

# **State of Alaska FY2014 Governor's Operating Budget**

## **Department of Revenue Permanent Fund Dividend Division Component Budget Summary**

**Component: Permanent Fund Dividend Division**

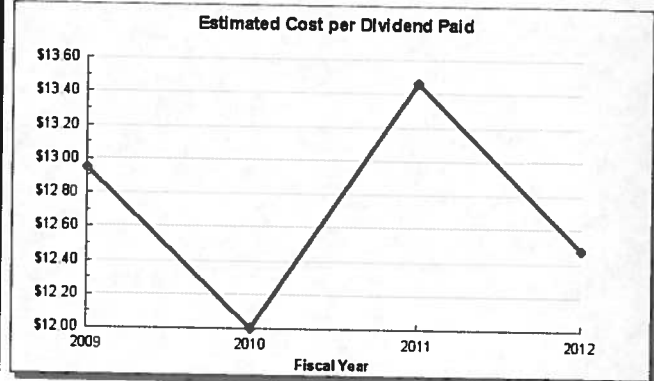
**Contribution to Department's Mission**

The mission of the Permanent Fund Dividend Division is timely payment of dividends to eligible Alaskans.

**Results**

(Additional performance information is available on the web at <http://omb.alaska.gov/results>.)

Target: 85% of current dividend year eligibility cases are reviewed by September 15.



Target: 100% of informal appeals decisions are rendered within 180 days of receipt.

**Core Services**

- Increase effectiveness of eligibility staff
- Gather and analyze workforce statistics to improve the allocation of resources between public response and eligibility case work
- Increase use of online application and support services to improve customer response time and reduce manual processes
- Reduce mailed requests for information by increasing in-person contact

**Measures by Core Service**

(Additional performance information is available on the web at <http://omb.alaska.gov/results>.)

1. **Gather and analyze workforce statistics to improve the allocation of resources between public response and eligibility case work**

Target: Reduce the number of un-reviewed

cases as of September 15th compared to previous year.

**2. Increase use of online application and support services to improve customer response time and reduce manual processes**

Target: Increase percentage of applications filed online, number of electronically signed applications using "myAlaska" and number of users of "My PFD Info" as compared to previous year.

**3. Reduce mailed requests for information by increasing in-person contact**

Target: Reduce mailed requests for information.

**4. Increase effectiveness of eligibility staff**

Target: Reduce the percentage of appeals that result in overturn of the denial.

**Major Component Accomplishments in 2012**

- The division timely responded to contacts from the public and simultaneously exceeded its goal of reviewing 85% of eligibility cases by September 15th. In 2012, 90% of eligibility cases were reviewed by September 15th.
- Media campaigns designed to increase applicant awareness and to encourage them to proactively contact the division to complete their eligibility cases were highly successful. In 2012, 26,000 more applicants initiated contact with the division which resulted in higher case closure than if the division initiated the contact. Funds used for the media campaign were derived from efficiencies created in the application process.

**Key Component Challenges**

- The division continues to review a larger percentage of applications each year. More than 17,000 cases were created in 2012 than in 2011. Despite the increase in overall workload 11,000 more cases were closed by September 15th than they had the previous year.

**Significant Changes in Results to be Delivered in FY2014**

- No changes.

**Statutory and Regulatory Authority**

AS 43.23     Permanent Fund Dividends  
15 AAC 23    Alaska Permanent Fund Dividends

| Contact Information                                                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Contact:</b> Jerry Burnett, Director, Administrative Services<br/><b>Phone:</b> (907) 465-2312<br/><b>Fax:</b> (907) 465-1685<br/><b>E-mail:</b> jerry.burnett@alaska.gov</p> |

**Permanent Fund Dividend Division  
Component Financial Summary**

*All dollars shown in thousands*

|                                    | <b>FY2012 Actuals</b> | <b>FY2013<br/>Management Plan</b> | <b>FY2014 Governor</b> |
|------------------------------------|-----------------------|-----------------------------------|------------------------|
| <b>Non-Formula Program:</b>        |                       |                                   |                        |
| <b>Component Expenditures:</b>     |                       |                                   |                        |
| 71000 Personal Services            | 5,137.3               | 5,829.0                           | 5,829.7                |
| 72000 Travel                       | 33.9                  | 23.1                              | 23.1                   |
| 73000 Services                     | 2,631.4               | 2,456.8                           | 2,456.8                |
| 74000 Commodities                  | 244.4                 | 69.2                              | 69.2                   |
| 75000 Capital Outlay               | 60.9                  | 0.0                               | 0.0                    |
| 77000 Grants, Benefits             | 0.0                   | 0.0                               | 0.0                    |
| 78000 Miscellaneous                | 0.0                   | 0.0                               | 0.0                    |
| <b>Expenditure Totals</b>          | <b>8,107.9</b>        | <b>8,378.1</b>                    | <b>8,378.8</b>         |
| <b>Funding Sources:</b>            |                       |                                   |                        |
| 1004 General Fund Receipts         | 66.3                  | 66.3                              | 66.3                   |
| 1005 General Fund/Program Receipts | 637.0                 | 70.8                              | 70.8                   |
| 1007 Interagency Receipts          | 30.0                  | 20.0                              | 20.0                   |
| 1050 Permanent Fund Dividend Fund  | 7,374.6               | 8,221.0                           | 8,221.7                |
| <b>Funding Totals</b>              | <b>8,107.9</b>        | <b>8,378.1</b>                    | <b>8,378.8</b>         |

**Estimated Revenue Collections**

| <b>Description</b>                    | <b>Master<br/>Revenue<br/>Account</b> | <b>FY2012 Actuals</b> | <b>FY2013<br/>Management Plan</b> | <b>FY2014 Governor</b> |
|---------------------------------------|---------------------------------------|-----------------------|-----------------------------------|------------------------|
| <b>Unrestricted Revenues</b>          |                                       |                       |                                   |                        |
| General Fund Program Receipts         | 51060                                 | 566.2                 | 450.0                             | 450.0                  |
| Unrestricted Fund                     | 68515                                 | 11.8                  | 0.0                               | 10.0                   |
| <b>Unrestricted Total</b>             |                                       | <b>578.0</b>          | <b>450.0</b>                      | <b>460.0</b>           |
| <b>Restricted Revenues</b>            |                                       |                       |                                   |                        |
| Interagency Receipts                  | 51015                                 | 20.0                  | 20.0                              | 20.0                   |
| General Fund Program Receipts         | 51060                                 | 70.8                  | 70.8                              | 70.8                   |
| Statutory Designated Program Receipts | 51063                                 | 0.0                   | 0.0                               | 0.0                    |
| <b>Restricted Total</b>               |                                       | <b>90.8</b>           | <b>90.8</b>                       | <b>90.8</b>            |
| <b>Total Estimated Revenues</b>       |                                       | <b>668.8</b>          | <b>540.8</b>                      | <b>550.8</b>           |

**Summary of Component Budget Changes  
From FY2013 Management Plan to FY2014 Governor**

*All dollars shown in thousands*

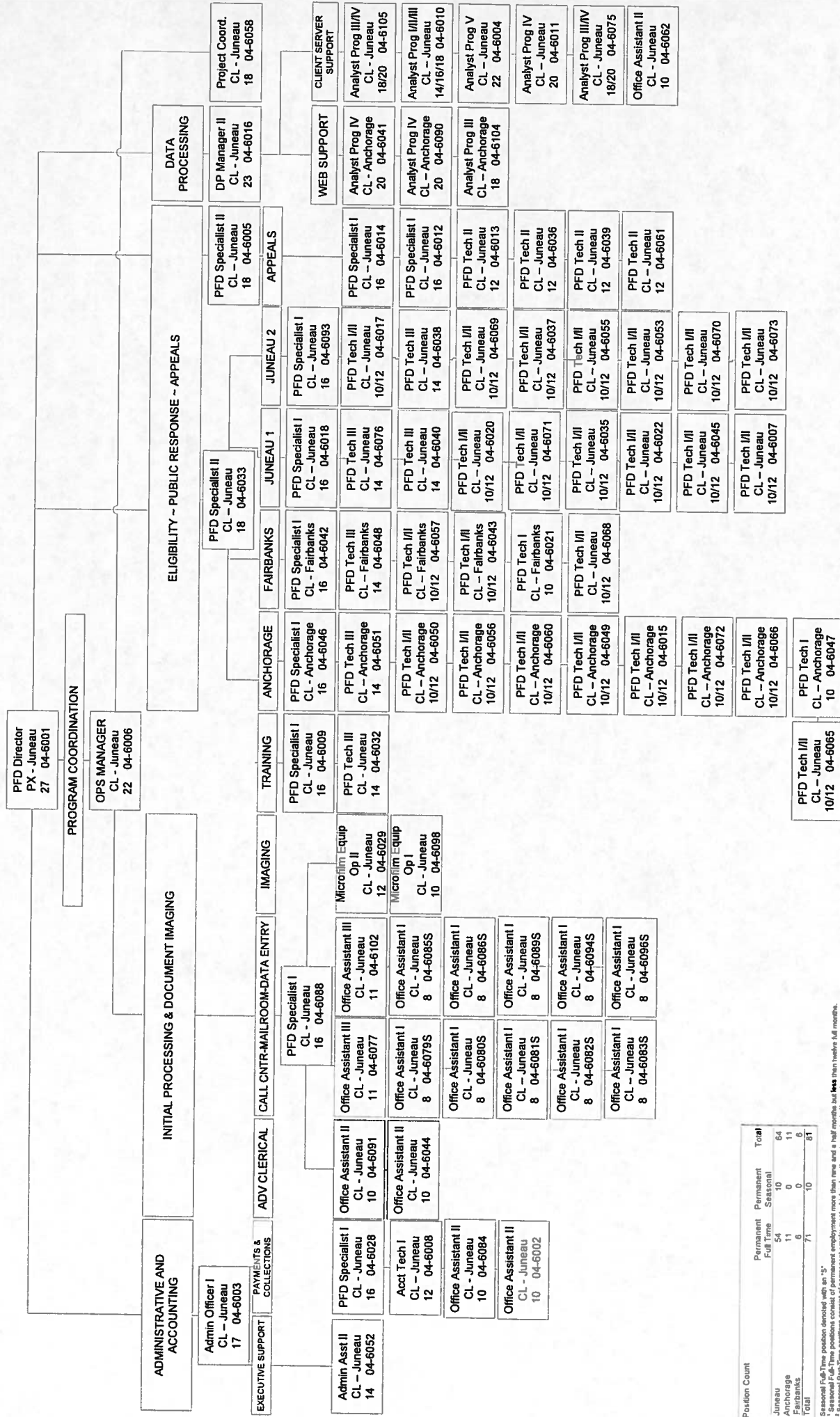
|                                                                          | <u>Unrestricted<br/>Gen (UGF)</u> | <u>Designated<br/>Gen (DGF)</u> | <u>Other Funds</u> | <u>Federal<br/>Funds</u> | <u>Total Funds</u> |
|--------------------------------------------------------------------------|-----------------------------------|---------------------------------|--------------------|--------------------------|--------------------|
| <b>FY2013 Management Plan</b>                                            | <b>66.3</b>                       | <b>8,291.8</b>                  | <b>20.0</b>        | <b>0.0</b>               | <b>8,378.1</b>     |
| <b>Adjustments which will<br/>continue current level of<br/>service:</b> |                                   |                                 |                    |                          |                    |
| -FY2014 Salary and Health<br>Insurance Increases                         | 0.0                               | 0.7                             | 0.0                | 0.0                      | 0.7                |
| <b>FY2014 Governor</b>                                                   | <b>66.3</b>                       | <b>8,292.5</b>                  | <b>20.0</b>        | <b>0.0</b>               | <b>8,378.8</b>     |

**Permanent Fund Dividend Division  
Personal Services Information**

| Authorized Positions |                              |                    | Personal Services Costs        |                  |
|----------------------|------------------------------|--------------------|--------------------------------|------------------|
|                      | FY2013<br>Management<br>Plan | FY2014<br>Governor |                                |                  |
| Full-time            | 71                           | 71                 | Annual Salaries                | 3,697,140        |
| Part-time            | 10                           | 10                 | Premium Pay                    | 19,205           |
| Nonpermanent         | 0                            | 0                  | Annual Benefits                | 2,488,321        |
|                      |                              |                    | Less 6.10% Vacancy Factor      | (378,746)        |
|                      |                              |                    | Lump Sum Premium Pay           | 3,780            |
| <b>Totals</b>        | <b>81</b>                    | <b>81</b>          | <b>Total Personal Services</b> | <b>5,829,700</b> |

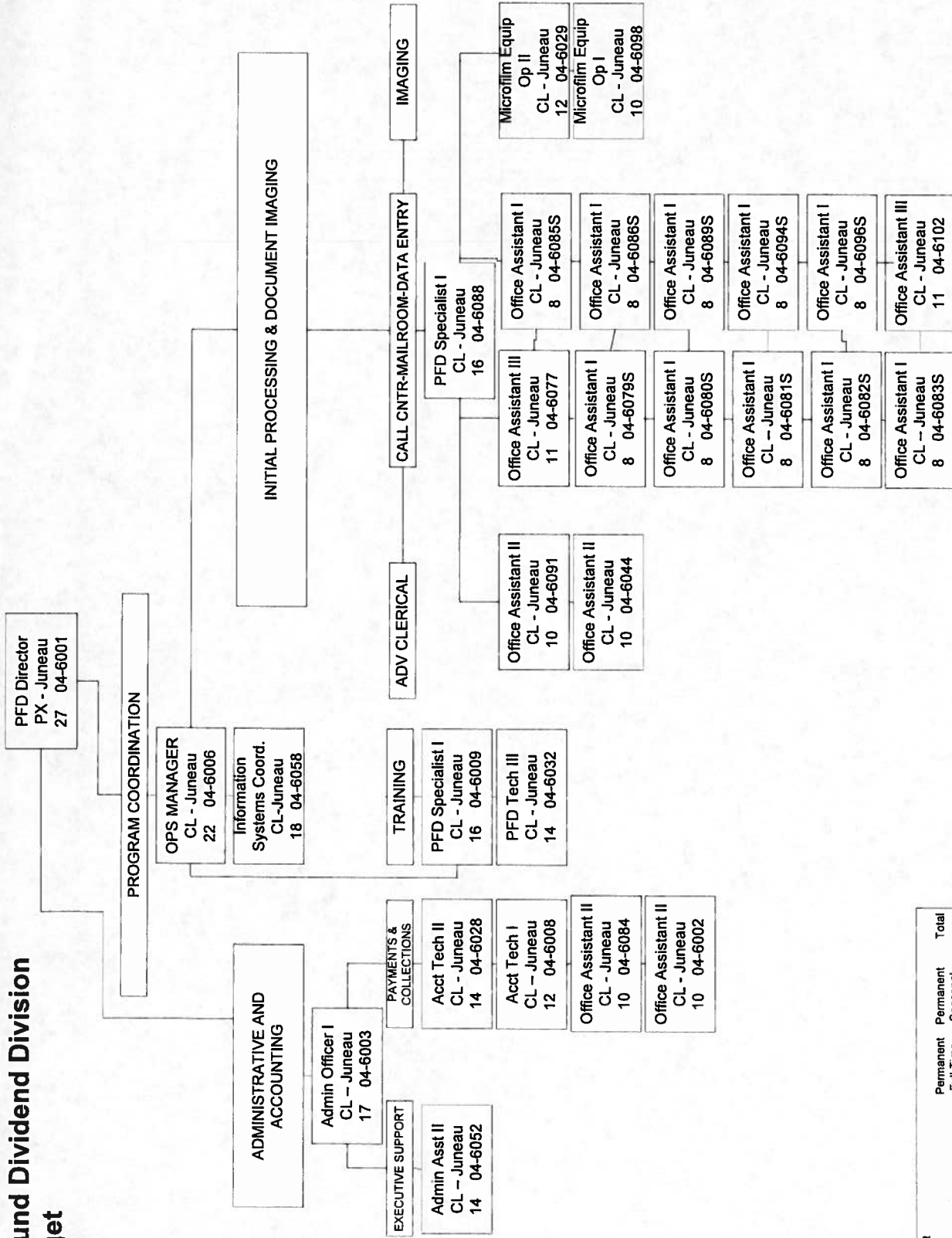
**Position Classification Summary**

| Job Class Title                | Anchorage | Fairbanks | Juneau    | Others   | Total     |
|--------------------------------|-----------|-----------|-----------|----------|-----------|
| Accounting Tech I              | 0         | 0         | 1         | 0        | 1         |
| Accounting Tech II             | 0         | 0         | 1         | 0        | 1         |
| Administrative Assistant II    | 0         | 0         | 1         | 0        | 1         |
| Administrative Officer I       | 0         | 0         | 1         | 0        | 1         |
| Analyst/Programmer I           | 0         | 0         | 2         | 0        | 2         |
| Analyst/Programmer IV          | 3         | 0         | 2         | 0        | 5         |
| Analyst/Programmer V           | 0         | 0         | 1         | 0        | 1         |
| Data Processing Mgr II         | 0         | 0         | 1         | 0        | 1         |
| Division Director              | 0         | 0         | 1         | 0        | 1         |
| Information System Coordinator | 0         | 0         | 1         | 0        | 1         |
| Microfilm/Imaging Oper I       | 0         | 0         | 1         | 0        | 1         |
| Microfilm/Imaging Oper II      | 0         | 0         | 1         | 0        | 1         |
| Office Assistant I             | 0         | 0         | 1         | 0        | 1         |
| Office Assistant II            | 0         | 0         | 10        | 0        | 10        |
| Office Assistant III           | 0         | 0         | 5         | 0        | 5         |
| PFD Manager                    | 0         | 0         | 2         | 0        | 2         |
| PFD Specialist I               | 1         | 1         | 1         | 0        | 3         |
| PFD Specialist II              | 0         | 0         | 6         | 0        | 6         |
| PFD Technician I               | 1         | 1         | 2         | 0        | 4         |
| PFD Technician II              | 8         | 3         | 1         | 0        | 12        |
| PFD Technician III             | 1         | 1         | 15        | 0        | 17        |
|                                |           |           | 5         | 0        | 7         |
| <b>Totals</b>                  | <b>14</b> | <b>6</b>  | <b>61</b> | <b>0</b> | <b>81</b> |



| Position Count | Permanent Full Time | Permanent Seasonal | Total |
|----------------|---------------------|--------------------|-------|
| Juneau         | 54                  | 10                 | 64    |
| Anchorage      | 11                  | 0                  | 11    |
| Fairbanks      | 6                   | 0                  | 6     |
| Total          | 71                  | 10                 | 81    |

Seasonal Full-Time position denoted with an "S".  
 Seasonal Full-Time positions consist of permanent employment more than one and a half months but less than twelve full months.  
 Seasonal Part-Time positions consist of permanent employment which is less than one and a half months per year.



| Position Count | Permanent |          | Permanent |          | Total |
|----------------|-----------|----------|-----------|----------|-------|
|                | Full Time | Seasonal | Full Time | Seasonal |       |
| Juneau         | 54        | 10       | 11        | 0        | 64    |
| Anchorage      | 11        | 0        | 6         | 0        | 17    |
| Fairbanks      | 6         | 0        | 10        | 0        | 16    |
| Total          | 71        | 10       | 27        | 0        | 108   |

PFD Director  
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