

COVID Related
(CV)

State of Maine
Executive Department
FINANCIAL ORDER



OK
JN
10/3/22

ORDERED,

That the State Budget Officer be authorized to establish in account 013-15A-0214-33, CARES-DISASTER ASSISTANCE, the following position in accordance with Title 5, section 1583-A: one limited-period Contract Grant Specialist position; and,

Be it further ordered,
that the State Controller transfer \$66,486 from the All Other line category to the Personal Services line category in account 013-15A-0214-33, CARES-DISASTER ASSISTANCE; and,

Be it further ordered,
that the State Controller increase allotment in the Personal Services line category and decrease allotment in the All Other line category by \$66,486 in account 013-15A-0214-33, CARES-DISASTER ASSISTANCE; and,

Be it further ordered,
that the State Controller authorize the expenditure in accordance with the attached "Revision of the Work Program for Fiscal Year ending June 30, 2023". for which this shall be our sufficient warrant.

Statement of Fact

This financial order establishes one limited-period Contract Grant Specialist position in the Maine Emergency Management Agency (MEMA) for the period from October 1, 2022, through June 10, 2023. The Contract Grant Specialist position will provide grant management to support all aspects related to grant management under the State of Maine's Public Assistance Program. This position will also be responsible for providing grant reconciliation for all open disasters to ensure financial accuracy and program alignment. Funding for fiscal year 2022-23 is from a transfer from All Other in the Maine Emergency Management Agency Federal Expenditures Fund, Emergency Performance Grant, 013-15A-0214-33-4522PA-4522. All Other funds are no longer needed as the Department of Defense, Veterans and Emergency Management will meet its operational needs within existing resources.

Young,
Scott A. Digitally signed by
Young, Scott A
Date: 2022.09.22
08:27:48 -04'00'

Signature of Department Head

Scott A. Young, Deputy Commissioner

Name and Title

FOR BUREAU OF THE BUDGET USE ONLY

Signature of State Budget Officer

Policy Area: 06 - Justice and Protection

Umbrella: DEF00 - DEPARTMENT OF DEFENSE, VETERANS AND EMERGENCY MANAGEMENT

Agency Contact: Nelda Valentine

Agency Phone: (207) 430-5825

DEF00-0014

30 Day
Wait

State of Maine
Budget & Financial Management System

Department and Agency Financial Order Report

Agency Ref DEF00-0014

Account: 01315A021433

CARES-DISASTER ASSISTANCE

Object	Month	2023			Annual Total
		1st Quarter	2nd Quarter	3rd Quarter	
Personal Services					
LIMITED PERIOD REGULAR	1	11,899	13,883	11,899	37,681
HEALTH INSURANCE	1	4,994	5,826	4,994	15,814
DENTAL INSURANCE	1	81	94	81	256
EMPLOYEE HLTH SVS/WORKERS COMP	1	132	155	132	419
EMPLOYER RETIREE HEALTH	1	1,080	1,260	1,080	3,420
EMPLOYER RETIREMENT COSTS	1	485	566	485	1,536
EMPLOYER GROUP LIFE	1	5	6	5	16
EMPLOYER MEDICARE COST	1	173	201	173	547
RETIRE UNFUNDED LIABILITY-REG	1	2,147	2,504	2,146	6,797
Subtotal Personal Services	1	20,996	24,495	20,995	66,486
Total Personal Services		20,996	24,495	20,995	66,486
All Other					
PUBLIC ASSISTANCE GRANTS	1	(20,996)	(24,495)	(20,995)	(66,486)
Subtotal All Other	1	(20,996)	(24,495)	(20,995)	(66,486)
Total All Other		(20,996)	(24,495)	(20,995)	(66,486)
Total					

Transfers

Report Id: ANN - 0006

Level: Account Summary

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State of Maine
Budget & Financial Management System

Department and Agency Financial Order Report

Agency Ref DEF00-0014

Account: 01315A021433

CARES-DISASTER ASSISTANCE

Object	Month	2023				Annual Total	Transfer Account
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter		
REG TRANSFER PERSONAL SERV	1		20,996	24,495	20,995	66,486	01315A021433
REG TRANSFER ALL OTHER	1		(20,996)	(24,495)	(20,995)	(66,486)	01315A021433

Subtotal

Total

Total

Stewart, Darryl

From: Valentine, Nelda
Sent: Thursday, September 22, 2022 8:34 AM
To: Woods, Scott A
Cc: Young, Scott A; Petley, Naomi M; Fuchs, Anne P
Subject: FW: Financial Order, DEF00-0014
Attachments: Financial Order-DEF00-0014.pdf

Good morning, Scott;
Please process the attached Financial Order, DEF00-0014.

Respectfully,
Nelda

Nelda Valentine, MBA
Financial Analyst
Defense, Veterans and Emergency Management
State House Station # 33, Camp Chamberlain
23 Blue Star Avenue, Augusta, ME 04333
Tel: 207-430-5825

From: Young, Scott A <Scott.A.Young@maine.gov>
Sent: Thursday, September 22, 2022 8:29 AM
To: Valentine, Nelda <Nelda.Valentine@maine.gov>
Cc: Petley, Naomi M <Naomi.M.Petley@maine.gov>; Fuchs, Anne P <Anne.P.Fuchs@maine.gov>; Legee, Joe <Joe.Legee@maine.gov>
Subject: RE: Financial Order, DEF00-0014

Nelda,

The attached financial order is electronically signed and approved.

Scott A. Young
Deputy Commissioner
Department of Defense, Veterans, & Emergency Management

Camp Chamberlain
23 Blue Star Ave
33 State House Station
Augusta, ME 04333

W 207-745-4893
Fax 207-626-4509

From: Valentine, Nelda <Nelda.Valentine@maine.gov>
Sent: Wednesday, September 21, 2022 8:51 AM
To: Young, Scott A <Scott.A.Young@maine.gov>
Cc: Petley, Naomi M <Naomi.M.Petley@maine.gov>; Fuchs, Anne P <Anne.P.Fuchs@maine.gov>; Legee, Joe

<Joe.Legree@maine.gov>

Subject: Financial Order, DEF00-0014

Good morning, Gen Young;

Please apply approval on the attached Financial Order, DEF00-0014, to establish one limited-period Contract/ Grant Specialist position for MEMA as requested below.

Respectfully,

Nelda

Nelda Valentine, MBA

Financial Analyst

Defense, Veterans and Emergency Management

State House Station # 33, Camp Chamberlain

23 Blue Star Avenue, Augusta, ME 04333

Tel: 207-430-5825

From: Petley, Naomi M <Naomi.M.Petley@maine.gov>

Sent: Tuesday, September 20, 2022 9:52 AM

To: Valentine, Nelda <Nelda.Valentine@maine.gov>

Cc: Fuchs, Anne P <Anne.P.Fuchs@maine.gov>

Subject: Financial Order

Good Morning Nelda,

I am reaching out in need of a Financial Order in order to seek approval to post a limited-period contract grant specialist position for the Disaster Recovery Program at MEMA. Since this is a little different than previous financial orders I have submitted, I am looking for a little bit of guidance from you as I put together the formal request to ensure I have everything needed.

The funding account that will be used to fund this position is 013-15A-021433-4522PA-4522. I believe we have enough allotment; however, funding will need to be moved to the personnel line. I'm also not sure how much we should be allocating for each quarter. Do you have any insight into how much we would need to advertise the position at a Grade 22/Step 5 to include fringe? Advertising at a Step 5 would ensure we attract interest in a limited-period position.

Statement of Fact

This financial order establishes one limited-period Contract Grant Specialist position in the Maine Emergency Management Agency (MEMA) for the period from October 1, 2022 through June 30, 2023. The Contract Grant Specialist position will provide grant management to support all aspects related to grant management under the State of Maine's Public Assistance Program. This position will also be responsible for providing grant reconciliation for all open disasters to ensure financial accuracy and program alignment. Funding for fiscal year 2022-2023 is provided 100% by the Federal Emergency Management Agency.

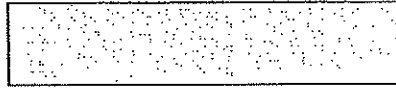
Is there anything else that I am missing? I also need to do a budget order to move funding from Q1-Q2. Is there still time to do that before the end of the quarter so that we won't have to wait until November?

I appreciate your expertise in pulling this all together!

Thanks

Naomi

State of Maine
Executive Department
FINANCIAL ORDER



*OK
9/15/22*

ORDERED,

That the State Budget Officer be authorized to establish in account 014-01A-0401-04, Departmentwide Indirect, the following position in accordance with Title 5, section 1583-A: one limited-period Agency GIS/Technology Coordinator position; and,

Be it further ordered,
that the State Controller increase allotment in account 014-01A-0401-04, Departmentwide Indirect, by \$64,042 in the Personal Services line category and by \$1,501 in the All Other line category; and,

Be it further ordered,
that the State Controller authorize the expenditure in accordance with the attached "Revision of the Work Program for Fiscal Year ending June 30, 2023", for which this shall be our sufficient warrant.

Statement of Fact

This financial order allots a portion of the unencumbered balance forward to establish one limited-period Agency GIS/Technology Coordinator position. This position will provide support for the Bureau of Parks and Lands with their GIS/technology by creating, organizing, and maintaining GIS data. The position will also work with other technology staff across multiple agencies. This position will begin on October 24, 2022 and will end on October 23, 2024. This financial order covers funding for fiscal year 2022-23. Failure to allot these funds will have a detrimental impact on the department by limiting its ability to support this critical work.

DocuSigned by:

Amanda E. Beal

30AE2A2883DB4AA

Signature of Department Head

AMANDA E. BEAL, COMMISSIONER

Name and Title

FOR BUREAU OF THE BUDGET USE ONLY

Beeth S. Ashcroft

Signature of State Budget Officer

Policy Area: 04 - Natural Resources Development and Protection

Umbrella: AGR00 - DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY

Agency Contact: Debi Cusick

Agency Phone: (207) 287-7570

AGR00-0020

*30 DM Unit
AC
9/15/22*

State of Maine
Budget & Financial Management System

Department and Agency Financial Order Report

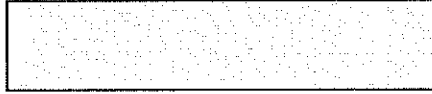
Agency Ref AGR00-0020

Account: 01401A040104

DEPARTMENTWIDE INDIRECT

Object	Month	2023			2023 Annual Total	
		1st Quarter	2nd Quarter	3rd Quarter		4th Quarter
Personal Services						
LIMITED PERIOD REGULAR	1		7,673	15,346	13,154	36,173
UNEMPLOYMENT COMP COSTS	1			360		360
HEALTH INSURANCE	1		2,910	5,820	5,820	14,550
DENTAL INSURANCE	1		79	95	95	269
EMPLOYEE HLTH SVSWORKERS COMP	1		146	176	176	498
EMPLOYER RETIREE HEALTH	1		684	1,369	1,173	3,226
EMPLOYER RETIREMENT COSTS	1		313	626	537	1,476
EMPLOYER GROUP LIFE	1		84	168	144	396
EMPLOYER MEDICARE COST	1		111	223	191	525
RETIRE UNFUNDED LIABILITY-REG	1		1,393	2,787	2,389	6,569
Subtotal Personal Services	1		13,393	26,970	23,679	64,042
Total Personal Services			13,393	26,970	23,679	64,042
All Other						
TRANS TO GEN FUND STACAP	1		314	632	555	1,501
Subtotal All Other	1		314	632	555	1,501
Total All Other			314	632	555	1,501
Total			13,707	27,602	24,234	65,543

State of Maine
Executive Department
FINANCIAL ORDER



OK
Jm
10/3/22

ORDERED,

That the State Controller increase allotment in account 010-10A-Z220-10, Disproportionate Share - Riverview, by \$31,880 in the All Other line category for the purpose of allotting a portion of the unencumbered balance forward; and,
that the State Controller transfer \$31,880 from the All Other line category to the Capital Expenditures line category within account 010-10A-Z220-10, Disproportionate Share - Riverview, for the purpose of purchasing a John Deere tractor; and,
Be it further ordered,
that the State Controller increase allotment in account 010-10A-Z220-10, by \$31,880 in the Capital Expenditures line category and decrease the allotment in account 010-10A-10A-Z220-10, by \$31,880 in the All Other line category; and,
Be it further ordered,
that the State Controller authorize the expenditure in accordance with the attached "Revision of the Work Program for Fiscal Year ending June 30, 2023," for which this shall be our sufficient warrant.

Statement of Fact

This financial order allots a portion of the unencumbered balance forward to fund the purchase of a John Deere tractor. Equipment to be purchased will be used for snow removal, grounds maintenance, and mowing. This purchase will replace a 2007 John Deere tractor which is nearing the end of its useful life and in need of excessive repairs. The purchase of this equipment will ensure a safe and reliable tractor is available for use by staff who are charged with ensuring the upkeep and safety of the Riverview Psychiatric Center.

See Attached Email

Signature of Department Head

BENJAMIN MANN, DEP. COMM. OF FINANCE

Name and Title

FOR BUREAU OF THE BUDGET USE ONLY

Robert S. Cushman

Signature of State Budget Officer

Policy Area: 05 - Health and Human Services

Umbrella: HUM00 - DEPARTMENT OF HEALTH AND HUMAN SERVICES

Agency Contact: BENJAMIN MANN

Agency Phone: (207) 287-1921

HUM00-0065

30 Day
Wait

State of Maine
Budget & Financial Management System

Department and Agency Financial Order Report
 Agency Ref HUM00-0065

Account: 01010AZZ2010

DISPROPORTIONATE SHARE - RIVERVIEW

Object	Month	2023				Annual Total
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
All Other						
GRANTS TO PUB AND PRIV ORGNS	1		31,880			31,880
GRANTS PUB PRIV ORGANIZAT	1		(31,880)			(31,880)
Subtotal All Other						
Total All Other						
Capital Expenditures						
EQUIPMENT	1		31,880			31,880
Subtotal Capital Expenditures	1		31,880			31,880
Total Capital Expenditures						
Total						
Total						

Transfers

State of Maine

Report id: ANN - 0006

Level: Account Summary

Budget & Financial Management System

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Department and Agency Financial Order Report

Agency Ref HUM00-0065

Account: 01010AZ22010

DISPROPORTIONATE SHARE - RIVERVIEW

Object	Month	2023				Annual Total	Transfer Account
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter		
REG TRANSFER ALL OTHER	1		(31,880)			(31,880)	01010AZ22010
REG TRANSFER CAPITAL	1		31,880			31,880	01010AZ22010

Subtotal

Total

Total



✉ Email from Benjamin Mann ✓

Financial Order HUM00-0065 has been approved by the DHHS Deputy Commissioner of Finance CRM:0090602
Hello,

I approve Financial Order HUM00-0065. ✓

Thank you,
Benjamin Mann

Closed

State of Maine
Executive Department
FINANCIAL ORDER



OK
9/10/3/22

ORDERED,

That the State Controller increase allotment in account 014-13A-0258-02, Coastal Program, by \$40,359 in the All Other line category for the purpose of allotting a new multi-partner collaborative effort; and,

Be it further ordered,
that the State Controller authorize the expenditure in accordance with the attached "Revision of the Work Program for Fiscal Year ending June 30, 2023", for which this shall be our sufficient warrant.

Statement of Fact

This financial order increases All Other for a new Maine Coastal Mapping Initiative with The Nature Conservancy (TNC). This multi-partner collaborative effort uses multi-beam sonar and other data collection tools to characterize seafloor habitats in the Gulf of Maine to support conservation of marine species and habitats. Collected data will characterize the seafloor environment to help inform the selection of the most favorable potential siting area(s) for the construction of floating offshore wind turbines and the potential cable routes needed to bring the generated power to shore. Funding is received from TNC. Failure to approve this order will result in the Department's inability to meet the terms on the award.

Signature of Department Head

PATRICK KELIHER, COMMISSIONER

Name and Title

FOR BUREAU OF THE BUDGET USE ONLY

Signature of State Budget Officer

Policy Area: 04 - Natural Resources Development and Protection

Umbrella: MAR00 - DEPARTMENT OF MARINE RESOURCES

Agency Contact: Kathryn Comeau

Agency Phone: (207) 624-6367

MAR00-0033

30 Day
wait

State of Maine
Budget & Financial Management System

Department and Agency Financial Order Report

Agency Ref MAR00-0033

Account: 01413A025802

COASTAL PROGRAM

Object	Month	2023				Annual Total
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
All Other						
PROF. SERVICES, NOT BY STATE	1		38,462			38,462
TRANS TO GEN FUND STACAP	1		1,897			1,897
Subtotal All Other	1		40,359			40,359
Total All Other			40,359			40,359
Total			40,359			40,359

State of Maine
 Budget & Financial Management System

Department and Agency Financial Order Report
 Agency Ref MAR00-0033

Account: 01413A025802

COASTAL PROGRAM

Object	Month	2023				Annual Total
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
PRIV CONTR FOR OTHER PURPOSES	1		50,000			50,000
Subtotal	1		50,000			50,000
Total			50,000			50,000
Total			50,000			50,000

State of Maine
Budget & Financial Management System

Department and Agency Financial Order Report
 Agency Ref MAR00-0033

Account: 01413A025802

COASTAL PROGRAM

	Object	Month	2023				Annual Total	Transfer Account
			1st Quarter	2nd Quarter	3rd Quarter	4th Quarter		
TRANSFER FOR INDIRECT COST	297900	1		(9,641)		(9,641)	01413A025810	
Subtotal		1		(9,641)		(9,641)		
Total				(9,641)		(9,641)		
Total				(9,641)		(9,641)		

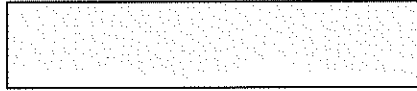
State of Maine
Budget & Financial Management System
 Department and Agency Financial Order Report
 Agency Ref MAR00-0033

Account: 01413A025810

DEPARTMENTWIDE INDIRECT

Object	Month	2023				Annual Total	Transfer Account
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter		
TRANSFER FOR INDIRECT COST	1		9,641			9,641	01413A025802
Subtotal	1		9,641			9,641	
Total			9,641			9,641	
Total			9,641			9,641	

State of Maine
Executive Department
FINANCIAL ORDER



OW
9/10/3/22

ORDERED,

That the State Controller transfer \$309,250 from the All Other line category to the Capital Expenditures line category within account 012-29B-0077-04, Administration Motor Vehicles for the purpose of purchasing an embossing press and character dyes; and,

Be it further ordered,
that the State Controller increase the allotment in account 012-29B-0077-04, Administration Motor Vehicles, by \$309,250 in the Capital Expenditures line category, and decrease the allotment in account 012-29B-0077-04, Administration Motor Vehicles, by \$309,250 in the All Other line category for the purpose of purchasing an embossing press and character dyes; and,

Be it further ordered,
that the State Controller authorize the expenditure in accordance with the attached "Revision of the Work Program for Fiscal Year ending June 30, 2023", for which this shall be our sufficient warrant.

Statement of Fact

This financial order provides funding for a capital project to replace the embossing press and character dyes used to make registration plates at the Maine State Prison facility. The embossing press being replaced is failing and repairs are no longer an option to keep it in operation. The All Other savings are generated from the difference in the budgeted StaCap rate of 6.709% and the work program rate of 4.067%. This equipment is crucial to the manufacturing of registration plates and failure to allot these funds would create serious delays in producing the plates needed for distribution to municipalities and branch offices for vehicle registrations requiring a new plate.

Signature of Department Head

SHENNA BELLOWS, SECRETARY OF STATE

Name and Title

FOR BUREAU OF THE BUDGET USE ONLY

Signature of State Budget Officer

Policy Area: 00 - Governmental Support and Operations

Umbrella: SEC00 - DEPARTMENT OF THE SECRETARY OF STATE

Agency Contact: SHENNA BELLOWS

Agency Phone: (207) 626-8400

SEC00-0001

20 Day
Wait

State of Maine
Budget & Financial Management System

Department and Agency Financial Order Report
 Agency Ref SEC00-0001

Account: 01229B007704

ADMINISTRATION MOTOR VEHICLES

	Object	Month	2023				Annual Total
			1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
All Other							
TRANS TO GEN FUND STACAP	851100	1	(309,250)				(309,250)
Subtotal All Other		1	(309,250)				(309,250)
Total All Other			(309,250)				(309,250)
Capital Expenditures							
EQUIPMENT	720000	1	309,250				309,250
Subtotal Capital Expenditures		1	309,250				309,250
Total Capital Expenditures			309,250				309,250
Total							

Transfers

Report Id: ANN - 0006

Level: Account Summary

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State of Maine
Budget & Financial Management System

Department and Agency Financial Order Report

Agency Ref SEC00-0001

Account: 01229B007704

ADMINISTRATION MOTOR VEHICLES

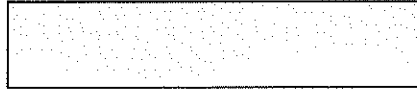
Object	Month	2023				Annual Total	Transfer Account
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter		
REG TRANSFER ALL OTHER	1		(309,250)			(309,250)	01229B007704
REG TRANSFER CAPITAL	1		309,250			309,250	01229B007704

Subtotal

Total

Total

State of Maine
Executive Department
FINANCIAL ORDER



OK
9/24
10/3/22

ORDERED,

That the State Controller increase allotment in account 014-29A-0692-40, Bureau of Administrative Services and Corporations, by \$50,023 in the All Other line category for the purpose of allotting a portion of the unencumbered balance forward to fund temporary contract workers; and,

Be it further ordered,

that the State Controller authorize the expenditure in accordance with the attached "Revision of the Work Program for Fiscal Year ending June 30, 2023", for which this shall be our sufficient warrant.

Statement of Fact

This financial order allots a portion of the unencumbered balance forward for the purpose of funding two temporary contract worker positions to assist with the backlog of corporate filings and notary public applications. The factors causing this backlog are the result of an increase in the number of corporate filings, position vacancies and the struggle with recruitment to fill those positions. It will take approximately 6 months to reduce the backlog to a manageable amount. Failure to approve this financial order will impact the business community in forming and maintaining their business and impact the commissioning of notaries public.

Signature of Department Head

SHENNA BELLOWS, SECRETARY OF STATE

Name and Title

FOR BUREAU OF THE BUDGET USE ONLY

Signature of State Budget Officer

Policy Area: 00 - Governmental Support and Operations

Umbrella: SEC00 - DEPARTMENT OF THE SECRETARY OF STATE

Agency Contact: SHENNA BELLOWS

Agency Phone: (207) 626-8400

SEC00-0002

30 Day
Wait

State of Maine
Budget & Financial Management System

Department and Agency Financial Order Report
 Agency Ref SEC00-0002

Account: 01429A069240

ADMIN SERVICES AND CORP--BUR OF

Object	Month	2023				Annual Total
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
All Other						
CONTRACTUAL EMPLOYEE	1		47,787			47,787
TRANS TO GEN FUND STACAP	1		2,236			2,236
Subtotal All Other	1		50,023			50,023
Total All Other			50,023			50,023
Total			50,023			50,023