

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR

COMPLIANCE EXAMINATION

For the Two Years Ended June 30, 2005

Performed as Special Assistant Auditors
For the Auditor General, State of Illinois

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2005

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AGENCY OFFICIALS
OFFICE OF THE GOVERNOR

Governor	Rod Blagojevich
Chief of Staff	Alonzo Monk
Deputy Governor	Bradley Tusk
Director of Special Projects	Seth Webb
General Counsel	Vacant
General Counsel (1/13/03 to 6/16/04)	Susan Lichtenstein
Fiscal Director (Current)	Mary Fanning
Fiscal Director (1/13/03 to 7/15/05)	Janice Taylor Brown

Agency offices are located at:

107 Stratton Building
Springfield, IL 62706

207 State House
Springfield, IL 62706

100 West Randolph
JRTC 16-100
Chicago, IL 60601

444 N. Capitol Street, Suite 400
Washington, DC 20001



OFFICE OF THE GOVERNOR
207 STATE CAPITOL, SPRINGFIELD, ILLINOIS 62706

ROD R. BLAGOJEVICH
GOVERNOR

MANAGEMENT ASSERTION LETTER

E.C. Ortiz & Co., LLP
Certified Public Accountants
333 S. Des Plaines
Chicago, Illinois 60661

November 22, 2005

Ladies and Gentlemen:

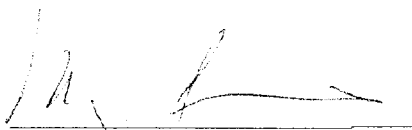
We are responsible for the identification of, and compliance with, all aspects of laws, regulations, contracts, or grants that could have a material effect on the operations of the State of Illinois-Office of the Governor (Office). We are responsible for and we have established and maintained an effective system of, internal controls over compliance requirements. We have performed an evaluation of the Office's compliance with the following assertions during the two-year period ended June 30, 2005. Based on this evaluation, we assert that during the years ended June 30, 2005 and June 30, 2004, the Office has materially complied with the assertions below.

- A. The Office has obligated, expended, received and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The Office has obligated, expended, received and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The Office has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. The State revenues and receipts collected by the Office are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate and in accordance with law.

E. The money or negotiable securities or similar assets handled by the Office on behalf of the State or held in trust by the Office have been properly and legally administered, and the accounting and recordkeeping relating thereto is proper, accurate and in accordance with law.

Yours very truly,

State of Illinois-Office of the Governor



Mary Fanning, Fiscal Director



John Harris, Chief of Operations

COMPLIANCE REPORT

SUMMARY

The compliance testing performed during this examination was conducted in accordance with *Government Auditing Standards* and in accordance with the Illinois State Auditing Act.

AUDITORS' REPORTS

The Independent Accountants' Report on State Compliance, on Internal Control Over Compliance and on Supplementary Information for State Compliance Purposes does not contain scope limitations, disclaimers, or other significant non-standard language.

SUMMARY OF FINDINGS

<u>Number of</u>	<u>This Report</u>	<u>Prior Report</u>
Findings	6	4
Repeated findings	2	0
Prior recommendations implemented or not repeated	2	0

Details of findings are presented in a separately tabbed report section.

SCHEDULE OF FINDINGS (STATE COMPLIANCE)

<u>Item No.</u>	<u>Page</u>	<u>Description</u>
05-1	9	Efficiency initiative payments
05-2	11	Untimely signing/execution of written contract agreements
05-3	12	Receipts not processed in accordance with statutes
05-4	13	Excess grant receipts not returned to the grantor upon expiration of the grant agreement
05-5	15	Employee performance evaluations not conducted on a regular basis
05-6	16	Travel control rules not followed

PRIOR FINDINGS NOT REPEATED

05-7	18	Liability insurance certificates not updated on an ongoing basis
05-8	18	No timely review of past due accounts receivable

EXIT CONFERENCE

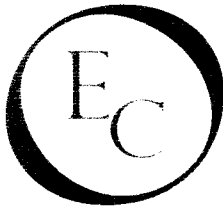
The findings and recommendations appearing in this report were discussed with Office personnel at an exit conference on March 6, 2006. Attending were:

Office of the Governor
Mary Fanning, Fiscal Director
Mark Kolaz, Deputy Chief of Staff-Operations

Office of the Auditor General
Paul Usherwood, Manager

E. C. Ortiz & Co., LLP
Edilberto Ortiz, Partner
Marites Sy, Manager

Office of the Governor's responses to the recommendations was provided by Mary Fanning on March 16, 2006.



INDEPENDENT ACCOUNTANTS' REPORT ON STATE COMPLIANCE,
ON INTERNAL CONTROL OVER COMPLIANCE, AND ON
SUPPLEMENTARY INFORMATION FOR STATE COMPLIANCE PURPOSES

Honorable William G. Holland
Auditor General
State of Illinois

Compliance

As Special Assistant Auditors for the Auditor General, we have examined the State of Illinois – Office of the Governor’s compliance with the requirements listed below, as more fully described in the Audit Guide for Financial Audits and Compliance Attestation Engagements of Illinois State Agencies (Audit Guide) as adopted by the Auditor General, during the two years ended June 30, 2005. The management of the State of Illinois – Office of the Governor is responsible for compliance with these requirements. Our responsibility is to express an opinion on State of Illinois – Office of the Governor’s compliance based on our examination.

- A. The State of Illinois – Office of the Governor has obligated, expended, received, and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The State of Illinois – Office of the Governor has obligated, expended, received, and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The State of Illinois – Office of the Governor has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. The State revenues and receipts collected by the State of Illinois – Office of the Governor are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate and in accordance with law.
- E. Money or negotiable securities or similar assets handled by the State of Illinois – Office of the Governor on behalf of the State or held in trust by the State of Illinois – Office of the Governor have been properly and legally administered and the accounting and recordkeeping relating thereto is proper, accurate, and in accordance with law.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants; the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States; the Illinois State Auditing Act (Act); and the Audit Guide as adopted by the Auditor General pursuant to the Act; and, accordingly, included examining, on a test basis, evidence about the State of Illinois – Office of the Governor’s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the State of Illinois – Office of the Governor’s compliance with specified requirements.

In our opinion, the State of Illinois – Office of the Governor complied, in all material respects, with the aforementioned requirements during the two years ended June 30, 2005. However, the results of our procedures disclosed instances of noncompliance with those requirements, which are required to be reported in accordance with criteria established by the Audit Guide, issued by the Illinois Office of the Auditor General and which are described in the accompanying schedule of State findings as findings 05-1, 05-3, 05-4, 05-5 and 05-6.

As required by the Audit Guide, immaterial findings relating to instances of noncompliance excluded from this report have been reported in a separate letter to your office.

Internal Control

The management of the State of Illinois – Office of the Governor is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws and regulations. In planning and performing our examination, we considered the State of Illinois – Office of the Governor’s internal control over compliance with the aforementioned requirements in order to determine our examination procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Audit Guide, issued by the Illinois Office of the Auditor General.

Our consideration of internal control over compliance with the aforementioned requirements would not necessarily disclose all matters in internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws and regulations that would be material in relation to one or more of the aforementioned requirements being examined may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving internal control over compliance that we consider to be material weaknesses. However, the results of our procedures disclosed other matters involving internal control which are required to be reported in accordance with criteria established by the Audit Guide, issued by the Illinois Office of the Auditor General and which are described in the accompanying schedule of State findings as findings 05-2 and 05-3.

As required by the Audit Guide, immaterial findings relating to internal control deficiencies excluded from this report have been reported in a separate letter to your office.

Our examination was conducted for the purpose of forming an opinion on compliance with the requirements listed in the first paragraph of this report. The accompanying supplementary information as listed in the table of contents as Supplementary Information for State Compliance Purposes is presented for purposes of additional analysis. We have applied certain limited procedures as prescribed by the Audit Guide as adopted by the Auditor General to the 2005 and the 2004 Supplementary Information for State Compliance Purposes. However, we do not express an opinion on the supplementary information

We have not applied procedures to the 2003 Supplementary Information for State Compliance Purposes, and accordingly, we do not express an opinion thereon.

This report is intended solely for the information and use of the Auditor General, the General Assembly, the Legislative Audit Commission, the Governor, and agency management, and is not intended to be and should not be used by anyone other than these specified parties.

E. C. Ortiz & Co. LLP

E. C. Ortiz & Co., LLP

November 22, 2005

CURRENT FINDINGS - STATE

05-1. Finding (Efficiency Initiative Payments)

The Office of the Governor (Office) made payments for efficiency initiative billings from improper line item appropriations.

Public Act 93-0025, in part, outlines a program for efficiency initiatives to reorganize, restructure and reengineer the business processes of the State. The State Finance Act details that the amount designated as savings from efficiency initiatives implemented by the Department of Central Management Services (CMS) shall be paid into the Efficiency Initiatives Revolving Fund. **“State agencies shall pay these amounts ... from the line item appropriations where the cost savings are anticipated to occur.”** (30 ILCS 105/6p-5)

Two FY04 billings to the Governor’s Office from CMS for savings from efficiency initiatives totaled \$100,947. While many agencies were billed for efficiency initiative savings in FY05, the Governor’s Office was not. The initiatives and amounts billed to the Office for FY04 were:

INVOICE BILLING DATE	INITIATIVE	BILLED AMOUNT
11/05/03	Procurement Efficiency	\$ 68,829
09/19/03 ⁽¹⁾	Information Technology	\$ 32,118
	Total:	\$ 100,947
Note: ⁽¹⁾ Date stamp from Governor’s fiscal office showed receipt on August 13, 2004.		

Officials in the Governor’s Office stated they did not receive guidance or documentation with the billings from CMS detailing from which line items appropriations savings were anticipated to occur. The only guidance indicated on the billing invoices was the amount of payments that should be taken from General Revenue Funds (GRF) versus Other Funds for the billings.

Governor’s Office staff reported they received no evidence of savings for the FY04 amounts billed nor had the Office experienced any savings for the amounts billed. Documentation showed the Office contacted CMS and the Governor’s Office of Management and Budget (GOMB) in November 2003 to inquire about the procurement billings. Staff reported that GOMB indicated that the Office could use any appropriation line item where there were excess appropriations to pay the billings. Documentation from GOMB stated, “This is an actual billing they should pay. They have the flexibility to pay it from any line item and any fund or combination of funds and line items.”

Based on our review, we question whether appropriate appropriations, as required by the State Finance Act, were used to pay for the anticipated savings. We found that the Governor’s Office made payments for these billings **not** from line item appropriations where the cost savings were anticipated to have occurred but from line items where Office staff reported they had **determined there were excess appropriations**. The Office used personal services-related appropriations to pay the billings.

The table below provides an illustration of the specific funds and line items the Governor's Office used to make payments for the efficiency initiatives. Additionally, the table illustrates which efficiency initiatives were paid from the various line item appropriations.

FUND	LINE ITEM APPROPRIATION	AMOUNT PAID	TOTAL APPROPRIATION FOR LINE ITEM	EFFICIENCY INITIATIVE	
				PROCUREMENT	INFORMATION TECHNOLOGY
FY04					
GRF	For Personal Services	\$ 89,118	\$ 5,494,000	✓	✓
GRF	For State Contributions to SERS	\$ 7,429	\$ 738,500	✓	
GRF	For State Contributions to Social Security	\$ 4,400	\$ 387,500	✓	

Use of appropriations unrelated to the cost savings initiatives results in non-compliance with the State Finance Act. Furthermore, use of appropriations for purposes other than those authorized by the General Assembly effectively negates a fundamental control established in State government. Finally, use of funds unrelated to the savings initiative may result in an adverse effect on services the Office provides. (Finding Code No. 05-1).

Recommendation

We recommend that the Office only make payments for efficiency initiative billings from line item appropriations where savings would be anticipated to occur. Further, the Office should seek an explanation from the Department of Central Management Services as to how savings levels were calculated, or otherwise arrived at, and how savings achieved or anticipated to impact the Office's budget.

Office Response

We concur with this finding and recommendation. The Office did make payments for efficiency initiative billings from line item appropriations where there was adequate funds to pay the invoice. The Office has adjusted procedures to require documentation addressing anticipated savings and will pay any future billings from appropriation lines where those savings occur.

05-2 Finding (Untimely signing/execution of written contract agreements)

The Office of the Governor (Office) did not timely sign/execute written contract agreements with vendors.

A contract agreement is considered executed upon the date the last required party signs and dates the contract agreement. We noted eight of 25 (32%) contract agreements tested had not been signed by all parties before the earliest date of service allowed by the contract agreement terms. The average length of time between the beginning date of the contract agreements and their final required signature was 32 days (with a range of 15 days to 73 days). The contract agreements were for rental and maintenance of photocopiers, fax machines, postage meters, and subscription to access legal and news services, and totaled \$81,423. Five of 8 referenced contracts were in excess of \$10,000.

Good business practice dictates that all the required parties sign a contract agreement prior to the beginning of the contract period. In addition, contract agreements in excess of \$10,000 are required to be filed with the Office of the Comptroller within 15 days of their execution. Contract agreements should be signed/executed by all required parties prior to the beginning of the contract agreement term. This would necessitate their filing with the Office of the Comptroller near the beginning of their term thereby making the information readily available to the General Assembly and unsuccessful proposers, as well as the general public.

Management stated that contracts were sent to vendors before the contract period but were not returned in a timely manner.

Oversight and public accountability is compromised when contract agreements are not signed/executed timely because these contract agreements are not filed with the Office of the Comptroller early in the contract agreement term. As a result of the contract agreements not being filed early large amounts of work can be performed and costs incurred before oversight entities, the General Assembly or the general public has a chance to view them. In addition, failure to have the contract agreements signed before the beginning of the contract period does not bind the service provider for compliance with the applicable laws, regulations and rules. (Finding Code No. 05-2, 03-3)

Recommendation

We recommend Office management take the necessary steps to ensure contract agreements are signed/executed by all the required parties in a timely manner.

Office Response

In December of 2003, the Office implemented procedures to insure that contract agreements were signed/executed by all of the required parties in a timely manner. We acknowledge that this finding occurred before November of 2003 but it was not repeated after that date. This finding was addressed after the last Audit Compliance Report was finalized and there has not been a recurrence to date. We consider this finding to be resolved.

All necessary corrective steps were taken in the very early months of FY04.

05-3 Finding (Receipts not processed in accordance with statutes)

The Office of the Governor (Office) did not process cash receipts in accordance with statutory requirements. During our testing of receipts, we noted the following exceptions:

- One of 5 (20%) refunds tested totaling to \$19,109 was deposited 3 days late. The State Officers and Employees Money Disposition Act (30 ILCS 230/2 (a)) requires each State agency to deposit any single item of receipt exceeding \$10,000 on the day of actual physical receipt.
- Two of 30 (7%) receipts and deposit slips tested totaling \$724 did not agree to the totals of the supporting checks for deposit. As a result, the treasurer's draft, the receipt deposit transmittal form, and the Comptroller's report did not reconcile by a difference of \$25. The Fiscal Control and Internal Auditing Act (30 ILCS 10/1002) requires each agency to establish and maintain effective internal control, which would include controls to ensure receipts are properly recorded and accounted for.
- A lack of segregation of duties was identified in the area of receipts processing. The Fiscal Director was responsible for recording and reconciling the receipts with the Comptroller's reports. The Fiscal Control and Internal Auditing Act (30 ILCS 10/1002) requires each agency to establish and maintain effective internal control, which would include receipts.

Management stated the refund was not deposited timely due to an oversight. The discrepancies between the deposit slips and the supporting checks for deposit were also explained as being due to oversight. Management noted there was limited staff available to adequately segregate the duties of recording and reconciling receipts to different employees.

Failure to follow the required statutes regarding the processing of receipts along with the lack of segregation of duties in receipts processing increases the risk that errors and irregularities could occur and not be detected. (Finding Code No. 05-3, 03-4)

Recommendation

We recommend the Office follow the required statutes regarding cash receipts processing. Additionally, we recommend the Office segregate duties to ensure effective internal control over the cash receipts custody and record keeping duties.

Office Response

The Office notes that one refund from 6/16/2003 was deposited 3 days late. Procedural changes were implemented in December of 2003 to insure the timely deposit of all cash receipts and this exception has not been repeated since the changes were instituted. This has not been repeated since the last compliance audit report was completed.

The Office accepts the recommendation given in this finding and has implemented procedural changes to the receipt process. Management has further segregated the cash receipt processing to ensure more effective controls over the recording, accounting, and reconciliation of cash receipts.

The necessary corrective steps have been implemented.

05-4. Finding (Excess grant receipts not returned to the grantor upon expiration of the grant agreement)

Grant funds were expended after the term of the agreement. Further, unspent grant funds were not returned to the grantor.

In testing the Governor's Grant Fund (Fund) we noted the Office of the Governor (Office) was still holding \$327 in the Fund at June 30, 2005 from a grant that should have been spent in fiscal year 2002. The Office received a grant in fiscal year 2002 for \$85,000 for the purpose of adding additional staff to define key programs, goals and objectives; identify agency mission and incorporate new agency responsibilities into existing services in the most efficient way; identify additional new agency program performance measures; and a number of other grant objectives. Expenditures totaling \$42,174 were made during the grant term from July 1, 2001 to June 30, 2002. Grant receipts which were not used for the purpose of the grant during the grant term totaling \$42,826 were not returned after June 30, 2002. Rather a total of \$42,499 was continuously used through fiscal year 2003. The remaining \$327 balance has not been used and was being held in the Governor's Grant Fund at June 30, 2005.

The terms and conditions of the grant agreement required any grant receipts not expended for the purpose of the grant during the grant term to be immediately returned to the grantor.

Office management stated it was their understanding the grant receipts could be used for the purpose for which the grant was provided until all the grant receipts were used up, regardless of the term of the grant.

Failure to return excess grant receipts to the grantor is a noncompliance with the grant agreement and may result in sanctions and withholding of future grants. (Finding Code No. 05-4)

Recommendation

We recommend Office management provide adequate oversight to ensure the Office complies with grant agreements. In addition, we recommend the Office contact the grantor and inquire if the grant receipts expended after the grant term and any remaining unexpended balance should be returned.

Office Response

The Office respectfully does not concur with this finding. The grant was for \$85,000 and was awarded 7/1/2001. The grant period ended in 2002 with a remainder of \$327. The fact that this is the 2nd compliance audit completed before this finding was reported supports our belief that this should have been an immaterial finding.

The Office has contacted the Annie E. Casey Foundation for guidance to rectify this matter. Documentation of expenditures, Foundation reports and a request to advise us of the disposition of the remaining balance has already been sent to the appropriate individuals at the Casey Foundation. The Office is waiting for the grantor to respond to our questions and will comply with the Foundation's direction. The necessary corrective steps have already been taken.

Auditor's Comment

The significance of the finding is that the Governor's Office expended \$42,499 during fiscal year 2003, which was after the term of the grant agreement. The determination of the placement of the finding within the compliance report or the immaterial letter is related to the significance of the finding, not the timing of the event that led to the finding. Again, in this finding, 50% of the grant proceeds were expended after the grant term with no authorization from the grantor. As a result of the testing performed, this issue was considered to be significant and included in the compliance report for the current engagement.

05-5 Finding (Employee performance evaluations not conducted on a regular basis)

The Office of the Governor (Office) was unable to provide documentation that performance evaluations of all its employees were performed on a regular basis.

Sixteen of 25 (64%) employees tested were noted as not having a performance evaluation in fiscal year 2005. In addition, there was no formal written documentation to determine that any of the 25 employees had performance evaluations in fiscal year 2004.

Office Personnel Rules and Regulations, Article 29, requires periodic Individual Development and Performance Reviews (Review) be completed by the immediate supervisor of each employee. The Review shall be discussed with the employee and signed by the immediate supervisor, Deputy Chief of Staff and the employee. Copies of the Review shall be provided for the employee, immediate supervisor, Deputy Chief of Staff and placed in the official personnel file maintained in the Governor's fiscal office.

Management stated that supervisors regularly conducted performance evaluations of employees in prior years but did not formally document the performance evaluations. The Office implemented the required written documentation of performance evaluations only in fiscal year 2005.

Performance evaluations are a systematic and uniform approach used for the development of employees and communication of performance expectations to employees. Performance evaluations should serve as a foundation for salary adjustment, promotion, demotion, discharge, layoff, recall, and reinstatement decisions. (Finding Code No. 05-5)

Recommendation

We recommend the Office perform performance evaluations for all employees on a regular basis not to exceed one year and maintain written documentation of the evaluations in the personnel files of each employee.

Office Response

The Office concurs with this finding. Written performance evaluations are not formally conducted for all employees on a regular basis.

This issue has been sent to the legal department to review the Agency's policy on performance evaluations.

05-6 Finding (Travel control rules not followed)

The Office of the Governor (Office) did not follow the travel control rules when processing and approving employee travel. During our detailed testing of travel expenditures, we noted the following:

- One of 60 (2%) travel vouchers tested did not have the required approval of the agency head or a designated representative.
- Two of 2 (100%) travel vouchers for out of the country travel were not approved in advance. The travel request for one trip to Europe for \$3,411 was submitted to the Travel Control Board 5 days before departure. The Office could not provide documentation that a request for out of the country travel was ever submitted to the Travel Control Board for the other trip which amounted to \$787. The out of country travel was made to attend various meetings regarding the importation of prescription medication.
- Four of 11 (36%) out of state travel vouchers tested, totaling \$2,959 did not have the required Travel Request Form submitted to the Fiscal Director or a designated representative.

The Governor's Travel Control Board Rules (Rules)(80 Ill. Admin. Code 2800.250 (b)) states, "The voucher shall then be approved by the Agency Head or a designated representative, who shall sign the original of the voucher. The original and one copy of the travel voucher, together with the required receipts and attachments, shall be forwarded to the Comptroller for issuance of the warrant for payment". In addition subpart G, Section 2800.700 (b) of the Rules requires travel outside the contiguous United States be approved by the Chairman of the Governor's Travel Control Board prior to travel. All requests shall be submitted to the Travel Control Board at least 30 days in advance of the departure date. The Office's Personnel Rules and Regulations, Section 34, notes that out of state and commercial air travel requests may be granted at the discretion of the Governor or Chief of Staff after a required Travel Request Form has been filed with the Fiscal Director.

Office management stated the travel voucher that was not approved by the agency head was due to an oversight. Office management further indicated travel requests for out of the country travel were not timely prepared or not prepared at all due to the nature of the Office and that the employees were given short notice before the actual travel occurred. Travel request forms for out of state travel were not completed due to oversight.

Failure to follow the Travel Rules reduces the established controls over travel and may result in unauthorized travel by employees and erroneous payments. (Finding Code No. 05-6)

Recommendation

We recommend Office management remind all employees to comply with the Governor's Travel Control Board Rules and the requirements of the Office's Travel Guide and Personnel Rules and Regulations regarding out of state travel.

Office Response

The Office acknowledges that the two out of country travel requests were not approved thirty days in advance of the trip. We concur that not all of the out of state travel vouchers were submitted to the Fiscal Director or designee as required by the Travel Control Board Rules.

Office management has taken steps to address the recommendations and attempt to improve compliance and control with the travel rules and regulations.

PRIOR FINDINGS NOT REPEATED - STATE

05-7. Finding (Liability insurance certificates not updated on an ongoing basis)

During the previous engagement, the Office did not obtain updated liability insurance certificates from employees who were assigned state vehicles.

Status:

During the current engagement, our testing disclosed that employees are required to submit a liability insurance certificate with the Deputy Fiscal Director every July of each year. These were maintained in each of the employees' personnel file. (Finding Code No. 03-1)

05-8. Finding (No timely review of past due accounts receivable)

During the previous engagement, the Office did not perform a timely review of its past due accounts receivable. An account totaling \$4,896 that was outstanding since June 30, 2001 was only reviewed and determined to be uncollectible after 2 years.

Status:

During the current engagement, the Office wrote off the receivable that was long outstanding. Our testing did not disclose long outstanding receivables. (Finding Code No. 03-2)

SUPPLEMENTARY INFORMATION FOR STATE COMPLIANCE PURPOSES

SUMMARY

Supplementary Information for State Compliance Purposes presented in this section of the report includes the following:

- Fiscal Schedules and Analysis:

- Schedule of Appropriations, Expenditures and Lapsed Balances
- Comparative Schedule of Net Appropriations, Expenditures and Lapsed Balances
- Schedule of Efficiency Initiative Payments
- Schedule of Changes in State Property
- Comparative Schedule of Cash Receipts
- Reconciliation Schedule of Cash Receipts to Deposits Remitted to the State Comptroller
- Analysis of Significant Variations in Expenditures
- Analysis of Significant Variations in Receipts
- Analysis of Significant Lapse Period Spending
- Analysis of Accounts Receivable

- Analysis of Operations:

- Agency Functions and Planning Program
- Average Number of Employees
- Emergency Purchases
- Illinois First Projects
- Statistical Summary

The auditors' report that covers the Supplementary Information for State Compliance Purposes presented in the Compliance Report Section states the auditors have applied certain limited procedures as prescribed by the Audit Guide as adopted by the Auditor General. However, the auditors do not express an opinion on the supplementary information.

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES
Appropriations for Fiscal Year 2005

Fourteen Months Ended August 31, 2005

Public Act 93-0842 APPROPRIATED FUNDS	Appropriations (Net of Transfers)	Voucher Expenditures Through 6/30/05	Lapse Period Expenditures 7/1 to 8/31/05	Total Expenditures	Balances Lapsed
<u>General Revenue Fund-001</u>					
Personal Services	\$ 5,259,200	\$ 4,788,758	\$ -	\$ 4,788,758	\$ 470,442
State Contribution to State Employees' Retirement System	847,100	773,255	-	773,255	73,845
State Contributions to Social Security	373,000	340,776	-	340,776	32,224
Contractual Services	680,000	560,057	105,309	665,366	14,634
Travel	123,000	101,184	11,299	112,483	10,517
Commodities	73,000	57,101	7,449	64,550	8,450
Printing	69,000	39,125	25,388	64,513	4,487
Equipment	5,000	3,475	1,096	4,571	429
Electronic Data Processing	160,000	103,392	21,623	125,015	34,985
Telecommunications	450,000	315,938	97,788	413,726	36,274
Repairs and Maintenance	32,000	23,937	1,611	25,548	6,452
Expenses Related to Ethnic Celebrations, Special Receptions and Other Events	70,000	49,019	135	49,154	20,846
Total - General Revenue Fund	\$ 8,141,300	\$ 7,156,017	\$ 271,698	\$ 7,427,715	\$ 713,585
<u>Governor's Grant Fund - 947</u>					
Expenses Relating to the Specific Grant	100,000	4,621	54	4,675	95,325
TOTAL APPROPRIATED FUNDS	\$ 8,241,300	\$ 7,160,638	\$ 271,752	\$ 7,432,390	\$ 808,910

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES
Appropriations for Fiscal Year 2005

Fourteen Months Ended August 31, 2005

Public Act 93-0842 NONAPPROPRIATED FUNDS	Appropriations (Net of Transfers)	Voucher Expenditures Through 6/30/05	Lapse Period Expenditures 7/1/ to 8/31/05	Total Expenditures	Balances Lapsed
<u>Illinois Executive Mansion Trust Fund - 296</u>					
Improve, Restore, and Maintain Executive Mansion and Hayes Home	\$ -	\$ 42,121	\$ 3,765	\$ 45,886	\$ -
GRAND TOTAL - ALL FUNDS	\$ 8,241,300	\$ 7,202,759	\$ 275,517	\$ 7,478,276	\$ 808,910

Note: Appropriations, expenditures, and lapsed balances were obtained directly from the records of the State Comptroller.

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES
Appropriations for Fiscal Year 2004

Fourteen Months Ended August, 2004

Public Act 93-0066 APPROPRIATED FUNDS	Appropriations (Net of Transfers)	Voucher Expenditures Through 6/30/04	Lapse Period Expenditures 7/1/ to 8/31/04	Total Expenditures	Balances	
					Lapsed	Unlapsed
<u>General Revenue Fund-001</u>						
Personal Services	\$ 5,494,000	\$ 5,172,294	\$ 32,118	\$ 5,204,412	\$	289,588
Employee Retirement						
Contributions Paid by Employer	220,000	-	-	-		220,000
State Contribution to State						
Employees' Retirement System	738,500	489,485	-	489,485		249,015
State Contributions to Social Security	387,500	374,791	12	374,803		12,697
Contractual Services	699,000	575,265	44,265	619,530		79,470
Travel	140,000	88,707	7,034	95,741		44,259
Commodities	85,000	59,868	11,436	71,304		13,696
Printing	50,000	32,038	8,991	41,029		8,971
Equipment	5,000	3,258	-	3,258		1,742
Electronic Data Processing	150,000	118,696	8,575	127,271		22,729
Telecommunications	441,000	345,805	45,416	391,221		49,779
Repairs and Maintenance	32,000	25,130	2,477	27,607		4,393
Expenses Related to Ethnic Celebrations, Special Receptions and Other Events	110,000	58,212	3,910	62,122		47,878
	\$ 8,552,000	\$ 7,343,549	\$ 164,234	\$ 7,507,783	\$	1,044,217
<u>Governor's Grant Fund - 947</u>						
Expenses Relating to the Specific Grant	100,000	-	-	-		100,000
TOTAL - ALL APPROPRIATED FUNDS	\$ 8,652,000	\$ 7,343,549	\$ 164,234	\$ 7,507,783	\$	1,144,217

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES
Appropriations for Fiscal Year 2004

Fourteen Months Ended August 31, 2004

Public Act 93-0066	Appropriations (Net of Transfers)	Voucher Expenditures Through 6/30/04	Lapse Period Expenditures 7/1 to 8/31/04	Total Expenditures	Balances Lapsed
NONAPPROPRIATED FUNDS					
<u>Illinois Executive Mansion Trust Fund - 296</u>					
Improve, Restore, and Maintain Executive Mansion and Hayes Home	\$ -	\$ 35,798	\$ 2,518	\$ 38,316	\$ -
GRAND TOTAL - ALL FUNDS	<u>\$ 8,652,000</u>	<u>\$ 7,379,347</u>	<u>\$ 166,752</u>	<u>\$ 7,546,099</u>	<u>\$ 1,144,217</u>

Note: Appropriations, expenditures, and lapsed balances were obtained directly from the records of the State Comptroller.

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES

	FISCAL YEAR		
	2005	2004	2003
	P.A. 93-0842	P.A. 93-0066	P.A. 92-0538
<u>GENERAL REVENUE FUND - 001</u>			
Appropriations (Net of Transfers)	\$ 8,141,300	\$ 8,552,000	\$ 10,374,800
Expenditures			
Personal Services	4,788,758	5,204,412	5,454,607
Employee Retirement Contributions Paid by Employer	-	-	130,991
State Contributions to State Employees' Retirement System	773,255	489,485	563,763
State Contributions to Social Security	340,776	374,803	381,940
Contractual Services	665,366	619,530	668,940
Travel	112,483	95,741	129,734
Commodities	64,550	71,304	60,620
Printing	64,513	41,029	24,926
Equipment	4,571	3,258	8,907
Electronic Data Processing	125,015	127,271	108,555
Telecommunications Services	413,726	391,221	342,755
Repairs and Maintenance	25,548	27,607	31,881
Expenses Related to Ethnic Celebrations	49,154	62,122	65,119
Expenses Related to Transition	-	-	25,204
Total Expenditures	\$ 7,427,715	\$ 7,507,783	\$ 7,997,942
Lapsed Balances	\$ 713,585	\$ 1,044,217	\$ 2,376,858
<u>GOVERNOR'S GRANT FUND - 947</u>			
Appropriations (Net of Transfers)	\$ 100,000	\$ 100,000	\$ 100,000
Expenditures			
Expenses Relating to the Specific Grant	\$ 4,675	\$ -	\$ 59,460
Total Expenditures	\$ 4,675	\$ -	\$ 59,460
Lapsed Balances	\$ 95,325	\$ 100,000	\$ 40,540

GRAND TOTAL, ALL FUNDS

Appropriations (Net of Transfers)	<u>\$ 8,241,300</u>	<u>\$ 8,652,000</u>	<u>\$ 10,474,800</u>
Total Expenditures	<u>\$ 7,432,390</u>	<u>\$ 7,507,783</u>	<u>\$ 8,057,402</u>
Lapsed Balances	<u>\$ 808,910</u>	<u>\$ 1,144,217</u>	<u>\$ 2,417,398</u>

GENERAL REVENUE FUND 001- STATE COMPTROLLER

Governor's Salary*	<u>\$ 150,691</u>	<u>\$ 150,691</u>	<u>\$ 150,691</u>
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* The Governor's salary is subject to separate appropriations - accountability maintained by the State Comptroller.

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
SCHEDULE OF EFFICIENCY INITIATIVE PAYMENTS
For the Fiscal Years Ended June 30,

<u>Procurement Efficiency Initiative</u>	<u>2005</u>	<u>2004</u>
General Revenue Fund-001		
Personal Services	\$ -	\$ 57,000
Contributions to State Employees' Retirement System	-	7,429
State Contributions to Social Security	-	4,400
Sub-Total	<u>\$ -</u>	<u>\$ 68,829</u>
<u>Information Technology Initiatives</u>		
General Revenue Fund-001		
Personal Services	\$ -	\$ 32,118
Sub-Total	<u>\$ -</u>	<u>\$ 32,118</u>
Grand Total	<u><u>\$ -</u></u>	<u><u>\$ 100,947</u></u>

Note: This schedule includes only those payments made pursuant to 30 ILCS 105/6p-5. Amounts were obtained from the Agency and reconciled to information from the Office of the Comptroller.

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
SCHEDULE OF CHANGES IN STATE PROPERTY
For the Fiscal Year Ended June 30, 2005

	Total	Land and Land Improvements	Building and Building Improvements	Equipment	Equipment Under Capital Lease
Balance Per Office Records at Beginning of the Year	\$ 7,277,544	\$ 41,100	\$ 5,439,107	\$ 1,754,249	\$ 43,088
Additions:					
Acquisitions from appropriations for equipment	11,828	-	-	11,828	-
Inter-Agency transfers in	-	-	-	-	-
Capital Development Board transfers in	-	-	-	-	-
Others	-	-	-	-	-
Total additions	11,828	-	-	11,828	-
Deductions:					
Deletions	2,026	-	-	2,026	-
Inter-agency transfers out	84,629	-	-	84,629	-
Surplused items	-	-	-	-	-
Others	-	-	-	-	-
Total deductions	86,655	-	-	86,655	-
Balance Per Office Records at End of the Year	\$ 7,202,717	\$ 41,100	\$ 5,439,107	\$ 1,679,422	\$ 43,088

Note: The property balances at June 30, 2005 were taken from Office records which have been reconciled to property reports submitted to the Office of the Comptroller.

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
SCHEDULE OF CHANGES IN STATE PROPERTY
For the Fiscal Year Ended June 30, 2004

	Total	Land and Land Improvements	Building and Building Improvements	Equipment	Equipment Under Capital Lease
Balance Per Office Records at Beginning of the Year	\$ 7,262,280	\$ 41,100	\$ 5,381,073	\$ 1,839,397	\$ 710
Additions:					
Acquisitions from appropriations for equipment	80,168	-	-	37,080	43,088
Inter-Agency transfers in	58,034	-	58,034	-	-
Capital Development Board transfers in	-	-	-	-	-
Others	-	-	-	-	-
Total additions	138,202	-	58,034	37,080	43,088
Deductions:					
Deletions	89,928	-	-	89,218	710
Inter-agency transfers out	33,010	-	-	33,010	-
Surplused items	-	-	-	-	-
Others	-	-	-	-	-
Total deductions	122,938	-	-	122,228	710
Balance Per Office Records at End of the Year	\$ 7,277,544	\$ 41,100	\$ 5,439,107	\$ 1,754,249	\$ 43,088

Note: The property balances at June 30, 2004 were taken from Office records which have been reconciled to property reports submitted to the Office of the Comptroller.

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
COMPARATIVE SCHEDULE OF CASH RECEIPTS
For the Fiscal Year Ended June 30,

	<u>2005</u>	<u>2004</u>	<u>2003</u>
<u>General Revenue Fund - 001</u>			
Miscellaneous	\$ 4,765	\$ 5,632	\$ 2,203
<u>Illinois Executive Mansion Trust Fund - 296</u>			
Proceeds from Private Event Activities	94,795	83,825	88,796
<u>Governor's Grant Fund - 947</u>			
Donations	<u>6,500</u>	<u>-</u>	<u>-</u>
Total Cash Receipts - All Funds	<u>\$ 106,060</u>	<u>\$ 89,457</u>	<u>\$ 90,999</u>

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
**RECONCILIATION OF CASH RECEIPTS
TO DEPOSITS REMITTED TO THE STATE COMPTROLLER**
For the Fiscal Year Ended June 30,

	<u>2005</u>	<u>2004</u>	<u>2003</u>
Receipts Per Office Records	\$ 106,060	\$ 89,457	\$ 90,999
Add: Deposits in Transit, Beginning of the Year	7,634	864	4,337
Less: Deposits in Transit, End of the Year	<u>(4,540)</u>	<u>(7,634)</u>	<u>(864)</u>
Deposits Recorded by the Comptroller	<u>\$ 109,154</u>	<u>\$ 82,687</u>	<u>\$ 94,472</u>

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES
For the Two Years Ended June 30, 2005

GENERAL REVENUE FUND (001)

Employee retirement contribution paid by employer

The decrease in employee retirement contribution paid by the employer by \$130,991 (100%) in fiscal year 2004 was due to the Office's decision to stop picking up the employee portion of the contribution to employee retirement.

State contribution to State Employee Retirement System

The increase in State contribution to State Employee Retirement System (SERS) by \$283,770 (58%) in fiscal year 2005 was due to the increase in contribution rate as provided by SERS. Further, the Office did not have to make payments for this expenditure effective March 2004 to June 2004 resulting in zero expenditure during these months.

Travel

The decrease in travel expenditures by \$33,993 (26%) in fiscal year 2004 was due to less travel incurred by employees under the new administration.

Printing

The increase in printing expenditures by \$23,484 (57%) in fiscal year 2005 was due to various purchases of paper, letterhead, and envelopes to replenish supplies.

The increase in printing expenditures by \$16,103 (65%) in fiscal year 2004 was due to expenditures incurred for printing new business cards for employees as a result of the transition to the new administration.

Equipment

The increase in equipment expenditures by \$1,313 (40%) in fiscal year 2005 was due to various purchases of equipment for office use such as shredders and vacuum cleaners.

The decrease in equipment expenditures by \$5,649 (63%) in fiscal year 2004 was due to a return to a normal spending level after higher expenditures in fiscal year 2003 which was the result of purchasing new chairs to replace worn out chairs.

Expenses related to ethnic celebrations

The decrease in expenses related to ethnic celebrations by \$12,968 (21%) in fiscal year 2005 was due to a return to normal spending level after higher expenditures in fiscal year 2004 as a result of various photographs and developing supplies purchased for various ethnic celebrations for the new administration.

Expenses related to transition

The decrease in expenses related to transition by \$25,204 (100%) in fiscal year 2004 was due to expenditures incurred as a result of the transition between administrations that took place in fiscal year 2003.

GOVERNOR'S GRANT FUND (947)

Expenses relating to specific grant

The increase in Governor's Grant Fund expenditures by \$4,675 (100%) in fiscal year 2005 was due to expenditures incurred for the new Hispanic Outreach Program introduced in fiscal year 2005. No programs were introduced in fiscal year 2004 resulting in zero expenditure during this year.

The previous administration received a grant in fiscal year 2002 which was expended through fiscal year 2003. No expenditures related to this grant were made in fiscal year 2004 resulting in the decrease in the Governor's Grant Fund expenditures by \$59,460 (100%).

MANSION TRUST FUND (296)

Improve, restore, and maintain executive mansion and Hayes home

The decrease in Mansion Trust Fund expenditures by \$59,570 (61%) in fiscal year 2004 was due to fewer events conducted in the Governor's Mansion during this year as compared to fiscal year 2003.

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
ANALYSIS OF SIGNIFICANT VARIATIONS IN RECEIPTS
For the Two Years Ended June 30, 2005

GENERAL REVENUE FUND (001)

Miscellaneous

The increase in miscellaneous receipts by \$3,429 (156%) in fiscal year 2004 was due to the increase in telephone reimbursements for personal calls made by employees during the year.

GOVERNOR'S GRANT FUND (947)

Donations

Donations were received from private organizations to support the new Hispanic Outreach program of the Governor. This was a new program for fiscal year 2005. There were no programs introduced in previous years.

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
ANALYSIS OF SIGNIFICANT LAPSE PERIOD SPENDING
For the Two Years Ended June 30, 2005

Printing

Significant lapse period printing expenditures of \$25,388 (39% of the total printing expenditures) in fiscal year 2005 were due to purchase of bond paper, envelope, and letterhead to replenish supplies. These supplies were ordered in June but were received and paid during the lapse period.

Significant lapse period printing expenditures of \$8,991 (22% of the total printing expenditures) in fiscal year 2004 were due to purchase of bond paper for Office use. These supplies were ordered in June but were received and paid during the lapse period.

Equipment

Significant lapse period equipment expenditures of \$1,096 (24% of the total equipment expenditures) in fiscal year 2005 were due to the purchase of a digital recorder ordered in June but received and paid during the lapse period.

Telecommunications

Significant lapse period telecommunications expenditures of \$97,788 (24% of the total telecommunications expenditures) in fiscal year 2005 were due to the videoconferencing and press release charges incurred during the fiscal year but billings were received and paid during the lapse period.

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
ANALYSIS OF ACCOUNTS RECEIVABLES
For the Two Years Ended June 30, 2005

Accounts receivables of the Office are reported under the Illinois Executive Mansion Trust Fund (296). The receivable consists of amounts to be collected from private party organizers. The balances are \$10,558 and \$12,629 as of June 30, 2005 and 2004, respectively. These amounts are deemed collectible.

The following is an aging of the Office's accounts receivable balances:

Age	June 30,		
	2005	2004	2003
Current	\$3,619	\$4,560	\$952
1-30 days	2,040	8,069	2,450
31-60 days	368	-	2,780
61-90 days	4,531	-	1,150
Over 90 days	-	-	4,896
	\$10,558	\$12,629	\$12,228

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
AGENCY FUNCTIONS AND PLANNING
For the Two Years Ended June 30, 2005

Agency Functions

The Governor is the Chief Executive Officer of the State of Illinois. His official duties are set forth in Sections 8 through 13 of Article V of the Illinois Constitution and in numerous statutory provisions. Section 8 provides that “the Governor shall have supreme executive power and shall be responsible for the faithful execution of the laws” of the State.

The Honorable Rod R. Blagojevich is the current governor and was elected to a four-year term of office in November 2002. Governor Blagojevich was sworn in as the 40th Governor of the State of Illinois on January 13, 2003.

The Governor maintains direct supervision over the operation of state agencies, authorities, code departments, boards, commissions, councils, deputy governors’ offices, and the Governor’s Office of Management and Budget. The Governor negotiates legislative issues and state affairs with other elected constitutional officers of the Executive Branch of the State, members of the General Assembly of Illinois, members of Congress, the national administration and other governors.

Agency Planning Program

The Office engages in both long-term and short-term planning on a continuing basis. Longer range planning is principally embodied in ongoing discussions with the government units under the jurisdiction of the Governor and with the members of the legislature. Shorter range planning occurs in the annual budget process during which the Office functions in a review and advisory capacity to the Governor’s Office of Management and Budget.

The Program Staff works directly with the governmental units subject to the Governor’s jurisdiction. They serve as the Governor’s liaisons and deal with specific operating problems, resource allocation, and policy objective and alternatives. The results and findings of their efforts are prioritized and incorporated into the budgetary process as resources permit.

The budgetary process identifies various programs and issues to be addressed by fiscal period, and also more routine State government operating considerations. The result of this process is a formal program of objectives to be accomplished, which is subject to monitoring and revision throughout each fiscal period.

Auditors' Assessment of Agency Functions and Planning Program

Our review of the planning process indicates that there is an organized planning program in operation with specific goals and a monitoring system to measure and evaluate actual results. The program is responsive to the objectives of the Office.

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
AVERAGE NUMBER OF EMPLOYEES
For the Two Years Ended June 30, 2005

AVERAGE NUMBER OF EMPLOYEES

The following tables, prepared from Office records, present the average number of employees:

	Fiscal Year		
	2005	2004	2003
Executive Office	84	90	71
Executive Mansion	10	11	10
	94	101	81

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
EMERGENCY PURCHASES
For the Two Years Ended June 30, 2005

No emergency purchases were reported by the State of Illinois Office of the Governor to the Office of the Auditor General during the examination period.

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
ILLINOIS FIRST PROJECTS
For the Two Years Ended June 30, 2005

There were no Illinois First projects involving the State of Illinois Office of the Governor during the examination period.

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
STATISTICAL SUMMARY
For the Fiscal Years Ended June 30,

EXPENDITURES STATISTICS	2005	2004	2003
Total Expenditures (All Funds)	\$ 7,478,276	\$ 7,546,099	\$ 8,155,288
<u>Operations Total</u>	\$ 7,473,601	\$ 7,546,099	\$ 8,095,828
% of Total Expenditures	99.9%	100.0%	99.3%
Personal Services	\$ 4,788,758	\$ 5,204,412	\$ 5,454,607
% of Operations Expenditures	64.1%	69.0%	67.4%
Average No. of Employees	94	101	81
Other Payroll Costs (FICA, Retirement)	\$ 1,114,031	\$ 864,288	\$ 1,076,694
% of Operations Expenditures	14.9%	11.5%	13.3%
Contractual Services	\$ 665,366	\$ 619,530	\$ 668,940
% of Operations Expenditures	8.9%	8.1%	8.3%
Telecommunications	\$ 413,726	\$ 391,221	\$ 342,755
% of Operations Expenditures	5.5%	5.2%	4.2%
Electronic Data Processing	\$ 125,015	\$ 127,271	\$ 108,555
% of Operations Expenditures	1.7%	1.7%	1.3%
Celebrations, Receptions & Events	\$ 49,154	\$ 62,122	\$ 65,119
% of Operations Expenditures	0.7%	0.8%	0.8%
Executive Mansion Trust Fund	\$ 45,886	\$ 38,316	\$ 97,886
% of Operations Expenditures	0.6%	0.5%	1.2%
Transition	\$ -	\$ -	\$ 25,204
% of Operations Expenditures	0.0%	0.0%	0.3%
All other Operations Items	\$ 271,665	238,939	\$ 256,068
% of Operations Expenditures	3.6%	3.2%	3.2%
<u>Grants Total</u>	\$ 4,675	\$ -	\$ 59,460
% of Total Expenditures	0.1%	0.0%	0.7%
Cost of Property and Equipment	\$ 7,202,717	\$ 7,471,440	\$ 7,262,280
 SELECTED ACTIVITY MEASURES			
Illinois Executive Mansion Trust Fund:			
Proceeds from Private Party Activities	\$ 94,795	\$ 83,825	\$ 88,796
Cash Receipts - Bank One	\$ 5,000	\$ -	\$ -
Cash Receipts - SBC Ameritech	\$ 1,500	\$ -	\$ -