally, based on the average strategy budget for the period FY2015 to FY2019, omitting the Indirect Administration strategy and any exceptional item requests. Therefore, this strategy has been allocated an average of 7.1 percent of these costs.

7.A. Indirect Administrative and Support Costs
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306 Library & Archives Commission					
	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
GRAND TOTALS					
Objects of Expense					
1001 SALARIES AND WAGES	\$793,395	\$873,685	\$885,775	\$1,959,807	\$1,962,901
1002 OTHER PERSONNEL COSTS	\$30,200	\$22,940	\$23,285	\$51,505	\$52,117
2001 PROFESSIONAL FEES AND SERVICES	\$312,830	\$277,920	\$277,920	\$433,331	\$405,405
2002 FUELS AND LUBRICANTS	\$790	\$905	\$905	\$1,602	\$1,602
2003 CONSUMABLE SUPPLIES	\$6,385	\$12,995	\$12,995	\$40,040	\$36,036
2004 UTILITIES	\$1,610	\$3,955	\$3,955	\$7,007	\$7,007
2005 TRAVEL	\$5,670	\$11,300	\$11,300	\$40,542	\$40,542
2006 RENT - BUILDING	\$285	\$1,920	\$1,920	\$3,403	\$3,403
2007 RENT - MACHINE AND OTHER	\$6,215	\$6,215	\$6,215	\$11,011	\$11,011
2009 OTHER OPERATING EXPENSE	\$92,100	\$157,680	\$147,540	\$213,048	\$244,240
5000 CAPITAL EXPENDITURES	\$0	\$8,475	\$8,475	\$24,489	\$34,528
Total, Objects of Expense	\$1,249,480	\$1,377,990	\$1,380,285	\$2,785,785	\$2,798,792
Method of Financing					
1 General Revenue Fund	\$960,780	\$1,073,615	\$1,073,615	\$2,223,278	\$2,222,343
118 Fed Pub Library Serv Fd	\$77,080	\$87,740	\$90,035	\$153,672	\$167,614
666 Appropriated Receipts	\$45,835	\$0	\$0	\$25,025	\$25,025
777 Interagency Contracts	\$165,785	\$216,635	\$216,635	\$383,810	\$383,810
Total, Method of Financing	\$1,249,480	\$1,377,990	\$1,380,285	\$2,785,785	\$2,798,792

7.A. Indirect Administrative and Support Costs

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306 Library & Archives Commission

	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
Full-Time-Equivalent Positions (FTE)	15.5	17.5	17.5	37.0	37.0

7.B. Direct Administrative and Support Costs
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME : 5:44:37PM

Agency code: **306**

Agency name: **Library & Archives Commission**

Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1-1-1 Share Library Resources Among Libraries Statewide					
OBJECTS OF EXPENSE:					
1001 SALARIES AND WAGES	\$172,068	\$172,599	\$175,000	\$175,000	\$175,000
1002 OTHER PERSONNEL COSTS	4,400	4,400	4,500	4,500	4,500
2001 PROFESSIONAL FEES AND SERVICES	3,810	511	550	550	550
2003 CONSUMABLE SUPPLIES	1,904	3,000	3,000	3,000	3,000
2005 TRAVEL	4,000	4,500	3,000	4,000	4,000
2006 RENT - BUILDING	5,377	5,000	3,000	3,000	3,000
2007 RENT - MACHINE AND OTHER	3,292	2,832	2,500	2,500	2,500
2009 OTHER OPERATING EXPENSE	54,500	34,000	40,000	40,000	40,000
Total, Objects of Expense	\$249,351	\$226,842	\$231,550	\$232,550	\$232,550
METHOD OF FINANCING:					
1 General Revenue Fund	249,351	226,842	231,550	232,550	232,550
Total, Method of Financing	\$249,351	\$226,842	\$231,550	\$232,550	\$232,550
FULL-TIME-EQUIVALENT POSITIONS (FTE):	3.0	3.0	3.0	3.0	3.0
DESCRIPTION					
The administrative and support costs in this strategy are related to the division director and two support staff who provide the general administration and support for the division.					

7.B. Direct Administrative and Support Costs
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME : 5:44:37PM

Agency code: **306**

Agency name: **Library & Archives Commission**

Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
1-2-1 Provide Direct Library Svcs to Texans with Qualifying Disabilities					
OBJECTS OF EXPENSE:					
1001 SALARIES AND WAGES	\$179,219	\$189,586	\$187,594	\$193,221	\$195,154
1002 OTHER PERSONNEL COSTS	6,956	4,395	12,642	8,558	8,644
2001 PROFESSIONAL FEES AND SERVICES	34,413	40,791	127,310	126,000	127,310
2003 CONSUMABLE SUPPLIES	5,332	7,001	10,000	13,000	12,000
2004 UTILITIES	507	39,339	0	0	0
2005 TRAVEL	1,121	3,876	5,000	9,000	9,000
2006 RENT - BUILDING	580	780	0	0	0
2007 RENT - MACHINE AND OTHER	5,811	6,832	4,000	4,000	4,000
2009 OTHER OPERATING EXPENSE	345,062	929,802	131,782	254,098	106,804
5000 CAPITAL EXPENDITURES	11,932	6,710	208,142	184,628	146,298
Total, Objects of Expense	\$590,933	\$1,229,112	\$686,470	\$792,505	\$609,210
METHOD OF FINANCING:					
1 General Revenue Fund	590,933	1,229,112	686,470	792,505	609,210
Total, Method of Financing	\$590,933	\$1,229,112	\$686,470	\$792,505	\$609,210
FULL-TIME-EQUIVALENT POSITIONS (FTE):	3.7	3.7	3.7	3.7	3.7

DESCRIPTION

The administrative and support costs in this strategy are related to the direct delivery of library service to approximately 18,000 Texans who have qualifying visual, physical, or learning disabilities, cannot read standard print, and must have reading materials produced in specialized formats. Reading materials and equipment are delivered postage-paid directly to patron's residences via the U.S. Postal Service.

Agency code: 306

Agency name: Library & Archives Commission

Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
2-1-1					
Provide Access to Information and Archives					
OBJECTS OF EXPENSE:					
1001 SALARIES AND WAGES	\$189,918	\$134,899	\$139,080	\$139,080	\$139,080
1002 OTHER PERSONNEL COSTS	6,500	2,717	3,000	3,000	3,000
2001 PROFESSIONAL FEES AND SERVICES	3,912	29,233	5,000	10,000	10,000
2003 CONSUMABLE SUPPLIES	1,704	1,827	2,800	2,800	2,800
2004 UTILITIES	749	900	1,200	1,200	1,200
2005 TRAVEL	5,095	7,018	7,000	7,000	7,000
2006 RENT - BUILDING	0	678	0	0	0
2007 RENT - MACHINE AND OTHER	2,010	739	1,000	1,000	1,000
2009 OTHER OPERATING EXPENSE	63,743	22,000	15,000	25,000	25,000
5000 CAPITAL EXPENDITURES	-200	0	0	0	0
Total, Objects of Expense	\$273,431	\$200,011	\$174,080	\$189,080	\$189,080
METHOD OF FINANCING:					
1 General Revenue Fund	273,431	200,011	174,080	189,080	189,080
Total, Method of Financing	\$273,431	\$200,011	\$174,080	\$189,080	\$189,080
FULL-TIME-EQUIVALENT POSITIONS (FTE):	3.0	2.0	2.0	2.0	2.0

DESCRIPTION

The administrative and support costs in this strategy relate to the following: salaries, utilities, travel and professional development costs for the division director who manages the strategy and the strategy's administrative secretary, in 2015 it also included the same for the agency records manager; employee assistance fees for the strategy; other routine costs associated with administrative duties and oversight.

7.B. Direct Administrative and Support Costs
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME : 5:44:37PM

Agency code: **306**

Agency name: **Library & Archives Commission**

Strategy	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
3-1-1	Records Management Services for State/Local Government Officials				
OBJECTS OF EXPENSE:					
1001 SALARIES AND WAGES	\$110,178	\$225,026	\$230,124	\$235,475	\$237,028
1002 OTHER PERSONNEL COSTS	2,178	5,286	5,960	7,160	7,400
2001 PROFESSIONAL FEES AND SERVICES	1,536	12,235	12,000	13,000	13,000
2003 CONSUMABLE SUPPLIES	51	1,000	1,000	700	700
2004 UTILITIES	6	878	900	900	900
2005 TRAVEL	0	15,235	4,000	2,000	2,000
2006 RENT - BUILDING	16	110	120	120	120
2007 RENT - MACHINE AND OTHER	0	7,157	7,200	7,200	7,200
2009 OTHER OPERATING EXPENSE	6,360	5,486	5,000	5,000	5,000
Total, Objects of Expense	\$120,325	\$272,413	\$266,304	\$271,555	\$273,348
METHOD OF FINANCING:					
1 General Revenue Fund	82,394	193,683	175,174	166,739	164,754
777 Interagency Contracts	37,931	78,730	91,130	104,816	108,594
Total, Method of Financing	\$120,325	\$272,413	\$266,304	\$271,555	\$273,348
FULL-TIME-EQUIVALENT POSITIONS (FTE):	1.5	4.0	4.0	4.0	4.0

DESCRIPTION

The administrative and support costs in this strategy are related to FTEs who administer office services. Due to shifting responsibilities within the division with the implementation of the new records tracking system and positions that cross between units in the division the direct admin from FY2016 going forward will reflect 4 FTE in direct admin instead of 1.5 FTE. Office Services is responsible for purchasing; TFC and Interagency contract administration; secretarial duties; and managing the systems used to track records and consulting.

7.B. Direct Administrative and Support Costs
 85th Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 8/5/2016
 TIME : 5:44:37PM

Agency code: 306

Agency name: Library & Archives Commission

	Exp 2015	Est 2016	Bud 2017	BL 2018	BL 2019
GRAND TOTALS					
Objects of Expense					
1001 SALARIES AND WAGES	\$651,383	\$722,110	\$731,798	\$742,776	\$746,262
1002 OTHER PERSONNEL COSTS	\$20,034	\$16,798	\$26,102	\$23,218	\$23,544
2001 PROFESSIONAL FEES AND SERVICES	\$43,671	\$82,770	\$144,860	\$149,550	\$150,860
2003 CONSUMABLE SUPPLIES	\$8,991	\$12,828	\$16,800	\$19,500	\$18,500
2004 UTILITIES	\$1,262	\$41,117	\$2,100	\$2,100	\$2,100
2005 TRAVEL	\$10,216	\$30,629	\$19,000	\$22,000	\$22,000
2006 RENT - BUILDING	\$5,973	\$6,568	\$3,120	\$3,120	\$3,120
2007 RENT - MACHINE AND OTHER	\$11,113	\$17,560	\$14,700	\$14,700	\$14,700
2009 OTHER OPERATING EXPENSE	\$469,665	\$991,288	\$191,782	\$324,098	\$176,804
5000 CAPITAL EXPENDITURES	\$11,732	\$6,710	\$208,142	\$184,628	\$146,298
Total, Objects of Expense	\$1,234,040	\$1,928,378	\$1,358,404	\$1,485,690	\$1,304,188
Method of Financing					
1 General Revenue Fund	\$1,196,109	\$1,849,648	\$1,267,274	\$1,380,874	\$1,195,594
777 Interagency Contracts	\$37,931	\$78,730	\$91,130	\$104,816	\$108,594
Total, Method of Financing	\$1,234,040	\$1,928,378	\$1,358,404	\$1,485,690	\$1,304,188
Full-Time-Equivalent Positions (FTE)	11.2	12.7	12.7	12.7	12.7