

DEPARTMENT OF STATE

MISSION

The Department of State's mission is to coordinate programs with and provide services to local governments and businesses. The Department protects the public's safety by managing arson, fire prevention, building and energy code programs; assists the public by providing ombudsman services; administers programs for community development and local government service activities; and supports businesses through various licensing and registration activities.

ORGANIZATION AND STAFFING

The Department is headed by the Secretary of State, who is appointed by the Governor and confirmed by the Senate. The Department's central office is located in Albany. It also has 20 regional offices across the State and operates the Academy of Fire Science in Montour Falls, Schuyler County. The Department of State will have a workforce of 850 positions for 2000-01.

FISCAL BACKGROUND AND BUDGET HIGHLIGHTS

Approximately 37 percent of the Department's operations and local aid programs are funded from fees and other income, 46 percent are funded with Federal grants, and State tax dollars from the General Fund support the remaining 17 percent. The Executive Budget recommends funding of \$108.9 million for the Department of State; \$90.2 million in Federal funding and fee revenues, and \$18.7 million in General Fund support.

Major recommendations include:

- Support for a Department-wide technology initiative which will improve automation and Internet computer capacities to enhance service for the Department's business customers, improve the electronic filing of Financial Disclosure Statements, and implement a new fire incident reporting system.
- Funding of \$1.1 million to continue the process of adopting new model building, fire prevention and energy codes and \$3 million to reimburse municipalities for the cost of training local code enforcement officials.

PROGRAM HIGHLIGHTS

The responsibilities of the Department of State are carried out through three programs:

- The Local Government and Community Service Program includes the Office of Fire Prevention and Control which works with paid and volunteer fire companies on arson investigations and the handling of hazardous material, and the Division of Code Enforcement and Administration which administers New York's building and energy code. In addition to these activities, staff provide ombudsman services to citizens, offer planning and management services to local governments through the Office for Local Government, support land use planning activities in the New York City/Catskill Watershed, coordinate New York's coastal resources and waterfront revitalization activities, provide low interest loans to fire and ambulance companies through the Emergency Services Revolving Loan Program and administer the Department's federal grant programs, including the Appalachian Regional Commission and Community Services Block Grants.

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- The Business and Licensing Services Program provides information on credit and debt for individuals, businesses and corporations; tracks all certificates of incorporation; administers qualifying examinations and licensing of 16 occupations; and oversees the operation of almost 1,900 cemeteries.
- The Administration Program provides the basic executive direction, fiscal, personnel and electronic data processing activities that support the Department's operations.

Additionally, the Department's budget contains funds for the Lake George Park Commission, the State Ethics Commission, the State Athletic Commission, the Commission on Uniform State Laws, and the Tug Hill Commission.

ALL FUNDS APPROPRIATIONS

Category	Available 1999-00	Appropriations Recommended 2000-01	Change	Reappropriations Recommended 2000-01
State Operations	\$48,777,800	\$59,375,100	+\$10,597,300	\$7,422,600
Aid To Localities	77,007,673	49,200,000	-27,807,673	35,000,000
Capital Projects	1,317,000	348,000	-969,000	1,444,000
Total	\$127,102,473	\$108,923,100	-\$18,179,373	\$43,866,600

ALL FUND TYPES LEVELS OF EMPLOYMENT BY PROGRAM ANNUAL SALARIED POSITIONS

2000-01 Recommended Average Fill Level

Program	Available 1999-00	Personal Service (Regular)	Maintenance Undistributed	Total Recommended 2000-01	Change
Administration					
General Fund	48	48	48
Clean Water/Clean Air Administration					
Capital Projects Funds - Other	6	6	6
Lake George Park Commission					
Special Revenue Funds - Other	10	10	10
Licensing Services					
General Fund	17	17	17
Special Revenue Funds - Other	412	432	432	+20
Local Government and Community Services					
General Fund	45	55	55	+10
Special Revenue Funds - Federal	75	75	75
Special Revenue Funds - Other	17	17	17
Expendable Trust Funds	2	2	2
State Ethics Commission					
General Fund	22	22	22
Tug Hill Commission					
General Fund	16	16	16
Subtotal, Direct Funded Programs	670	700	700	+30
Suballocations:					
General Fund	4			4
Special Revenue Funds - Federal	3			3
Special Revenue Funds - Other	139			139
Capital Projects Funds - Other	4			4
Total	820			850	+30

**STATE OPERATIONS
ALL FUNDS FINANCIAL REQUIREMENTS BY FUND TYPE
APPROPRIATIONS**

<u>Fund Type</u>	<u>Available 1999-00</u>	<u>Recommended 2000-01</u>	<u>Change</u>
General Fund	\$15,213,500	\$18,386,800	+\$3,173,300
Special Revenue Funds - Federal	6,215,000	6,985,000	+770,000
Special Revenue Funds - Other	27,349,300	32,003,300	+4,654,000
Fiduciary Funds	2,000,000	+2,000,000
Total	\$48,777,800	\$59,375,100	+\$10,597,300
Adjustments:			
Transfer(s) From			
State Police, Division of			
General Fund	-40,000		
Appropriated 1999-00	<u>\$48,737,800</u>		

**STATE OPERATIONS
ALL FUNDS FINANCIAL REQUIREMENTS BY PROGRAM
APPROPRIATIONS**

<u>Program</u>	<u>Available 1999-00</u>	<u>Recommended 2000-01</u>	<u>Change</u>
Administration			
General Fund	\$4,298,000	\$4,639,100	+\$341,100
Lake George Park Commission			
Special Revenue Funds - Other	954,000	1,000,800	+46,800
Licensing Services			
General Fund	641,300	646,700	+5,400
Special Revenue Funds - Other	23,775,900	28,722,400	+4,946,500
Local Government and Community Services			
General Fund	8,007,900	10,526,800	+2,518,900
Special Revenue Funds - Federal	6,215,000	6,985,000	+770,000
Special Revenue Funds - Other	2,606,800	2,267,500	-339,300
Fiduciary Funds	2,000,000	+2,000,000
State Ethics Commission			
General Fund	1,460,000	1,734,500	+274,500
Tug Hill Commission			
General Fund	806,300	839,700	+33,400
Special Revenue Funds - Other	12,600	12,600
Total	\$48,777,800	\$59,375,100	+\$10,597,300

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STATE OPERATIONS — GENERAL AND OFFSET FUNDS SUMMARY OF PERSONAL SERVICE APPROPRIATIONS AND CHANGES 2000-01 RECOMMENDED

Program	Total Personal Service		Personal Service Regular (Annual Salaried)		Temporary Service (Nonannual Salaried)	
	Amount	Change	Amount	Change	Amount	Change
Administration	\$3,073,900	+\$307,300	\$3,018,700	+\$305,500	\$39,300	+\$1,300
Licensing Services	553,000	+5,400	552,100	+5,400
Local Government and Community Services	2,578,100	+364,800	2,572,300	+364,600	5,800	+200
State Ethics Commission	1,176,100	+8,500	1,175,800	+8,500
Tug Hill Commission	712,600	+13,400	705,700	+13,200	6,900	+200
Total	\$8,093,700	+\$699,400	\$8,024,600	+\$697,200	\$52,000	+\$1,700

Program	Holiday/Overtime Pay (Annual Salaried)	
	Amount	Change
Administration	\$15,900	+\$500
Licensing Services	900
State Ethics Commission	300
Total	\$17,100	+\$500

STATE OPERATIONS — GENERAL FUND SUMMARY OF NONPERSONAL SERVICE AND MAINTENANCE UNDISTRIBUTED APPROPRIATIONS AND CHANGES 2000-01 RECOMMENDED

Program	Total		Supplies and Materials	
	Amount	Change	Amount	Change
Administration	\$1,565,200	+\$33,800	\$210,000
Licensing Services	93,700	10,400
Local Government and Community Services	7,948,700	+2,154,100	29,700	+\$15,000
State Ethics Commission	558,400	+266,000	20,100
Tug Hill Commission	127,100	+20,000	12,700
Total	\$10,293,100	+\$2,473,900	\$282,900	+\$15,000

Program	Travel		Contractual Services	
	Amount	Change	Amount	Change
Administration	\$40,000	\$1,078,500	+\$30,000
Licensing Services	1,100	78,700
Local Government and Community Services	164,300	+\$33,000	585,600	+217,000
State Ethics Commission	20,000	382,500	+166,000
Tug Hill Commission	7,900	104,400	+20,000
Total	\$233,300	+\$33,000	\$2,229,700	+\$433,000

Program	Equipment		Maintenance Undistributed	
	Amount	Change	Amount	Change
Administration	\$143,700	\$93,000	+\$3,800
Licensing Services	3,500
Local Government and Community Services	169,100	+\$139,100	7,000,000	+1,750,000
State Ethics Commission	135,800	+100,000
Tug Hill Commission	2,100
Total	\$454,200	+\$239,100	\$7,093,000	+\$1,753,800

**STATE OPERATIONS — OTHER THAN GENERAL FUND
SUMMARY OF APPROPRIATIONS AND CHANGES
2000-01 RECOMMENDED**

Program	Total		Personal Service	
	Amount	Change	Amount	Change
Lake George Park Commission . . .	\$1,000,800	+\$46,800	\$517,600	+\$34,100
Licensing Services	28,722,400	+4,946,500	15,087,000	+1,159,100
Local Government and Community Services	11,252,500	+2,430,700	4,502,900	+184,800
Tug Hill Commission	12,600
Total	\$40,988,300	+\$7,424,000	\$20,107,500	+\$1,378,000

Program	Nonpersonal Service		Maintenance Undistributed	
	Amount	Change	Amount	Change
Lake George Park Commission . . .	\$483,200	+\$12,700
Licensing Services	13,635,400	+3,787,400
Local Government and Community Services	3,999,600	+41,500	\$2,750,000	+\$2,204,400
Tug Hill Commission	12,600
Total	\$18,130,800	+\$3,841,600	\$2,750,000	+\$2,204,400

**AID TO LOCALITIES
ALL FUNDS FINANCIAL REQUIREMENTS BY FUND TYPE
APPROPRIATIONS**

Fund Type	Available 1999-00	Recommended 2000-01	Change
General Fund	\$27,957,673	-\$27,957,673
Special Revenue Funds - Federal	45,150,000	\$43,000,000	-2,150,000
Special Revenue Funds - Other	300,000	3,300,000	+3,000,000
Fiduciary Funds	3,600,000	2,900,000	-700,000
Total	\$77,007,673	\$49,200,000	-\$27,807,673

**AID TO LOCALITIES
ALL FUNDS FINANCIAL REQUIREMENTS BY PROGRAM
APPROPRIATIONS**

Program	Available 1999-00	Recommended 2000-01	Change
Licensing Services			
Special Revenue Funds - Other	\$300,000	\$300,000
Local Government and Community Services			
General Fund	2,975,000	-\$2,975,000
Special Revenue Funds - Federal	45,150,000	43,000,000	-2,150,000
Special Revenue Funds - Other	3,000,000	+3,000,000
Fiduciary Funds	3,600,000	2,900,000	-700,000
Community Projects			
General Fund	24,982,673	-24,982,673
Total	\$77,007,673	\$49,200,000	-\$27,807,673

**CAPITAL PROJECTS
ALL FUNDS FINANCIAL REQUIREMENTS BY PROGRAM
APPROPRIATIONS**

<u>Comprehensive Construction Program</u>	<u>Available 1999-00</u>	<u>Recommended 2000-01</u>	<u>Change</u>	<u>Reappropriations 2000-01</u>
Design and Construction Supervision				
Capital Projects Fund	\$240,000	-\$240,000	\$365,000
Office of Fire Prevention and Control				
Capital Projects Fund	729,000	-729,000	1,079,000
Clean Water - Clean Air Implementation				
Clean Water Clean Air Implementation Fund	348,000	\$348,000
Total	<u>\$1,317,000</u>	<u>\$348,000</u>	<u>-\$969,000</u>	<u>\$1,444,000</u>