



# OFFICE OF MANAGEMENT AND BUDGET

Citizen Centric Report for Fiscal Year 2019

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## WHO WE ARE

Office of Management and Budget (OMB) created by Article III, Section 9 of the CNMI Constitution under Executive Functions. OMB carries out its mission through three critical processes that are essential to the Governor's ability to plan and implement his priorities across the Executive Branch:

- Budget Formulation & Execution
- Financial Management
- Human Resource Management

In addition, the Office is responsible for improving and coordinating the management of the Commonwealth Government. In this regard, the Special Assistant ensures discipline in government programs and activities for consistency with the Governor's policies and budget, improve government efficiency by reducing duplication and overlaps between and among agencies, and assist department and activity heads in internal organization and management to achieve maximum effectiveness at minimum cost to the taxpayers.



### SPECIAL ASSISTANT FOR MANAGEMENT AND BUDGET (SAMB)

Virginia C. Villagomez

### ADMINISTRATIVE ASSISTANT

Natalyn M. William

### ANALYSTS

Benita F. Sablan  
Jazmin L. Camacho  
Nadia DLG. Benjamin  
Cherese T. Palacios  
Angelina L. Phillips



## OUR MISSION

The mission of OMB is to serve the Governor in implementing his vision across the executive branch. OMB reports directly to the Governor and helps executive departments and agencies to carry out the commitments and priorities of the Governor.

**O**perative  
efficient; effective;  
functional

**M**anageable  
managed; controlled;  
accomplished

**B**alanced  
fair; accurate;  
practical

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# WHAT WE DO

## STAFF ASSIGNMENT

### Benita F. Sablan Local

- Legislature
- Independent Programs
- Municipality of Rota
- Department of Public Lands

### Jazmin L. Camacho Local & Federal:

- Office of the Gov. & Lt. Gov.
- Municipality of Saipan (MOS) & Northern Islands (NIMO)
- Department of Finance (DOF)
- Department of Corrections (DOCOR)
- Department of Public Safety (DPS)
- Autonomous Agencies

#### Other:

- Compact Impact
- Monthly Allotments
- Reporting to the Legislature

### Nadia DLG. Benjamin Local & Federal:

- Department of Community and Cultural Affairs (DCCA)
- Department of Fire and EMS (DFEMS)
- Department of Labor (DOL)
- Department of Land and Natural Resources (DLNR)
- Department of Public Works (DPW)

#### Other:

- Questica Budget Project Lead

### Cherese T. Palacios

#### Local & Federal:

- Judiciary Branch
- Other offices of the Gov. and Lt. Gov.
- Boards and Commissions
- Municipality of Tinian

### Angelina L. Phillips

#### Local & Federal:

- Department of Commerce (DOC)
- Office of the Attorney General (OAG)

#### Other:

- Census 2020

# BUDGET PROCESS

## BUDGET CALL

Upon receiving revenue projections from the Secretary of Finance, the administration establishes budget ceiling for the proposed fiscal year. SAMB transmits budget call letter to agencies, departments and other programs in January.

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## BUDGET SUBMISSION

Agencies, departments, and other programs submit desired budgets by mid-end February.

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## BUDGET FORMULATION

OMB analysts analyze desired budget considering appropriate measures to stay within budget ceiling for a balance budget.

03



## BUDGET REVIEW

SAMB meets with expenditure authorities and assigned OMB analysts to discuss formulated budget and determine if necessary priority based budget changes are needed.

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## BUDGET FINALIZATION

SAMB meets with Gov. & Lt. Gov. to finalize budget, focusing on priority based budget.

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## BUDGET PROPOSAL TRANSMITTAL

Analysts make necessary changes to balance the proposed fiscal year budget. Mayors' council meets to review and approve the proposed budget document. OMB meets April 1st deadline and submits proposed budget to the Legislature.

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## BUDGET DELIBERATION

House Ways and Means and Senate Fiscal Affairs committees deliberate on the proposed fiscal year budget until it's enactment.

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## BUDGET EXECUTION

After both committees reach an agreement, it is transmitted as House Bill/Senate Bill for the Administration's approval. The Administration reviews and makes comments to the appropriation measure, Governor then signs it into Budget Law.

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## BUDGET ALLOCATION

OMB analysts allots budget appropriation according to the Budget Law.

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## BUDGET UPDATES

OMB analysts make regular updates to the budget by verifying position allocations that fall within the approved personnel ceiling and budget authority; satisfy request of expenditure authorities by preparing personnel projections and reprogramming when necessary.

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# OUR FINANCES



## Fiscal Year 2019 Appropriations

Given the nature of events that occurred before and in the beginning of Fiscal Year 2019, the effect it had on our financial position generated a reduction to the budgetary resources, a 15.2856% reduction to the net available for appropriation. As a result, a proportionate reduction in the allotment authority of 15.2856% was implemented across the board.

### GENERAL FUND

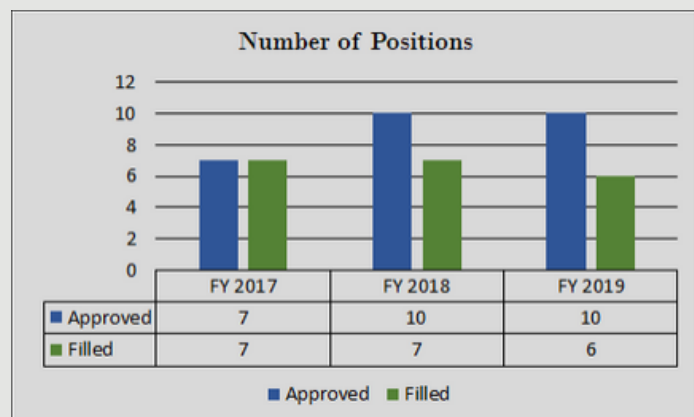
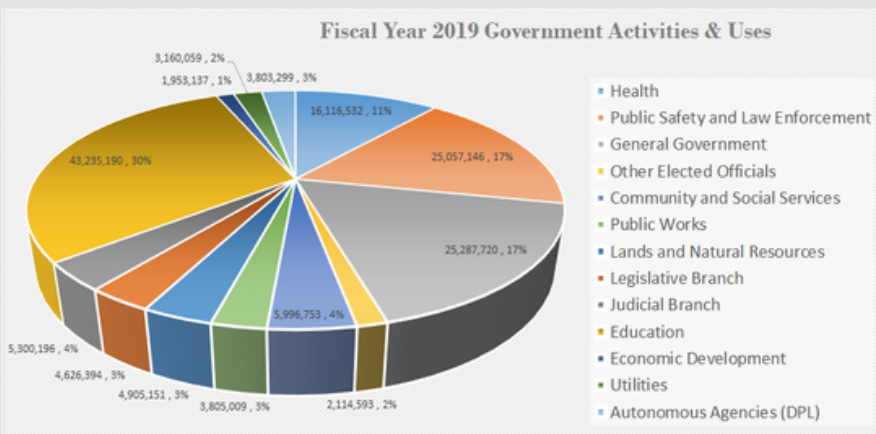
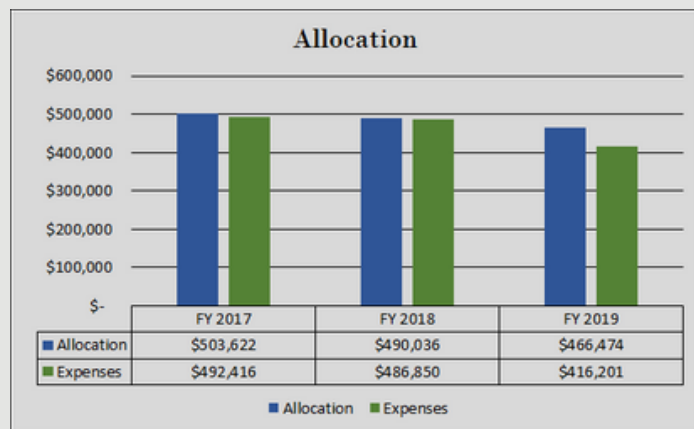
### OMB

Object Class	Public Law 20-67	15.2856% Reduction	Revised Budget
Personnel	83,922,248	(12,828,019)	71,094,229
All-Others	83,937,195	(12,830,304)	71,106,891
Utilities	3,730,248	(570,191)	3,160,057
<b>Total</b>	<b>171,589,691</b>	<b>(26,228,514)</b>	<b>145,361,177</b>

Object Class	Public Law 20-67	15.2856% Reduction	Revised Budget
Personnel	467,016	(71,386)	395,630
All-Others	83,627	(12,783)	70,844
Utilities	0	0	0
<b>Total</b>	<b>550,643</b>	<b>(84,169)</b>	<b>466,474</b>

### OMB's 3 Year Comparison

Activities	Saipan	Tinian	Rota	Total	%
Health	16,116,532	0	0	16,116,532	11%
Public Safety and Law Enforcement	19,933,788	2,333,351	2,790,007	25,057,146	17%
General Government	18,735,836	3,780,402	2,771,482	25,287,720	17%
Other Elected Officials	1,950,943	81,825	81,825	2,114,593	1%
Community and Social Services	5,191,321	466,366	339,066	5,996,753	4%
Public Works	2,700,257	358,610	746,142	3,805,009	3%
Lands and Natural Resources	3,231,033	789,987	884,131	4,905,151	3%
Legislative Branch	4,626,394	0	0	4,626,394	3%
Judicial Branch	5,300,196	0	0	5,300,196	4%
Education	43,235,190	0	0	43,235,190	30%
Economic Development	1,633,916	131,446	187,775	1,953,137	1%
Utilities	2,615,536	290,380	254,143	3,160,059	2%
Autonomous Agencies (DPL)	3,803,299	0	0	3,803,299	3%
<b>Total</b>	<b>129,074,239</b>	<b>8,232,367</b>	<b>8,054,571</b>	<b>145,361,177</b>	



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# FUTURE OUTLOOK



*“Questica’s goal is to drive budget transformation by creating a single source of data truth. As a leader of budgeting preparation and management software since 1998, Questica partners with public sector organizations to better enable data-driven budgeting and decision-making, while increasing data accuracy, productivity and improving stakeholder trust. Over 700 local and provincial governments, colleges, universities, K-12 schools, hospitals, healthcare facilities and non-profit organizations across 47 states and 11 provinces and territories have eliminated spreadsheets using our budgeting, performance, transparency and engagement solutions which seamlessly integrate with existing financial and other systems.”*

**-Questica Inc.: Where brilliant begins.**

## GOALS & OBJECTIVES

To prepare for Fiscal Year 2020, OMB implemented **Questica**, a budgeting software used by governments, education and healthcare professionals around the world. In preparation of the proposed Fiscal Year 2021 Budget, OMB plans to train budget analysts from agencies, departments and other programs to submit their budget requests using Questica.

**✓ Submit Paperless, Priority-Based Budget Document to the Legislature**

