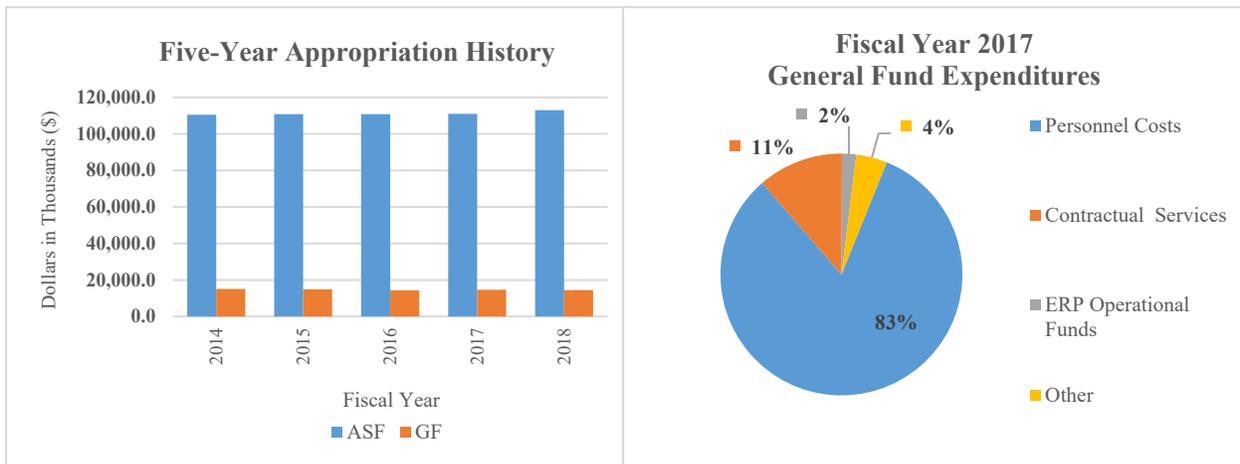


At a Glance

- Promote the financial health of the State by providing technical analysis and policy information and advice to the Governor, Legislature, state agencies, other government entities, pertinent constituency groups and the public;
- Reduce administrative costs by reengineering and streamlining state government to use resources more efficiently and effectively; and
- Provide leadership and planning on global financial management issues, including revenues, debt expenditures and credit ratings.



Overview

The mission of the Department of Finance is to promote Delaware’s fiscal health fairly and efficiently by forecasting, generating, collecting, and accounting for funds critical to essential government services. The Department of Finance is comprised of four major divisions: Office of the Secretary; Division of Revenue; Division of Accounting; and the State Lottery Office.



On the Web

For more information about the Department of Finance, visit their website at: finance.delaware.gov/.

Performance Measures

IPU	Performance Measure Name	Fiscal Year 2017 Actual	Fiscal Year 2018 Budget	Fiscal Year 2019 Governor's Recommended
25-05-01	Accounting			
	# of internal control reviews completed	216	180	150
	# of statewide payroll examinations	1	1	1
25-06-01	Revenue			
	# of days to process Personal Income Tax refunds	17.9	16.0	12.0
	% of digital personal returns	86	88	91
	Automated call waiting time (seconds)	70	65	65
25-07-01	State Lottery Office			
	\$ General Fund revenue collections (millions)	205.1	205.6	206.9
	% of positive responses to Satisfaction Survey:			
players	70	75	75	
retailers	90	90	90	

**FINANCE
DEPARTMENT SUMMARY**

25-00-00 Appropriation Units	POSITIONS				DOLLARS			
	FY 2017 Actual	FY 2018 Budget	FY 2019 Request	FY 2019 Recommend	FY 2017 Actual	FY 2018 Budget	FY 2019 Request	FY 2019 Recommend
Office of the Secretary								
General Funds	16.0	16.0	15.0	15.0	1,865.5	1,771.8	1,771.8	1,574.1
Appropriated S/F	35.0	33.0	40.0	37.0	51,149.6	47,845.7	52,086.7	48,368.4
Non-Appropriated S/F					2,110.1			
	<u>51.0</u>	<u>49.0</u>	<u>55.0</u>	52.0	<u>55,125.2</u>	<u>49,617.5</u>	<u>53,858.5</u>	49,942.5
Accounting								
General Funds	45.7	44.5	43.1	43.1	3,772.9	5,370.0	5,370.0	5,516.7
Appropriated S/F	10.3	9.5	8.9	8.9	736.9	970.4	970.4	970.4
Non-Appropriated S/F					699.0			
	<u>56.0</u>	<u>54.0</u>	<u>52.0</u>	52.0	<u>5,208.8</u>	<u>6,340.4</u>	<u>6,340.4</u>	6,487.1
Revenue								
General Funds	79.0	75.0	75.0	75.0	7,289.2	7,325.6	7,325.6	7,316.8
Appropriated S/F	46.0	45.0	49.0	49.0	12,044.8	10,198.9	10,642.7	10,642.7
Non-Appropriated S/F					3,484.8			
	<u>125.0</u>	<u>120.0</u>	<u>124.0</u>	124.0	<u>22,818.8</u>	<u>17,524.5</u>	<u>17,968.3</u>	17,959.5
State Lottery Office								
General Funds								
Appropriated S/F	61.0	58.0	56.0	56.0	48,476.3	54,023.2	54,023.2	54,023.2
Non-Appropriated S/F								
	<u>61.0</u>	<u>58.0</u>	<u>56.0</u>	56.0	<u>48,476.3</u>	<u>54,023.2</u>	<u>54,023.2</u>	54,023.2
TOTAL								
General Funds	140.7	135.5	133.1	133.1	12,927.6	14,467.4	14,467.4	14,407.6
Appropriated S/F	152.3	145.5	153.9	150.9	112,407.6	113,038.2	117,723.0	114,004.7
Non-Appropriated S/F					6,293.9			
	<u>293.0</u>	<u>281.0</u>	<u>287.0</u>	284.0	<u>131,629.1</u>	<u>127,505.6</u>	<u>132,190.4</u>	128,412.3

**FINANCE
DEPARTMENT SUMMARY**

25-00-00 Appropriation Units	POSITIONS				DOLLARS			
	FY 2017 Actual	FY 2018 Budget	FY 2019 Request	FY 2019 Recommend	FY 2017 Actual	FY 2018 Budget	FY 2019 Request	FY 2019 Recommend
OTHER AVAILABLE FUNDS - REGULAR OPERATIONS								
General Funds					2,880.7	2,577.7		
Special Funds					0.3			
SUBTOTAL					2,881.0	2,577.7		
TOTAL DEPARTMENT - REGULAR OPERATIONS								
General Funds					15,808.3	17,045.1	14,467.4	14,407.6
Special Funds					118,701.8	113,038.2	117,723.0	114,004.7
TOTAL					134,510.1	130,083.3	132,190.4	128,412.3
TOTAL DEPARTMENT								
FIRST STATE IMPROVEMENT FUND - SPECIAL FUNDS								
CAPITAL IMPROVEMENTS - SPECIAL FUNDS								
GRAND TOTAL								
General Funds					15,808.3	17,045.1	14,467.4	14,407.6
Special Funds					118,701.8	113,038.2	117,723.0	114,004.7
GRAND TOTAL					134,510.1	130,083.3	132,190.4	128,412.3
	(Reverted)				194.4			
	(Encumbering)				616.3			
	(Continuing)				1,961.4			

FINANCE
OFFICE OF THE SECRETARY
OFFICE OF THE SECRETARY
INTERNAL PROGRAM UNIT SUMMARY

25-01-01								
Lines	FY 2017 Actual	FY 2018 Budget	FY 2019 Request	FY 2019 Base	Inflation & Volume Adjustment	Structural Changes	Enhance- ments	FY 2019 Recommend
Personnel Costs								
General Funds	1,586.4	1,650.1	1,650.1	1,452.5				1,452.5
Appropriated S/F								
Non-Appropriated S/F	17.3							
	<u>1,603.7</u>	<u>1,650.1</u>	<u>1,650.1</u>	<u>1,452.5</u>				<u>1,452.5</u>
Travel								
General Funds	2.2	3.5	3.5	3.5				3.5
Appropriated S/F								
Non-Appropriated S/F								
	<u>2.2</u>	<u>3.5</u>	<u>3.5</u>	<u>3.5</u>				<u>3.5</u>
Contractual Services								
General Funds	113.3	114.5	114.5	114.4				114.4
Appropriated S/F								
Non-Appropriated S/F	2,092.8							
	<u>2,206.1</u>	<u>114.5</u>	<u>114.5</u>	<u>114.4</u>				<u>114.4</u>
Supplies and Materials								
General Funds	3.3	3.7	3.7	3.7				3.7
Appropriated S/F								
Non-Appropriated S/F								
	<u>3.3</u>	<u>3.7</u>	<u>3.7</u>	<u>3.7</u>				<u>3.7</u>
Operations								
General Funds	160.3							
Appropriated S/F								
Non-Appropriated S/F								
	<u>160.3</u>							
Information System Development								
General Funds								
Appropriated S/F	3,112.5	3,220.6	6,720.6	3,220.6				3,220.6
Non-Appropriated S/F								
	<u>3,112.5</u>	<u>3,220.6</u>	<u>6,720.6</u>	<u>3,220.6</u>				<u>3,220.6</u>
Escheat								
General Funds								
Appropriated S/F	2,531.1	2,625.1	3,366.1	2,625.1	522.7			3,147.8
Non-Appropriated S/F								
	<u>2,531.1</u>	<u>2,625.1</u>	<u>3,366.1</u>	<u>2,625.1</u>	<u>522.7</u>			<u>3,147.8</u>
Escheat Enforcement								
General Funds								
Appropriated S/F	45,506.0	42,000.0	42,000.0	42,000.0				42,000.0
Non-Appropriated S/F								
	<u>45,506.0</u>	<u>42,000.0</u>	<u>42,000.0</u>	<u>42,000.0</u>				<u>42,000.0</u>
TOTAL								
General Funds	1,865.5	1,771.8	1,771.8	1,574.1				1,574.1
Appropriated S/F	51,149.6	47,845.7	52,086.7	47,845.7	522.7			48,368.4
Non-Appropriated S/F	2,110.1							
	<u>55,125.2</u>	<u>49,617.5</u>	<u>53,858.5</u>	<u>49,419.8</u>	<u>522.7</u>			<u>49,942.5</u>

**FINANCE
OFFICE OF THE SECRETARY
OFFICE OF THE SECRETARY
INTERNAL PROGRAM UNIT SUMMARY**

25-01-01								
Lines	FY 2017 Actual	FY 2018 Budget	FY 2019 Request	FY 2019 Base	Inflation & Volume Adjustment	Structural Changes	Enhance- ments	FY 2019 Recommend
IPU REVENUES								
General Funds								
Appropriated S/F	68,917.7	49,699.7	54,117.4	49,699.7	522.7			50,222.4
Non-Appropriated S/F	26,546.0							
	<u>95,463.7</u>	<u>49,699.7</u>	<u>54,117.4</u>	<u>49,699.7</u>	<u>522.7</u>			<u>50,222.4</u>
POSITIONS								
General Funds	16.0	16.0	15.0	15.0				15.0
Appropriated S/F	35.0	33.0	40.0	34.0		3.0		37.0
Non-Appropriated S/F								
	<u>51.0</u>	<u>49.0</u>	<u>55.0</u>	<u>49.0</u>		<u>3.0</u>		<u>52.0</u>

BASE, INFLATION, STRUCTURAL CHANGES, ENHANCEMENTS AND ONE-TIME ITEMS

*Base adjustments include (\$197.0) in Personnel Costs to reflect portions of positions switch funded to Escheat for work related to escheat fraud prevention; (1.0) FTE Tax Examination and Investigation Manager in Personnel Costs and 1.0 ASF FTE Tax Examination and Investigation Manager in Escheat to switch fund position to reflect work related to escheat fraud prevention; and (\$0.1) in Contractual Services to reflect a fleet rate reduction.

*Recommend inflation and volume adjustment of \$522.7 ASF in Escheat to reflect costs related to escheat fraud prevention. Do not recommend additional inflation and volume adjustments of (1.0) FTE and 4.0 ASF FTEs.

*Recommend structural changes of 2.0 ASF FTEs State Accountant III in Escheat from Accounting, Accounting (25-05-01) to reflect work related to escheat fraud prevention; and 1.0 ASF FTE Gaming Inspector II in Escheat from State Lottery Office, State Lottery Office (25-07-01) to reflect work related to escheat fraud prevention.

*Do not recommend enhancements of \$8,500.0 ASF in Information System Development, \$218.3 ASF in Escheat, and 3.0 ASF FTEs.

**FINANCE
ACCOUNTING
ACCOUNTING
INTERNAL PROGRAM UNIT SUMMARY**

25-05-01								
Lines	FY 2017 Actual	FY 2018 Budget	FY 2019 Request	FY 2019 Base	Inflation & Volume Adjustment	Structural Changes	Enhance- ments	FY 2019 Recommend
Personnel Costs								
General Funds	3,474.9	3,895.5	3,895.5	3,892.2				3,892.2
Appropriated S/F	728.0	939.9	939.9	939.9				939.9
Non-Appropriated S/F	4,202.9	4,835.4	4,835.4	4,832.1				4,832.1
Travel								
General Funds	1.3	1.5	1.5	1.5				1.5
Appropriated S/F	3.0	12.0	12.0	12.0				12.0
Non-Appropriated S/F	1.1	13.5	13.5	13.5				13.5
Contractual Services								
General Funds	21.9	316.4	316.4	316.4				316.4
Appropriated S/F	5.9	12.0	12.0	12.0				12.0
Non-Appropriated S/F	1,011.2	328.4	328.4	328.4				328.4
Supplies and Materials								
General Funds	11.1	10.3	10.3	10.3				10.3
Appropriated S/F		1.5	1.5	1.5				1.5
Non-Appropriated S/F	-379.5	11.8	11.8	11.8				11.8
Capital Outlay								
General Funds	16.6	37.8	37.8	37.8				37.8
Appropriated S/F		5.0	5.0	5.0				5.0
Non-Appropriated S/F	66.2	42.8	42.8	42.8				42.8
ERP Operational Funds								
General Funds	247.1	1,108.5	1,108.5	1,108.5			150.0	1,258.5
Appropriated S/F								
Non-Appropriated S/F	247.1	1,108.5	1,108.5	1,108.5			150.0	1,258.5
TOTAL								
General Funds	3,772.9	5,370.0	5,370.0	5,366.7			150.0	5,516.7
Appropriated S/F	736.9	970.4	970.4	970.4				970.4
Non-Appropriated S/F	699.0	6,340.4	6,340.4	6,337.1			150.0	6,487.1
IPU REVENUES								
General Funds	2.3							
Appropriated S/F	781.9	2,970.4	2,970.4	2,970.4				2,970.4
Non-Appropriated S/F	1,351.9	2,970.4	2,970.4	2,970.4				2,970.4

**FINANCE
ACCOUNTING
ACCOUNTING
INTERNAL PROGRAM UNIT SUMMARY**

25-05-01								
Lines	FY 2017 Actual	FY 2018 Budget	FY 2019 Request	FY 2019 Base	Inflation & Volume Adjustment	Structural Changes	Enhance- ments	FY 2019 Recommend
POSITIONS								
General Funds	45.7	44.5	43.1	43.1				43.1
Appropriated S/F	10.3	9.5	8.9	10.9		-2.0		8.9
Non-Appropriated S/F								
	56.0	54.0	52.0	54.0		-2.0		52.0

BASE, INFLATION, STRUCTURAL CHANGES, ENHANCEMENTS AND ONE-TIME ITEMS

*Base adjustments include (1.4) FTEs State Accountant III and 1.4 ASF FTEs State Accountant III to switch fund positions to reflect work related to escheat fraud prevention.

*Recommend structural changes of (2.0) ASF FTEs State Accountant III to Office of the Secretary, Office of the Secretary (25-01-01) to reflect work related to escheat fraud prevention.

*Recommend enhancement of \$150.0 in ERP Operational Funds to restore funding for the New Castle County Data Service Center. Do not recommend additional enhancements of (1.4) FTEs, and (0.6) ASF FTEs.

**FINANCE
REVENUE
REVENUE
INTERNAL PROGRAM UNIT SUMMARY**

25-06-01								
Lines	FY 2017 Actual	FY 2018 Budget	FY 2019 Request	FY 2019 Base	Inflation & Volume Adjustment	Structural Changes	Enhance- ments	FY 2019 Recommend
Personnel Costs								
General Funds	5,607.6	5,976.2	5,976.2	5,973.6				5,973.6
Appropriated S/F								
Non-Appropriated S/F	5,607.6	5,976.2	5,976.2	5,973.6				5,973.6
Travel								
General Funds	3.3	4.0	4.0	4.0				4.0
Appropriated S/F								
Non-Appropriated S/F	3.3	4.0	4.0	4.0				4.0
Contractual Services								
General Funds	1,341.5	1,048.2	1,048.2	1,042.0				1,042.0
Appropriated S/F								
Non-Appropriated S/F	3,365.8	1,048.2	1,048.2	1,042.0				1,042.0
	4,707.3	1,048.2	1,048.2	1,042.0				1,042.0
Energy								
General Funds	6.8	8.4	8.4	8.4				8.4
Appropriated S/F								
Non-Appropriated S/F	6.8	8.4	8.4	8.4				8.4
Supplies and Materials								
General Funds	88.9	85.4	85.4	85.4				85.4
Appropriated S/F								
Non-Appropriated S/F	88.9	85.4	85.4	85.4				85.4
Capital Outlay								
General Funds	152.5	203.4	203.4	203.4				203.4
Appropriated S/F								
Non-Appropriated S/F	152.5	203.4	203.4	203.4				203.4
Other Items								
General Funds								
Appropriated S/F								
Non-Appropriated S/F	119.0							
	119.0							
Technology								
General Funds	88.6							
Appropriated S/F								
Non-Appropriated S/F	88.6							
Delinquent Collections								
General Funds								
Appropriated S/F	12,044.8	10,198.9	10,642.7	10,198.9	100.0		343.8	10,642.7
Non-Appropriated S/F	12,044.8	10,198.9	10,642.7	10,198.9	100.0		343.8	10,642.7

**FINANCE
REVENUE
REVENUE
INTERNAL PROGRAM UNIT SUMMARY**

25-06-01								
Lines	FY 2017 Actual	FY 2018 Budget	FY 2019 Request	FY 2019 Base	Inflation & Volume Adjustment	Structural Changes	Enhance- ments	FY 2019 Recommend
TOTAL								
General Funds	7,289.2	7,325.6	7,325.6	7,316.8				7,316.8
Appropriated S/F	12,044.8	10,198.9	10,642.7	10,198.9	100.0		343.8	10,642.7
Non-Appropriated S/F	3,484.8							
	<u>22,818.8</u>	<u>17,524.5</u>	<u>17,968.3</u>	<u>17,515.7</u>	100.0		343.8	17,959.5
IPU REVENUES								
General Funds	2,402,869.8	1,974,600.0	1,974,600.0	1,974,600.0				1,974,600.0
Appropriated S/F	14,138.4	11,821.9	12,265.7	11,821.9	100.0		343.8	12,265.7
Non-Appropriated S/F	4,560.3							
	<u>2,421,568.5</u>	<u>1,986,421.9</u>	<u>1,986,865.7</u>	<u>1,986,421.9</u>	100.0		343.8	1,986,865.7
POSITIONS								
General Funds	79.0	75.0	75.0	75.0				75.0
Appropriated S/F	46.0	45.0	49.0	45.0		1.0	3.0	49.0
Non-Appropriated S/F								
	<u>125.0</u>	<u>120.0</u>	<u>124.0</u>	<u>120.0</u>		1.0	3.0	124.0

BASE, INFLATION, STRUCTURAL CHANGES, ENHANCEMENTS AND ONE-TIME ITEMS

*Base adjustments include (\$6.2) in Contractual Services to reflect a fleet rate reduction.

*Recommend inflation and volume adjustment of \$100.0 ASF in Delinquent Collections to reflect contractual obligations.

*Recommend structural change of 1.0 ASF FTE Gaming Inspector II in Delinquent Collections from State Lottery Office, State Lottery Office (25-07-01) to reflect workload.

*Recommend enhancements of \$343.8 ASF in Delinquent Collections, and 3.0 ASF FTEs (1.0 Deputy Attorney General and 2.0 Paralegal III) in Delinquent Collections for delinquent collections from non-resident taxpayers. Do not recommend additional enhancement of 1.0 ASF FTE.

**FINANCE
STATE LOTTERY OFFICE
STATE LOTTERY OFFICE
INTERNAL PROGRAM UNIT SUMMARY**

25-07-01					Inflation & Volume Adjustment	Structural Changes	Enhance- ments	FY 2019 Recommend
Lines	FY 2017 Actual	FY 2018 Budget	FY 2019 Request	FY 2019 Base				
Personnel Costs								
General Funds								
Appropriated S/F	4,117.0	4,518.2	4,518.2	4,518.2				4,518.2
Non-Appropriated S/F								
	<u>4,117.0</u>	<u>4,518.2</u>	<u>4,518.2</u>	<u>4,518.2</u>				<u>4,518.2</u>
Travel								
General Funds								
Appropriated S/F	17.0	50.0	50.0	50.0				50.0
Non-Appropriated S/F								
	<u>17.0</u>	<u>50.0</u>	<u>50.0</u>	<u>50.0</u>				<u>50.0</u>
Contractual Services								
General Funds								
Appropriated S/F	44,268.1	49,200.1	49,200.1	49,200.1				49,200.1
Non-Appropriated S/F								
	<u>44,268.1</u>	<u>49,200.1</u>	<u>49,200.1</u>	<u>49,200.1</u>				<u>49,200.1</u>
Supplies and Materials								
General Funds								
Appropriated S/F	19.8	54.9	54.9	54.9				54.9
Non-Appropriated S/F								
	<u>19.8</u>	<u>54.9</u>	<u>54.9</u>	<u>54.9</u>				<u>54.9</u>
Capital Outlay								
General Funds								
Appropriated S/F	54.4	200.0	200.0	200.0				200.0
Non-Appropriated S/F								
	<u>54.4</u>	<u>200.0</u>	<u>200.0</u>	<u>200.0</u>				<u>200.0</u>
TOTAL								
General Funds								
Appropriated S/F	48,476.3	54,023.2	54,023.2	54,023.2				54,023.2
Non-Appropriated S/F								
	<u>48,476.3</u>	<u>54,023.2</u>	<u>54,023.2</u>	<u>54,023.2</u>				<u>54,023.2</u>
IPU REVENUES								
General Funds	205,098.9	255,600.0	255,600.0	255,600.0				255,600.0
Appropriated S/F	48,550.8	56,308.2	56,308.2	56,308.2				56,308.2
Non-Appropriated S/F								
	<u>253,649.7</u>	<u>311,908.2</u>	<u>311,908.2</u>	<u>311,908.2</u>				<u>311,908.2</u>
POSITIONS								
General Funds								
Appropriated S/F	61.0	58.0	56.0	58.0		-2.0		56.0
Non-Appropriated S/F								
	<u>61.0</u>	<u>58.0</u>	<u>56.0</u>	<u>58.0</u>		<u>-2.0</u>		<u>56.0</u>

FINANCE
STATE LOTTERY OFFICE
STATE LOTTERY OFFICE
INTERNAL PROGRAM UNIT SUMMARY

25-07-01					Inflation			
Lines	FY 2017 Actual	FY 2018 Budget	FY 2019 Request	FY 2019 Base	& Volume Adjustment	Structural Changes	Enhance- ments	FY 2019 Recommend

BASE, INFLATION, STRUCTURAL CHANGES, ENHANCEMENTS AND ONE-TIME ITEMS

*Recommend structural changes of (1.0) ASF FTE Gaming Inspector II to Office of the Secretary, Office of the Secretary (25-01-01) to reflect work related to escheat fraud prevention; and (1.0) ASF FTE Gaming Inspector II to Revenue, Revenue (25-06-01) to reflect workload.

*Do not recommend enhancement of (2.0) ASF FTEs.