

Amendment Requests / Estimated Turnback -- Governor's Office - February 11, 2021

Request	Budget line	Appropriation Remaining 12/31/20	Transfer Operating to Salary line	Turnback	Carry-forward	Explanation
For the 2019-21 appropriation, a one-time transfer request of \$29,242 from the Operating line to the Salary line. Transfer of funds to be used to payout earned, unused annual leave due to pandemic response.	Operating - Travel	\$ 34,672	\$ 29,242	\$ -	\$ -	<ul style="list-style-type: none"> • Due to the global pandemic response and now the legislative session, the Governor's office team has been working around the clock and many were unable to take their earned annual leave time; with the April 30th deadline for the 'use or lose' policy, any hours above 240 will be lost by no fault of the team. • ND Administrative Code 4-07-12-10 allows for payout of unused leave accrued over the 240 hour threshold for a business-related reason, with prior approval from HRMS, OMB. • As our salary line is very tight, we do not have funds to complete this payout without a transfer of unused operating funds. • We expect limited travel thru the remainder of the biennium, so the \$5,430 which remains in the operating-travel line should suffice.
For the 2019-21 appropriation, a one-time transfer request of \$35,000 from the Operating line to the Salary Line. Transfer will cover the additional salary dollars needed to better reflect the actual costs of the project.	Operating - Boards Upgrade (one-time funding)	\$ 79,027	\$ 35,000	\$ -	\$ -	<ul style="list-style-type: none"> • The Boards and Commissions IT project (one-time funding) in the 2019-2021 budget is \$139,808. • \$60,781 has been expended for this project thru 12/31/20. • In part this upgrade is under budget due to the technical expertise of our Boards & Commissions Manager. She collaborated closely with NDIT, which led to increased efficiencies in the project. She is budgeted at 75% but will have worked full-time for approx 18 months. Based on her technical expertise, we experienced savings on the operating line, however, incurred additional expense on the salary line. This transfer better reflects the true costs of the one-time funding for the boards website upgrade. We are soon to launch the new website, and will use the coming months for additional tweaks and back office reporting enhancements.
Request carry forward of the \$10,800 appropriation for the Roughrider Awards line since the Hall of Fame induction ceremonies were unable to be held this year due to the pandemic. It has been requested by recent inductees for their event to occur in the Fall of 2021.	Rough Rider Awards	\$ 10,800	\$ -	\$ -	\$ 10,800	<ul style="list-style-type: none"> • The two inductees from 2020 have requested their ceremony be postponed until Fall 2021. • Proposed new section of the bill: Section __ Exemption – Roughrider Awards: Any unexpended funds from the Roughrider Awards line are not subject to the provision of section 54-44.1-11. Any unexpended funds in the Roughrider Awards line may be expended during the biennium beginning July 1, 2021 and ending June 30, 2023.
Answer to Chr Monson's question of expected turnback funds	Governor Transition In/out	\$ 65,000	\$ -	\$ 65,000	\$ -	<ul style="list-style-type: none"> • With the requested changes above, we expect to turnback \$65,000.