Agency Summary

D.C. Public Library (CE0)

FY 2004 Recommended Baseline Budget

Fund Type	(A) Proposed 2003 Budget	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F) OBP Recommended Baseline	(G)=(F)-(B) Net Baseline Adjustment
Personal Services	$19,351,859	$19,351,859	$0	$0	$0	$19,351,859	$0
Non Personal Services	$6,864,316	$6,864,316	$0	$0	($431,756)	$6,432,560	($431,756)
Local Fund	$26,216,175	$26,216,175	$0	$0	($431,756)	$25,784,419	($431,756)
Personal Services	$417,500	$547,601	$0	$0	$0	$547,601	$0
Non Personal Services	$192,500	$452,399	$0	$0	$0	$452,399	$0
Federal Grant	$610,000	$1,000,000	$0	$0	$0	$1,000,000	$0
Non Personal Services	$537,000	$537,000	$0	$0	$0	$537,000	$0
cial Purpose Revenue Fund	$537,000	$537,000	$0	$0	$0	$537,000	$0
Personal Services	$172,088	$223,682	$0	$0	$0	$223,682	$0
Non Personal Services	$107,912	$106,318	$0	$0	$0	$106,318	$0
Intra-District Fund	$280,000	$330,000	$0	$0	$0	$330,000	$0
Total for PS	$19,941,447	$20,123,142	$0	$0	$0	$20,123,142	$0
Total for NPS	$7,701,728	$7,960,033	$0	$0	($431,756)	$7,528,277	($431,756)
Gross Total	$27,643,175	$28,083,175	$0	$0	($431,756)	$27,651,419	($431,756)
FULL TIME EQUIVALENTS							
Local Fund	414.00	413.88	0.00	0.00	0.00	413.88	0.00
Federal Grant	9.00	10.80	0.00	0.00	0.00	10.80	0.00
Special Purpose Revenue Fu	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Intra-District Fund	5.00	5.80	0.00	0.00	0.00	5.80	0.00
TOTAL	428.00	430.48	0.00	0.00	0.00	430.48	0.00

Agency Summary

D.C. Public Library (CE0)

Revised Budget Recommendation

SUMMARY:
OBP recommends an overall funding level of $27,651,419 for the District of Columbia Public Library in FY 2004. The major adjustments included in the OBP recommendation are outlined below:

OBP SCRUB:
There are no additional adjustments to the preliminary recommendation. (For further detail on OBP's scrub please refer to the OBP preliminary recommendation provided below.)

OBP CENTRALIZED ADJUSTMENTS:
The agency's Local budget was reduced by $435,546 in object class 30 (energy) and increased by $3,790 in object class 31 (telephone) to reflect revised fixed cost estimates provided by the Office of Financial and Resource Management (OFRM).

APPEAL:
The agency submitted three appeals totaling $106,000 to address funding for the following:
1) $66,000 to increase budget authority and to fund one FTE for the bookstore;
2) $20,000 in miscellaneous funds for employee training; and
3) $20,000 to purchase material at $5,000 each for four newly renovated libraries.
OBP did not fund their requests. (Note: The agency contacted OBP on 2/13/03 and stated these are O-type requests. The agency will work with their Deputy Mayor for signature to have ORA consider certification for additional funding). (See attached OBP Appeal Review Form)

Preliminary Budget Recommendation

LOCAL
OBP recommends a baseline funding of $26,216,175 and 414 FTEs for the DCPL's FY 2004 budget, no change from the FY 2003 proposed budget. Significant changes from the FY 2003 proposed budget are outlined below:

Personal Services
An increase of $62,155, or .41 percent, in object class 11 to offset reductions of $46,193, or 4.8 percent, in object class 12 and $15,962 in fringe benefits (object class 14). These shifts represent a conversion of two part-time positions to one full-time position.

A reallocation of $441,540 in object class 13 to object class 15 (overtime pay) to cover expected overtime payments in FY 2004.

Nonpersonal services
The total fixed costs estimate from OFRM was $2,343,318, an increase of $172,594 over the FY 2003 proposed budget. However, the agency's submission is lower than the OFRM estimates by $172,594 (a reduction of $167,559, or 9 percent, in object class 30 and a reduction of $5,035, or 1 percent, in object class 31) due to the fact that four branches of the library will be closed in FY 2004. These reductions have been added back to the appropriate object classes in order to correctly reflect OFRM's fixed costs estimates. Upon confirmation from OFRM on the correct amounts to be reduced as a result of the closures, OBP will make the appropriate adjustments.

An increase of $59,577 in contracts for information technology (i.e. T1 lines, Internet, and Internetworking Maintenance and Management) offset by reductions in other services and charges and equipment.

OBP Scrub
Energy (object class 30) was increased by $167,559 and Telephone (object class 31) was increased by $5,035 over the agency's request.

Other Services and Charges (object class 40) was reduced by $172,594 to offset increases in energy and telephone.

Agency Summary

D.C. Public Library (CE0)

FEDERAL

OBP recommends a baseline funding of $1,000,000 and 11 FTEs for the FY 2004 proposed budget, an increase of $390,000 or 63.9 percent and 2 FTEs over the FY 2003 proposed budget. The funding for this source represents Library Services Technology Act (LSTA) grant award. Significant reallocations from the FY 2003 budget are outlined below:

Personal Services

An increase of $121,197, or 34.8 percent, in object class 12 (regular pay – other), and an increase of $8,632, or 12.5 percent, in object class 14 (fringe benefits) to fund two new FTEs requested in FY 2004.

Nonpersonal Services

An increase of $25,000, or 86.2 percent, in supplies (object class 20), an increase of $79,899, or 83.5 percent, in other services (object class 40), an increase of $50,000 or in contracts (object class 41), and an increase of $105,000 in equipment (object class 70) as a result of the increase in Library Services Technology Act (LSTA) grant award in FY 2004.

OBP notes that the recommended expenditure level for other funding sources is subject to adjustment pending review and finalization of agency's O-Type and/or Federal grant requests.

OTHER

OBP recommends a baseline funding of $537,000 for the FY 2004 proposed budget, no change from the FY 2003 proposed budget.

O-type funding will be generated from various sources, such as: $7,000 from Theodore Noyes Trust Fund, $130,000 from library book fines, $10,000 from Peabody Trust Fund, $300,000 from SLD E-Rate Reimbursement, $15,000 from bookstore sales, and $75,000 from copies and printing.

OBP notes that the recommended expenditure level for other funding sources is subject to adjustment pending review and finalization of agency's O-Type and/or Federal grant requests.

INTRA-DISTRICT

OBP recommends an Intra-District funding of $330,000, an increase of $50,000, or 17.8 percent, over the FY 2003 proposed budget. There are 5.8 FTEs supported by this funding source. Funding for the source are broken into two parts: $280,000 and 4.8 FTEs represents MOU from DHS for the Income Maintenance Administration Grant and $50,000 for the Office of the Early Childhood Development with 1 FTE.

The significant changes are delineated below:

Personal Services

An increase of $45,126 in regular pay and an increase of $6,468 in fringe benefits to support one FTE for the Office of Early Childhood Development's (OECDG) Intra-District.

A reallocation of $25,000 in additional gross pay (object class 13) to object class 15 (overtime pay) to cover expected overtime payments in FY 2004.

Nonpersonal Services

A decrease of $7,182 in other services and charges to offset an increase in equipment.

ADDENDUM

The agency did not submit an addendum request.

Baseline and Adjustments Agency by Fund and Object Class

CE0 D.C. PUBLIC LIBRARY

Fund 0100 Local Fund

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H+I Mayors Proposed Budget	(K)= J-A Change from FY 03
0011 Regular Pay - Cont Full Time	15,078,052	15,140,207	0	0	0	15,140,207	0	0	0	15,140,207	62,155
0012 Regular Pay - Other	963,541	917,348	0	0	0	917,348	0	0	0	917,348	-46,193
0013 Additional Gross Pay	671,940	230,400	0	0	0	230,400	0	0	0	230,400	-441,540
0014 Fringe Benefits - Curr Personnel	2,638,326	2,622,364	0	0	0	2,622,364	0	0	0	2,622,364	-15,962
0015 Overtime Pay	0	441,540	0	0	0	441,540	0	0	0	441,540	441,540
Total: **Personal Services**	19,351,859	19,351,859	0	0	0	19,351,859	0	0	0	19,351,859	0
0020 Supplies And Materials	383,689	384,689	0	0	0	384,689	0	0	0	384,689	1,000
0030 Energy, Comm. And Bldg Rentals	1,927,524	1,797,209	167,559	0	-435,546	1,529,222	0	0	0	1,529,222	-398,302
0031 Telephone, Telegraph, Telegram, Etc	243,200	373,515	5,035	0	3,790	382,340	0	0	0	382,340	139,140
0040 Other Services And Charges	1,288,411	1,230,725	-172,594	0	0	1,058,131	0	0	0	1,058,131	-230,280
0041 Contractual Services - Other	233,023	292,600	0	0	0	292,600	0	0	0	292,600	59,577
0050 Subsidies And Transfers	0	0	0	0	0	0	0	0	0	0	0
0070 Equipment & Equipment Rental	2,577,535	2,574,644	0	0	0	2,574,644	0	0	0	2,574,644	-2,891
0080 Debt Service	210,934	210,934	0	0	0	210,934	0	0	0	210,934	0
Total: **Non Personal Services**	6,864,316	6,864,316	0	0	-431,756	6,432,560	0	0	0	6,432,560	-431,756
Fund Total 0100 Local Fund	26,216,175	26,216,175	0	0	-431,756	25,784,419	0	0	0	25,784,419	-431,756

Baseline and Adjustments Agency by Fund and Object Class

CE0 D.C. PUBLIC LIBRARY

Fund 0200 Federal Grant

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H+I Mayors Proposed Budget	(K)= J-A Change from FY 03
0012 Regular Pay - Other	348,613	469,810	0	0	0	469,810	0	0	0	469,810	121,197
0013 Additional Gross Pay	0	272	0	0	0	272	0	0	0	272	272
0014 Fringe Benefits - Curr Personnel	68,887	77,519	0	0	0	77,519	0	0	0	77,519	8,632
Total: **Personal Services**	417,500	547,601	0	0	0	547,601	0	0	0	547,601	130,101
0020 Supplies And Materials	29,000	54,000	0	0	0	54,000	0	0	0	54,000	25,000
0040 Other Services And Charges	95,600	175,499	0	0	0	175,499	0	0	0	175,499	79,899
0041 Contractual Services - Other	13,400	63,400	0	0	0	63,400	0	0	0	63,400	50,000
0070 Equipment & Equipment Rental	54,500	159,500	0	0	0	159,500	0	0	0	159,500	105,000
Total: **Non Personal Services**	192,500	452,399	0	0	0	452,399	0	0	0	452,399	259,899
Fund Total 0200 Federal Grant	610,000	1,000,000	0	0	0	1,000,000	0	0	0	1,000,000	390,000

Baseline and Adjustments Agency by Fund and Object Class

CE0 D.C. PUBLIC LIBRARY

Fund 0600 Special Purpose Revenue Fund

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H+I Mayors Proposed Budget)	(K)= J-A Change from FY 03
0020 Supplies And Materials	64,500	65,000	0	0	0	65,000	0	0	0	65,000	500
0040 Other Services And Charges	6,500	6,000	0	0	0	6,000	0	0	0	6,000	-500
0070 Equipment & Equipment Rental	466,000	466,000	0	0	0	466,000	0	0	0	466,000	0
Total: **Non Personal Services**	537,000	537,000	0	0	0	537,000	0	0	0	537,000	0
Fund Total 0600 Special Purpose Reven	537,000	537,000	0	0	0	537,000	0	0	0	537,000	0

Baseline and Adjustments Agency by Fund and Object Class

CE0 D.C. PUBLIC LIBRARY

Fund 0700 Intra-District Fund

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H+I Mayors Proposed Budget	(K)= J-A Change from FY 03
0012 Regular Pay - Other	136,028	181,154	0	0	0	181,154	0	0	0	181,154	45,126
0013 Additional Gross Pay	25,000	0	0	0	0	0	0	0	0	0	-25,000
0014 Fringe Benefits - Curr Personnel	11,060	17,528	0	0	0	17,528	0	0	0	17,528	6,468
0015 Overtime Pay	0	25,000	0	0	0	25,000	0	0	0	25,000	25,000
Total: **Personal Services**	172,088	223,682	0	0	0	223,682	0	0	0	223,682	51,594
0020 Supplies And Materials	11,912	12,500	0	0	0	12,500	0	0	0	12,500	588
0040 Other Services And Charges	48,000	40,818	0	0	0	40,818	0	0	0	40,818	-7,182
0070 Equipment & Equipment Rental	48,000	53,000	0	0	0	53,000	0	0	0	53,000	5,000
Total: **Non Personal Services**	107,912	106,318	0	0	0	106,318	0	0	0	106,318	-1,594
Fund Total 0700 Intra-District Fund	280,000	330,000	0	0	0	330,000	0	0	0	330,000	50,000
Total for CE0 D.C. Public Library	27,643,175	28,083,175	0	0	-431,756	27,651,419	0	0	0	27,651,419	8,244

Baseline and Adjustments Agency by Control Center, and Object Class

CE0 D.C. PUBLIC LIBRARY

Control Center 1000 LIBRARY ADMINISTRATION

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H+I Mayors Proposed Budget)	(K)= J-A Change from FY 03
0011 Regular Pay - Cont Full Time	1,368,094	1,397,035	0	0	0	1,397,035	0	0	0	1,397,035	28,941
0013 Additional Gross Pay	7,850	850	0	0	0	850	0	0	0	850	-7,000
0014 Fringe Benefits - Curr Personnel	227,361	230,510	0	0	0	230,510	0	0	0	230,510	3,149
0015 Overtime Pay	0	4,000	0	0	0	4,000	0	0	0	4,000	4,000
Total: **Personal Services**	1,603,305	1,632,395	0	0	0	1,632,395	0	0	0	1,632,395	29,090
0020 Supplies And Materials	14,700	16,200	0	0	0	16,200	0	0	0	16,200	1,500
0040 Other Services And Charges	111,736	108,236	0	0	0	108,236	0	0	0	108,236	-3,500
0041 Contractual Services - Other	3,500	3,500	0	0	0	3,500	0	0	0	3,500	0
0050 Subsidies And Transfers	0	0	0	0	0	0	0	0	0	0	0
0070 Equipment & Equipment Rental	2,000	4,000	0	0	0	4,000	0	0	0	4,000	2,000
Total: **Non Personal Services**	131,936	131,936	0	0	0	131,936	0	0	0	131,936	0
Control Center 1000 LIBRARY ADMINISTRA	1,735,241	1,764,331	0	0	0	1,764,331	0	0	0	1,764,331	29,090

Baseline and Adjustments Agency by Control Center, and Object Class

CE0 D.C. PUBLIC LIBRARY

Control Center 3000 LIBRARY OPERATIONS

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H+I Mayors Proposed Budget)	(K)= J-A Change from FY 03
0011 Regular Pay - Cont Full Time	10,847,169	10,827,436	0	0	0	10,827,436	0	0	0	10,827,436	-19,733
0012 Regular Pay - Other	1,418,109	1,456,104	0	0	0	1,456,104	0	0	0	1,456,104	37,995
0013 Additional Gross Pay	445,290	166,622	0	0	0	166,622	0	0	0	166,622	-278,668
0014 Fringe Benefits - Curr Personnel	1,995,114	1,988,385	0	0	0	1,988,385	0	0	0	1,988,385	-6,729
0015 Overtime Pay	0	268,990	0	0	0	268,990	0	0	0	268,990	268,990
Total: **Personal Services**	14,705,682	14,707,537	0	0	0	14,707,537	0	0	0	14,707,537	1,855
0020 Supplies And Materials	126,912	152,500	0	0	0	152,500	0	0	0	152,500	25,588
0030 Energy, Comm. And Bldg Rentals	1,927,524	1,797,209	167,559	0	-435,546	1,529,222	0	0	0	1,529,222	-398,302
0031 Telephone, Telegraph, Telegram, Etc	243,200	373,515	5,035	0	3,790	382,340	0	0	0	382,340	139,140
0040 Other Services And Charges	251,548	271,265	0	0	0	271,265	0	0	0	271,265	19,717
0041 Contractual Services - Other	55,400	105,400	0	0	0	105,400	0	0	0	105,400	50,000
0070 Equipment & Equipment Rental	2,628,835	2,568,144	0	0	0	2,568,144	0	0	0	2,568,144	-60,691
0080 Debt Service	210,934	210,934	0	0	0	210,934	0	0	0	210,934	0
Total: **Non Personal Services**	5,444,353	5,478,967	172,594	0	-431,756	5,219,805	0	0	0	5,219,805	-224,548
Control Center 3000 LIBRARY OPERATION	20,150,035	20,186,504	172,594	0	-431,756	19,927,342	0	0	0	19,927,342	-222,693

Baseline and Adjustments Agency by Control Center, and Object Class

CE0 D.C. PUBLIC LIBRARY

Control Center 5000 LIBRARY SUPPORT

Comptroller Source Group (Object Class 2)	(A) FY 2003 Proposed	(B) Agency 2004 Request	(C) OBP Baseline Scrub	(D) Agency Appeals	(E) OBP Centralized Adjustments	(F)= B+C+D+E OBP Recommended Baseline	(G) Spending Pressures	(H) Target Adjustment	(I) Mayors Adjustment	(J)= F+G+H+I Mayors Proposed Budget)	(K)= J-A Change from FY 03
0011 Regular Pay - Cont Full Time	2,862,789	2,915,736	0	0	0	2,915,736	0	0	0	2,915,736	52,947
0012 Regular Pay - Other	30,073	112,208	0	0	0	112,208	0	0	0	112,208	82,135
0013 Additional Gross Pay	243,800	63,200	0	0	0	63,200	0	0	0	63,200	-180,600
0014 Fringe Benefits - Curr Personnel	495,798	498,516	0	0	0	498,516	0	0	0	498,516	2,718
0015 Overtime Pay	0	193,550	0	0	0	193,550	0	0	0	193,550	193,550
Total: **Personal Services**	3,632,460	3,783,210	0	0	0	3,783,210	0	0	0	3,783,210	150,750
0020 Supplies And Materials	347,489	347,489	0	0	0	347,489	0	0	0	347,489	0
0040 Other Services And Charges	1,075,227	1,073,541	-172,594	0	0	900,947	0	0	0	900,947	-174,280
0041 Contractual Services - Other	187,523	247,100	0	0	0	247,100	0	0	0	247,100	59,577
0070 Equipment & Equipment Rental	515,200	681,000	0	0	0	681,000	0	0	0	681,000	165,800
Total: **Non Personal Services**	2,125,439	2,349,130	-172,594	0	0	2,176,536	0	0	0	2,176,536	51,097
Control Center 5000 LIBRARY SUPPORT	5,757,899	6,132,340	-172,594	0	0	5,959,746	0	0	0	5,959,746	201,847
Total D.C. Public Library	27,643,175	28,083,175	0	0	-431,756	27,651,419	0	0	0	27,651,419	8,244