CS 3.91(b) Operational Efficiency Plan

(Dollars in Thousands)

Org Code				,			
Department Name GF Amount:							
OF Amount:	Φ.		_				
Total:	\$	-					

Program/Function/Service Description	Date PY Eliminated	Position	PYs	GF	OF	Statutory Changes ¹
Tota	0.0	0.0	\$ -	\$ -		

^{1/} Enter "yes" or "no" in each cell. Total should be either a "yes" or "no" depending on whether any statutory language is necessary.

^{***}Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook***

Plan De	escription

CS 3.91(b) Operational Efficiency Plan Scheduling Worksheet Current Year (2011-12)

(Rounded to Whole Dollars)

0				
Org Code				
0				
Department Name				
	ITEMS OF APPROPRIATION ^a	Individual Item Adjustments (whole dollars)	Subtotals	Total Adjustment
Main Support Item:			\$0	
	Program Categories		(Main Support Subtotal)	
		\$		
		\$		
		\$		
		\$		
	Reimbursements	\$		
Independent or				
Subsidiary Items:		\$	\$0	
(unscheduled or item/program categories)		\$	(Independent/Subsidiary Subtotal)	
(add additional lines here for		\$		
more items and/or programs)		\$		
		\$		
		\$		
		\$		
Reimbursements		\$	\$0	
		\$	(Reimbursements Subtotal)	
		\$		
Total Reductions in	State Operations CS 3.91(b), All Fui	nds ^b		\$0

^a Enter the organization code, reference number, fund number, and program number for each item of appropriation (e.g., XXXX-YYY-ZZZZ - Program 10), see attached example. **If necessary, insert more lines, do not add new sections, in order to include all items of appropriation.** There should only be three categories-Main, Independent/Subsidiary, and Reimbursements.

^b The Main Support, Independent or Subsidiary, and Reimbursement items <u>must tie</u> (round) to the Planning Estimate worksheet (Attachment 3).

^{***}Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook***

CS 3.91(b) Operational Efficiency Plan Scheduling Worksheet Budget Year (2012-13)

(Rounded to Thousands)

0				
Org Code				
0				
Department Name				
	ITEMS OF APPROPRIATION ^a	Individual Item Adjustments (whole dollars)	Subtotals	Total Adjustment
Main Support Item:			\$0	
	Program Categories	\$	(Main Support Subtotal)	
		\$		
		\$		
	Reimbursements	\$		
Independent or Subsidiary Items:		\$	\$0	
(unscheduled or item/program categories) (add additional lines here for more items and/or programs)		\$ 	(Independent/Subsidiary Subtotal)	
		\$		
		\$ \$		
Reimbursements		\$	\$0	
		\$ <u>s</u>	(Reimbursements Subtotal)	
		\$		
Total Reductions in	State Operations CS 3.91(b), All Fur	nds ^b		\$0

^a Enter the organization code, reference number, fund number, and program number for each item of appropriation (e.g., XXXX-YYY-ZZZZ - Program 10), see attached example. **If necessary, insert more lines, do not add new sections, in order to include all items of appropriation.** There should only be three categories-Main, Independent/Subsidiary, and Reimbursements.

b The Main Support, Independent or Subsidiary, and Reimbursement items must tie (round) to the Planning Estimate worksheet (Attachment 3).

^{***}Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook***

-\$238,259

CS 3.91(b) Operational Efficiency Plan Scheduling Worksheet Current Year Example

(Rounded to Whole Dollars)

Department of Example Department Name Individual Item Adjustments	1234					
Name 1234-001-0001 1234-001-0001 1234-001-0001 1234-001-0001 1234-001-0001 1234-001-0001 1234-001-0001 1234-001-0001 1234-001-0001 1234-001-0001 1234-001-00001 1234-001-00001 1234-001-00001 1234-001-00001 1234-501-0000001 1234-501-0000001 1234-501-0000001 1234-501-0000001 1234-501-00000000000000	Org Code					
ITEMS OF APPROPRIATION Individual Item Adjustments (whole dollars) Subtotals Total Adjustric Items Subtotals Subtotals Total Adjustric Items Subtotals Subto	Department of Examp	le				
Program Categories 10 - Program ABC \$ -68,242	Department Name	ITEMS OF APPROPRIATION ^a			Subtotals	Total Adjustment
10 - Program ABC \$ -68,242	Main Support Item:	1234-001-0001			-\$120,245	
20 - Program DEF \$ -40,001		Program Categories			(Main Support Subtotal)	
30 - Program GHI		10 - Program ABC	\$	-68,242		
A0 - Program JKL \$ -10,001		20 - Program DEF	\$	-40,001		
Substidiary Items: 1234-001-0494 - (10) \$ -50,001 \$ -50,00		30 - Program GHI	\$	-20,002		
Solution		40 - Program JKL	\$	-10,001		
Reimbursements S		50.01 - Administration	\$	-3,003		
Independent or Subsidiary Items: 1234-001-0494 - (10) \$ -50,001 -\$80,006		50.02 - Distributed Admin	\$	3,003		
Subsidiary Items: 1234-001-0494 - (10) \$ -50,001 -\$80,006		Reimbursements	\$	18,001		
(unscheduled or item/program categories) 1234-001-0797 - (10) \$ -10,002 (Independent/Subsidiary Subtotal) (add additional lines here for more items and/or programs) 1234-001-0980 - (10) \$ -10,003 1234-001-0988 - (10) \$ -10,004 1234-501-0988 - (45) \$ -10,001 1234-502-0995 \$ 20,007 (Independent/Subsidiary Subtotal) (Independent/Subsidiary Subtotal)	Independent or					
(add additional lines here for more items and/or programs) 1234-001-0890 - (10) \$ -10,003 1234-001-0988 - (10) \$ -10,004 1234-501-0988 - (20) \$ -10,002 1234-501-0988 - (45) \$ -10,001 1234-502-0995 \$ 220,007 Reimbursements 1234-501-0995 \$ -18,001 1234-502-0995 \$ -20,007 (Reimbursements Subtotal)	Subsidiary Items:	1234-001-0494 - (10)	\$	-50,001	-\$80,006	
1234-001-0988 - (10)	(unscheduled or item/program categories)	1234-001-0797 - (10)	\$	-10,002	(Independent/Subsidiary Subtotal)	
1234-001-0988 - (10)	(add additional lines here for	1234-001-0890 - (10)	\$	-10,003		
1234-501-0988 - (45)	more items and/or programs)	1234-001-0988 - (10)	\$	-10,004		
1234-502-0995		1234-001-0988 - (20)	\$	-10,002		
Reimbursements 1234-501-0995 \$ -18,001 -\$38,008 1234-502-0995 \$ -20,007 (Reimbursements Subtotal)		1234-501-0988 - (45)	\$	-10,001		
1234-502-0995 \$ -20,007 (Reimbursements Subtotal)		1234-502-0995	\$	\$20,007		
1234-502-0995 \$ -20,007 (Reimbursements Subtotal)			_			
	Reimbursements		- '			
		1234-502-0995		-20,007	(Reimbursements Subtotal)	
			_ Φ			

Due to Finance Budget Analyst no later than COB Friday, October 7, 2011.

Total Reductions in State Operations CS 3.91(b), All Funds b

^a Enter the organization code, reference number, fund number, and program number for each item of appropriation (e.g., XXXX-YYY-ZZZZ - Program 10), see attached example. If necessary, insert more lines, do not add new sections, in order to include all items of appropriation. There should only be three categories-Main, Independent/Subsidiary, and Reimbursements.

^b The Main Support, Independent or Subsidiary, and Reimbursement items <u>must tie</u> (round) to the Planning Estimate worksheet (Attachment 3).

-\$238,000

CS 3.91(b) Operational Efficiency Plan Scheduling Worksheet Budget Year (2012-13)

(Rounded to Thousands)

1234					
Org Code					
Department of Examp	le				
Department Name	ITEMS OF APPROPRIATION ^a		Individual Item Adjustments (whole dollars)	Subtotals	Total Adjustment
Main Support Item:	1234-001-0001			-\$120,000	
	Program Categories	_		(Main Support Subtotal)	
	10 - Program ABC	\$	-68,000		
	20 - Program DEF	\$	-40,000		
	30 - Program GHI	\$	-20,000		
	40 - Program JKL	\$	-10,000		
	50.01 - Administration	\$	-3,000		
	50.02 - Distributed Admin	\$	3,000		
	Reimbursements	_ \$	18,000		
Independent or					
Subsidiary Items:	1234-001-0494 - (10)	\$	-50,000	-\$80,000	
(unscheduled or item/program categories)	1234-001-0797 - (10)	\$	-10,000	(Independent/Subsidiary Subtotal)	
(add additional lines here for	1234-001-0890 - (10)	\$	-10,000		
more items and/or programs)	1234-001-0988 - (10)	\$	-10,000		
	1234-001-0988 - (20)	\$	-10,000		
	1234-501-0988 - (45)	\$	-10,000		
	1234-502-0995	\$	\$20,000		
Reimbursements	1234-501-0995	\$	-18,000	-\$38,000	
	1234-502-0995	\$	-20,000	(Reimbursements Subtotal)	
		\$			
		_			

Due to Finance Budget Analyst no later than COB Friday, October 7, 2011.

Total Reductions in State Operations CS 3.91(b), All Funds ^b

^a Enter the organization code, reference number, fund number, and program number for each item of appropriation (e.g., XXXX-YYY-ZZZZ - Program 10), see attached example. If necessary, insert more lines, do not add new sections, in order to include all items of appropriation. There should only be three categories-Main, Independent/Subsidiary, and Reimbursements.

^b The Main Support, Independent or Subsidiary, and Reimbursement items<u>must tie</u> (round) to the Planning Estimate worksheet (Attachment 3).

CS 3.91(b) Operational Efficiency Plan Planning Estimate Worksheet (Dollars in Thousands)

0
Org Code
0
Denartment Name

ITEMS OF APPROPRIATION ^a	FUND CLASS ^b	2011-12 PE LINE 0700	2012-13 PE LINE 0700
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
	Total ^c	\$0	\$0

	Fund Class	sification
GF	\$0	\$0
SF	\$0	\$0
NGC	\$0	\$0
R	\$0	\$0
Total	\$0	\$0

^a Enter the organization code, reference number, fund number, and fund class (e.g., XXX-YYY-ZZZZ) for each Item of Appropriation. If there is a transfer or an agency secretary adjustment, please indicate all affected (budget act and non-budget act) items; due to fund transfers, it is possible that there will be both positive and negative amounts listed for the same adjustment.

^b Refer to the Uniform Codes Manual, Numerical Fund Listing (http://www.dof.ca.gov/html/calstars/ucm/20fundnum.pdf), to determine the correct classification of a fund. Categorize Federal Funds and Bond Funds as Nongovernmental Cost Funds and identify Reimbursements separately. Use GF, SF, NGC or R for the fund classification in the column next to the item of appropriation. For example XXXX-XXX-0001 GF, XXXX-XXX-0494 SF, XXXX-XXX-0988 NGC, and XXXX-50X-0995 R. Please ensure that the fund classification is correct.

^c The 2011-12 and 2012-13 totals (in thousands) must tie to Attachment 2 (in whole dollars) when converted to thousands.

^{***}Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook***

^{*} Unhide additional lines if necessary. Be sure to maintain formulas and totals by unhiding rows the line before the total.

Monthly CS 3.91(b) Operational Efficiency Plan and Hiring Data

(Dollars in Thousands)

0		·	·
Org Code			
0			
Department Name		1	
GF Amount:	\$ - \$ - \$ -	Month/Year ¹ :	
OF Amount:	\$ -		
Total:	\$ -		
Prior Cumulat	ive YTD Position	ns Hired ²	
Hire Date	Positions	PYs	Classification
Total	-	-	
Cumulative Y7	ΓD Positions Hir	ed ³	-

Due to Finance Budget Analyst Monthly on Friday of First Full Week.

¹ Submission of this form constitutes certification that hiring additional employees will not result in an operating shortfall because this organization's ability to achieve their reduction was compromised by hiring new employees.

² This figure should be the cumulative year-to-date positions hired for the current fiscal year prior to the current reporting period.

³ This figure should be the cumulative year-to-date positions hired for the current fiscal year, including the positions for the current reporting period. This figure will be where footnote #2 is currently in the next reporting period.

^{***}Please note all highlighted cells retrieve data from cells contained in this sheet and/or workbook***