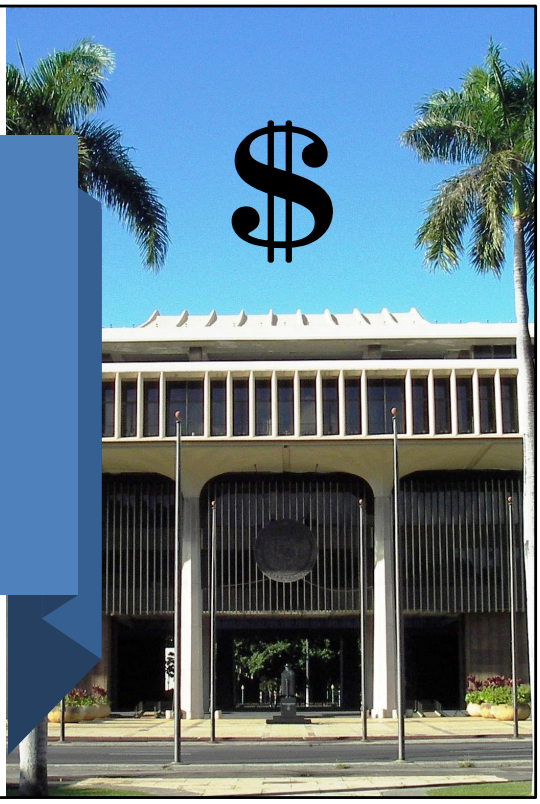
Following the Budget at Hawaii's State Capitol



Public Access Room (PAR)
808/587-0478
par@capitol.hawaii.gov
lrb.hawaii.gov/par

Following the Budget at Hawaii's State Capitol: Public Access Room (PAR) 808/587-0478, par@capitol.Hawaii.gov, https://lrb.Hawaii.gov/par

Following the Budget

- Public Access Room (PAR)
- Overview of 'the Budget'
- The Budget Bill
  - Following other money bills
  - Grants in Aid (GIA)
- Legislature's website capitol.hawaii.gov

"Following the Money" can be a difficult task, and there's a lot to learn. In this workshop, we'll start you on the road by offering an overview. Here's what we'll cover.

Contact PAR with questions or if you want to dive deeper into a certain area.

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Public Access Room (PAR)

Your Office

4th Floor, Room 401
808/ 587-0478
par@capitol.hawaii.gov

at the
State Capitol

The Public Access Room (your office at the Capitol) – is located in Room 401 of the State Capitol building at the corner of Punchbowl and Beretania in downtown Honolulu.

(Physical address: 415 South Beretania Street, Honolulu, HI 96813)

Public Access Room (PAR)

- Help, information and training at **no charge**
- **Non-partisan**
- Lots of resources!
  - Guidance on process
  - Computers with internet
  - Wireless access & recharge station
  - Copies of testimony
  - Helpful handouts
  - Workshops and tutorials

We are **non-partisan**, dealing exclusively in **process** and never in **policy** considerations. There is never a fee for our services – we're supported by your tax dollars. You can come to PAR to use one of the six public computers or the printer, have a small meeting, get copies of your testimony, or watch a hearing remotely. We have tables for you to work on your laptop (there's free wi-fi throughout the building) or recharge your devices. Or perhaps just sit and relax a while. We can answer your questions and point you to resources. We also offer workshops and tutorials so you can learn more.

Our office is one of the five divisions of the (also non-partisan) Legislative Reference Bureau (LRB), a legislative service agency. More information on PAR can be found on the website: https://LRB.hawaii.gov/par/

The place to go to:

- ask questions
- type up your testimony
- do online research
- re-group or meet up with others
- watch hearings
- recharge your laptop or phone
- pick up handouts
- take a breather (puuhonua of the bldg)

We're all about the process rather than policy.

The two people in the center – Virginia Beck and Keanu Young – are in the office year-round. Each year during the legislative session, January through May each year, we hire a few more people to help us with the increased activity. Any of us is happy to help!

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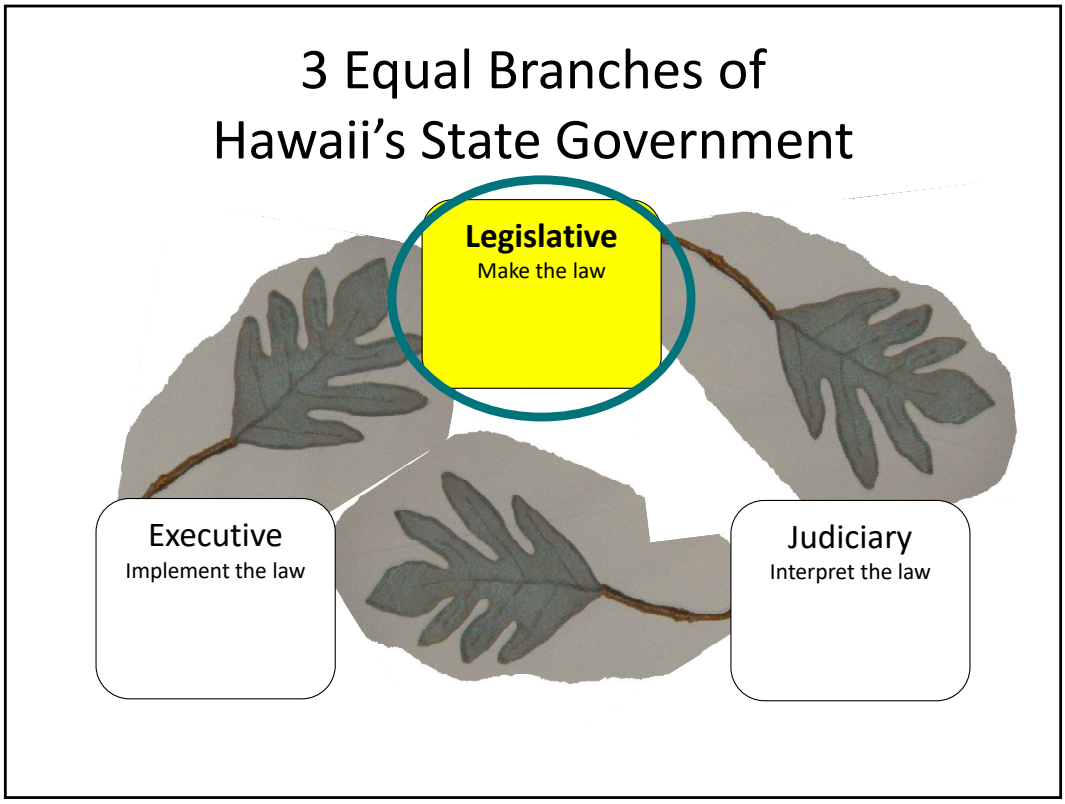
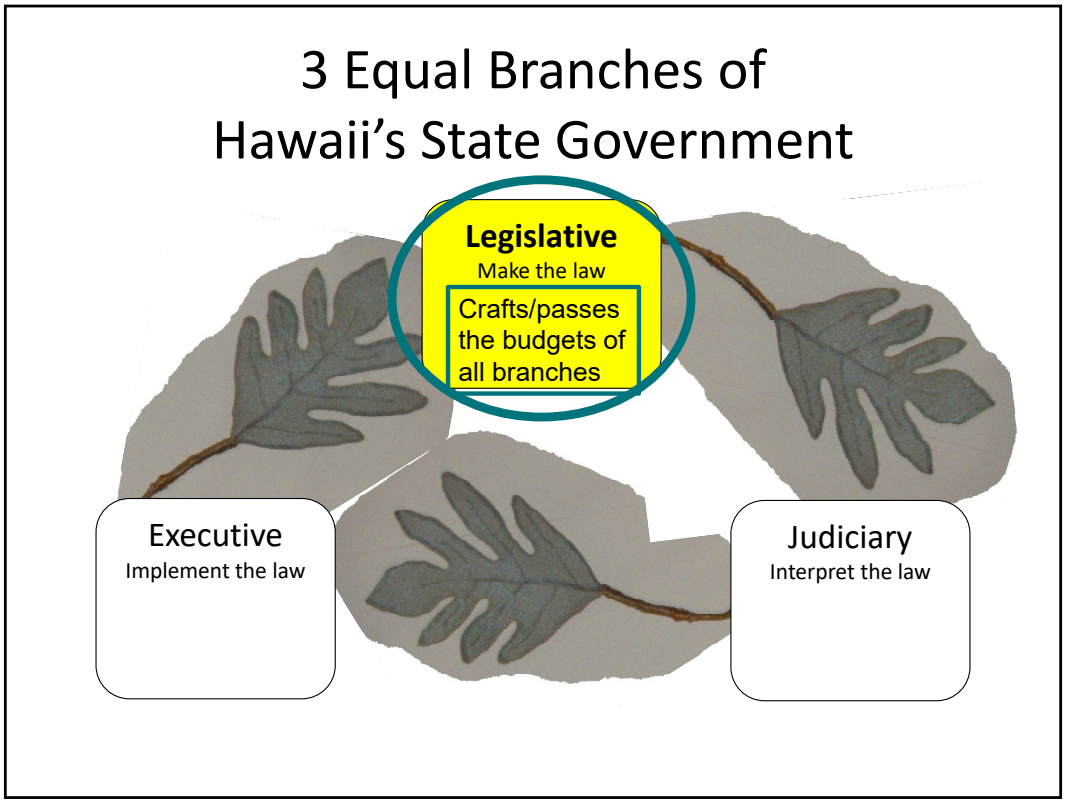
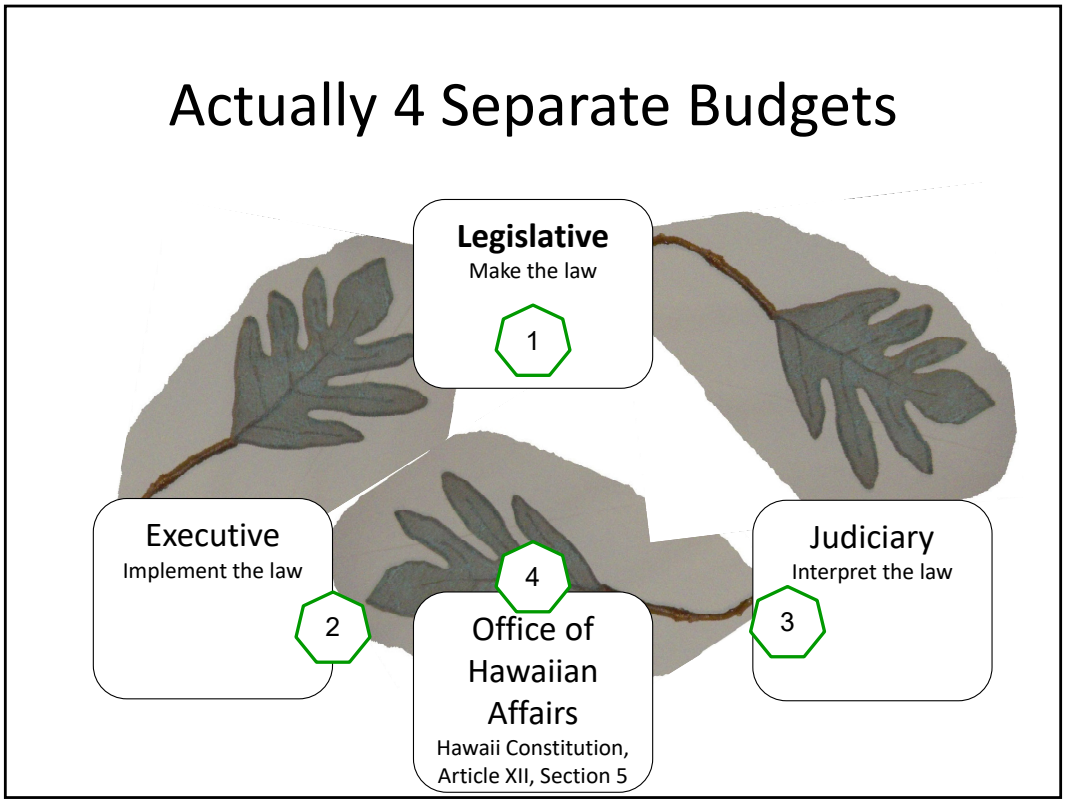


Let's start with the big picture. Our democracy is set up with a balance of power – three different, equal branches of government that help to keep one another in check. Roughly speaking, the Legislative branch ***makes*** the laws, the Executive branch ***implements*** those laws, and the Judiciary branch ***interprets*** the law.

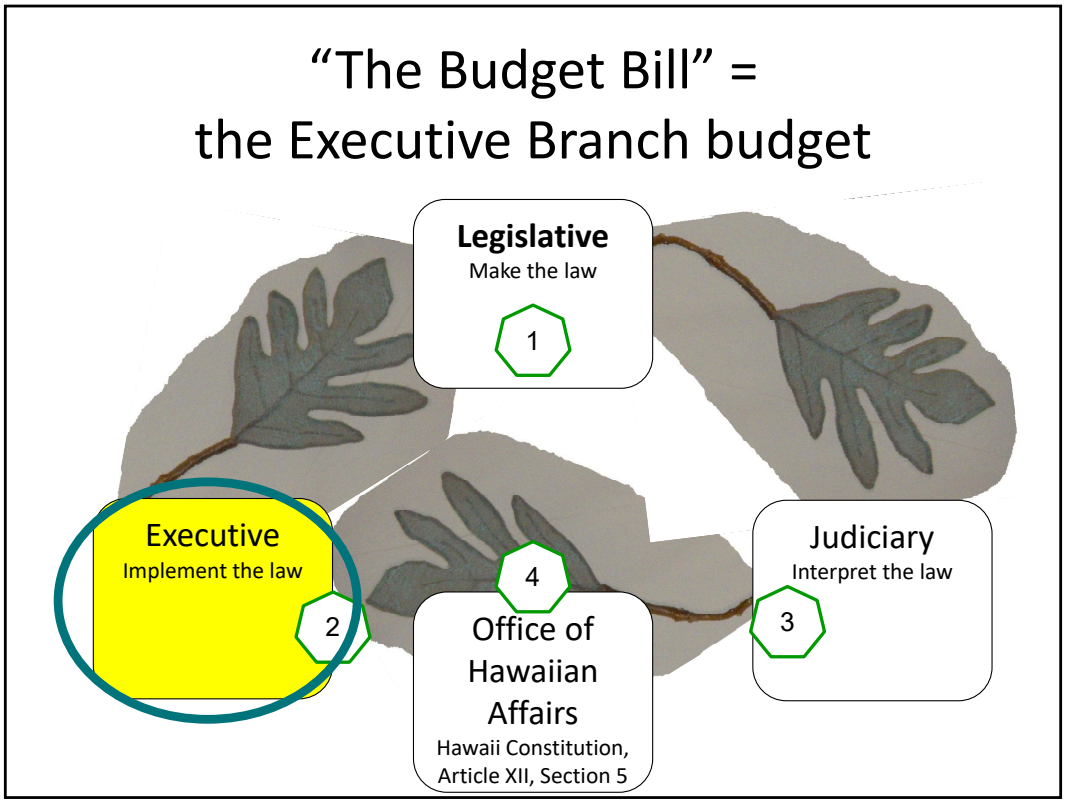
In this workshop, we'll be focused on the Legislative branch, the branch of government concerned with making the laws.



It is the legislative branch that actually passes the budget and spending authorization bills for the State.



There are actually 4 'budget bills' that the Legislature passes each year – covering the Legislative branch (often one of the first bills enacted each Session), the Executive branch, Judiciary, and the Office of Hawaiian Affairs (OHA).



But when someone talks about "The Budget Bill," they're referring to the bill that establishes the budget for the Executive branch, headed by the Governor and consisting of numerous departments.

Current Fiscal Biennium is FY 2021-2023:
This is the State budget period.

July 1, 2021 – June 30, 2022 = Fiscal Year 2022
a.k.a. FY 2021-2022 or FY22

July 1, 2022 – June 30, 2023 = Fiscal year 2023
a.k.a. FY 2022-2023 or FY23

Fiscal biennium starts in odd year

The budget bill covers the *fiscal biennium*, a two year period starting on July 1 in an odd-numbered year.

For example, **Current Fiscal Biennium is FY 2019-21: This is the State budget period.**

July 1, 2019 – June 30, 2020 = Fiscal Year 2020
a.k.a. FY 2019-2020 or FY20

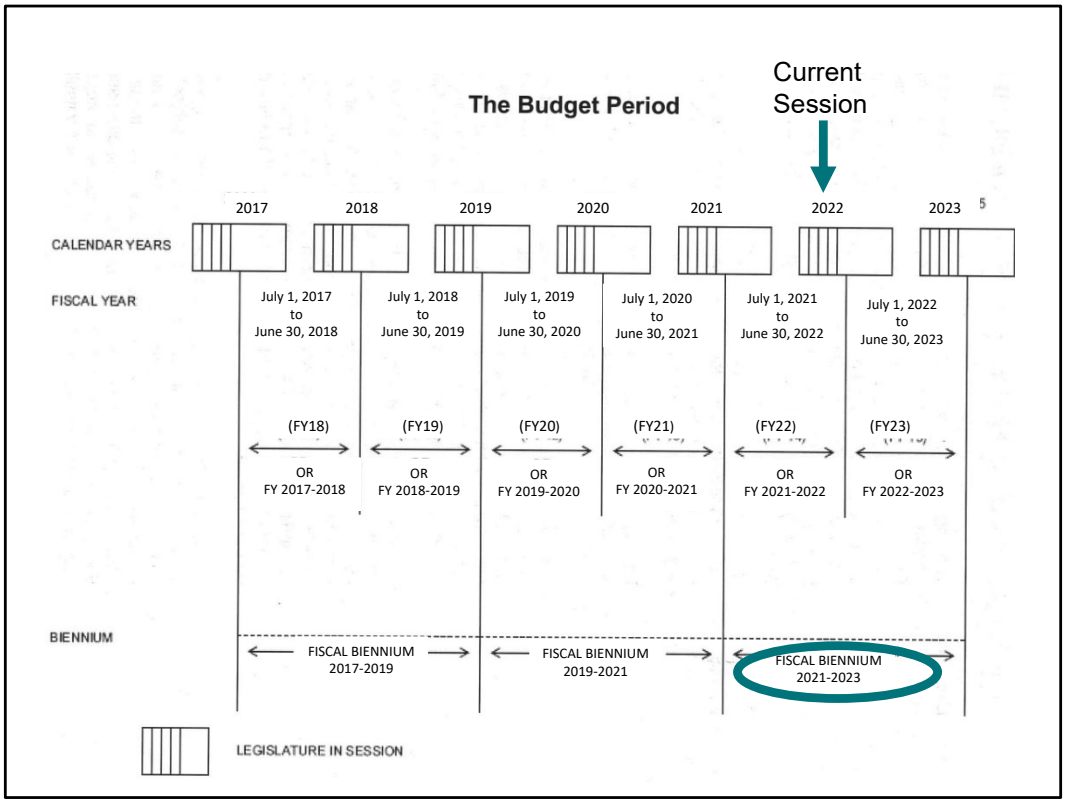
July 1, 2020 – June 30, 2021 = Fiscal year 2021
a.k.a. FY 2020-2021 or FY21

The first year of session (2021):
pass General Appropriations Act
for FY 2021-23

The second year of session (2022):
pass ***Supplemental*** Appropriations Act
for FY 2021-23
updating the previous year's act

14

Both the General Appropriations bill passed in the first year of session and the Supplemental Appropriations bill passed in the second year of session deal with the same two-year fiscal biennium.



Accordingly, in the 2021 Session, the legislature passed the budget bill ("General Appropriations Act") covering Fiscal Biennium 2021-23 (consisting of FY22 and FY23).

In the 2020 Session, the legislature will consider a budget bill ("Supplemental Appropriations Act") amending the previous year's Act 5 (https://www.capitol.hawaii.gov/session2019/bills/GM1106_.PDF) covering Fiscal Biennium 2019-21 (consisting of FY20 and FY21).

Here's a chart that explains it all – calendar years, session, fiscal years – if you have the patience to read through it!

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Hawaii State Legislature

Senate	House of Representatives
State Senators (25)	**State Representatives (51)**
4-year terms	2-year terms

Each chamber organizes itself into:
Leadership positions
Committees

The Hawaii State Legislature is bicameral, which means that it is actually made up of two different chambers – the Senate is comprised of 25 Senators serving 4-year terms, and the House of Representatives is comprised of 51 Representatives serving 2-year terms.

Roughly speaking, a Senator's district is roughly twice as large as a Representative's district.

We can use the term "legislator" to refer to either a Senator or a Representative.

Thirty-First Legislature, 2021/2022

HOUSE OF REPRESENTATIVES: Leadership and Committee Assignments

Speaker: Scott K. Saiki
Vice Speaker: John M. Mizuno

Majority Leader: Della Au Belatti
Majority Floor Leader: Dee Morikawa

Minority Leader: Val Okimoto
Minority Floor Leader: Lauren Matsumoto
Assistant Minority Leader: Bob McDermott
Minority Policy Leader: Gene Ward

AGRICULTURE (AGR) Mark J. Hashem (Chair) Amy A. Perruso, (Vice Chair) Nicole E. Lowen Lisa Marten Scot Z. Matayoshi Chris Todd James Kunane Tokioka Lauren Matsumoto	**CONSUMER PROTECTION & COMMERCE (CPC)** Aaron Ling Johanson (Chair) Lisa Kitagawa (Vice Chair) Henry J.C. Aquino Sharon E. Har Mark J. Hashem Sam Satoru Kong John M. Mizuno Dee Morikawa Richard H.K. Onishi David A. Tarnas Lauren Matsumoto	**CORRECTIONS, MILITARY, & VETERANS (CMV)** Takashi Ohno (Chair) Sonny Ganadon (Vice Chair) Patrick Pihana Branco Bertrand Kobayashi Sam Satoru Kong Dee Morikawa David A. Tarnas Bob McDermott
CULTURE, ARTS, & INTERNATIONAL AFFAIRS (CAI) Cedric Asuega Gates (Chair) Adrian K. Tam (Vice Chair) Sharon E. Har Jeanne Kapela Scott Y. Nishimoto Ryan I. Yamane Gene Ward	**ECONOMIC DEVELOPMENT (ECD)** Sean Quinlan (Chair) Daniel Holt (Vice Chair) Della Au Belatti Dale T. Kobayashi Richard H.K. Onishi Jackson D. Sayama Gregg Takayama Val Okimoto	**EDUCATION (EDN)** Justin H. Woodson (Chair) Jeanne Kapela (Vice Chair) Della Au Belatti Linda Clark Sonny Ganaden Cedric Asuega Gates Troy N. Hashimoto Takashi Ohno Sean Quinlan Gregg Takayama Ryan I. Yamane Val Okimoto
ENERGY & ENVIRONMENTAL PROTECTION (EEP) Nicole E. Lowen (Chair) Lisa Marten (Vice Chair) Mark J. Hashem Scot Z. Matayoshi Amy A. Perruso Chris Todd James Kunane Tokioka Lauren Matsumoto	**FINANCE (FIN)** Sylvia Luke (Chair) Kyle Yamashita (Vice Chair) Patrick Pihana Branco Stacelynn K.M. Eli Daniel Holt Greggor Ilagan Bertrand Kobayashi Lisa Marten Scott Y. Nishimoto Amy A. Perruso Jackson D. Sayama Adrian K. Tam Chris Todd Tina Wildberger Bob McDermott	**GOVERNMENT REFORM (GVR)** Angus L.K. McKelvey (Chair) Tina Wildberger (Vice Chair) Stacelynn K.M. Eli Linda Ichiyama John M. Mizuno Justin H. Woodson Kyle T. Yamashita Gene Ward

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S.C. Keith-Agaran
Keohokalole
e K. Nishihara
. Taniguchi
r: Kurt Fevella

ENERGY, ECONOMIC DEVELOPMENT, AND TOURISM (EET)
Glenn Wakai (Chair)
Bennette E. Misalucha (Vice Chair)
Chris Lee
Gil Riviere
Kurt Fevella

HIGHER EDUCATION (HRE)
Donna Mercado Kim (Chair)
Michelle N. Kidani (Vice Chair)
Gilbert S.C. Keith-Agaran
Glenn Wakai
Kurt Fevella

LABOR, CULTURE AND THE ARTS (LCA)
Brian T. Taniguchi (Chair)
Les Ihara, Jr. (Vice Chair)
Stanley Chang
Jarrett Keohokalole
Kurt Fevella

WAYS AND MEANS (WAM)
Donovan M. Dela Cruz (Chair)
Gilbert S.C. Keith-Agaran (Vice Chair)
Lorraine R. Inouye
Dru Mamo Kanuha
Michelle N. Kidani
Bennette E. Misalucha
Sharon Y. Moriwaki
Maile S.L. Shimabukuro
Brian T. Taniguchi
Glenn Wakai
Kurt Fevella

Public Access Room (PAR), website lrb.hawaii.gov/par, email par@capitol.hawaii.gov, phone 808 587-0478 *7/13/2021*

Both chambers organize themselves into various **leadership roles** and standing **committees**. Such roles and assignments allocate power and responsibility, and anyone attempting to influence legislation is aided by an understanding of these dynamics. Each chamber establishes **rules** governing their procedures.

Easy to look over (and print) handouts summarizing each chamber's leadership and committee assignments are available on PAR's website (LRB.hawaii.gov/PAR/) on the "Information Sheets" page.

You can find the House and Senate rules by clicking on the "House" or "Senate" bar that appears upper-right on the Legislature's website (capitol.hawaii.gov).

Just a reminder of what a bill has to go through…

- Successfully pass through all **committees** the House and Senate have referred it to

and

- Successfully pass **three readings in both the House and Senate chambers** (where all the members convene)

and

- Have both House and Senate agree on **exact wording**

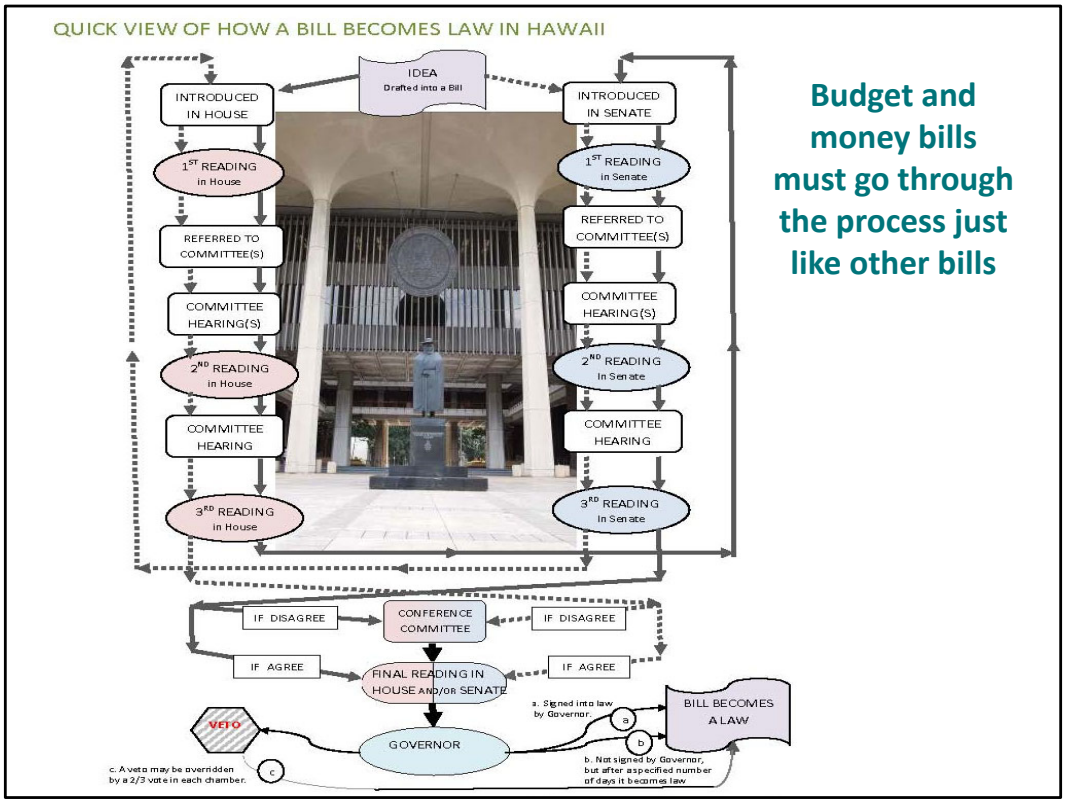
and

- Be signed or allowed to come into law by **Governor**, or House and Senate successfully overrides his veto

A bill needs to meet a lot of requirements to become law:

A quick review -- it must:

•Survive all the committees it's referred to (though different versions will probably emerge as the bill moves from one committee to the next).
•Pass 3 *readings* (votes) on the floor of each chamber.
•Have both chambers agree on a final version.
•Be signed into law by the Governor, *or* become law without his signature, *or* have his veto overturned by 2/3 of all the members of both the House and the Senate.



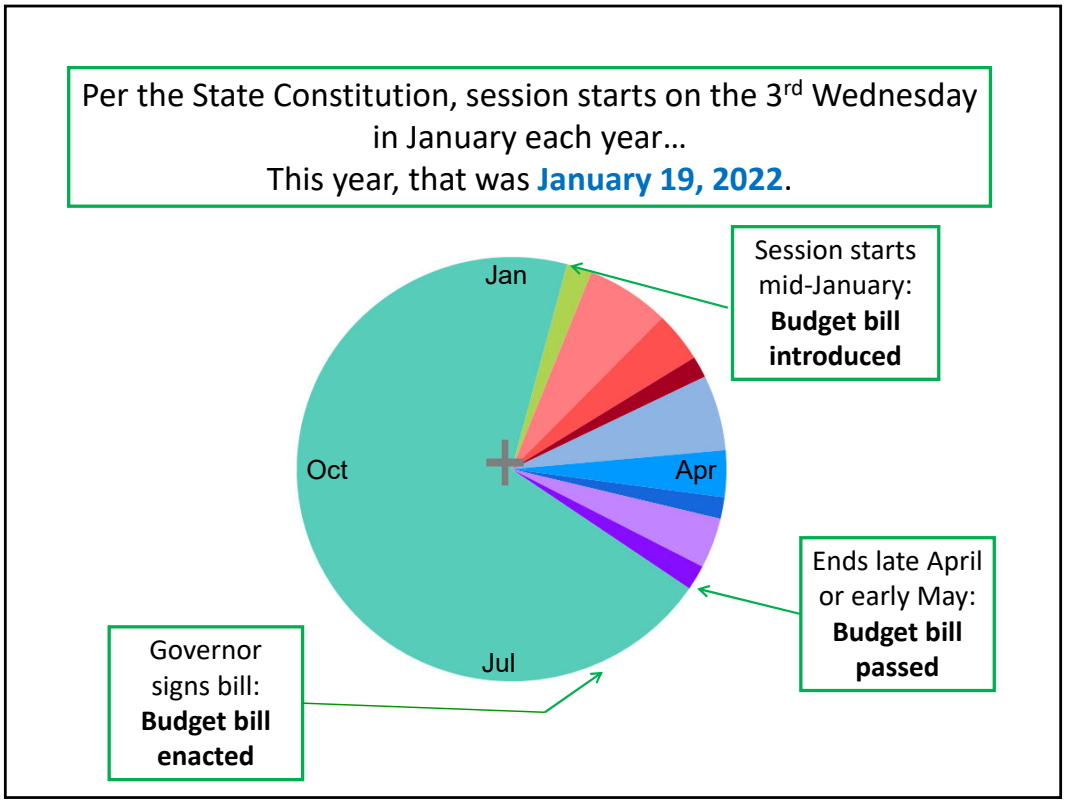
Budget and money bills must go through the process just like other bills

Budget and money bills have to go through the legislative process just like other bills. By law, the Budget Bill must go to the Governor before other appropriations bills.

HRS Chapter 37 provides a *lot* of information regarding the budget process:

http://www.capitol.hawaii.gov/hrscurrent/Vol01_Ch0001-0042F/HRS0037/HRS_0037-.htm

The provision regarding the General Appropriations Act (or Supplemental Appropriations Bill, in an even numbered year) going to Governor prior to other fiscal bills appears in the Hawaii State Constitution (Article VII, Section 9).



The budget is passed as a bill, and a bill can only be formally introduced (start its way through the pipeline) when the Legislature is in session (though of course it can be written – "drafted" – in advance).

Hawaii has a 'part-time' legislature – they convene in Regular Session on the third Wednesday in January each year, and meet for 60 session days – which takes them to late April or early May.

A lot happens before the 'Budget Bill' is introduced…

Council on Revenues
predicts the future
(how much $ will we have)

A lot happens before the Budget Bill is introduced.

As a starting point, let's use the Council on Revenues projection of how much money the State will have to spend. They make these predictions four times a year. They'll make one in late May. (For more information, please see the Council on Revenues website: http://tax.hawaii.gov/useful/a9_1cor/)

Council on Revenues

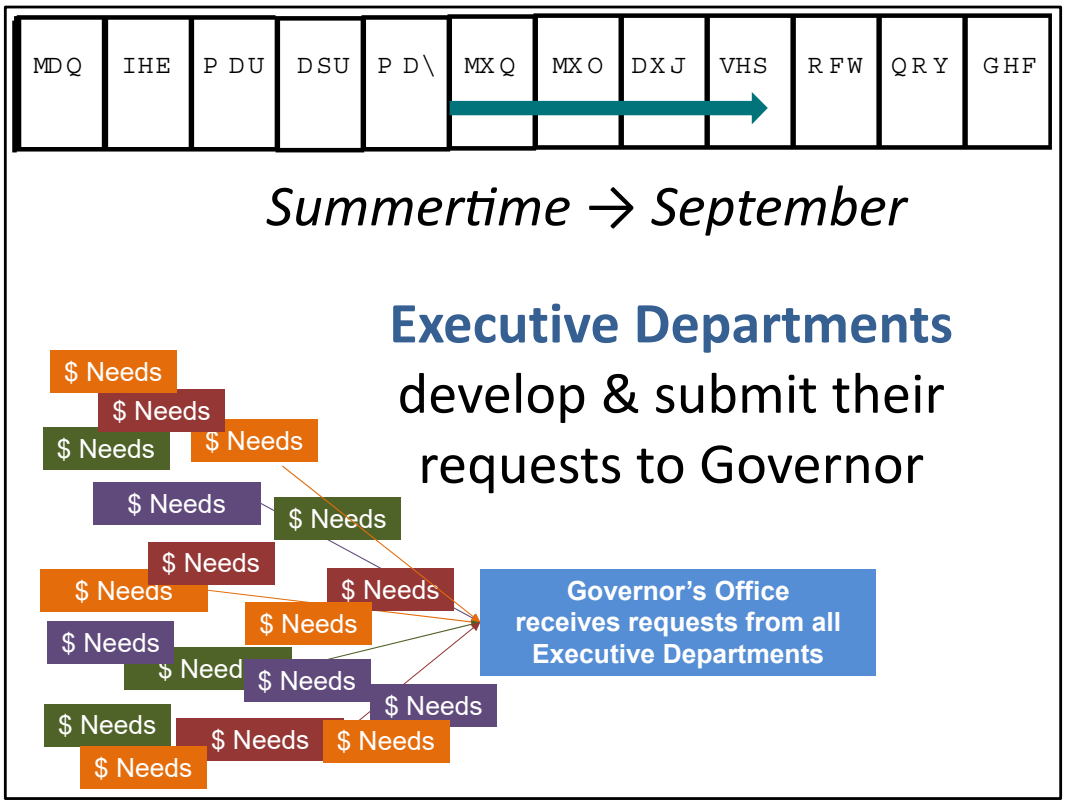
General Fund Forecast

- January 10
- March 15
- June 1
- September 10

Revisions to the estimates are considered in appropriating funds and enacting revenue measures

(For more information, please see the Council on Revenues website: http://tax.hawaii.gov/useful/a9_1cor/)

The changing estimates affects the budget process throughout the year.



The Executive Departments will prepare their requests for funding and submit them to the Governor over the summer.

Some advocates may contact a particular department in an attempt to include certain programs or funding in their budget request.

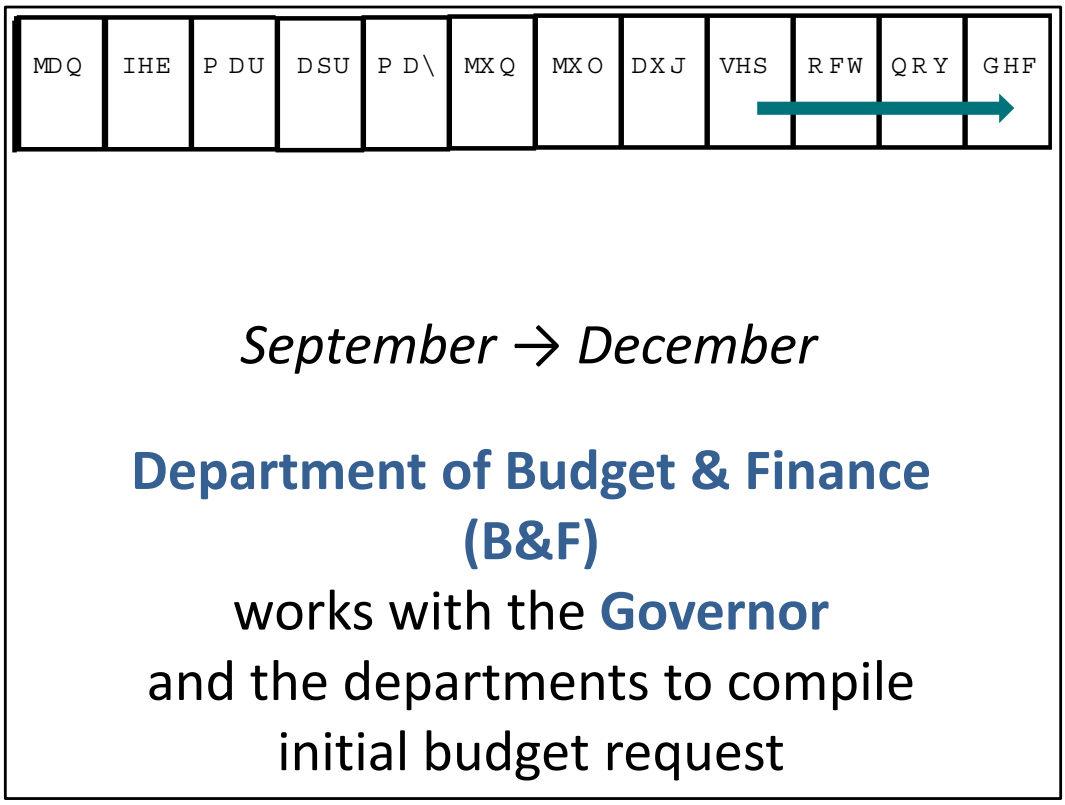
Council on Revenues
General Fund Forecast

- January 10
- March 15
- June 1
- September 10

NOTE: Changing estimates throughout the year may affect the budget bill

(For more information, please see the Council on Revenues website: http://tax.hawaii.gov/useful/a9_1cor/)

The changing estimates affects the budget process throughout the year.



The Governor works with his team in the Department of Budget & Finance (B&F) to compile the initial budget. It is offered to the Legislature in late December (30 days prior to the start of Regular Session).

Note: Another Council on Revenues projection comes out in the fall, which may affect the overall budget numbers.

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
											✦

Governor

submits Budget Bill (and a lot more) to Legislature in December

(PFP, or Multi-Year **P**rogram and **F**inancial **P**lan and Executive Budget)

"…Not fewer than thirty days before the legislature convenes in every odd-numbered year, the governor shall submit to the legislature and to each member thereof the six-year program and financial plan…."

As stated earlier:

The Governor must provide the budget [formally referred to as the Program and Financial Plan (PFP)] to the legislature not less than 30 days prior to Opening Day. (HRS 37-71)

B&F website: budget.hawaii.gov

Treasure Trove of Information

- **Budget Summary**
- **Program and Financial Plan (PFP)** *includes program structure details, proposed budget as well as prior expenditures, proposed CIP (Capital Improvement Projects), info on economy, financial plan*

The Governor must provide the budget [referred to as the Program and Financial Plan (PFP)] to the legislature not less than 30 days prior to Opening Day. (HRS 37-71)

It includes: 1) State program structure; 2) Statements of statewide objectives; 3) Financial requirements for next two fiscal years to carry out recommended programs; 4) Summary of state receipts and revenues, revised estate of current fiscal year, estimate for succeeding biennium.

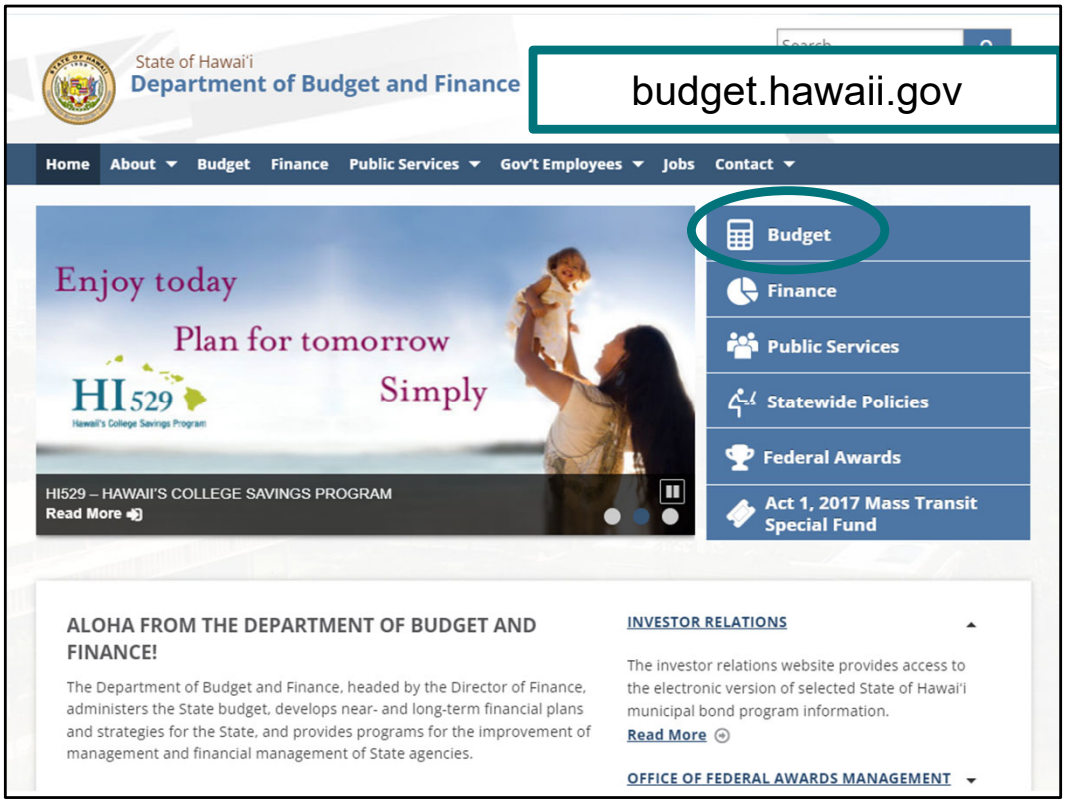
In general, the "PFP" contains:

(1) The state program structure (which we'll discuss more in a minute);
(2) Statements of statewide & program objectives;
(3) Program plans on the implementation of the objectives over the next six fiscal years; and
(4) A financial plan of the fiscal impact of the recommended program over the next six fiscal years. (See section 37-69, HRS)

For more information, please see the Budget & Finance website: http://budget.hawaii.gov/

Budget page: http://budget.hawaii.gov/budget/

Finance page: http://budget.hawaii.gov/finance/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HI529 – HAWAII'S COLLEGE SAVINGS PROGRAM
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Federal Awards
Act 1, 2017 Mass Transit Special Fund
ALOHA FROM THE DEPARTMENT OF BUDGET AND FINANCE!
The Department of Budget and Finance, headed by the Director of Finance, administers the State budget, develops near- and long-term financial plans and strategies for the State, and provides programs for the improvement of management and financial management of State agencies.
INVESTOR RELATIONS
The investor relations website provides access to the electronic version of selected State of Hawai'i municipal bond program information.
Read More
OFFICE OF FEDERAL AWARDS MANAGEMENT

State of Hawai'i
Department of Budget and Finance

budget.hawaii.gov/budget

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Home » Budget

BUDGET

The State of Hawai'i Executive Branch budgets on a biennial basis using the Planning, Programming and Budgeting System (PPBS) adopted in 1970. The biennial budget is submitted to the Legislature in odd numbered years and the supplemental budget is submitted in even numbered years. Under the PPBS, operating and capital improvement requirements are evaluated together over a time frame of six years. The other major budgets of State en-

BUDGET

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  - State of Hawai'i Organization
- About State Budgeting
- Executive Biennium Budget
- Executive Supplemental Budget
- Forms
- Program Structure
- Public Notices
- Reports To The Legislature
- Variance Report

State of Hawai'i
Department of Budget and Finance

https://budget.hawaii.gov/budget/executive-supplemental-budget-fiscal-year-2023/

Home | About | Budget | Finance | Public Services | Gov't Employees | Jobs | Contact

Home » Budget » Executive Supplemental Budget, Fiscal Year 2023

EXECUTIVE SUPPLEMENTAL BUDGET, FISCAL YEAR 2023

Budget in Brief

Prepared by the Department of Budget and Finance December 20, 2021

SUPPLEMENTAL BUDGET

- The Governor's Message
- Organization of the Executive Supplemental Budget
- Economic Outlook
- Tables Indicating the Basis for Revenue Estimates
- State Receipt and Revenue Plans
  - Errata for State Receipt and Revenue Plans
- **Operating and Capital Budget**
  - Operating and Capital Budget – Statewide Summaries
  - Operating and Capital Budget – Department Summaries
  - Operating and Capital Budget – By Department
    - **Details by Department**
      - Department of Accounting and General Services

EXECUTIVE SUPPLEMENTAL BUDGET

- Fiscal Year 2023
- Fiscal Year 2021
- Fiscal Year 2019
- Fiscal Year 2017
- Fiscal Year 2015

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      - Department of the Attorney General
      - Department of Budget and Finance
      - Department of Business, Economic Development and Tourism
      - Department of Commerce and Consumer Affairs
      - Department of Defense
      - Department of Education
      - Office of the Governor
      - Department of Hawaiian Home Lands
      - Department of Health
      - Department of Human Resources Development
      - Department of Human Services
      - Department of Labor and Industrial Relations
      - Department of Land and Natural Resources
      - Office of the Lieutenant Governor
      - Department of Public Safety

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- **Reports To The Legislature**
- **Variance Report**

Narrative for Supplemental Budget Requests
FY 2023

Program ID: HMS 401
Program Structure Level: 06 02 03 05
Program Title: HEALTH CARE PAYMENTS

A. Program Objective

To ensure that qualified low-income and disabled individuals and families are provided appropriate health or long-term care services that meet their needs.

B. Description of Request

1. Request to add $9,948,756 in general funds to reallocate funds for Home and Community-based Services (HCBS).

2. Request to add $2,449,040 in general funds and $3,448,465 in federal funds to extend coverage of post-partum benefits.

3. Request to add $3,466,328 in general funds and $6,728,754 in federal funds to restore and expand of adult dental benefits.

C. Reasons for Request

1. Section 9817 of the American Rescue Plan Act (ARPA) provides states with a temporary 10-percentage point increase to the Federal Medical Assistance Percentage (FMAP) for certain Medicaid expenditures for HCBS from April 1, 2021 to March 31, 2022. States must use this additional funding to supplement and not supplant HCBS spending to enhance, expand, or strengthen HCBS through March 31, 2024. This request accounts for the savings accrued from the 10-percentage point FMAP increase on HCBS expenditures during the current fiscal year and preserves the ability to spend these additional funds per federal requirements in the future fiscal years.

2. ARPA Section 9812 gives states the option to extend Medicaid post-partum coverage from 2 months post-partum to 12 months post-partum, beginning on April 1, 2022, for a period of 5 years. This request will provide extended coverage of post-partum benefits for women who would not otherwise be eligible for coverage under the low-income adult category after 2 months post-partum.

3. This request provides Medicaid-enrolled adults a basic dental benefit, including diagnostic, preventive, and restorative services. Hawaii is 1 of 16 states that provide no dental coverage or emergency dental services only. Providing comprehensive dental benefits to Medicaid-enrolled adults has been shown to reduce costly emergency department visits for dental conditions, result in health care savings for people with chronic conditions, and positively impact an enrollee's ability to successfully interview for a job.

D. Significant Changes to Measures of Effectiveness and Program Size

The COVID-19 pandemic has had a tremendous negative effect on Hawaii's local economy, resulting in a significant increase in Medicaid enrollment. In addition, the continuous coverage requirement in the Families First Coronavirus Relief Act prevents the disenrollment of any current Medicaid enrollees, except for a few limited reasons.

Adding 1., 2., 3. amounts = change in funding

Description of what's included in the request

- 745 -

EXECUTIVE SUPPLEMENTAL BUDGET

(IN DOLLARS)

REPORT: S61-A

PROGRAM ID: HMS-401
PROGRAM STRUCTURE NO: 06020305
PROGRAM TITLE: HEALTH CARE PAYMENTS

PROGRAM COSTS	FY 2022 CURRENT APPRN	FY 2022 ADJUSTMENT	FY 2022 RECOMMEND APPRN	FY 2023 CURRENT APPRN	FY 2023 ADJUSTMENT	FY 2023 RECOMMEND APPRN	BIENNIUM TOTALS CURRENT BIENNIUM	BIENNIUM TOTALS RECOMMEND BIENNIUM	BIENNIUM TOTALS PERCENT CHANGE
OTH CURRENT EXPENSES	2,808,020,520		2,808,020,520	2,808,020,520	26,041,343	2,834,061,863	5,616,041,040	5,642,082,383	
TOTAL OPERATING COST	2,808,020,520		2,808,020,520	2,808,020,520	26,041,343	2,834,061,863	5,616,041,040	5,642,082,383	0.46
BY MEANS OF FINANCING									
	*	*	*	*	*	*	*	*	
	**	**	**	**	**	**	**	**	
GENERAL FUND	982,477,598		982,477,598	982,477,598	15,864,124	998,341,722	1,964,955,196	1,980,819,320	
	*	*	*	*	*	*	*	*	
	**	**	**	**	**	**	**	**	
SPECIAL FUND	1,376,660		1,376,660	1,376,660		1,376,660	2,753,320	2,753,320	
	*	*	*	*	*	*	*	*	
	**	**	**	**	**	**	**	**	
FEDERAL FUNDS	1,803,909,546		1,803,909,546	1,803,909,546	10,177,219	1,814,086,765	3,607,819,092	3,617,996,311	
	*	*	*	*	*	*	*	*	
	**	**	**	**	**	**	**	**	
OTHER FEDERAL FUNDS	13,474,795		13,474,795	13,474,795		13,474,795	26,949,590	26,949,590	
	*	*	*	*	*	*	*	*	
	**	**	**	**	**	**	**	**	
INTERDEPT. TRANSF	6,781,921		6,781,921	6,781,921		6,781,921	13,563,842	13,563,842	
TOTAL PERM POSITIONS	*	*	*	*	*	*	*	*	
TOTAL TEMP POSITIONS	**	**	**	**	**	**	**	**	
TOTAL PROGRAM COST	2,808,020,520		2,808,020,520	2,808,020,520	26,041,343	2,834,061,863	5,616,041,040	5,642,082,383	0.46

Appendix 1 = The Program Structure

- Department of Public Safety
- Subsidies
- Department of Taxation
- Department of Transportation
- University of Hawai'i
- The Operating and Capital Budget by Major Program Area and Intermediate Levels of the Program Structure
- Appendix 1 – The Program Structure
- Appendix 2 – Definitions of Terms
- Appendix 3 – Historical Information
- Appendix 4 – Operating Costs Related to CIP Requests
- Appendix 5 – Estimated Deferred Maintenance Costs Information
- Appendix 6 – Pension and Other Post-Employment Benefit Liability

Since the budget bill is organized by **Program Structure** this can be helpful when you're trying to find things!

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PROGRAMS OF THE PROGRAM STRUCTURE

- 01 Economic Development
- 02 Employment
- 03 Transportation Facilities & Services
- 04 Environmental Protection
- 05 Health
- 06 Social Services
- 07 Formal Education
- 08 Culture & Recreation
- 09 Public Safety
- 10 Individual Rights
- 11 Government-Wide Support

Here's an overview of the program structure, and…

Here's what it looks like…

STATE OF HAWAII PROGRAM STRUCTURE

PROGRAM STRUCTURE NUMBER	PROGRAM LEVEL I II III IV V VI	PROGRAM ID NO
06 01 05 01	IN-COMMUNITY YOUTH PROGRAMS	HMS 501
06 01 05 03	HAWAII YOUTH CORRECTIONAL FACILITY (HYCF)	HMS 503
06 01 06	SERVICES TO VETERANS	DEF 112
06 01 07	ADULT PROTECTIVE AND COMMUNITY CARE SERVICES	HMS 601
06 02	ASSURED STANDARD OF LIVING	
06 02 01	MONETARY ASSISTANCE FOR GENERAL NEEDS	
06 02 01 02	AGED, BLIND AND DISABLED PAYMENTS	HMS 202
06 02 01 03	GENERAL ASSISTANCE PAYMENTS	HMS 204
06 02 01 04	FEDERAL ASSISTANCE PAYMENTS	HMS 206
06 02 01 06	CASH SUPPORT FOR FAMILIES - SELF-SUFFICIENCY	HMS 211
06 02 02	HOUSING ASSISTANCE	
06 02 02 01	RENTAL HOUSING SERVICES	HMS 220
06 02 02 06	HPHA ADMINISTRATION	HMS 229
06 02 02 13	RENTAL ASSISTANCE SERVICES	HMS 222
06 02 02 15	HOMELESS SERVICES	HMS 224
06 02 03	HEALTH CARE	
06 02 03 04	COMMUNITY-BASED RESIDENTIAL SUPPORT	HMS 605
06 02 03 05	HEALTH CARE PAYMENTS	HMS 401
06 02 04	GENERAL SUPPORT FOR ASSURED STD OF LIVING	
06 02 04 01	CASE MANAGEMENT FOR SELF-SUFFICIENCY	HMS 236
06 02 04 02	DISABILITY DETERMINATION	HMS 238
06 02 04 03	CHILD SUPPORT ENFORCEMENT SERVICES	ATG 500
06 02 05	EMPLOYMENT AND TRAINING	HMS 237
06 03	HAWAIIAN HOMESTEADS	
06 03 01	PLANNING & DEV FOR HAWAIIAN HOMESTEADS	HHL 602
06 03 02	ADMINISTRATION AND OPERATING SUPPORT	HHL 625
06 04	OVERALL PRGM SUPPT FOR AGING, DIS & LTC SERV	
06 04 02	EXECUTIVE OFFICE ON AGING	HTH 904
06 04 03	DISABILITY & COMMUNICATIONS ACCESS BOARD	HTH 520
06 04 04	GENERAL SUPPORT FOR HEALTH CARE PAYMENTS	HMS 902
06 04 05	GEN SUPPORT FOR SELF-SUFFICIENCY SERVICES	HMS 903
06 04 06	GENERAL ADMINISTRATION - DHS	HMS 904
06 04 07	GENERAL SUPPORT FOR SOCIAL SERVICES	HMS 901
07	FORMAL EDUCATION	
07 01	LOWER EDUCATION	
07 01 01	DEPARTMENT OF EDUCATION	
07 01 01 10	SCHOOL-BASED BUDGETING	EDN 100

Here's what the program structure looks like… you'll see in the right-hand column that the department in charge of the programs vary.

Within each of the 11 major programs is a hierarchical structure of sub-programs.

Each lowest level sub-program in the structure has a "program ID" number. This number is used to indicate the State executive department which administers or operates the program ID.

The number consists of three letters and three digits. The letter identify the department, and the digits identify the program. For example: BED105 is the program ID for the Creative Industries Division of DBEDT.

Appropriations are made to the program IDs.

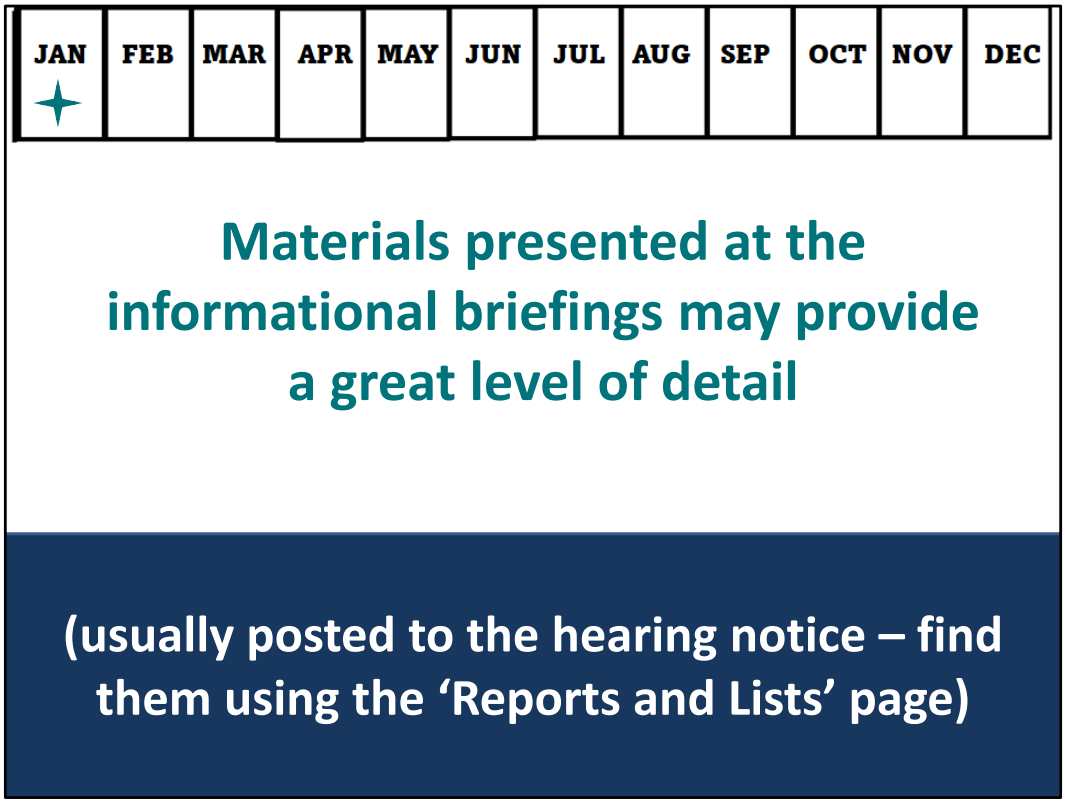
JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

Early January

Legislature's money committees
ask **Executive Departments**
to brief them on their budget requests

Money committees =
Senate Ways and Means (WAM)
House Finance (FIN)
Often ask subject matter committee to join

The money committees invite the Executive Departments to brief them on their budget requests. The informational briefings usually take place in January. If you sign up for the WAM and FIN hearing notices, you'll be sure not to miss them.



Since all the proceedings are now livestreamed and archived on the House and Senate YouTube pages, you can watch them live or after the fact. Additionally, sometimes the department's briefing materials are available via a link on the informational briefing notice or on the committee page. This can be helpful when researching fund requests.

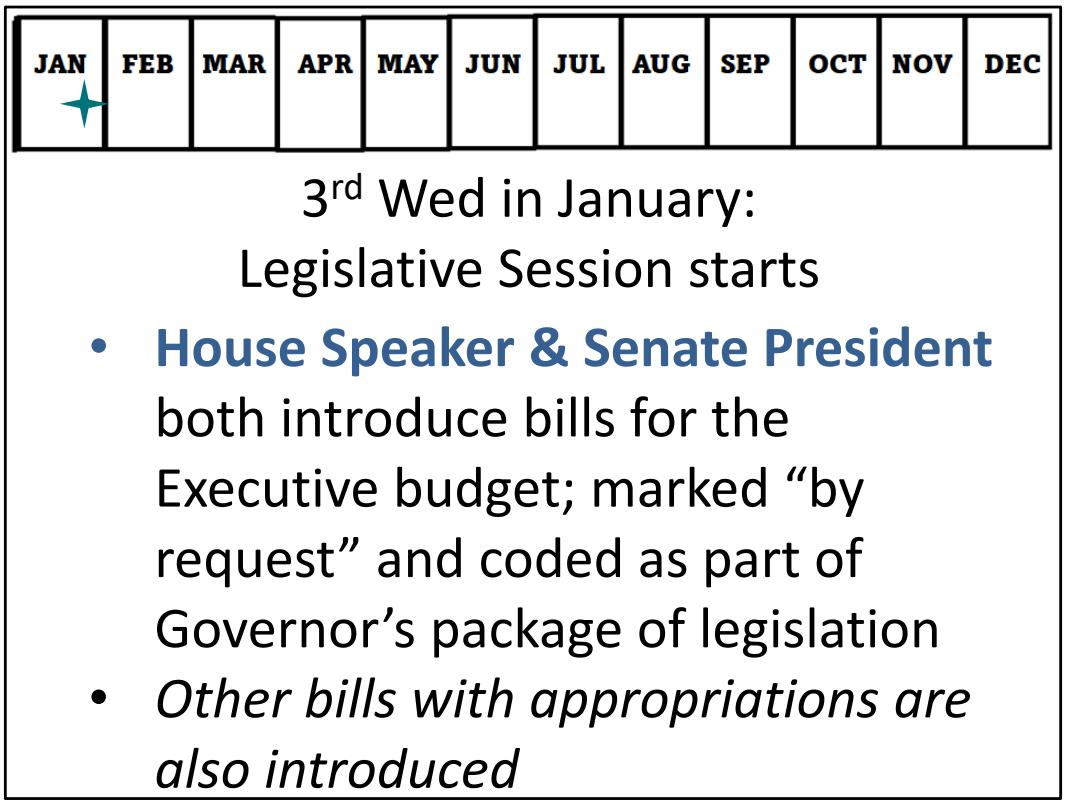
Find past hearing notices on the "Reports and Lists" page – use the "Hearing Notices" bar.

Find committee pages under the "Legislature" tab.

WAM and FIN Staff

- **Keep track of all appropriations bills… big picture, small details, all funds** *(long hours!)*
- Must consider financial plans (6-yr plan) and expenditure ceilings
- Operating expenditures (recurring, operating costs)
- Capital expenditures (non-recurring, CIPs)

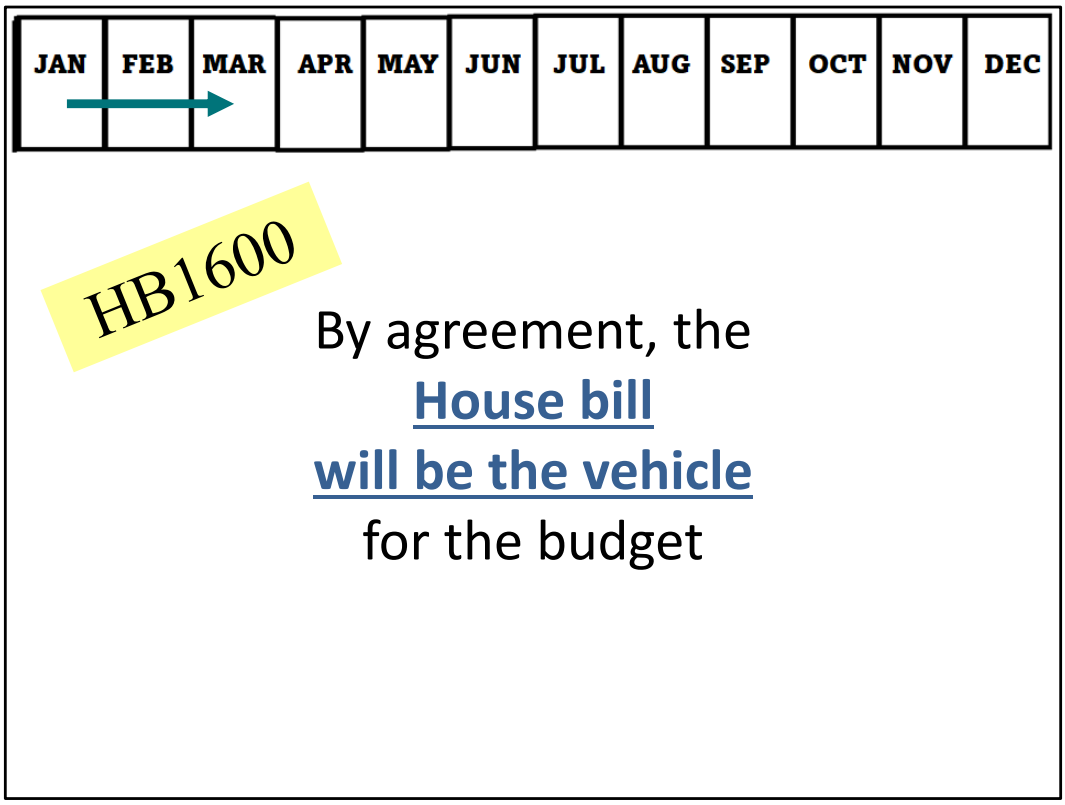
The committee staffs work hard and long hours! If you need to contact them, please treat them with respect and patience. They keep their eye on the minute details as well as the big picture of all the appropriation bills and financial plans.



In Hawaii, only legislators can introduce bills. As a result, the Governor's package of legislation (including the Budget Bill) is introduced by the House Speaker and the Senate President "by request" and is coded so that it is evident that it's being introduced as part of the Governor's package. By mutual agreement, they will use the House version of the bill to move the budget forward.

NOTE: To view the 'Governor's Package' of legislation (which includes other bills put forward by the Governor and his departments), visit the "Reports and Lists" page and click on the "Measures by Package" bar.

NOTE: To view other appropriations bills, again visit the "Reports and Lists" page and click on the "Appropriations" bar.



The chambers agree that the House bill will be used to craft the Executive Budget. This means that the House will be first to consider the bill, make any changes to it, and then deliver it to the Senate for their consideration and changes. Final changes will be worked out in conference near the end of session.

In the Budget Bill, you'll find page after page of numbers and acronyms!

Page 7

H.B. NO. 500 H.D. 1 S.D. 1 C.D. 1

PROGRAM APPROPRIATIONS

ITEM NO.	PROG. ID	PROGRAM	EXPENDING AGENCY	APPROPRIATIONS FISCAL YEAR 2015-2016	MOF	APPROPRIATIONS FISCAL YEAR 2016-2017	MOF
9.	AGR132	ANIMAL DISEASE CONTROL					
				13.68*		13.68*	
		OPERATING	AGR	1,435,509	A	1,462,592	A
				5.00*		5.00*	
			AGR	281,052	B	281,052	B
			AGR	377,518	P	377,518	P
10.	LNR172	FORESTRY - RESOURCE MANAGEMENT AND DEVELOPMENT					
				17.50*		17.50*	
		OPERATING	LNR	741,504	A	623,301	A
			LNR	1,955,475	B	1,955,475	B
				1.50*		1.50*	
			LNR	8,820,000	P	1,045,000	P
		INVESTMENT CAPITAL	LNR		C	1,000,000	C
11.	AGR151	QUALITY AND PRICE ASSURANCE					
				16.00*		16.00*	
		OPERATING	AGR	1,629,595	A	1,304,505	A
				3.00*		3.00*	
			AGR	405,821	B	408,707	B
			AGR	300,000	T	300,000	T
			AGR	536,020	W	536,020	W
			AGR	78,624	P	78,624	P
12.	AGR171	AGRICULTURAL DEVELOPMENT AND MARKETING					
				14.00*		14.00*	
		OPERATING	AGR	1,706,298	A	1,730,424	A
			AGR	420,000	B	420,000	B
			AGR	234,794	N	249,280	N

The budget bill can be a bit daunting – page after page of numbers and acronyms…

PROGRAM APPROPRIATIONS

STATE OF HAWAII

ITEM NO	PROGRAM	PROGRAM ID	EXPENDING AGENCY	APPROPRIATIONS FISCAL YEAR 2021-2022	MOF	FISCAL YEAR 2022-2023	MOF
18.	HEALTH CARE PAYMENTS						
		HMS401					
	OPERATING		HMS	982,477,598	A	[~~982,477,598~~	~~A~~]
			HMS		A	998,341,722	A
			HMS	1,376,660	B	1,376,660	B
			HMS	1,803,909,546	N	[~~1,803,909,546~~	~~N~~]
			HMS		N	1,814,086,765	N
			HMS	13,474,795	P	13,474,795	P
			HMS	6,781,921	U	6,781,921	U
	GENERAL SUPPORT FOR ASSURED STD OF LIVING						
19.	CASE MANAGEMENT FOR SELF-SUFFICIENCY						
		HMS236					
				289.63	*	289.63	*
	OPERATING		HMS	15,952,885	A	[~~15,952,885~~	~~A~~]
			HMS		A	16,750,036	A
				228.37	*	228.37	*
			HMS	25,977,079	N	[~~25,977,079~~	~~N~~]
			HMS		N	25,893,369	N
			HMS	30,237	P	30,237	P
20.	DISABILITY DETERMINATION						
		HMS238					
				50.00	*	50.00	*
	OPERATING		HMS	8,290,218	N	[~~8,348,886~~	~~N~~]
			HMS		N	8,859,927	N
21.	CHILD SUPPORT ENFORCEMENT SERVICES						
		ATG500					
				70.72	*	70.72	*
				0.34	**	0.34	**
	OPERATING		ATG	4,701,166	A	4,701,166	A
				137.28	*	137.28	*
				0.66	**	0.66	**
			ATG	15,880,241	P	15,880,241	P
			ATG	2,231,224	T	2,231,224	T
22.	EMPLOYMENT AND TRAINING						
		HMS237					

PROGRAM ID	EXPENDING AGENCY	APPROPRIATIONS FISCAL YEAR 2021-2022	MOF	FISCAL YEAR 2022-2023	MOF
HMS401					
	HMS	982,477,598	A	[~~982,477,598~~	~~A~~]
	HMS		A	998,341,722	A
	HMS	1,376,660	B	1,376,660	B
	HMS	1,803,909,546	N	[~~1,803,909,546~~	~~N~~]
	HMS		N	1,814,086,765	N
	HMS	13,474,795	P	13,474,795	P
	HMS	6,781,921	U	6,781,921	U

Budget Decipher Sheet

Don't be intimidated!

Learn to "read" the budget.

Handy Budget Decipher Sheet

3 Crucial Pieces of Information to Help You De-code the Budget

This information is taken from last year's budget bill (2015's HB500), under Section 2, "Definitions."

(1) Departments aren't referred to using their regular acronyms. **Instead, the budget uses distinct 3-letter IDs to refer to organization programs (with identifying program numbers) and expending agencies.** We've listed them here. (For example, if you're looking for funding in DBEDT, you'll want to search for "BED.")

Department (Commonly Used Acronym)	Program & Expending Agency ID
Department of **Accounting and General Services** (DAGS)	AGS
Department of **Agriculture** (DOA)	AGR
Department of the **Attorney General** (AG)	ATG
Department of **Budget and Finance** (B&F)	BUF
Department of **Business, Economic Development, and Tourism** (DBEDT)	BED
Department of **Commerce and Consumer Affairs** (DCCA)	CCA
Department of **Defense** (DOD)	DEF
Department of **Education** (DOE)	EDN
Office of the **Governor**	GOV
Department of **Hawaiian Home Lands** (DHHL)	HHL
Department of **Health** (DOH)	HTH
Department of **Human Resources Development** (DHRD)	HRD
Department of **Human Services** (DHS)	HMS
Department of **Labor and Industrial Relations** (DLIR)	LBR
Department of **Land and Natural Resources** (DLNR)	LNR
Office of the **Lieutenant Governor** (LG)	LTG
Department of **Public Safety** (DPS)	PSD
Department of **Taxation** (DOTAX)	TAX
Department of **Transportation** (DOT)	TRN
University of Hawaii (UH)	UOH

Before you jump into lookin
developed and ar

Quite a few entities are invol
the Legislature. (Separate bu
as well as the Office of Hawai

- The **Council on Revenues**
times each fiscal year, whi
- The **Governor**, through th
the initial version of the "
and Speaker of the House
form and send it to the Gc
bill as a whole. IMPORTANT:
and can determine when
- After the **Legislature** recei

The decipher sheet found on PAR's 'Information Sheets' page can help you understand how to 'read' the budget. In addition to an easy reference list to help you identify expending agencies,

MOF = Means of Financing. The letter that follows each appropriation figure has significance – it indicates the source of funding. Here's the list for decoding:

A ..... general funds
B ..... special funds
C ..... general obligation bond fund
D ..... general obligation bond fund with debt service cost to be paid from special funds
E..... revenue bond funds
J ..... federal aid interstate funds
K ..... federal aid primary funds
L..... federal aid secondary funds
M..... federal aid urban funds
N..... federal funds
P ..... other federal funds
R..... private contributions
S ..... county funds
T ..... trust funds
U..... interdepartmental transfers
V..... American Rescue Plan funds
W..... revolving funds
X ..... other funds

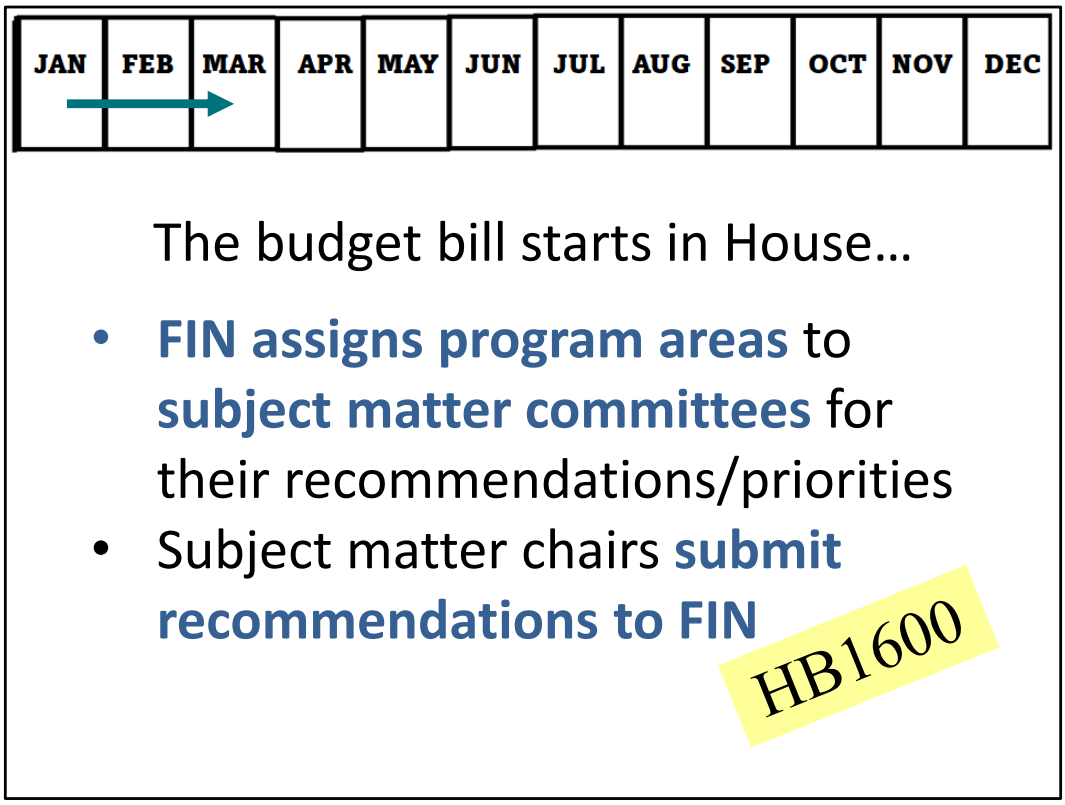
Information regarding the Means of Financing (MOF) – next to the line item figures in the budgets, you'll see a letter which indicates where the money will be coming from.

Position Ceiling

Above certain line items you'll find numbers followed by **asterisks***.

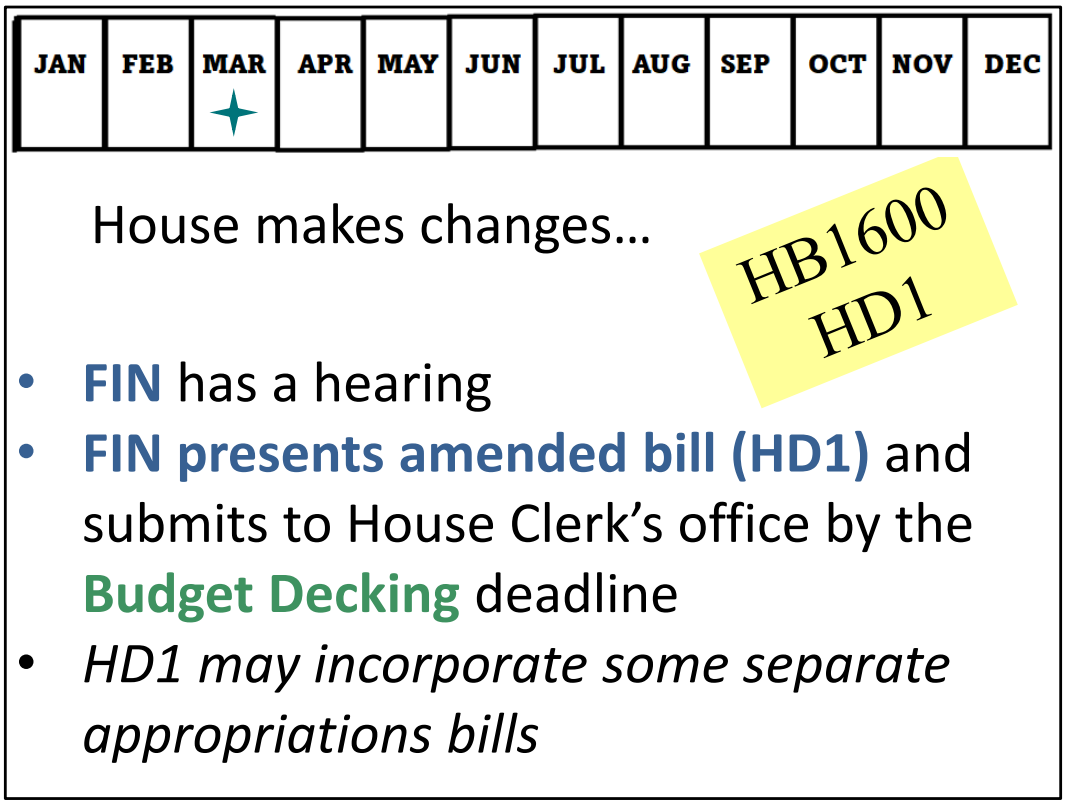
These * indicate the maximum number of full-time equivalents (FTEs) that may be funded by the dollar amount and funding source noted immediately below it. *(Note: ** or # indicates temporary FTEs)*

You may also see figures indicating the number of positions being funded.



So, back to the Budget Bill. While a bill will be introduced by both the Senate President and House Speaker, by agreement the House bill will be used as the vehicle for the budget. The House bill will be referred to the FIN committee.

Behind the scenes: The FIN committee assigns budget areas to the subject matter committees for their recommendations and priorities. While the public doesn't see the part of the process where the subject matter committees submit their priorities to the money committees, it is an important part of the process. **Part of your advocacy effort may include asking the chair of the subject matter committee to make your funding issue a priority.**



The FIN committee will schedule a public hearing. **You can submit testimony, just like you would for any other bill.**

If your request concerns a particular program area, it is helpful to include specifics and the correct citation.

It is not uncommon for a separate appropriation bill being considered by FIN to be held or deferred, and the allocation incorporated into the larger Budget Bill.

FIN will pass the budget in an amended version – it will be given the suffix of HD1 ("House Draft 1"). They need to submit this revised bill to the House Clerk's office by the Budget Decking deadline.

Session Calendar

2022 Session Calendar

Note: On the 60 session days (days when members convene in their respective chambers), the session day count appears in a box on the lower-right, like this. [#]

Color code: ■ = bills ■ = resolutions ■ = budget or fiscal bills **See reverse side for more deadline information.**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
January			19 Opening Day [1]	20 [2]	21 Non-Admin Bill Package Cutoff [3]	22
23	24 State-of-the-State Address & Administration Bill Package Cutoff [4]	25 Recess #1	26 Bill Introduction Cutoff [5]	27 Recess #2	28 [6]	29
30	31 [7]					
February		1 [8]	2 [9]	3 [10]	4 [11]	5
6	7 [12]	8 [13]	9 Triple Referral Filing (House Bills) [14]	10 Triple Referral Filing (Senate Bills) [15]	11 [16]	12
13	14 [17]	15 [18]	16 [19]	17 First Lateral Filing (Bills) [20]	18 First Lateral (Bills) [21]	19
20	21 *HOLIDAY Presidents' Day*	22 [22]	23 [23]	24 Mandatory 5- Day Recess Begins	25	26
27	28					
March		1	2 Last Day of 5-Day Mandatory Recess	3 [24]	4 First Decking (Bills) [25]	5
6	7 Recess #3	8 [26]	9 Recess #4	10 First Crossover (Bills) [27]	11 Substantive Resolution Cutoff [28]	12
13	14 Budget Decking [29]	15 [30]	16 Budget Crossover [31]	17 Triple Referral Filing (Bills) [32]	18 [33]	19
20	21	22	23 Second Lateral	24 Second	25 *HOLIDAY*	26

Includes Deadline for Decking the Budget

ADLINES

.m. on the third Wednesday of January.
on interest groups and accepted and labeled as a

. The address presents an opportunity for the
come to the Capitol to hear the Governor's speech

age." The bills are prepared by executive branch
the President of the Senate and the Speaker of

The address presents an opportunity to report on

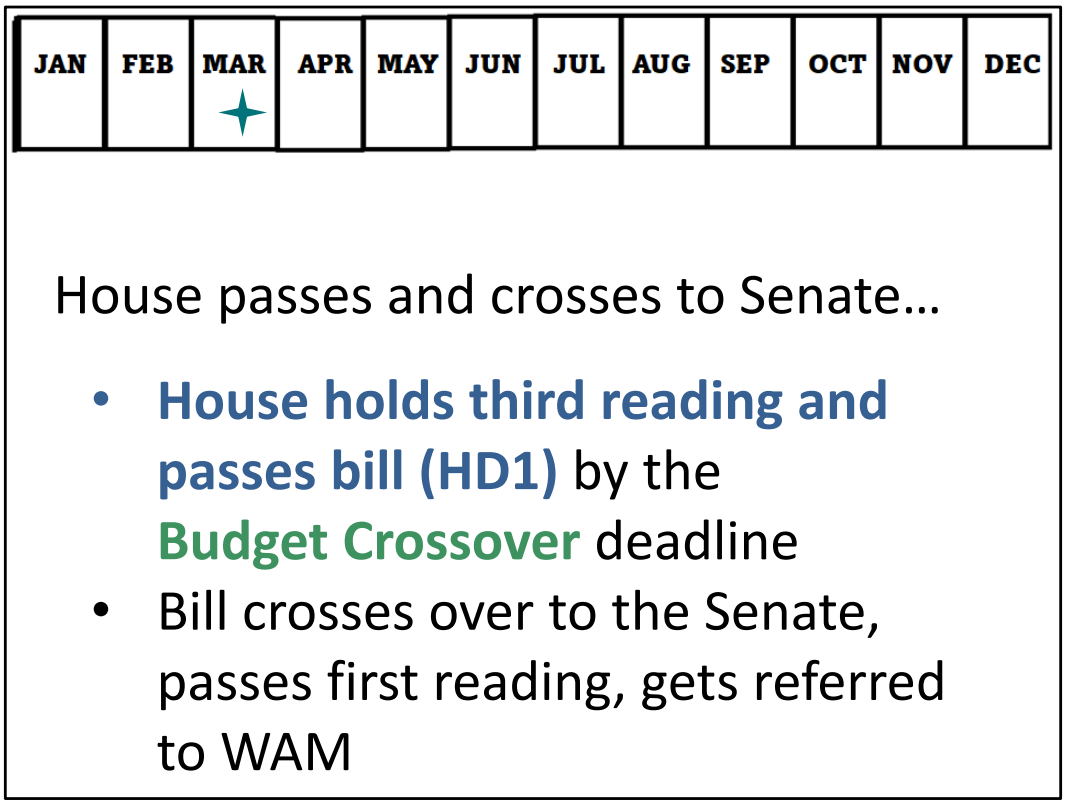
ate Clerk, who gives it a number (with an HB or SB
en its committee referrals which specify which
Note: At introduction, each bill is given a "Bill
ed to track all the measure's activity.]
d of appropriated state funds by the legislature to
ubsidy" refers to a similar award to a recipient to

last committee by this date. (Note: A referral to a
s to make their way to the last committee in their

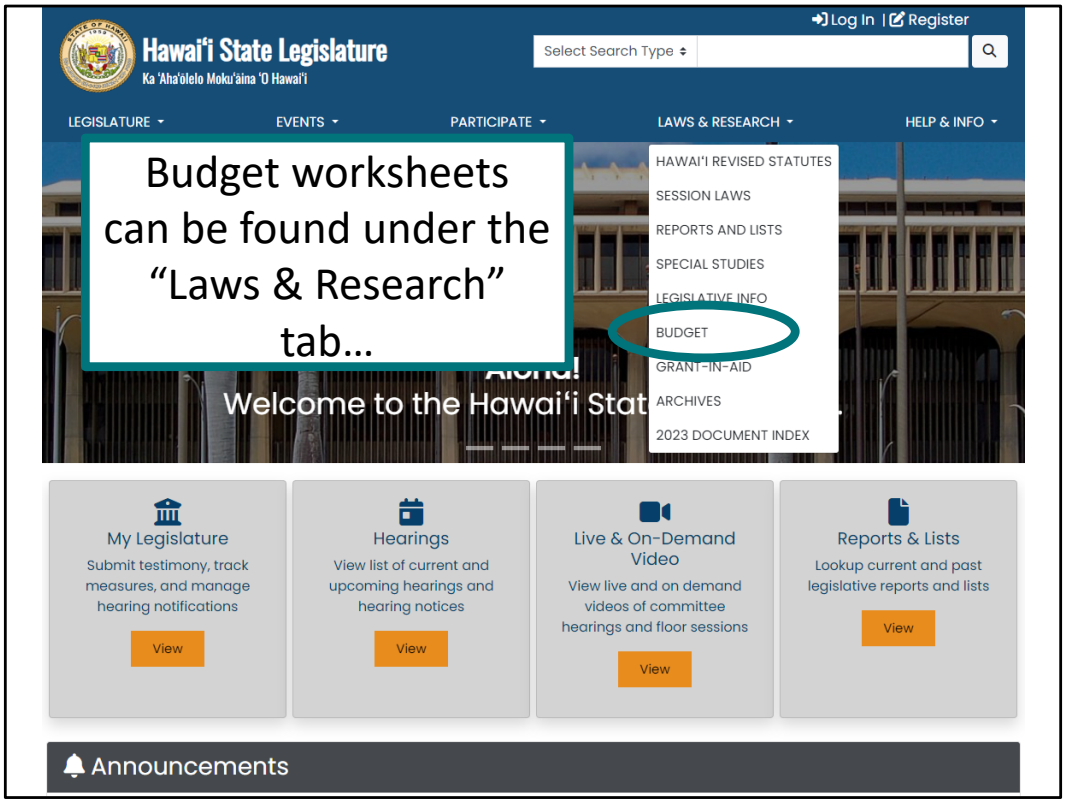
rals) must move to their final committee in the

And bills must all abide by certain deadlines!

The legislative calendar is agreed upon by the Senate President and House Speaker – it's usually issued in late December or early January.



After the House has held a Third Reading (vote) on the HD1 version of the bill, it crosses over to the Senate for their consideration. The Senate will refer the bill to its money committee, Ways and Means (WAM).



After the bill is amended, budget worksheets will be made available outlining the changes made from the original version of the bill. **This is where you'll be able to see details regarding the changes.**

Worksheets can be found on the "Budget" page, found under the "Laws & Research" tab.

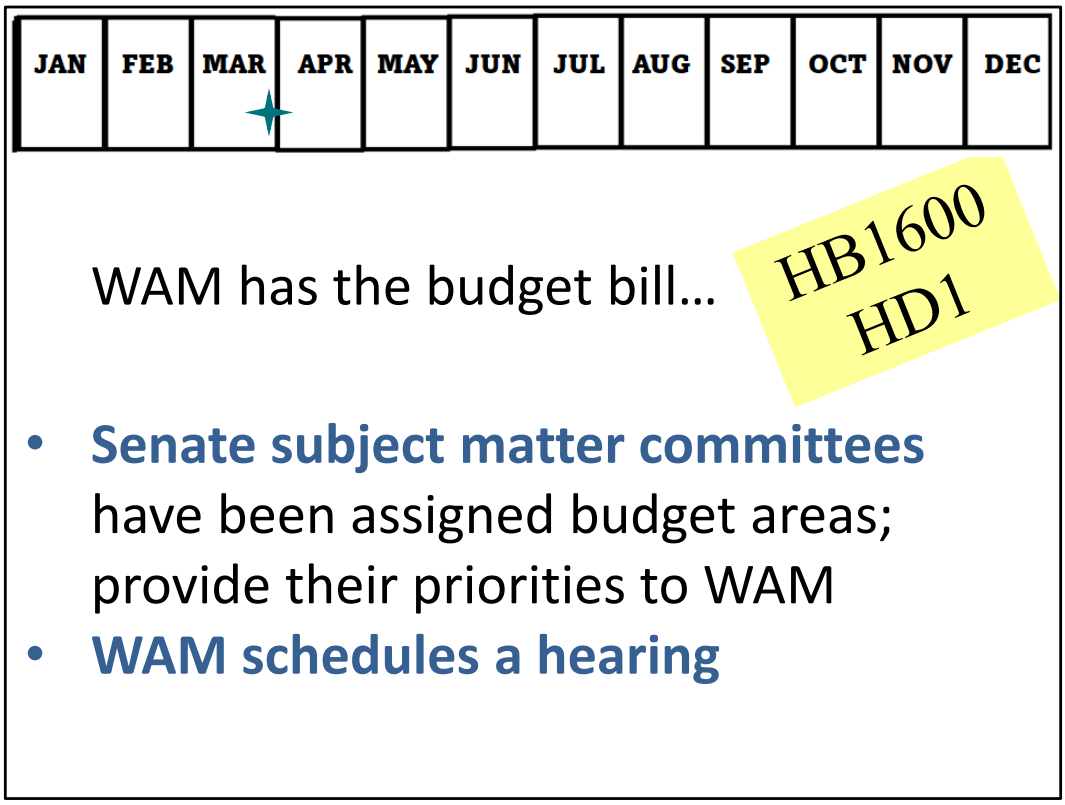
Compares HD1 to Governor's Request

Detail Type: H

LEGISLATIVE BUDGET SYSTEM
BUDGET WORKSHEET

Program ID: HMS501 IN-COMMUNITY YOUTH PROGRAMS
Structure #: 060105010000
Subject Committee: HHH HEALTH, HUMAN SERVICES, & HOMELESSNESS

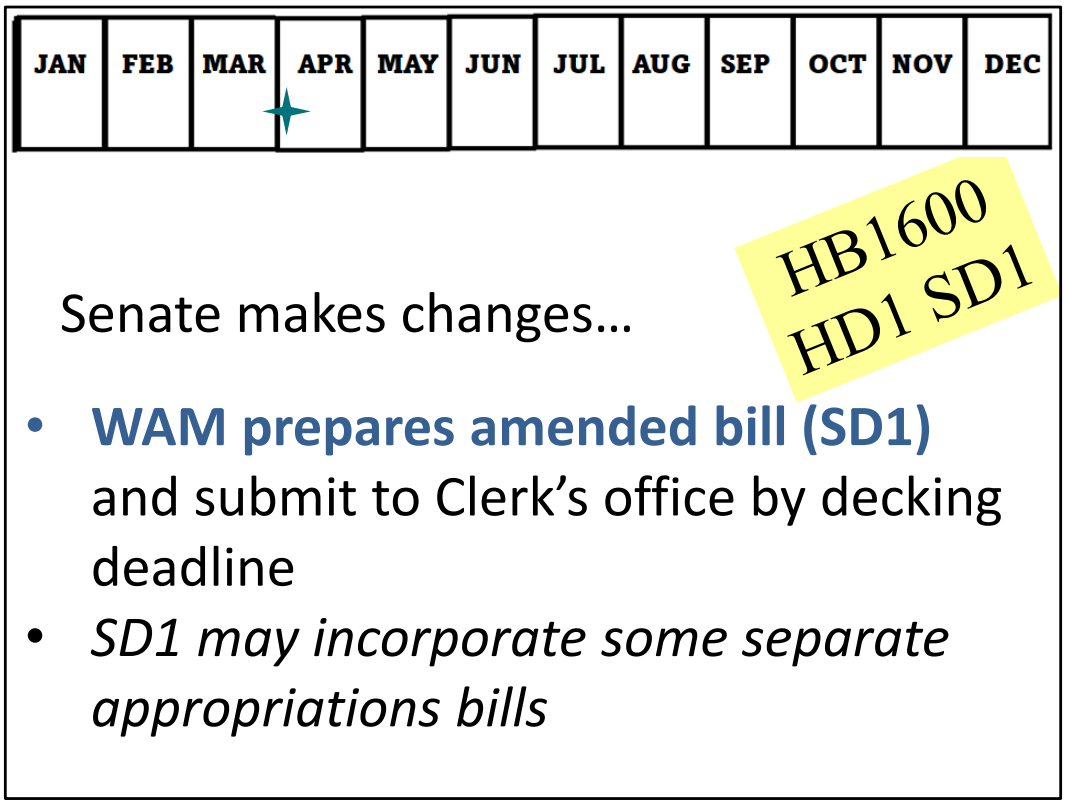
SEQ #	EXPLANATION	FY 2022 Perm	FY 2022 Temp	FY 2022 Amt	FY 2023 Perm	FY 2023 Temp	FY 2023 Amt
10-001	EXECUTIVE REQUEST: TRADE-OFF FUNDS FROM OTHER CURRENT EXPENSES TO PERSONAL SERVICES FOR IN-COMMUNITY YOUTH PROGRAMS (HMS501/YA). ********** HOUSE CONCURS. DETAIL OF GOVERNOR'S REQUEST: YOUTH COMMUNITY SERVICE CENTERS (-122,268) SEE HMS501 SEQ. NO. 10-002.			(122,268) A			(122,268) A
10-002	EXECUTIVE REQUEST: TRADE-OFF FUNDS FROM OTHER CURRENT EXPENSES TO PERSONAL SERVICES FOR IN-COMMUNITY YOUTH PROGRAMS (HMS501/YA). ********** HOUSE DOES NOT CONCUR. BREAKOUT AS FOLLOWS: PERSONAL SERVICES FOR (1) PERM GENERAL PROFESSIONAL V SR24 (#118812; 88,248) DETAIL OF GOVERNOR'S REQUEST: PERSONAL SERVICES FOR (1) PERM PRE AUDIT CLERK I SR11 (#47413; 34,020) PERSONAL SERVICES FOR (1) PERM GENERAL PROFESSIONAL V SR24 (#118812; 88,248) SEE HMS501 SEQ. NO. 10-001.			88,248 A			88,248 A



After the bill is voted on in the House chamber the requisite 3rd time, it crosses over to the Senate. The Senate will refer the bill to the Ways and Means committee (WAM).

Again the subject matter committees (this time the Senate committees) will be consulted and asked to provide their priorities to the money committee (this time, WAM). **You can ask the subject matter committee chair to support your request as a priority.**

WAM will schedule a public hearing, and just as you did before the House FIN committee, **you can offer testimony** – this time on the HD1 version of the bill.



WAM will publish an amended version of the bill – SD1 ("Senate Draft 1"). Again, changes will be outlined in the budget worksheets.

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
			✦								

HB1600
HD1 SD1

- **Senate holds third reading** and passes bill (SD1) by Second Crossover deadline

After the bill is voted on in the Senate chamber the required 3rd time.

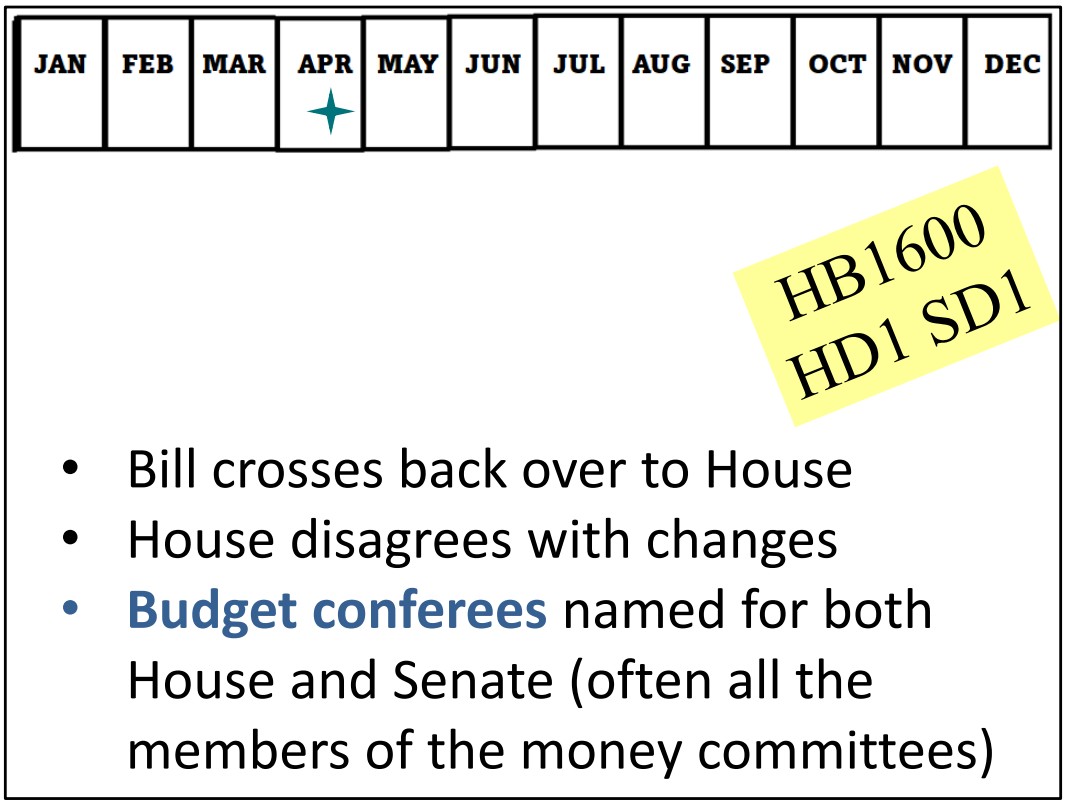
Compares SD1 to Governor's Request

Friday, April 9, 2021 5:02:46 PM LEGISLATIVE BUDGET SYSTEM Page 45 of 1706
Detail Type: S BUDGET WORKSHEET

Program ID: AGR161 AGRIBUSINESS DEVELOPMENT AND RESEARCH
Structure #: 010304020000
Subject Committee: AEN AGRICULTURE AND ENVIRONMENT

SEQ #	EXPLANATION	FY 2022 Perm	FY 2022 Temp	FY 2022 Amt		FY 2023 Perm	FY 2023 Temp	FY 2023 Amt	
100-001	EXECUTIVE REQUEST: ADD (1) TEMPORARY POSITION AND FUNDS FOR AGRIBUSINESS DEVELOPMENT AND RESEARCH (AGR161/KA). ********** SENATE CONCURS. FROM HAWAII AGRICULTURAL DEVELOPMENT REVOLVING FUND DETAIL OF GOVERNOR'S REQUEST: (1) TEMP GENERAL ACCOUNTING CLERK (#92001A; FY22: 17,750; FY23: 35,500) FRINGE BENEFITS (FY22: 9,053; FY23: 18,105) 6-MONTH DELAY IN HIRE.		1.00	26,803	W		1.00	53,605	W
101-001	EXECUTIVE REQUEST: ADD FUNDS FOR AGRIBUSINESS DEVELOPMENT AND RESEARCH (AGR161). ********** SENATE DOES NOT CONCUR. BREAKOUT AS FOLLOWS: ORNAMENTAL INDUSTRIES (50,000) DETAIL OF GOVERNOR'S REQUEST: ORNAMENTAL INDUSTRIES (100,000)			50,000	A			50,000	A

Here's a snapshot of the budget worksheet for the SD1 version passed by the Senate.



The bill now enters the conference process – the House formally disagrees with the Senate's changes and conferees are named by both chambers. The conference committees will produce a CD1 version of the bill that can be voted on by both chambers and then presented to the governor.

Following the Budget

- Public Access Room (PAR)
- Overview of 'the Budget'
- The Budget Bill
  - **Following other money bills**
  - Grants in Aid (GIA)
- Legislature's website capitol.hawaii.gov

There are other bills that appropriate funds.

Other Appropriations Bills

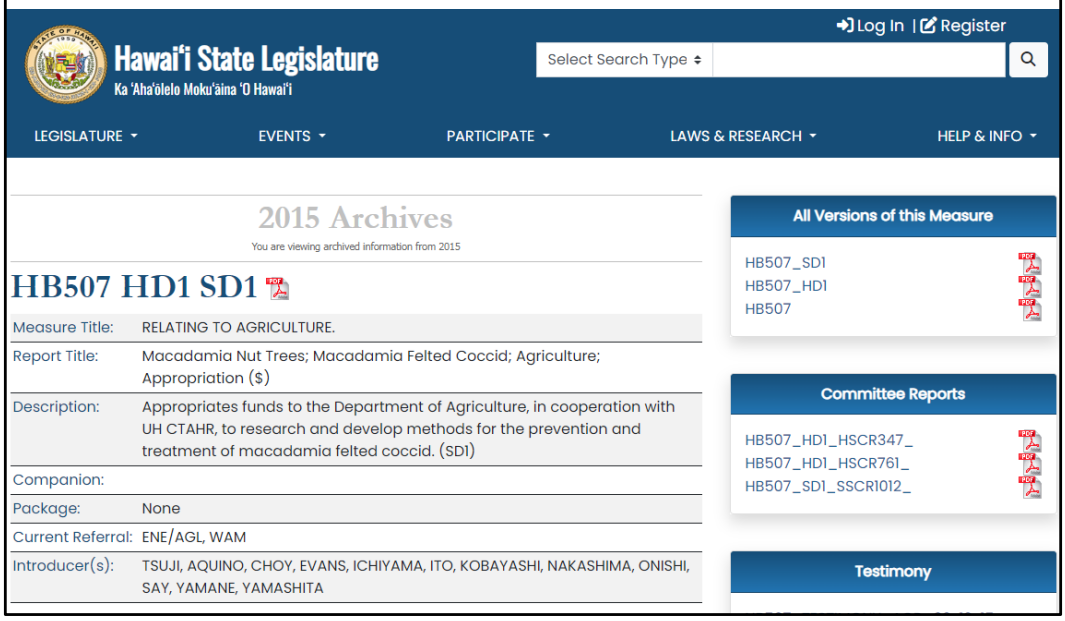
- Despite initially being drafted with a dollar amount, the bill may move forward with **blank $ amounts** in funding sections.
- Bill itself may die… but funding is incorporated into the budget bill.

A note on other appropriation bills:

Despite starting the session with a specific request for X number of dollars, most appropriation bills will quickly be stripped of their dollar amounts and proceed with blanks. Don't be surprised by that. The particulars need to wait until the end of session when the final dollar allocations have been decided.

Also, as the budget bill changes, it may absorb the other appropriation bills. So, it is not unusual for your appropriation bill to die, and yet the appropriation itself to survive – it's just been absorbed by the larger budget bill.

HB507 = $1 million to help with macadamia felted coccid…
HD1 = “unspecified” funds; defective date
SD1 = corrected date… made it to WAM and ‘died’ there



Here’s an example from 2015.

HB507 was an appropriation bill separate from the larger ‘budget bill.’ It was initially drafted asking for $1 million to help with the macadamia felted coccid. It was referred to AGR, FIN. AGR passed the bill with changes – they took out the specific $ amount and added a “defective” effective date. FIN passed the bill without changes.

It crossed to the Senate and was referred to ENE/AGL, WAM. The joint ENE/AGL amended the bill, correcting the date. It moved on to WAM, but never came out. The bill ‘died’ in WAM.

But, money was put in the budget bill to help with the macadamia felted coccid. The appropriation lived on!

How to find out
if it was
incorporated into
the budget bill?

It’s not always clear what’s happened. How do you find out if the appropriation is dead along with the bill, or if the appropriation was incorporated into the larger budget bill?

- **Committee report** sometimes highlights particular changes
- **Budget worksheets** published after the revised bill draft is issued: show changes made to prior version, and includes more detail than the bill

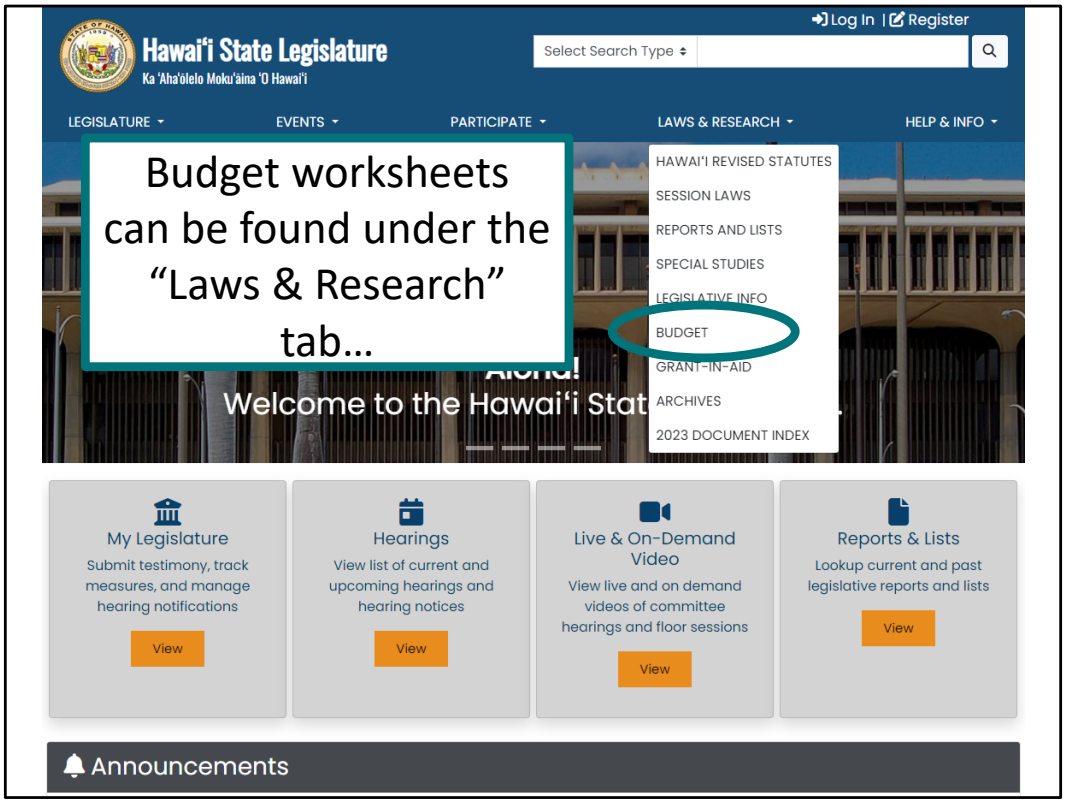
2015 Budget Worksheets

- HB500 GM Worksheets
- HB500 HD1
- HB500 HD1 SD1
- HB500 Comparison Worksheets Agree
- HB500 Comparison Worksheets Disagree
- HB500 HD1 SD1 CD1 Worksheets
- HB500 HD1 SD1 CD1 CIP Spreadsheet
- HB500 HD1 SD1 CD1 Department Totals

The budget worksheets are your best bet. The committee report that the money committee issues along with the revised draft *may* mention the program area you're interested in, but the worksheets offer you a recap of all the changes made in the latest draft.

- Sometimes the level of detail published is just not sufficient!
- Contact **FIN** or **WAM** staff for additional program detail – feel free to call PAR for initial guidance

That said, sometimes even the level of detail offered in the worksheets is still not sufficient. In those instances, it is certainly appropriate to contact the staff of FIN or WAM. The money committees keep track of everything! But they're also incredibly busy – be courteous.



Again, here's where the budget worksheets can be found.

Back to our example… looking at the budget worksheet

WAM: in HB500 HD1 SD1
added $250,000 FY2016 and $250,000 FY2017
from general funds

Thursday, April 09, 2015 5:20:41 PM LEGISLATIVE BUDGET SYSTEM Page 6 of 810
Detail Type: S BUDGET WORKSHEET

Program ID AGR122 PLANT PEST AND DISEASE CONTROL
Structure #: 010302010000
Subject Committee: AGL AGRICULTURE

SEQ #	EXPLANATION	FY 2016	FY 2017
2000-001	SENATE ADJUSTMENT: ADD FUNDS FOR THE PREVENTION AND TREATMENT OF MACADAMIA FELTED COCCID. ********** DETAIL OF SENATE ADJUSTMENT: OTHER CURRENT EXPENSES (250,000) $250,000 NON-RECURRING. SEE LNR402 SEQ. NO. 2000-001.	250,000 A	250,000 A

Back to our example, here's a snippet from the SD1 version of the budget worksheet. It shows that the Senate WAM added $250k for FY 2016 and $250k for FY 2017, and the money will come from general funds (as noted by the "A" to the right of the figures) for the macadamia felted coccid. (Note the Program ID = AGR122, Plant Pest and Disease Control.)

We found this by going into the budget worksheet and searching for "macadamia"… we could have looked for "coccid" or another unique term.

NOTE: We know that "A" refers to General Funds because it is noted at the beginning of the General Appropriations bill, and it is also noted on PAR's handy budget decipher sheet.

HB500 HD1 SD1 CD1
ended up with $250,000 FY2016 only
from special funds

LEGISLATIVE BUDGET SYSTEM
BUDGET COMPARISON WORKSHEET

Page 7 of 989

Program ID AGR122 PLANT PEST AND DISEASE CONTROL
Structure #: 010302010000
Subject Committee: AGL AGRICULTURE

HB500 HD1 SD1 CD1				EXECUTIVE BUDGET REQUEST			
SEQ #	EXPLANATION	FY 2016	FY 2017	EXPLANATION	FY 2016	FY 2017	SEQ #
2000-001	LEGISLATIVE ADJUSTMENT: ADD FUNDS FOR THE PREVENTION AND TREATMENT OF MACADAMIA FELTED COCCID. ********** FROM AGRICULTURAL DEVELOPMENT AND FOOD SECURITY SPECIAL FUND. DETAIL OF LEGISLATIVE ADJUSTMENT: OTHER CURRENT EXPENSES (FY16: 250,000)	250,000 B		**********			2000-001

Just to follow through on this example, in the *final* version of the budget (CD1), the funding was cut to $250k for FY2016 only (no funds for 2017) and it is from special funds (as noted by the "B" to the right of the dollar amount). This version of the budget worksheet reflects changes from the originally introduced bill, which did not include a request for the macadamia felted coccid.

Looking at the bills… the level of detail is just not there

HB500 HD1 SD1:

```
7.   AGR122 - PLANT PEST AND DISEASE CONTROL
                                                  84.00*          84.00*
  OPERATING                          AGR       5,913,058A      6,043,570A
                                                  42.00*          42.00*
                                     AGR       8,297,965B      8,376,340B
                                     AGR           2,500N          2,500N
                                     AGR         512,962T        512,962T
                                     AGR         152,139U        190,656U
                                     AGR          50,360W         50,360W
                                     AGR         673,089P        673,089P
```

HB500 HD1 SD1 CD1:

```
7.   AGR122 - PLANT PEST AND DISEASE CONTROL
                                                  84.00*          84.00*
  OPERATING                          AGR       5,659,086A      5,789,598A
                                                  42.00*          42.00*
                                     AGR       8,547,965B      8,376,340B
                                     AGR           2,500N          2,500N
                                     AGR         512,962T        512,962T
                                     AGR         152,139U        190,656U
                                     AGR          50,360W         50,360W
                                     AGR         673,089P        673,089P
```

If we were looking at the budget bills themselves, we wouldn't be able to see the specific allocation.

Just to see the level of detail – here are snippets from the text of the SD1 and CD1 drafts of the bill. It shows the program area, AGR122. The totals allocated for general funds (A) and special funds (B) reflect the changes between the versions.

The level of detail here is much less than we saw in the budget worksheets.

The detail could be found only on the **budget worksheet** (or in the case of CD1, the committee report)

The budget worksheets are a great source of information!

Floor Votes (Readings) on Bills

1st reading = at outset; everything passes

2nd reading = sometimes debate on House floor, rarely on Senate

3rd reading = possible debate in either chamber

Conference Committee

Final reading = possible debate in both

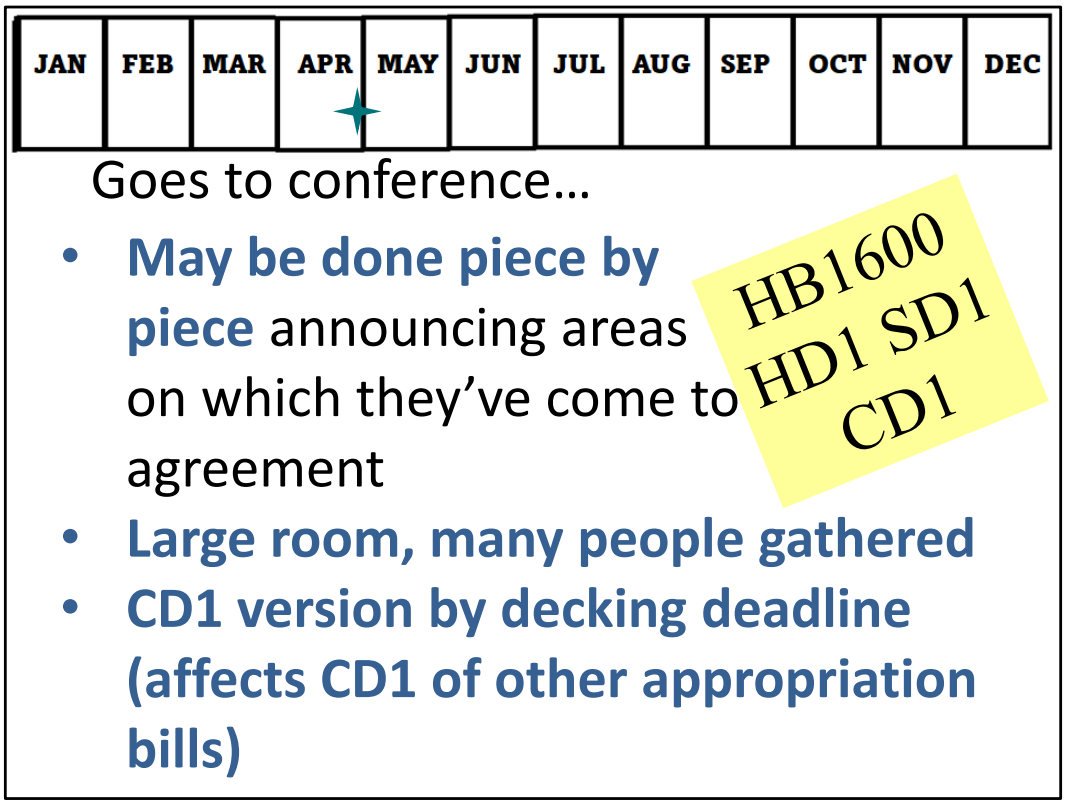
Just a note – all bills need to have at least 3 readings or votes on the floor of each chamber. Debate may take place on the floor or beforehand, "in caucus" where members of the same political party discuss the upcoming session and pending legislation.

The Budget Bill is an important piece of legislation – it is usually commented on at length by the money committee chair and may prompt comment from legislators.

Before we get to the Final reading of the bill, we'll have to go to Conference to come to an agreement –

…Since the House has passed one version of the Budget Bill, and the Senate has passed another, the Conference Committees appointed by House and Senate leadership will have to iron out the differences and come to an agreement on the final version of the bill to be presented to their chambers.

The conferees need to come to agreement by the final decking deadline. For the budget and other appropriations bills, you'll see that there's a "Final Decking (**Fiscal Bills**)" deadline.



In addition to the budget bill, many other appropriation bills will need the fiscal okay from the money committees before their CD1 versions can be voted on.

What's the deadline for the conference committee to come to a decision?

Decking for Non-Fiscal Bills	Thursday, April 28
Decking for Fiscal Bills	Friday, April 29

Any conference draft or decision on final form must be delivered to the House and/or Senate Chief Clerk by then (placed on the clerks' "decks" or desks).

All money bills will have to have the okay from the FIN and WAM chairs. The deadlines for coming out of conference are posted on the Legislative Calendar.

Advocacy at this stage requires contacting anyone who may have influence – the conferees, your own legislators, the subject matter chairs, etc. – and getting others to do the same.

What's the deadline for the conference committee to come to a decision?

They may set deadlines more specifically… such as:

6:00 p.m. = conclude negotiations

9:00 p.m. = committee report available for review and signature

11:30 p.m. = file committee report and bill draft with Chief Clerk

Additionally, conference procedures are agreed upon by House and Senate leadership which provide more specifics – including the time to conclude negotiations, present the report, and file the report and bill with the Clerk.

A Note re: **Fiscal ($) Bills**

Bills with fiscal implications
must get approval
by money chairs (FIN and WAM)

This means that even if you've got loads of support from the other conferees, the fate of your bill – and whether it comes out of conference – may not be known until the evening of the Final Decking deadline for fiscal bills.

Again, all bills with fiscal implications will need to get the approval of the money chairs. What this means? You may not know the fate of your bill until the deadline – its fate is tied into the fate of the other fiscal matters being considered.

Following the Budget

- Public Access Room (PAR)
- Overview of 'the Budget'
- The Budget Bill
  - Following other money bills
  - **Grants in Aid (GIA)**
- Legislature's website capitol.hawaii.gov

Now let's look at Grants in Aid…

Grant-in-Aid (GIA) $

- If the Legislature is offering **GIA money**, the application will appear on the website ("Legislative Information")
- **Deadline traditionally in January**
- Will be for upcoming fiscal year (July 1, 2022 to June 30, 2023)
- **HRS Chapter 42F** for more information

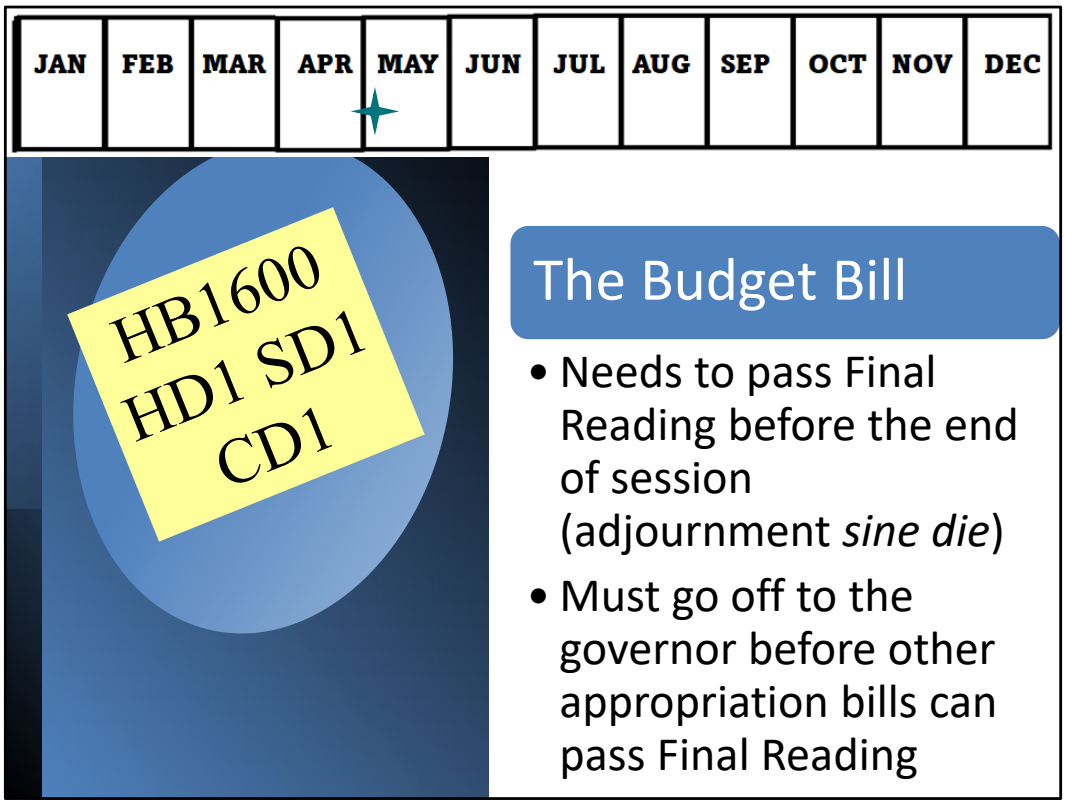
Before we conclude, a quick note about Grant-in-Aid (GIA) money – we bring it up here because if you apply for GIA funds you won't know whether your application has been successful until the end of session. (Note: Applications for GIA will appear on the Legislature's website – usually by early January. They'll be located under the "Laws & Research" tab, where you find the Budget Worksheets. Traditionally, the deadline is mid-late January.)

Grant-in-Aid $

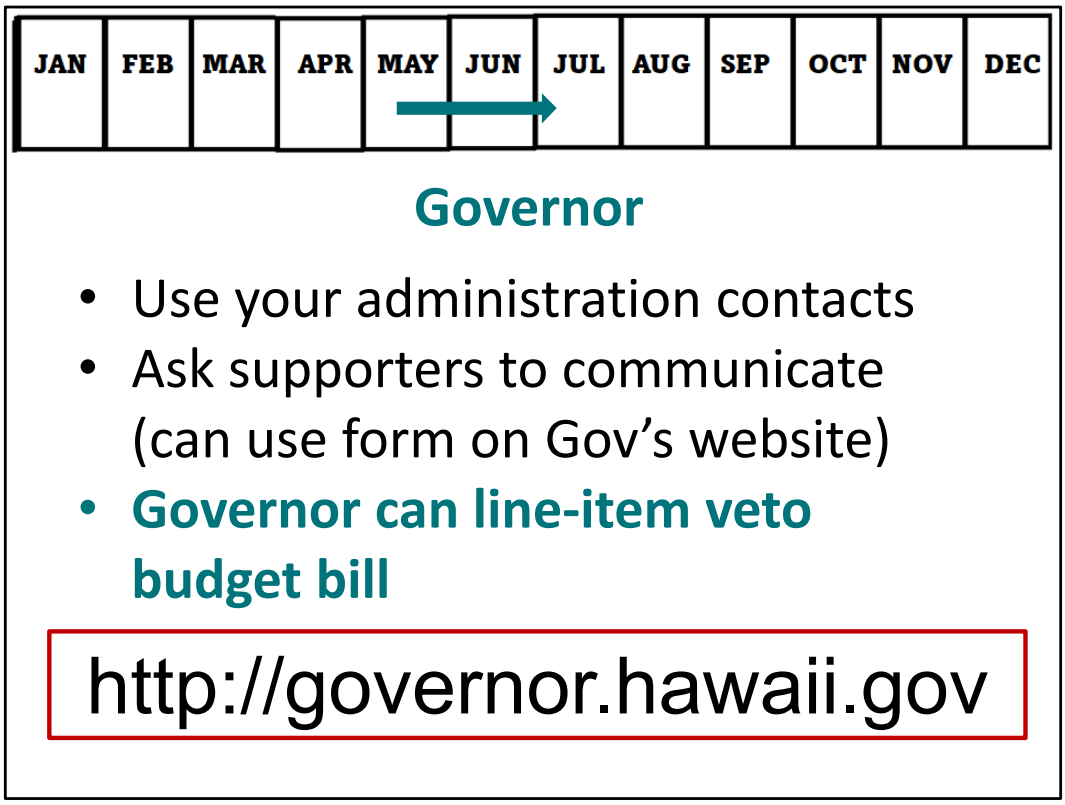
- Often a member of FIN and WAM are assigned to focus on GIAs
- Can view **previous years'** applications and awards online
- **Informational briefing** held so **applicants can appear** and **offer highlights of their request**
- Won't know result until the end of process (conference draft of budget)

Looking at past years' applications and awards may be helpful.

It may also help to reach HRS Chapter 42F:
http://www.capitol.hawaii.gov/hrscurrent/Vol01_Ch0001-0042F/HRS0042F/HRS_0042F-.htm



Back to the budget bill. After the budget bill survives conference, it will have to succeed in its final readings (votes) in both chambers before the end of session.



It's important to remember that even if the funding you're advocating for passes the legislature, the Governor has power over its fate. The Governor can veto bills and can line item veto the Budget Bill (veto particular line items only).

You can lobby the Governor as well as the administrative department that is charged with expending funds in your program area.

There are deadlines by which the Governor must sign a bill into law, allow it to become law without signature, or veto it. Additionally, if a veto is being considered, he must advise the Legislature by a certain date. There is a mechanism by which the Legislature can override a veto. Details: Constitution of Hawaii, Article III, Section 16, http://www.capitol.hawaii.gov/hrscurrent/Vol01_Ch0001-0042F/05-Const/CONST_0003-0016.htm

Budget Bill – Overview

$$$$$$$$$$$$$$$$$$$$$$$$$$$$

- Summer/September: **Departments make requests to Governor**
- 1 month before Session: **Governor provides Budget Request to Legislature**
- Early January: **Money committees hold briefings** with departments

To recap:

The budget process starts on the tail of the previous year's budget being enacted.

The departments are instructed to formalize their requests for funds to the Governor, who will work with his Budget & Finance department to craft the budget that he presents to the Legislature.

The legislature begins briefings with the departments to more fully understand the requests and to question previous allocations/expenditures, and the budget bill is formally introduced at the start of session.

Budget Bill - Overview

$$$$$$$$$$$$$$$$$$$$$$$$$$$$

- January: Budget Bill formally **introduced** at start of session
- Session: **FIN and WAM hold public hearings, make amendments, come to agreement (subject matter chairs advise)**
- Budget Bill **passed** by Legislature
- Budget Bill **enacted** by Governor
- Process starts again

And now we can get into the Budget Bill itself. It will be introduced, there will be hearings at which you can testify, and it needs to be passed by the Legislature and enacted by the Governor. And then the cycle starts all over again.

In following the budget bill… you can offer testimony at the hearings; you can lobby the chairs of subject matter committees; and you can follow changes using the budget worksheets. But remember you can always call and ask for help – despite improvements, the process can be a bit opaque when it comes to tracking particulars!

Is it really over…?

- Focus on implementation!
- If there's $, doesn't mean it will be expended
- Thanks to those who have helped
- Debrief – valuable info for future

And even after its over, is it really? Remember that the Governor holds the 'power of the purse strings' – just because the spending has been authorized doesn't mean that it will be spent or released.

At the Capitol…
You never know who's going to prove helpful!

- Staff may be key!
- Legislators' roles may change over the years
- Listen and learn
- Relationships
- Don't burn bridges

A reminder… staff members may be key to your success, so treat them with respect and aloha. Also, legislators' roles may change over the years – don't completely discount someone 'out of power,' tomorrow the tables may have turned. In any case, you don't want to burn bridges. Develop relationships – that's really the key to getting things done at the Capitol. Listen and learn from all your experiences.

If you've got a good relationship with a legislator… ask for advice!

- additional background that leads to stances/positions
- better understanding of how to approach specific legislators
- advice re: more/less pressure needed
- where to focus energy
- perspectives on bigger picture of what's going on

Especially when it comes down to the nitty-gritty, and you're not sure how your bill or issue can survive, if you've got a good relationship with a legislator, ask for advice! It probably goes without saying that you'll want to respect their time and not overdo it, but a legislator's perspective may be invaluable.

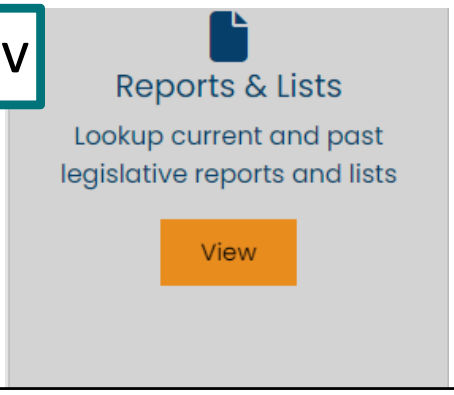
Following the Budget

- Public Access Room (PAR)
- Overview of 'the Budget'
- The Budget Bill
  - Following other money bills
  - Grants in Aid (GIA)
- **Legislature's website capitol.hawaii.gov**

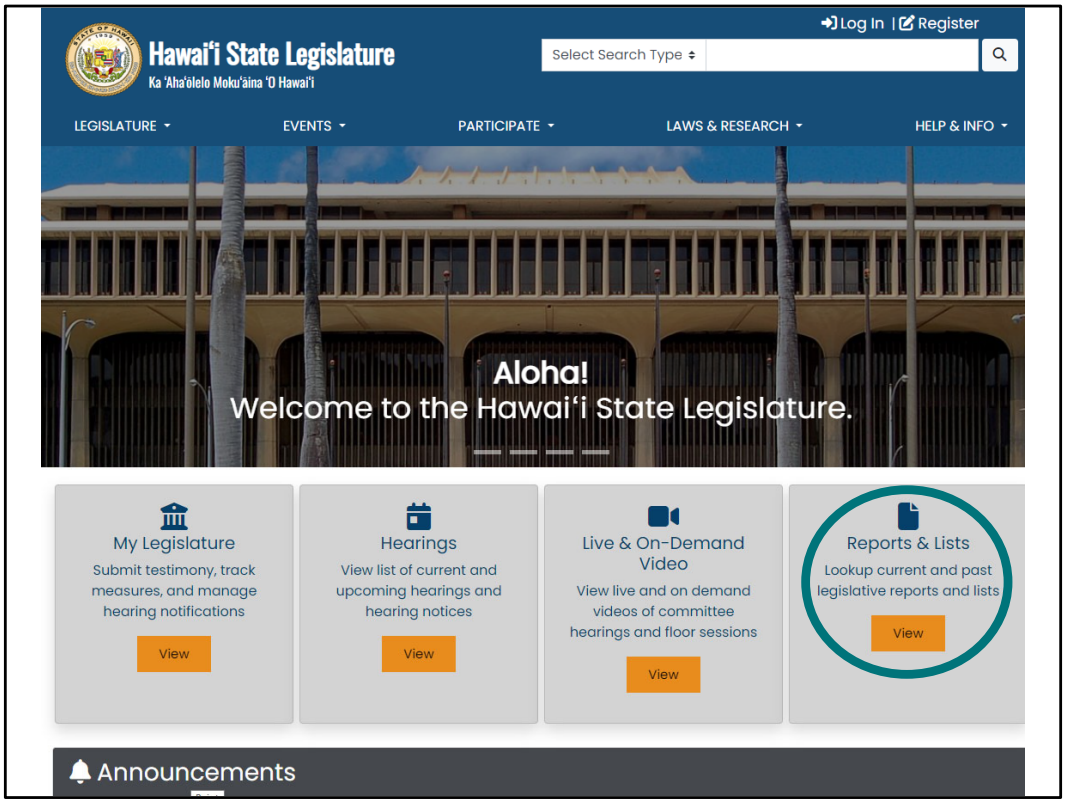
Finally, a few comments on the Legislature's website, https://www.capitol.hawaii.gov/

To find lists of bills with
Appropriations ($)
find the Reports and Lists
button on the homepage

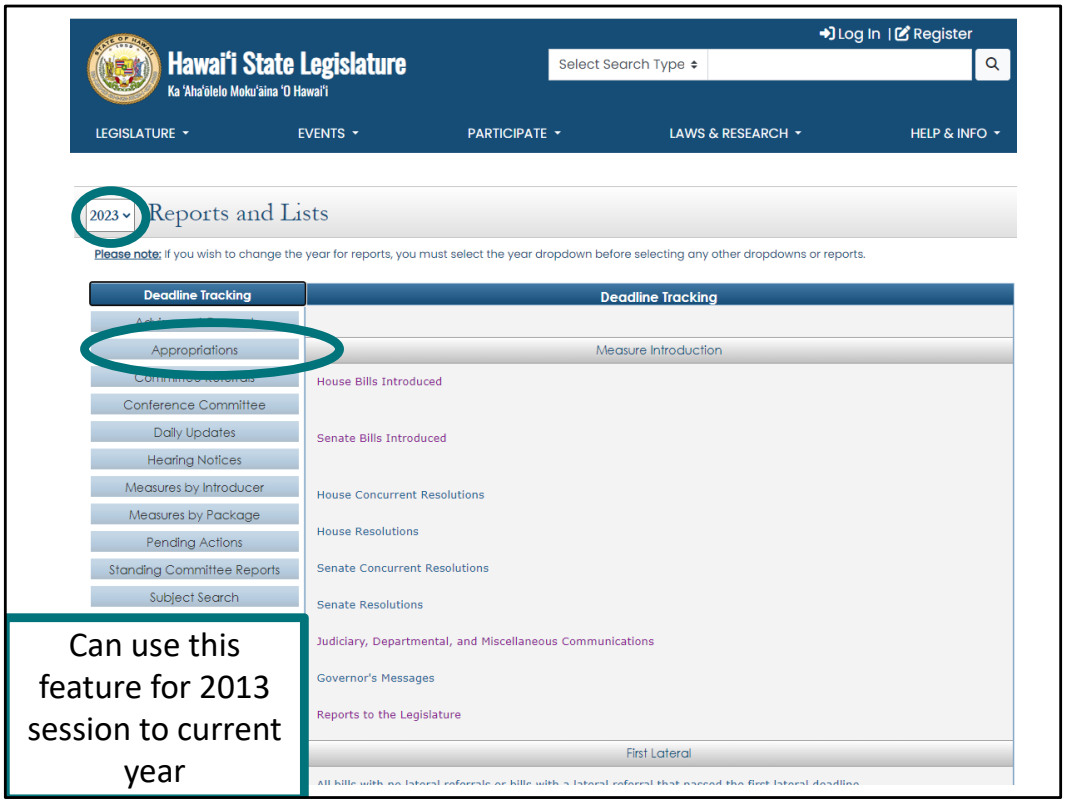
capitol.hawaii.gov



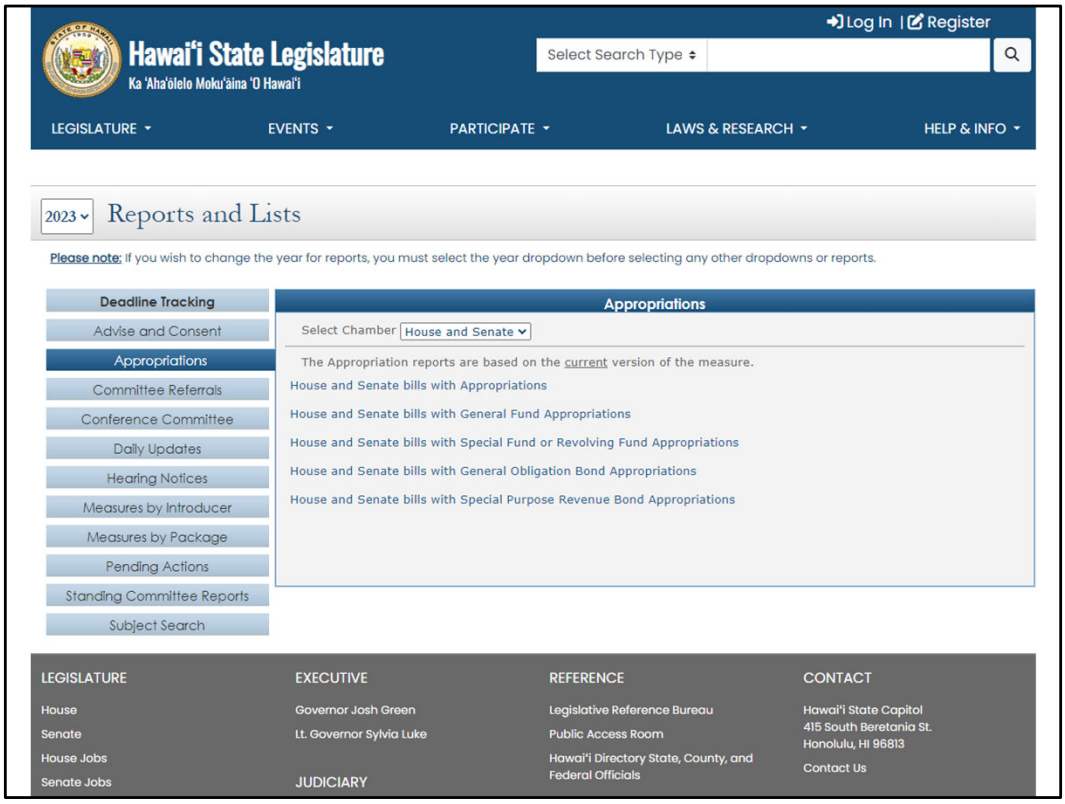
It's easy to find appropriations bills online.



Use the Reports and Lists button on the home page. (You can also get to the Reports and Lists page through the “Laws & Research” tab and its pull-down menu.



Click on the “Appropriations” bar on the Reports and Lists page for sessions back to 2013.



You'll find links to reports of all the appropriations bills, or ones with just particular fund sources.

Appropriations

House and Senate Bills with Special Fund or Revolving Fund Appropriations

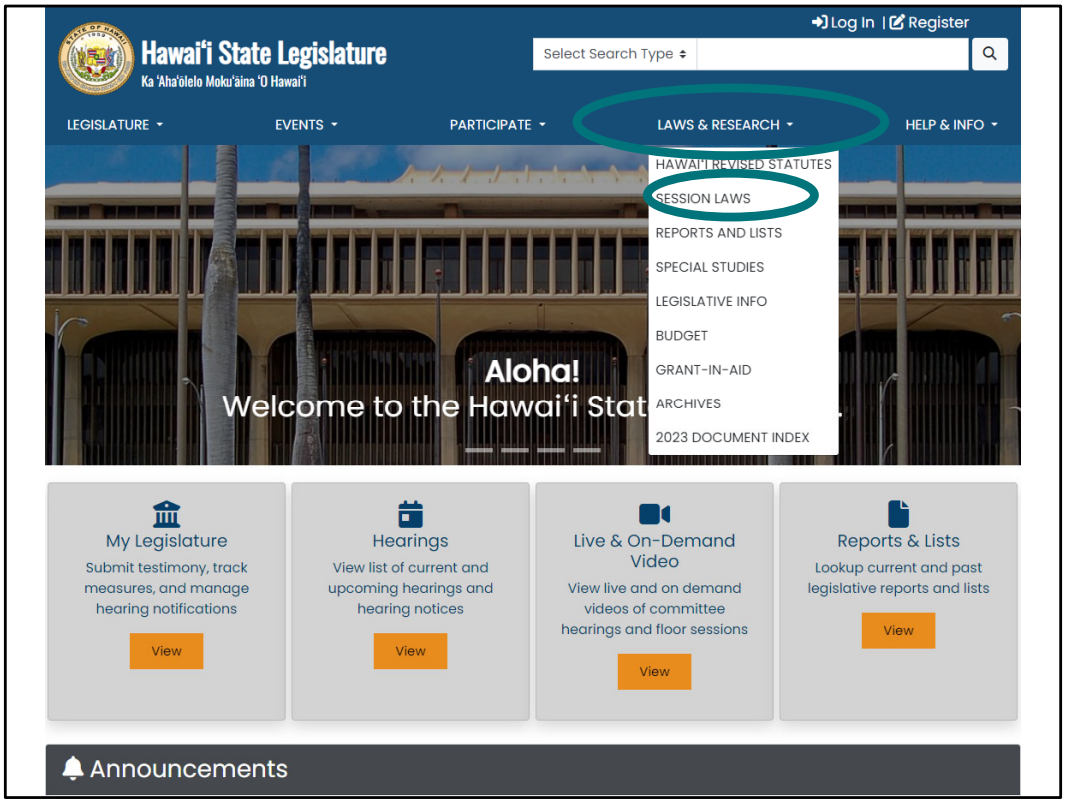
Print | Export to Excel | Export to CSV | Back to report selection screen | 154 records returned.

Measure Text pdf	Measure Status	Current Status	Introduce
	HB4 Beach Erosion Study; Appropriation; 50th House District CIP ($) MAKING AN APPROPRIATION FOR CAPITAL IMPROVEMENT PROJECTS FOR THE BENEFIT OF THE FIFTIETH REPRESENTATIVE DISTRICT. Appropriates moneys to subsidize a beach erosion study for the island of Oahu that specifically includes the shoreline areas within the 50th representative district.	(H) 2/4/2015- The committee(s) on TOU recommend(s) that the measure be deferred.	THIELEN
	HB49 Hawaii Charter School Facility Development Special Fund; Tax Credit; Appropriation ($) RELATING TO EDUCATION. Establishes a special fund for the development of charter school facilities. Establishes an income tax credit for taxpayers who make contributions to the development of charter school facilities. Appropriates funds for the Hawaii charter school facility development special fund.	(H) 2/9/2015- The committee(s) on EDN recommend(s) that the measure be deferred.	ITO
	HB80 Non-General Funds; Attorney General; Antitrust Trust Fund; Hawaii Criminal Justice Commission Trust Account ($) RELATING TO NON-GENERAL FUNDS. Reclassifies the antitrust trust fund as a special fund and repeals the Hawaii criminal justice	(H) 1/26/2015- Referred to	LUKE, NISHIMOT
	HB132 Mortgage Foreclosures; Judicial Foreclosure; Mandatory Dispute Resolution; RELATING TO MEDIATION AFFECTING JUDICIAL FORECLOSURE. Expands the application of mandatory mortgage foreclosure dispute resolution by requiring to participate in mediation to avoid foreclosure or mitigate damages from foreclosure prior t property that has been the mortgagor's primary residence for a specified period. Applies the foreclosure actions filed prior to the effective date of this measure and pending an initial court hearing. Appropriates funds. Effective December 1, 2015; appropriations effective July 1, 2015.		
	HB181 HD1 Ethics Commission Package; Lobbyists; Expenditures ($) RELATING TO LOBBYING EXPENDITURES. Broadens the term "expenditures" by removing the exemption for expenses relating to the preparation of testimony before a legislative or administrative hearing. Requires a lobbyist's statement of expenditures to include total expenditures, rather than expenditures over $750. (HB181 HD1)	(H) 2/13/2015- Passed Second Reading as amended in HD 1 and referred to the committee(s) on JUD with none voting aye with reservations; none voting no (0) and Takumi excused (1).	SOUKI (Introduc party)
	HB276 County Infrastructure Development Revolving Loan Fund; Establishment ($)	(H) 1/26/2015- Referred to	HASHEM, CREAG KOBAYASHI, LOV

Helpful Features

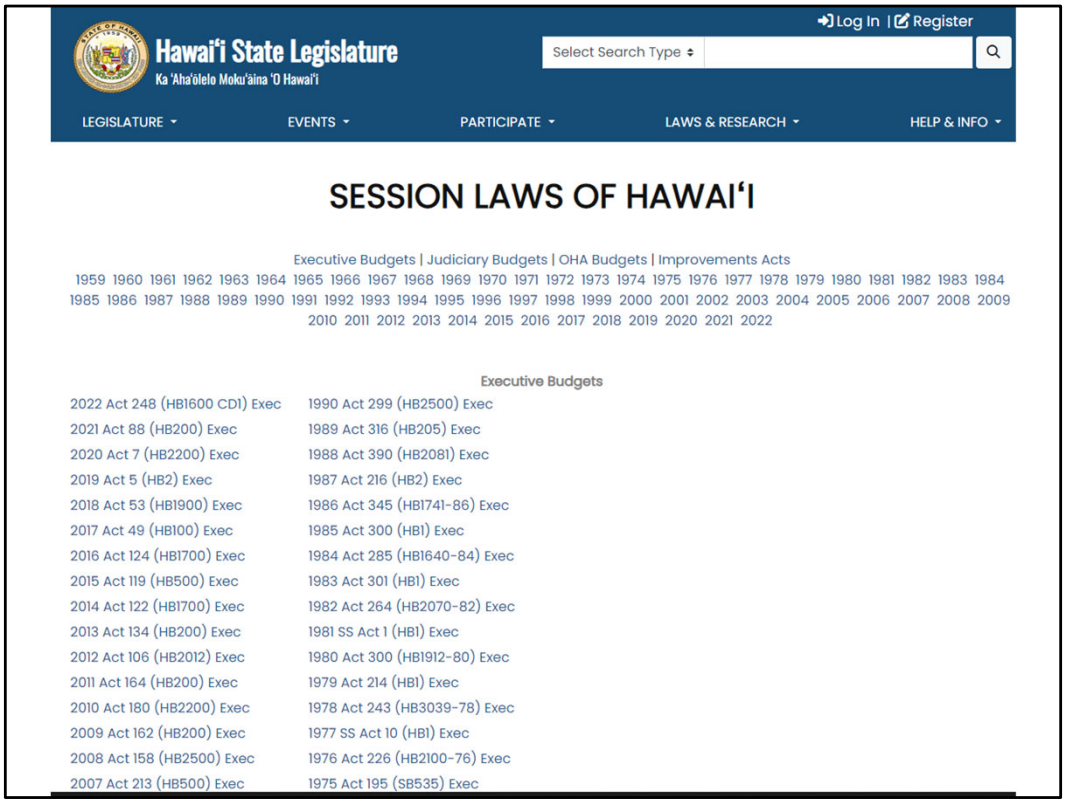
- easy to search using your web browser
- can sort list by headers
- can save as PDF or download to Excel

Remember, you can always search the report by using your browser's 'search' feature (often it is <ctrl><f>).



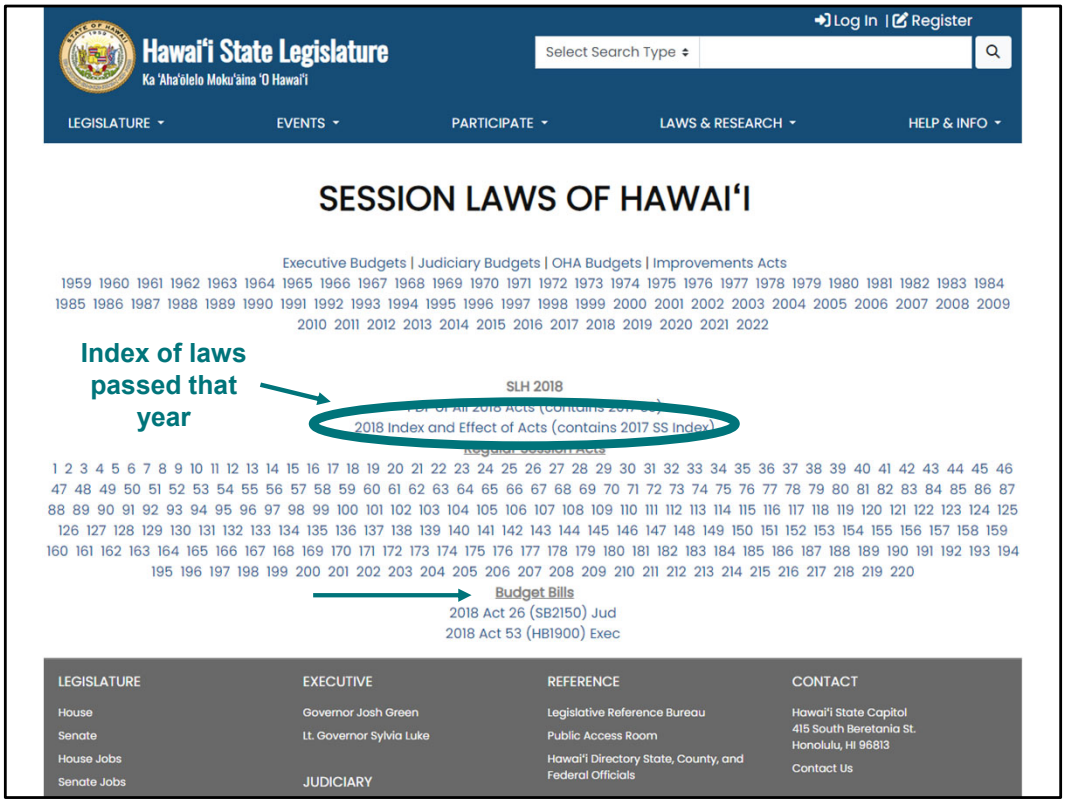
For prior years, you can go to the Session Laws to find the Executive budget. Select “Session Laws” from the drop-down menu under the “Laws & Research” tab.

Then, you can either select “Executive Budgets” to see the budget for each year…



And then you can select the year you're interested in.

Alternately, you can select a year…



Then find the budget bills listed. (This shows 2018, which is the second year of the 2017-2018 biennium. The OHA budget was enacted in 2017 and no supplemental OHA budget was enacted in 2018.) You can also use the index link at the top of the 2018 listing – use the index and look up 'appropriations.'

Index in Session Laws of Hawaii (SLH) can help you find appropriations made in prior years

COPY 21

SESSION LAWS OF HAWAII

TWENTY-EIGHTH STATE LEGISLATURE

REGULAR SESSION OF 2015

ACT

ALCOHOLIC BEVERAGES
see INTOXICATING LIQUORS

ALOHA TOWER DEVELOPMENT CORPORATION
Board of directors; members 130

ANIMALS
Livestock and poultry; biosecurity project loans 155
Ōpe'ape'a (Hawaiian hoary bat); state land mammal 13

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PAR can Help!

- **PAR website** offers handy lists, videos and learning materials (lrb.hawaii.gov/par/)
- Get on our **email list** for notices and newsletters
- **Call or email us – often, we can save you time and energy by pointing you in the right direction**

That was a lot of information. We can't stress this enough. Don't hesitate to call or email PAR for assistance!

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