

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Dept. of Economic Development			FOR OPB USE ONLY			
AGENCY: Office of Business Development			OPB LOG NUMBER 174R		AGENDA NUMBER	
SCHEDULE NUMBER: 05-252			<div style="border: 1px solid black; padding: 5px;"> <p style="margin: 0;">Approval and Authority:</p> <div style="text-align: center; margin: 5px 0;"> Division of Administration Office of Planning & Budget </div> <div style="text-align: center; margin: 10px 0;"> MAY 21 2025 APPROVED </div> </div> <p style="margin-top: 10px; color: blue;">Act 4 of 24RS Preamble Section 11</p>			
SUBMISSION DATE: 5/7/25						
AGENCY BA-7 NUMBER: 5						
HEAD OF BUDGET UNIT: Anne G. Villa						
TITLE: Deputy Secretary						
SIGNATURE <small>(Certifies that the information provided is correct and true to the best of your knowledge):</small> <div style="display: flex; align-items: center; justify-content: center; margin-top: 10px;"> <div style="text-align: center;"> Anne G. Villa </div> <div style="margin-left: 20px; font-size: small;"> Digitally signed by Anne G. Villa Date: 2025.05.14 17:16:58 -05'00' </div> </div>						

MEANS OF FINANCING	CURRENT FY 2024-2025	ADJUSTMENT (+) or (-)	REVISED FY 2024-2025
GENERAL FUND BY:			
DIRECT	\$30,614,207	\$0	\$30,614,207
INTERAGENCY TRANSFERS	\$231,619	\$275,000	\$506,619
FEES & SELF-GENERATED	\$8,824,780	\$0	\$8,824,780
Regular Fees & Self-generated	\$4,341,109	\$0	\$4,341,109
Subtotal of Fund Accounts from Page 2	\$4,483,671	\$0	\$4,483,671
STATUTORY DEDICATIONS	\$3,575,850	\$0	\$3,575,850
Louisiana Economic Development Fund (ED6)	\$2,100	\$0	\$2,100
Marketing Fund (EDM)	\$2,000,000	\$0	\$2,000,000
Subtotal of Dedications from Page 2	\$1,573,750	\$0	\$1,573,750
FEDERAL	\$52,944,696	\$0	\$52,944,696
TOTAL	\$96,191,152	\$275,000	\$96,466,152
AUTHORIZED POSITIONS	75	0	75
AUTHORIZED OTHER CHARGES	6	0	6
NON-TO FTE POSITIONS	0	0	0
TOTAL POSITIONS	81	0	81

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
Business Development	\$43,741,168	65	\$275,000	0	\$44,016,168	65
Business Incentives	\$52,449,984	16	\$0	0	\$52,449,984	16
Program 3	\$0	0	\$0	0	\$0	0
Program 4	\$0	0	\$0	0	\$0	0
Program 5	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
Subtotal of programs from Page 2:	\$0	0	\$0	0	\$0	0
TOTAL	\$96,191,152	81	\$275,000	0	\$96,466,152	81

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REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Dept. of Economic Development	FOR OPB USE ONLY	
AGENCY: Office of Business Development	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 05-252		
SUBMISSION DATE: 5/7/25	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: 5		

Use this section for additional Dedicated Fund Accounts or Statutory Dedications, if needed.
The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2024-2025	ADJUSTMENT (+) or (-)	REVISED FY 2024-2025
GENERAL FUND BY:			
FEES & SELF-GENERATED			
Louisiana Entertainment Development Dedicated Fund Account (EDHA)	\$4,483,671	\$0	\$4,483,671
[Select Fund Account]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$4,483,671	\$0	\$4,483,671
STATUTORY DEDICATIONS			
Small Business Innovation Retention Fund (EDI)	\$1,573,750	\$0	\$1,573,750
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$1,573,750	\$0	\$1,573,750

Use this section for additional Program Names, if needed.
The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
SUBTOTAL (to Page 1)	\$0	0	\$0	0	\$0	0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

Policy and Procedure Memorandum No. 52, Revised, requires that all Requests for Changes in Appropriation be fully documented. At a minimum, the following questions and statements must be answered. Use Continuation Sheets as needed. **FAILURE TO ANSWER ALL QUESTIONS COMPLETELY WILL BE CAUSE TO RETURN THIS DOCUMENT WITHOUT ACTION.**

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable. A copy of any grant application and the notice of approved grant or appropriation must accompany the BA-7. What are the expenditure restrictions of the funds?
Interagency Transfers - Funding provided from the Louisiana Workforce Commission (LWC) for a marketing initiative designed to promote skilled trades across Louisiana. LED will provide a copy of the fully executed interagency agreement to OPB once finalized.

2. Enter the financial impact of the requested adjustment for the next four fiscal years.

MEANS OF FINANCING OR EXPENDITURE	FY 2024-2025	FY 2025-2026	FY 2026-2027	FY 2027-2028	FY 2028-2029
GENERAL FUND BY:					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$275,000	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$0	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$0	\$0	\$0	\$0	\$0
FEDERAL	\$0	\$0	\$0	\$0	\$0
TOTAL	\$275,000	\$0	\$0	\$0	\$0

3. If this action requires additional personnel, provide a detailed explanation below:
This action does not require additional personnel.

4. Explain why this request can't be postponed for consideration in the agency's budget request for next fiscal year.
Due to time constraints impacting individuals already engaged through workforce services and the employment campaign, continued funding is essential to effectively track workforce engagement metrics and ensure alignment with ongoing initiatives

5. Is this an after the fact BA-7, e.g., have expenditures been made toward the program this BA-7 is for? If yes, explain per PPM No.52.
No expenditures have been made towards this program.

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT

1. Identify and explain the programmatic impacts (positive or negative) that will result from the approval of this BA-7.

\$275,000 IAT will go to Business Development program from the Louisiana Workforce Commission (LWC) for a marketing initiative designed to promote skilled trades across Louisiana. This opportunity is a joint effort also supported by the Louisiana Community Technical College, Louisiana Department of Veterans Affairs and Louisiana Board of Regents.

2. Complete the following information for each objective and related performance indicators that will be affected by this request. *(Note: Requested adjustments may involve revisions to existing objectives and performance indicators or creation of new objectives and performance indicators. Repeat this portion of the request form as often as necessary.)*

OBJECTIVE:

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
		CURRENT FY 2024-2025	ADJUSTMENT (+) OR (-)	REVISED FY 2024-2025

JUSTIFICATION FOR ADJUSTMENT(S): Explain the necessity of the adjustment(s).

3. Briefly explain any performance impacts other than or in addition to effects on objectives and performance indicators. *(For example: Are there any anticipated direct or indirect effects on program management or service recipients? Will this BA-7 have a positive or negative impact on some other program or agency?)*

No additional performance impacts.

4. If there are no performance impacts associated with this BA-7 request, then fully explain this lack of performance impact.

This BA-7 is solely for the funding of the marketing campaign focused on skilled trades workforce development in Louisiana.

5. Describe the performance impacts of failure to approve this BA-7. (Be specific. Relate performance impacts to objectives and performance indicators.)

Failure to approve this BA-7 will negatively impact the ability to focus on training delivery and tracking enrollment for individuals who engage with the campaign.

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Business Development

MEANS OF FINANCING:	CURRENT FY 2024-2025	REQUESTED ADJUSTMENT	REVISED FY 2024-2025	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2025-2026	FY 2026-2027	FY 2027-2028	FY 2028-2029
GENERAL FUND BY:							
Direct	\$29,859,910	\$0	\$29,859,910	\$0	\$0	\$0	\$0
Interagency Transfers	\$231,619	\$275,000	\$506,619	\$0	\$0	\$0	\$0
Fees & Self-Generated *	\$7,565,659	\$0	\$7,565,659	\$0	\$0	\$0	\$0
Statutory Dedications **	\$3,575,850	\$0	\$3,575,850	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$2,508,130	\$0	\$2,508,130	\$0	\$0	\$0	\$0
TOTAL MOF	\$43,741,168	\$275,000	\$44,016,168	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$5,330,293	\$0	\$5,330,293	\$0	\$0	\$0	\$0
Other Compensation	\$15,000	\$0	\$15,000	\$0	\$0	\$0	\$0
Related Benefits	\$2,498,435	\$0	\$2,498,435	\$0	\$0	\$0	\$0
Travel	\$476,602	\$0	\$476,602	\$0	\$0	\$0	\$0
Operating Services	\$313,771	\$0	\$313,771	\$0	\$0	\$0	\$0
Supplies	\$25,617	\$0	\$25,617	\$0	\$0	\$0	\$0
Professional Services	\$6,564,485	\$0	\$6,564,485	\$0	\$0	\$0	\$0
Other Charges	\$28,454,770	\$275,000	\$28,729,770	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$62,195	\$0	\$62,195	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$43,741,168	\$275,000	\$44,016,168	\$0	\$0	\$0	\$0
POSITIONS							
Classified	27	0	27	0	0	0	0
Unclassified	36	0	36	0	0	0	0
TOTAL T.O. POSITIONS	63	0	63	0	0	0	0
Other Charges Positions	2	0	2	0	0	0	0
Non-TO FTE Positions	0	0	0	0	0	0	0
TOTAL POSITIONS	65	0	65	0	0	0	0
*Dedicated Fund Accounts:							
Reg. Fees & Self-generated	\$3,081,988	\$0	\$3,081,988	\$0	\$0	\$0	\$0
Louisiana Entertainment Development Dedicated Fund Account (EDHA)	\$4,483,671	\$0	\$4,483,671	\$0	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
**Statutory Dedications:							
Louisiana Economic Development Fund (ED6)	\$2,100	\$0	\$2,100	\$0	\$0	\$0	\$0
Marketing Fund (EDM)	\$2,000,000	\$0	\$2,000,000	\$0	\$0	\$0	\$0
Small Business Innovation Retention Fund (EDJ)	\$1,573,750	\$0	\$1,573,750	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

STATE OF LOUISIANA
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PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Business Development

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$275,000	\$0	\$0	\$0	\$275,000
EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$275,000	\$0	\$0	\$0	\$275,000
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$275,000	\$0	\$0	\$0	\$275,000
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
Other Charges Positions	0	0	0	0	0	0
Non-TO FTE Positions	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 2 NAME: Business Incentives

MEANS OF FINANCING:	CURRENT FY 2024-2025	REQUESTED ADJUSTMENT	REVISED FY 2024-2025	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2025-2026	FY 2026-2027	FY 2027-2028	FY 2028-2029
GENERAL FUND BY:							
Direct	\$754,297	\$0	\$754,297	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated *	\$1,259,121	\$0	\$1,259,121	\$0	\$0	\$0	\$0
Statutory Dedications **	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$50,436,566	\$0	\$50,436,566	\$0	\$0	\$0	\$0
TOTAL MOF	\$52,449,984	\$0	\$52,449,984	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$913,338	\$0	\$913,338	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$436,660	\$0	\$436,660	\$0	\$0	\$0	\$0
Travel	\$37,191	\$0	\$37,191	\$0	\$0	\$0	\$0
Operating Services	\$123,498	\$0	\$123,498	\$0	\$0	\$0	\$0
Supplies	\$5,891	\$0	\$5,891	\$0	\$0	\$0	\$0
Professional Services	\$254,442	\$0	\$254,442	\$0	\$0	\$0	\$0
Other Charges	\$50,654,066	\$0	\$50,654,066	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$24,898	\$0	\$24,898	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$52,449,984	\$0	\$52,449,984	\$0	\$0	\$0	\$0
POSITIONS							
Classified	12	0	12	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	12	0	12	0	0	0	0
Other Charges Positions	4	0	4	0	0	0	0
Non-TO FTE Positions	0	0	0	0	0	0	0
TOTAL POSITIONS	16	0	16	0	0	0	0
*Dedicated Fund Accounts:							
Reg. Fees & Self-generated	\$1,259,121	\$0	\$1,259,121	\$0	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
**Statutory Dedications:							
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 2 NAME: Business Incentives

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$0	\$0
EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
Other Charges Positions	0	0	0	0	0	0
Non-TO FTE Positions	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

BA-7 QUESTIONNAIRE

GENERAL PURPOSE

This BA-7 is to appropriate funds for support of a joint initiative to promote skilled trades and expand access to workforce training opportunities across the state. This opportunity is a joint effort also supported by the Louisiana Community Technical College, Louisiana Department of Veterans Affairs and Louisiana Board of Regents.

1. REVENUES

(Explain the Means of Financing. Provide details including Source, authority to spend, etc.)

Interagency Transfers - Funding provided from the Louisiana Workforce Commission (LWC) for a marketing initiative designed to promote skilled trades across Louisiana.

2. If STATE GENERAL FUND

- N/A

3. If IAT

- \$275,000 IAT will go to Business Development program from the Louisiana Workforce Commission (LWC) for a marketing initiative designed to promote skilled trades across Louisiana.

4. If Self-Generated Revenues

- N/A

5. If Statutory Dedications

- N/A

6. If Interim Emergency Board Appropriations

- N/A

7. If Federal Funds

- N/A

All Grants:

- N/A

EXPENDITURES

Funds appropriated to support of a joint initiative to promote skilled trades and expand access to workforce training opportunities across the state.

OTHER

Kathy Blankenship

Deputy Undersecretary, Office of Management and Finance
Louisiana Economic Development
Kathy.Blankenship@LA.GOV
225.342.9658

Anne G. Villa, CEcD

Deputy Secretary
Louisiana Economic Development
Anne.Villa@LA.GOV
225.342.5395

QUESTIONNAIRE ANALYSIS

(Please reference question numbers, provide detailed information and use continuation sheets as needed.)

GENERAL PURPOSE

REVENUES

EXPENDITURES

OTHER

INTERAGENCY AGREEMENT

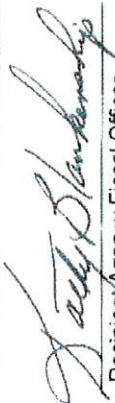

BR-19B
(09723)

Interagency Agreement Between Office of Business Development (05-252) and Louisiana Workforce Commission (14-474)
(Recipient Agency and #) (Sending Agency and #)

For Fiscal Year 24 -25, Office of Business Development (05-252) is budgeted to receive the following revenue - \$275,000
(Agency Name and #)

from Louisiana Workforce Commission (14-474) by Interagency Transfer for the following reason(s):
(Agency Name and #)

The reason for the Interagency Agreement is : To provide funding in support of LED's leadership and execution of a statewide marketing campaign to promote skilled trades careers and workforce training opportunities across Louisiana. LED will oversee the development, production, and distribution of campaign content and coordinate messaging with participating agencies to ensure alignment with labor market needs and workforce services. LWC's financial contribution will support these efforts as part of a coordinated strategy to improve awareness, training access, and job placement outcomes statewide.

	<u>5/1/25</u>
Recipient Agency Fiscal Officer	Date
	<u>5/1/25</u>
Sending Agency Fiscal Officer	Date

NOTE:

It is the Receiving Agency's responsibility to ensure the execution of this Agreement.
Both Agencies must submit copies of this Agreement with their Budget Request (and any subsequent BA-7s as documentation for I.A.T. revenues and I.A.T. expense).

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Ancillary		FOR OPB USE ONLY				
AGENCY: Division of Administrative Law		OPB LOG NUMBER 173		AGENDA NUMBER		
SCHEDULE NUMBER: 21-816		Approval and Authority: <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 200px;"> Division of Administration Office of Planning & Budget <div style="text-align: center;"> MAY 21 2025 APPROVED </div> </div> <p style="color: blue; margin-top: 10px;">Act 4 of 24 RS - Preamble Section 11</p>				
SUBMISSION DATE: 04/30/2025						
AGENCY BA-7 NUMBER: 25-01						
HEAD OF BUDGET UNIT: Sabra Matheny						
TITLE: Director						
SIGNATURE (Certifies that the information provided is correct and true to the best of your knowledge): 						
MEANS OF FINANCING	CURRENT FY 2024-2025	ADJUSTMENT (+) or (-)		REVISED FY 2024-2025		
GENERAL FUND BY:						
DIRECT	\$0	\$0		\$0		
INTERAGENCY TRANSFERS	\$9,507,451	\$975,000		\$10,482,451		
FEES & SELF-GENERATED	\$28,897	\$0		\$28,897		
Regular Fees & Self-generated	\$28,897	\$0		\$28,897		
Subtotal of Fund Accounts from Page 2	\$0	\$0		\$0		
STATUTORY DEDICATIONS	\$0	\$0		\$0		
[Select Statutory Dedication]	\$0	\$0		\$0		
[Select Statutory Dedication]	\$0	\$0		\$0		
Subtotal of Dedications from Page 2	\$0	\$0		\$0		
FEDERAL	\$0	\$0		\$0		
TOTAL	\$9,536,348	\$975,000		\$10,511,348		
AUTHORIZED POSITIONS	59	0		59		
AUTHORIZED OTHER CHARGES	0	0		0		
NON-TO FTE POSITIONS	0	0		0		
TOTAL POSITIONS	59	0		59		
PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
Program 1	\$9,536,348	59	\$975,000	0	\$10,511,348	59
Program 2	\$0	0	\$0	0	\$0	0
Program 3	\$0	0	\$0	0	\$0	0
Program 4	\$0	0	\$0	0	\$0	0
Program 5	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
Subtotal of programs from Page 2:	\$0	0	\$0	0	\$0	0
TOTAL	\$9,536,348	59	\$975,000	0	\$10,511,348	59

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Ancillary	FOR OPB USE ONLY	
AGENCY: Division of Administrative Law	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 21-816		
SUBMISSION DATE: 04/30/2025	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: 25-01		

Use this section for additional Dedicated Fund Accounts or Statutory Dedications, if needed.
The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2024-2025	ADJUSTMENT (+) or (-)	REVISED FY 2024-2025
GENERAL FUND BY:			
FEES & SELF-GENERATED			
[Select Fund Account]	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$0	\$0	\$0
STATUTORY DEDICATIONS			
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$0	\$0	\$0

Use this section for additional Program Names, if needed.
The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
SUBTOTAL (to Page 1)	\$0	0	\$0	0	\$0	0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

Policy and Procedure Memorandum No. 52, Revised, requires that all Requests for Changes in Appropriation be fully documented. At a minimum, the following questions and statements must be answered. Use Continuation Sheets as needed. **FAILURE TO ANSWER ALL QUESTIONS COMPLETELY WILL BE CAUSE TO RETURN THIS DOCUMENT WITHOUT ACTION.**

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable. A copy of any grant application and the notice of approved grant or appropriation must accompany the BA-7. What are the expenditure restrictions of the funds?

The source of funding is 100% - Interagency Transfers (IAT) from LDH for COVID-19 public health emergency (PHE) Medicaid unwind related expenditures.

2. Enter the financial impact of the requested adjustment for the next four fiscal years.

MEANS OF FINANCING OR EXPENDITURE	FY 2024-2025	FY 2025-2026	FY 2026-2027	FY 2027-2028	FY 2028-2029
GENERAL FUND BY:					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$975,000	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$0	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$0	\$0	\$0	\$0	\$0
FEDERAL	\$0	\$0	\$0	\$0	\$0
TOTAL	\$975,000	\$0	\$0	\$0	\$0

3. If this action requires additional personnel, provide a detailed explanation below:

N/A

4. Explain why this request can't be postponed for consideration in the agency's budget request for next fiscal year.

If postponed, DAL will not have adequate budget authority to bill and receive funding from LDH for COVID-19 public health emergency (PHE) Medicaid unwind related expenditures incurred in FY 2025.

DAL adjudicates cases for executive branch agencies. Due to the COVID-19 public health emergency, there has been a significant increase in Medicaid cases docketed at DAL. For example, in FY23, DAL docketed 5,458 cases for LDH. By FY24, that number surged to 18,220 cases, and as of March 2025, the docketed Medicaid cases for FY25 have already reached 11,416. The agency anticipates docketing a total of 15,221 Medicaid cases in FY25. Additionally, by March of 2024, the Judicial and Clerical hours totaled 34,258. As of March 2025, the total hours for the Medicaid area of law have increased to 39,276, which is an increase of approximately 5,000 billable hours. In order to accommodate the significant increase in LDH cases, while still timely adjudicating cases for the other agencies we serve, additional personnel have been essential, as well as many overtime hours worked by DAL employees.

It is critical to maintain current staffing levels in order to manage the increased volume of Medicaid cases efficiently. Without adequate budget authority, preserving existing capacity, which ensures timely scheduling of hearings and the prompt issuance of decisions, both of which are necessary for the State's continued compliance with federal regulations and CMS guidelines governing access to fair hearings would be jeopardized. Any reduction of current staffing resources may also negatively impact the adjudication of cases in other areas of law, leading to broader operational disruptions.

5. Is this an after the fact BA-7, e.g.; have expenditures been made toward the program this BA-7 is for? If yes, explain per PPM No.52.

N/A

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT

1. Identify and explain the programmatic impacts (positive or negative) that will result from the approval of this BA-7.

Approval of this request will provide DAL with adequate budget authority to bill and receive funding from LDH to handle the appeals associated with PHE unwind.

2. Complete the following information for each objective and related performance indicators that will be affected by this request. *(Note: Requested adjustments may involve revisions to existing objectives and performance indicators or creation of new objectives and performance indicators. Repeat this portion of the request form as often as necessary.)*

OBJECTIVE:

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
		CURRENT FY 2024-2025	ADJUSTMENT (+) OR (-)	REVISED FY 2024-2025

JUSTIFICATION FOR ADJUSTMENT(S): Explain the necessity of the adjustment(s).

N/A

3. Briefly explain any performance impacts other than or in addition to effects on objectives and performance indicators. *(For example: Are there any anticipated direct or indirect effects on program management or service recipients? Will this BA-7 have a positive or negative impact on some other program or agency?)*

To ensure PHE cases continue to be docketed in a timely manner by DAL, it is necessary to maintain the current temporary job appointments and WAEs. Without this additional support, DAL employees will accrue and/or be paid an enormous amount of overtime, and the time it takes for citizens to receive a hearing date will increase.

4. If there are no performance impacts associated with this BA-7 request, then fully explain this lack of performance impact.

N/A

5. Describe the performance impacts of failure to approve this BA-7. (Be specific. Relate performance impacts to objectives and performance indicators.)

Failure to approve this BA-7 would compromise DAL's ability to sustain existing staffing levels required to manage the increased caseload associated with the PHE unwind. The inability to retain current personnel would result in substantial delays in the adjudication of administrative cases and the issuance of timely decisions. Such delays may lead to noncompliance with federal regulations and Centers for Medicare & Medicaid Services (CMS) guidelines pertaining to access to fair hearings. Additionally, the agency would not have adequate funding to meet current contractual obligations.

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Administration

MEANS OF FINANCING:	CURRENT FY 2024-2025	REQUESTED ADJUSTMENT	REVISED FY 2024-2025	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2025-2026	FY 2026-2027	FY 2027-2028	FY 2028-2029
GENERAL FUND BY:							
Direct	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$9,507,451	\$975,000	\$10,482,451	\$0	\$0	\$0	\$0
Fees & Self-Generated *	\$28,897	\$0	\$28,897	\$0	\$0	\$0	\$0
Statutory Dedications **	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$9,536,348	\$975,000	\$10,511,348	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$5,227,065	\$200,000	\$5,427,065	\$0	\$0	\$0	\$0
Other Compensation	\$256,815	\$400,000	\$656,815	\$0	\$0	\$0	\$0
Related Benefits	\$2,560,712	\$41,000	\$2,601,712	\$0	\$0	\$0	\$0
Travel	\$53,758	\$0	\$53,758	\$0	\$0	\$0	\$0
Operating Services	\$867,706	\$317,000	\$1,184,706	\$0	\$0	\$0	\$0
Supplies	\$23,000	\$12,000	\$35,000	\$0	\$0	\$0	\$0
Professional Services	\$31,200	\$5,000	\$36,200	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$456,223	\$0	\$456,223	\$0	\$0	\$0	\$0
Acquisitions	\$59,869	\$0	\$59,869	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$9,536,348	\$975,000	\$10,511,348	\$0	\$0	\$0	\$0
POSITIONS							
Classified	58	0	58	0	0	0	0
Unclassified	1	0	1	0	0	0	0
TOTAL T.O. POSITIONS	59	0	59	0	0	0	0
Other Charges Positions	0	0	0	0	0	0	0
Non-TO FTE Positions	0	0	0	0	0	0	0
TOTAL POSITIONS	59	0	59	0	0	0	0
*Dedicated Fund Accounts:							
Reg. Fees & Self-generated	\$28,897	\$0	\$28,897	\$0	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
**Statutory Dedications:							
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Administration

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$975,000	\$0	\$0	\$0	\$975,000
EXPENDITURES:						
Salaries	\$0	\$200,000	\$0	\$0	\$0	\$200,000
Other Compensation	\$0	\$400,000	\$0	\$0	\$0	\$400,000
Related Benefits	\$0	\$41,000	\$0	\$0	\$0	\$41,000
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$317,000	\$0	\$0	\$0	\$317,000
Supplies	\$0	\$12,000	\$0	\$0	\$0	\$12,000
Professional Services	\$0	\$5,000	\$0	\$0	\$0	\$5,000
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$975,000	\$0	\$0	\$0	\$975,000
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
Other Charges Positions	0	0	0	0	0	0
Non-TO FTE Positions	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

QUESTIONNAIRE ANALYSIS

(Please reference question numbers, provide detailed information and use continuation sheets as needed.)

GENERAL PURPOSE

Approval of this request will provide DAL with adequate budget authority to bill and receive funding from LDH to handle the appeals associated with PHE unwind.

REVENUES

100% Interagency Transfers

EXPENDITURES

The requested amount is determined based on the SFY 2025 SWCAP billing methodology rates and projected hours through June 30, 2025. Costs are computed based on projected hours and usage. Any differences in the actual costs and projected costs are identified thru an allocation of actual costs based on actual hours of service. These differences are then carried-forward into the cost allocation plan to offset the billing amounts for a future fiscal year.

As a result of PHE unwind, the agency has experienced an upward trend in expenditures across multiple categories, including Operating Services, Supplies, and Professional Services. Specific areas reflecting increased costs include temporary staffing services, various software licensing agreements, computer leasing, office supplies, and specialized training for Administrative Law Judges (ALJs).

Program	Category	Amount
Administration	Salaries	\$200,000
Administration	Other Compensation	\$400,000
Administration	Related Benefits	\$41,000
Administration	Operating Services	\$317,000
Administration	Supplies	\$12,000
Administration	Professional Services	\$5,000
Total		\$975,000

OTHER

Sabra Matheny – Division of Administrative Law Director (225) 342-1613 smatheny@adminlaw.la.gov

Brandon Scivicque – Chief Financial Officer (225) 342-0339; Brandon.scivicque@la.gov