



State Budget Office

Department of Revenue

Mission

The State Budget Office acts as the staff agency for the Governor in the exercise of his or her powers and duties under the state constitution in providing budgetary information and control to all branches of state government in order to assist in making accurate budget decisions and ensure compliance with department and government policies.

Operations

- Prepares the annual executive budget for the Governor, producing the Budget Bill, Account Detail, Budget Report, and Operating Detail documents.
- Prepares the annual Consolidated Report of Federal Funds for the Governor.
- Writes appropriation bills for presentation to the Legislature.
- Maintains control of the cash flow of the state's General Revenue Fund and Special Revenue Funds through the establishment of quarterly/monthly allotments on expenditure schedules in wvOASIS.
- Maintains budgeted positions in state government to ensure that agencies do not overcommit their annual personal services budget.
- Prepares monthly revenue reports and cash flow reports.
- Administers the Public Employees Insurance Reserve Fund.

Goals/Objectives/Performance Measures

Provide useful budgetary information for the Governor to present to the Legislature to enhance the decision-making process.

- Produce the Governor's Executive Budget FY 2018 that continues to meet the GFOA criteria and provides improved reporting of the state's budget.
 - ✓ The State Budget Office has earned the Distinguished Budget Presentation Award from the GFOA for 21 consecutive years—FY 1997 through FY 2017.
- Maintain and monitor the General Revenue cash flow to help ensure that the state's obligations are paid in a timely manner.
 - ✓ Maintained positive cash control that ensured timely payments of the state's obligations from FY 1990 through FY 2016.

Provide valuable customer service to the state agencies.

- Conduct expenditure schedule and/or appropriation request training classes as needed (or on request).
 - ✓ Provided expenditure schedule training for FY 2016.
 - ✓ Provided training on the budget development module for wvOASIS during July 2015.

Programs

PUBLIC EMPLOYEES INSURANCE FINANCIAL STABILITY FUND

Funds appropriated by the Legislature to support the Public Employees Insurance Agency for the purpose of lowering retiree premiums, reducing benefit cuts/premium increases, or any combination thereof.

FTEs:	0.00	Annual Program Cost:	\$15,000,000		
Revenue Sources:	0% G	0% F	100% S	0% L	0% O

PUBLIC EMPLOYEES INSURANCE RESERVE FUND

Funds remitted from state agencies (except Higher Education) based on budgeted annualized expenditures for filled full-time equivalents (excluding federal funded positions) as of April first of each fiscal year to support the Public Employee Insurance Agency or Bureau for Medical Services as appropriated by the Legislature.

FTEs:	0.00	Annual Program Cost:	\$6,800,000		
Revenue Sources:	0% G	0% F	100% S	0% L	0% O

State Budget Office

STATE BUDGET OFFICE

The office prepares, maintains, and distributes budgetary data while overseeing the expenditures of monies for the State of West Virginia.

FTEs:	10.00	Annual Program Cost:	\$648,519		
Revenue Sources:	100% G	0% F	0% S	0% L	0% O

State Budget Office
Expenditures

State Budget Office Expenditure By Fund Class	Actuals FY 2016	Budgeted FY 2017	Requested FY 2018	Governor's Recommendation
General Funds				
FTE Positions	8.00	10.00	10.00	10.00
Total Personal Services	414,666	503,030	503,030	503,030
Employee Benefits	131,875	145,360	145,360	140,516
Other Expenses	161,690	1,054,052	129	449
Less: Reappropriated	(51,829)	(1,053,923)	0	0
Subtotal: General Funds	656,402	648,519	648,519	643,995
Special Funds				
FTE Positions	0.00	0.00	0.00	0.00
Total Personal Services	0	0	0	0
Employee Benefits	0	0	0	0
Other Expenses	6,800,000	21,800,000	21,800,000	21,800,000
Less: Reappropriated	0	0	0	0
Subtotal: Special Funds	6,800,000	21,800,000	21,800,000	21,800,000
Total FTE Positions	8.00	10.00	10.00	10.00
Total Expenditures	7,456,402	22,448,519	22,448,519	22,443,995