

MS Board of Bar Admissions 450 High Street, P. O. Box 1449, Jackson, MS 39215

James Mozingo, Chairman

AGENCY ADDRESS CHIEF EXECUTIVE OFFICER

	Actual Expenses FY Ending June 30, 2009	Estimate Expenses FY Ending June 30, 2010	Requested for FY Ending June 30, 2011	Requested Increase (+) or Decrease (-) FY 2011 vs. FY 2010 (Col. 3 vs. Col. 2)	
				AMOUNT	PERCENT
I. A. PERSONAL SERVICES					
1. Salaries, Wages & Fringe Benefits (Base)	151,762	165,840	165,840		
a. Additional Compensation					
b. Proposed Vacancy Rate (Dollar Amount)					
c. Per Diem					
Total Salaries, Wages & Fringe Benefits	151,762	165,840	165,840		
2. Travel					
a. Travel & Subsistence (In-State)	7,330	8,000	8,000		
b. Travel & Subsistence (Out-of-State)	7,260	7,500	7,500		
c. Travel & Subsistence (Out-of-Country)					
Total Travel	14,590	15,500	15,500		
B. CONTRACTUAL SERVICES (Schedule B):					
a. Tuition, Rewards & Awards	100	500	500		
b. Communications, Transportation & Utilities	666	14,000	14,000		
c. Public Information					
d. Rents	39,001	42,400	42,400		
e. Repairs & Service		1,000	1,000		
f. Fees, Professional & Other Services	82,817	99,448	99,448		
g. Other Contractual Services	270	600	600		
h. Data Processing	4,126	18,400	18,400		
i. Other					
Total Contractual Services	126,980	176,348	176,348		
C. COMMODITIES (Schedule C):					
a. Maintenance & Construction Materials & Supplies					
b. Printing & Office Supplies & Materials	9,374	8,300	10,300	2,000	24.09%
c. Equipment, Repair Parts, Supplies & Accessories					
d. Professional & Scientific Supplies & Materials					
e. Other Supplies & Materials	5,182	5,300	5,300		
Total Commodities	14,556	13,600	15,600	2,000	14.70%
D. CAPITAL OUTLAY:					
1. Total Other Than Equipment (Schedule D-1)					
2. Equipment (Schedule D-2):					
b. Road Machinery, Farm & Other Working Equipment					
c. Office Machines, Furniture, Fixtures & Equipment					
d. IS Equipment (Data Processing & Telecommunications)		2,500	4,800	2,300	92.00%
e. Equipment - Lease Purchase					
f. Other Equipment					
Total Equipment (Schedule D-2)		2,500	4,800	2,300	92.00%
3. Vehicles (Schedule D-3)					
4. Wireless Comm. Devices (Schedule D-4)					
E. SUBSIDIES, LOANS & GRANTS (Schedule E):					
TOTAL EXPENDITURES	307,888	373,788	378,088	4,300	1.15%
II. BUDGET TO BE FUNDED AS FOLLOWS:					
Cash Balance-Unencumbered	110,677	71,712	36,424	(35,288)	(49.20%)
General Fund Appropriation (Enter General Fund Lapse Below)					
State Support Special Funds					
Federal Funds					
Other Special Funds (Specify)					
Bar Admission Fees	264,974	335,000	340,000	5,000	1.49%
Prior Year Refunds	444				
Interest on Funds in Treasury	3,505	3,500	3,800	300	8.57%
Transfer to Budget Contingency Fund					
Less: Estimated Cash Available Next Fiscal Period	(71,712)	(36,424)	(2,136)	(34,288)	(94.13%)
TOTAL FUNDS (equals Total Expenditures above)	307,888	373,788	378,088	4,300	1.15%
GENERAL FUND LAPSE					
III. PERSONNEL DATA					
Number of Positions Authorized in Appropriation Bill					
a.) Full Perm	3	3	3		
b.) Full T-L					
c.) Part Perm.					
d.) Part T-L					
Average Annual Vacancy Rate (Percentage)					
a.) Full Perm					
b.) Full T-L					
c.) Part Perm.					
d.) Part T-L					

Approved by: James Mozingo, Chairman
 Official of Board or Commission

Budget Officer: / callgood@mssc.state.ms.us

Phone Number: (601) 576-4619

Submitted by: Linda Knight
 Name

Title: Bar Admissions Administrator

Date: August 25, 2009

REQUEST BY FUNDING SOURCE

Name of Agency MS Board of Bar Admissions

Specify Funding Sources As Shown Below	FY 2009 Actual Amount	% Of Line Item	% Of Total Budget	FY 2010 Estimated Amount	% Of Line Item	% Of Total Budget	FY 2011 Requested Amount	% Of Line Item	% Of Total Budget
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7.									
8. Federal _____ Other Special (Specify) _____									
9. Bar Admission Fees	147,813	97.39%		162,340	97.88%		162,040	97.70%	
10. Prior Year Refunds	444	0.29%							
11. Interest on Funds in Treasury	3,505	2.30%		3,500	2.11%		3,800	2.29%	
12. Transfer to Budget Contingency Fund									
Total Salaries	151,762		49.29%	165,840		44.36%	165,840		43.86%
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7.									
8. Federal _____ Other Special (Specify) _____									
9. Bar Admission Fees	14,590	100.00%		15,500	100.00%		15,500	100.00%	
10. Prior Year Refunds									
11. Interest on Funds in Treasury									
12. Transfer to Budget Contingency Fund									
Total Travel	14,590		4.73%	15,500		4.14%	15,500		4.09%
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7.									
8. Federal _____ Other Special (Specify) _____									
9. Bar Admission Fees	126,980	100.00%		176,348	100.00%		176,348	100.00%	
10. Prior Year Refunds									
11. Interest on Funds in Treasury									
12. Transfer to Budget Contingency Fund									
Total Contractual	126,980		41.24%	176,348		47.17%	176,348		46.64%
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7.									
8. Federal _____ Other Special (Specify) _____									
9. Bar Admission Fees	14,556	100.00%		13,600	100.00%		15,600	100.00%	
10. Prior Year Refunds									
11. Interest on Funds in Treasury									
12. Transfer to Budget Contingency Fund									
Total Commodities	14,556		4.72%	13,600		3.63%	15,600		4.12%

Name of Agency MS Board of Bar Admissions

Specify Funding Sources As Shown Below	FY 2009 Actual Amount	% Of Line Item	% Of Total Budget	FY 2010 Estimated Amount	% Of Line Item	% Of Total Budget	FY 2011 Requested Amount	% Of Line Item	% Of Total Budget
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7.									
8. Federal _____ Other Special (Specify) _____									
9. Bar Admission Fees									
10. Prior Year Refunds									
11. Interest on Funds in Treasury									
12. Transfer to Budget Contingency Fund									
Total Other Than Equipment									
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7.									
8. Federal _____ Other Special (Specify) _____									
9. Bar Admission Fees				2,500	100.00%		4,800	100.00%	
10. Prior Year Refunds									
11. Interest on Funds in Treasury									
12. Transfer to Budget Contingency Fund									
Total Equipment				2,500		0.66%	4,800		1.26%
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7.									
8. Federal _____ Other Special (Specify) _____									
9. Bar Admission Fees									
10. Prior Year Refunds									
11. Interest on Funds in Treasury									
12. Transfer to Budget Contingency Fund									
Total Vehicles									
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7.									
8. Federal _____ Other Special (Specify) _____									
9. Bar Admission Fees									
10. Prior Year Refunds									
11. Interest on Funds in Treasury									
12. Transfer to Budget Contingency Fund									
Total Wireless Comm. Devices									

REQUEST BY FUNDING SOURCE

Name of Agency MS Board of Bar Admissions

Specify Funding Sources As Shown Below	FY 2009 Actual Amount	% Of Line Item	% Of Total Budget	FY 2010 Estimated Amount	% Of Line Item	% Of Total Budget	FY 2011 Requested Amount	% Of Line Item	% Of Total Budget
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7.									
8. Federal _____ Other Special (Specify) _____									
9. Bar Admission Fees									
10. Prior Year Refunds									
11. Interest on Funds in Treasury									
12. Transfer to Budget Contingency Fund									
Total Subsidies, Loans & Grants									
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7.									
8. Federal _____ Other Special (Specify) _____									
9. Bar Admission Fees	303,939	98.71%		370,288	99.06%		374,288	98.99%	
10. Prior Year Refunds	444	0.14%							
11. Interest on Funds in Treasury	3,505	1.13%		3,500	0.93%		3,800	1.00%	
12. Transfer to Budget Contingency Fund									
TOTAL	307,888		100.00%	373,788		100.00%	378,088		100.00%

SPECIAL FUNDS DETAIL

MS Board of Bar Admissions

Name of Agency

S. STATE SUPPORT SPECIAL FUNDS		(1) Actual Revenues FY 2009	(2) Estimated Revenues FY 2010	(3) Requested Revenues FY 2011
Source (Fund Number)	Detailed Description of Source			
Budget Contingency Fund	BCF - Budget Contingency Fund			
Education Enhancement Fund	EEF - Education Enhancement Fund			
Health Care Expendable Fund	HCEF - Health Care Expendable Fund			
Tobacco Control Fund	TCF - Tobacco Control Fund			
ARRA - Education, Discretionary, FMAP	ARRA - Education, Discretionary, FMAP			
Section S TOTAL				

A. FEDERAL FUNDS*		Percentage Match Requirement		(1) Actual Revenues FY 2009	(2) Estimated Revenues FY 2010	(3) Requested Revenues FY 2011
Source (Fund Number)	Detailed Description of Source	FY 2010	FY 2011			
	Cash Balance-Unencumbered					
Section A TOTAL						

B. OTHER SPECIAL FUNDS (NON-FED'L)		(1) Actual Revenues FY 2009	(2) Estimated Revenues FY 2010	(3) Requested Revenues FY 2011
Source (Fund Number)	Detailed Description of Source			
	Cash Balance-Unencumbered	110,677	71,712	36,424
Bar Admission Fees (3056)	Bar Admission Fees	264,974	335,000	340,000
Prior Year Refunds (3056)	Prior Year Refunds	444		
Interest on Funds in Treasury (3056)	Interest on Funds in Treasury	3,505	3,500	3,800
Transfer to Budget Contingency Fund	Transfer to Budget Contingency Fund			
Section B TOTAL		379,600	410,212	380,224

Section S + A + B TOTAL		379,600	410,212	380,224
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C. TREASURY FUND/BANK ACCOUNTS*			(1) Reconciled Balance as of 6/30/09	(2) Balance as of 6/30/10	(3) Balance as of 6/30/11
Name of Fund/Account	Fund/Account Number	Name of Bank (If Applicable)			
MS Board of Bar Admissions-Treasury	3056	Bar Admission Fees/Interest Earned	71,712	36,424	2,136

* Any non-federal funds that have restricted uses must be identified and narrative of restrictions attached.

**NARRATIVE OF SPECIAL FUNDS DETAIL
AND TREASURY FUND/BANK ACCOUNTS**

MS Board of Bar Admissions

Name of Agency

STATE SUPPORT SPECIAL FUNDS

OTHER SPECIAL FUNDS

Rule II, Section 3(A) of the Rules Governing Admission to the Mississippi Bar, gives the Board the power, "To require the payment by each applicant of such reasonable fees as prescribed by the Rules adopted by the Board and approved by the Chief Justice of the Court." The Board makes recommended changes in fees (along with justification for the increase) to the Supreme Court, which has the ultimate authority to amend the Rules. The fees were last increased on July 10, 2009. The fees are as follows:

- \$ 25 Application Packet
- \$ 25 Certified Copy of Applicant's completed Application Form
- \$ 25 Certification of MBE Score to another Jurisdiction
- \$ 25 Passing Applicant's Score Report
- \$100 Application for Registration as a Law Student
- \$300 Late Application for Registration as a Law Student
- \$525 Examination Application for Applicants who have filed Law Student Registrations
- \$825 Examination Application for Applicants not registering as Law Students
- \$725 Late Exam Application for Applicants who have filed Law Student Registrations
- \$1,025 Late Exam Application for Applicants not registering as Law Students
- \$325 Deferment Fee (if applicant defers the Bar Exam on more than one occasion)
- \$525 Disbarred Attorney Examination Application
- \$1,500 Admission on Motion

TREASURY FUND/BANK

The Board of Bar Admissions does not have a bank clearing account. All deposits are made directly to State Treasurer #3056.

CONTINUATION AND EXPANDED REQUEST

MS Board of Bar Admissions
AGENCY

Program No. _____ of _____ Programs

SUMMARY OF ALL PROGRAMS

PROGRAM

	FY 2009 Actual				
	(1) General	(2) State Support Special	(3) Federal	(4) Other Special	(5) Total
Salaries, Wages, Fringe				151,762	151,762
Travel				14,590	14,590
Contractual Services				126,980	126,980
Commodities				14,556	14,556
Other Than Equipment					
Equipment					
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				307,888	307,888
No. of Positions (FTE)				3.00	3.00

	FY 2010 Estimate				
	(6) General	(7) State Support Special	(8) Federal	(9) Other Special	(10) Total
Salaries, Wages, Fringe				165,840	165,840
Travel				15,500	15,500
Contractual Services				176,348	176,348
Commodities				13,600	13,600
Other Than Equipment					
Equipment				2,500	2,500
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				373,788	373,788
No. of Positions (FTE)				3.00	3.00

	FY 2011 Increase/Decrease for Continuation				
	(11) General	(12) State Support Special	(13) Federal	(14) Other Special	(15) Total
Salaries, Wages, Fringe					
Travel					
Contractual Services					
Commodities				2,000	2,000
Other Than Equipment					
Equipment				2,300	2,300
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				4,300	4,300
No. of Positions (FTE)					

Note: FY2011 Total Request = FY2010 Estimated + FY2011 Incr(Decr) for Continuation + FY2011 Expansion/Reduction of Existing Activities + FY2011 New Activities.

CONTINUATION AND EXPANDED REQUEST

MS Board of Bar Admissions _____
AGENCY

Program No. _____ of _____ Programs

SUMMARY OF ALL PROGRAMS

PROGRAM

	FY 2011 Expansion/Reduction of Existing Activities				
	(16) General	(17) State Support Special	(18) Federal	(19) Other Special	(20) Total
Salaries, Wages, Fringe					
Travel					
Contractual Services					
Commodities					
Other Than Equipment					
Equipment					
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total					
No. of Positions (FTE)					

	FY 2011 New Activities				
	(21) General	(22) State Support Special	(23) Federal	(24) Other Special	(25) Total
Salaries, Wages, Fringe					
Travel					
Contractual Services					
Commodities					
Other Than Equipment					
Equipment					
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total					
No. of Positions (FTE)					

	FY 2011 Total Request				
	(26) General	(27) State Support Special	(28) Federal	(29) Other Special	(30) Total
Salaries, Wages, Fringe				165,840	165,840
Travel				15,500	15,500
Contractual Services				176,348	176,348
Commodities				15,600	15,600
Other Than Equipment					
Equipment				4,800	4,800
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				378,088	378,088
No. of Positions (FTE)				3.00	3.00

Note: FY2011 Total Request = FY2010 Estimated + FY2011 Incr(Decr) for Continuation + FY2011 Expansion/Reduction of Existing Activities + FY2011 New Activities.

**SUMMARY OF PROGRAMS
FORM MBR-1-03sum**

MS Board of Bar Admissions

Agency Name

FUNDING REQUESTED FISCAL YEAR 2011

PROGRAM		GENERAL	ST.SUPP.SPECIAL	FEDERAL	OTHER SPECIAL	TOTAL
1.	BAR ADMISSION SERVICES				378,088	378,088
	SUMMARY OF ALL PROGRAMS				378,088	378,088

CONTINUATION AND EXPANDED REQUEST

MS Board of Bar Admissions
AGENCY

Program No. 1 of 1 Programs

BAR ADMISSION SERVICES

PROGRAM

	FY 2009 Actual				
	(1) General	(2) State Support Special	(3) Federal	(4) Other Special	(5) Total
Salaries, Wages, Fringe				151,762	151,762
Travel				14,590	14,590
Contractual Services				126,980	126,980
Commodities				14,556	14,556
Other Than Equipment					
Equipment					
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				307,888	307,888
No. of Positions (FTE)				3.00	3.00

	FY 2010 Estimate				
	(6) General	(7) State Support Special	(8) Federal	(9) Other Special	(10) Total
Salaries, Wages, Fringe				165,840	165,840
Travel				15,500	15,500
Contractual Services				176,348	176,348
Commodities				13,600	13,600
Other Than Equipment					
Equipment				2,500	2,500
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				373,788	373,788
No. of Positions (FTE)				3.00	3.00

	FY 2011 Increase/Decrease for Continuation				
	(11) General	(12) State Support Special	(13) Federal	(14) Other Special	(15) Total
Salaries, Wages, Fringe					
Travel					
Contractual Services					
Commodities				2,000	2,000
Other Than Equipment					
Equipment				2,300	2,300
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				4,300	4,300
No. of Positions (FTE)					

Note: FY2011 Total Request = FY2010 Estimated + FY2011 Incr(Decr) for Continuation + FY2011 Expansion/Reduction of Existing Activities + FY2011 New Activities.

CONTINUATION AND EXPANDED REQUEST

MS Board of Bar Admissions
AGENCY

Program No. 1 of 1 Programs

BAR ADMISSION SERVICES

PROGRAM

FY 2011 Expansion/Reduction of Existing Activities				
(16) General	(17) State Support Special	(18) Federal	(19) Other Special	(20) Total
Salaries, Wages, Fringe				
Travel				
Contractual Services				
Commodities				
Other Than Equipment				
Equipment				
Vehicles				
Wireless Comm. Devs.				
Subsidies, Loans & Grants				
Total				
No. of Positions (FTE)				

FY 2011 New Activities				
(21) General	(22) State Support Special	(23) Federal	(24) Other Special	(25) Total
Salaries, Wages, Fringe				
Travel				
Contractual Services				
Commodities				
Other Than Equipment				
Equipment				
Vehicles				
Wireless Comm. Devs.				
Subsidies, Loans & Grants				
Total				
No. of Positions (FTE)				

FY 2011 Total Request				
(26) General	(27) State Support Special	(28) Federal	(29) Other Special	(30) Total
Salaries, Wages, Fringe			165,840	165,840
Travel			15,500	15,500
Contractual Services			176,348	176,348
Commodities			15,600	15,600
Other Than Equipment				
Equipment			4,800	4,800
Vehicles				
Wireless Comm. Devs.				
Subsidies, Loans & Grants				
Total			378,088	378,088
No. of Positions (FTE)			3.00	3.00

Note: FY2011 Total Request = FY2010 Estimated + FY2011 Incr(Decr) for Continuation + FY2011 Expansion/Reduction of Existing Activities + FY2011 New Activities.

PROGRAM DECISION UNITS

MS Board of Bar Admissions

1 - BAR ADMISSION SERVICES

AGENCY

PROGRAM NAME

	A	B	C	D	E	F	G	H
	FY 2010 Appropriation	Escalations By DFA	Non-Recurring Items	Printing Exam Answer	Information Systems Equipment	Total Funding Change	FY 2011 Total Request	
EXPENDITURES:								
SALARIES	165,840						165,840	
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	165,840						165,840	
TRAVEL	15,500						15,500	
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	15,500						15,500	
CONTRACTUAL	176,348						176,348	
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	176,348						176,348	
COMMODITIES	13,600			2,000		2,000	15,600	
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	13,600			2,000		2,000	15,600	
CAPITAL-OTE								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
EQUIPMENT	2,500				2,300	2,300	4,800	
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	2,500				2,300	2,300	4,800	
VEHICLES								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
WIRELESS DEV								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
SUBSIDIES								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
TOTAL	373,788			2,000	2,300	4,300	378,088	

FUNDING:

GENERAL FUNDS								
ST.SUP.SPCL.FUNDS								
FEDERAL FUNDS								
OTHER SP.FUNDS	373,788			2,000	2,300	4,300	378,088	
TOTAL	373,788			2,000	2,300	4,300	378,088	

POSITIONS:

GENERAL FTE								
ST.SUP.SPCL.FTE								
FEDERAL FTE								
OTHER SP FTE	3.00						3.00	
TOTAL FTE	3.00						3.00	

PRIORITY LEVEL:

				1	2			
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PROGRAM NARRATIVE

Program Data Collected in Accordance with the
Mississippi Performance Budget and Strategic Planning Act of 1994
(To Accompany Form MBR-1-03)

MS Board of Bar Admissions

1 - BAR ADMISSION SERVICES

AGENCY NAME

PROGRAM NAME

I. Program Description:

The Board of Bar Admissions administers the rules of admission of the Mississippi Bar as adopted by the Mississippi Supreme Court. The Board's responsibilities include the preparation, administration, and evaluation of two (2) bar examinations given bi-annually in order to determine the fitness and qualifications of persons seeking to practice law in the State of Mississippi.

II. Program Objective:

The overall objective of this program is to provide efficient and timely application of the rules, testing and evaluation procedures to persons seeking membership in the Mississippi Bar for the purpose of practicing law in the State of Mississippi.

III. Current program activities as supported by the funding in Columns 6-15 (FY 10 Estimated & FY 11 Increase/Decrease for continuations) of MBR-1-03 and designated Budget Unit Decisions columns of MBR-1-03-A:**(D) Printing Exam Answer Booklet:**

An increase of \$2,000 is requested for additional costs for printing Multistate Essay Exam answer booklets. The National Conference of Bar Examiners develops the Multistate Essay Exam and questions for this exam are purchased through them. Until July 2008, answer booklets were provided with the purchase of the questions. Because answer booklets are no longer included with this purchase, the Board must now absorb the printing costs for these booklets. This additional cost is approximately \$2,000 per year and was not fully funded in FY 2010.

(E) Information Systems Equipm:

\$4,800 is requested in the equipment category. Replacement purchases include two (2) desktop computers (\$2,500) and two (2) printers (\$500). New purchases include one (1) laptop computer (\$1,500) and a portable printer (\$300) for use at Board meetings, Character and Fitness hearings and national meetings. There are currently four (4) desktop computers provided to the staff. The remaining two (2) desktop computers are scheduled to be replaced in FY 2010. An increase of \$2,300 is requested for this purpose.

PROGRAM PERFORMANCE INDICATORS AND MEASURES
Program Data Collected in Accordance with the Mississippi Performance Budget and Strategic
Planning Act of 1994

MS Board of Bar Admissions

1 - BAR ADMISSION SERVICES

AGENCY NAME

PROGRAM NAME

PROGRAM OUTPUTS: (This is the measure of the process necessary to carry out the goals and objectives of this program. This is the volume produced, i.e., how many people served, how many documents generated.)

	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ESTIMATED</u>	<u>FY 2011</u> <u>PROJECTED</u>
1 Number of Bar Exam Applicants	356.00	370.00	400.00
2 Number of Law Student Applicants	109.00	120.00	120.00
3 Bar Exam Passage Rate (Percentage)	75.90	0.00	0.00
4 Character/Fitness Hearings Held	17.00	15.00	16.00
5 Character and Fitness Committee - Informal Conferences Held	2.00	10.00	15.00
6 Board - Appeal Hearings Held	2.00	5.00	5.00

PROGRAM EFFICIENCIES: (This is the measure of the cost, unit cost or productivity associated with a given outcome or output. This measure indicates linkage between services and funding, i.e., cost per investigation, cost per student or number of days to complete investigation.)

	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ESTIMATED</u>	<u>FY 2011</u> <u>PROJECTED</u>
1 Cost per out-of-state character investigation (NCBE) for law students whose matriculation was within 15 months of filing the application.	150.00	150.00	150.00
2 Cost per out-of-state character investigation (NCBE) for law students whose matriculation was within 16 months up to graduation when filing application.	200.00	225.00	225.00
3 Cost per out-of-state character investigation for attorneys or applicants who have been out of law school for more than one (1) year.	250.00	300.00	300.00
4 Minimum cost for court reporter at Character and Fitness and Appeal Hearings.	100.00	100.00	100.00
5 Total cost for committee members to attend one day hearings.	800.00	800.00	800.00
6 Number of weeks to complete each in-house character investigation and to receive all pertinent information for review by the Character and Fitness Committee.	10.00	10.00	10.00

PROGRAM OUTCOMES: (This is the measure of the quality or effectiveness of the services provided by this program. This measure provides an assessment of the actual impact or public benefit of your agency's actions. This is the results produced, i.e., increased customer satisfaction by x% within a 12-month period, reduce the number of traffic fatalities due to drunk drivers within a 12-month period.)

	<u>FY 2009</u> <u>ACTUAL</u>	<u>FY 2010</u> <u>ESTIMATED</u>	<u>FY 2011</u> <u>PROJECTED</u>
1 Investigate all applicants for the Mississippi Bar to ensure that they are in compliance with the governing rules for admission (percentage).	100.00	100.00	100.00
2 Prepare, administer and evaluate the Bar Examination (percent accomplished).	100.00	100.00	100.00
3 Weeks required to complete character and fitness processing of applicants for Bar Examination.	8.00	8.00	8.00

PROGRAM 3% GENERAL FUND REDUCTION AND NARRATIVE EXPLANATION

MS Board of Bar Admissions

	Fiscal Year 2010 Funding			FY 2010 PERCENT REDUCED
	Total Funds	Reduced Amount	Reduced Funding Amount	
Program Name: (1) BAR ADMISSION SERVICES				
GENERAL				
ST.SUPPORT SPECIAL				
FEDERAL				
OTHER SPECIAL	373,788	11,214	385,002	
TOTAL	373,788	11,214	385,002	
Narrative Explanation: A 3% reduction in special funds generated from Bar admission fees includes withholding payment to the Supreme Court special fund for accounting and information systems support (\$3,600) and delaying expenditures for web site development (\$7,614).				
SUMMARY OF ALL PROGRAMS				
GENERAL				
ST.SUPPORT SPECIAL				
FEDERAL				
OTHER SPECIAL	373,788	11,214	385,002	
TOTAL	373,788	11,214	385,002	

Mississippi Board of Bar Admissions MEMBERS

MS Board of Bar Admissions

Agency

A. Explain Rate and manner in which board members are reimbursed:

Board members do not receive per diem but are reimbursed for actual expenses incurred while attending meetings to include meals, lodging and mileage, based on the maximum amounts set by the Dept. of Finance and Administration.

B. Estimated number of meetings FY2010

Four (4) to six (6) Board Meetings per year.

C.	Names of Members	City, Town, Residence	Appointed By	Date of Appointment	Length of Term
1.	<u>Mozingo, James, Chairman</u>	<u>Jackson, MS</u>	<u>William Waller, Jr.</u>	<u>11/27/2006</u>	<u>3 years</u>
2.	<u>Baria, Marcie Fyke</u>	<u>Waveland MS</u>	<u>Oliver E. Diaz, Jr.</u>	<u>11/1/2007</u>	<u>3 years</u>
3.	<u>O'Donnell, Marjorie T.</u>	<u>Oxford, MS</u>	<u>George Carlson, Jr.</u>	<u>11/27/2006</u>	<u>3 years</u>
4.	<u>Vardaman, Melanie</u>	<u>Ridgeland, MS</u>	<u>James Smith, Jr.</u>	<u>11/14/2008</u>	<u>3 years</u>
5.	<u>Carmean, Jay</u>	<u>Oxford, MS</u>	<u>Chuck Easley</u>	<u>11/01/2007</u>	<u>3 years</u>
6.	<u>Bowden-Hollis, Ann</u>	<u>Gulfport, MS</u>	<u>J. Dickinson</u>	<u>11/27/2006</u>	<u>3 years</u>
7.	<u>Teeuwissen, Pieter</u>	<u>Jackson, MS</u>	<u>James Graves, Jr.</u>	<u>11/01/2007</u>	<u>3 years</u>
8.	<u>Murphey, Smith</u>	<u>Batesville, MS</u>	<u>Ann Lamar</u>	<u>01/20/2009</u>	<u>2 years, 9 months</u>
9.	<u>Ott, John H.</u>	<u>McComb, MS</u>	<u>Michael Randolph</u>	<u>11/01/2008</u>	<u>3 years</u>

Identify Statutory Authority (Code Section or Executive Order Number)*

Section 73-3-2, paragraph 3, MS Code 1972, Annotated

*If Executive Order, please attach copy.

Character and Fitness Committee MEMBERS

MS Board of Bar Admissions

Agency

A. Explain Rate and manner in which board members are reimbursed:

Members do not receive per diem but are reimbursed for actual expenses incurred while attending meetings to include meals, lodging and mileage, based on the maximum amounts set by the Dept. of Finance and Administration.

B. Estimated number of meetings FY2010

Ten (10) to Fourteen (14) hearings

C.	Names of Members	City, Town, Residence	Appointed By	Date of Appointment	Length of Term
1.	<u>Compton, Robert H.</u>	<u>Meridian, MS</u>	<u>Board</u>	<u>11/01/2008</u>	<u>3 years</u>
2.	<u>Gadow, Jan F.</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
3.	<u>Geno, Craig</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>11/01/2008</u>	<u>3 years</u>
4.	<u>Gwin III, Lucien C.</u>	<u>Natchez, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
5.	<u>Hudson, Joseph P.</u>	<u>Gulfport, MS</u>	<u>Board</u>	<u>11/01/2006</u>	<u>3 years</u>
6.	<u>Kittrell, Hal J.</u>	<u>Columbia, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
7.	<u>Maddox, Nancy</u>	<u>Olive Branch, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
8.	<u>Rutherford, Leigh A.</u>	<u>Hernando, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
9.	<u>Smith Jr., James E.</u>	<u>Carthage, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
10.	<u>Stinson, Joseph M.</u>	<u>Tylertown, MS</u>	<u>Board</u>	<u>11/01/2006</u>	<u>3 years</u>
11.	<u>Williams, Roy C.</u>	<u>Pascagoula, MS</u>	<u>Board</u>	<u>11/01/2006</u>	<u>3 years</u>
12.	<u>Robinson III, E. Barney</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>11/01/2006</u>	<u>3 years</u>
13.	<u>Stracener, W. Eric</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
14.	<u>Jackson, Ava</u>	<u>Oxford, MS</u>	<u>Board</u>	<u>11/01/2008</u>	<u>3 years</u>
15.	<u>Gregg, W. Benton</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>11/01/2006</u>	<u>3 years</u>
16.	<u>LeSure, Mildred</u>	<u>Senatobia, MS</u>	<u>Board</u>	<u>11/01/2008</u>	<u>3 years</u>
17.	<u>Grigsby, Kenneth J.</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
18.	<u>Tannehill, Jr., J. Rhea</u>	<u>Oxford, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
19.	<u>Luckett, Paul</u>	<u>McComb, MS</u>	<u>Board</u>	<u>11/01/2008</u>	<u>3 years</u>
20.	<u>Nicaud, Jennifer</u>	<u>Gulfport, MS</u>	<u>Board</u>	<u>11/01/2008</u>	<u>3 years</u>
21.	<u>Pierce, Jeffrey G.</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
22.	<u>Styres, Jeffery A.</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
23.	<u>Hicks, Jr., L. Clark</u>	<u>Hattiesburg, MS</u>	<u>Board</u>	<u>11/01/2008</u>	<u>3 years</u>
24.	<u>Thames, Jr., Lee Davis</u>	<u>Vicksburg, MS</u>	<u>Board</u>	<u>11/01/2008</u>	<u>3 years</u>
25.	<u>Wade, Thandi</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>11/01/2008</u>	<u>3 years</u>
26.	<u>Bergin, Patrick</u>	<u>Gulfport, MS</u>	<u>Board</u>	<u>11/01/2006</u>	<u>3 years</u>

Identify Statutory Authority (Code Section or Executive Order Number)*

Rules Governing Admission to Mississippi Bar, Rule 8, Section 1

*If Executive Order, please attach copy.

Character and Fitness Committee MEMBERS

MS Board of Bar Admissions

Agency

A. Explain Rate and manner in which board members are reimbursed:

Members do not receive per diem but are reimbursed for actual expenses incurred while attending meetings to include meals, lodging and mileage, based on the maximum amounts set by the Dept. of Finance and Administration.

B. Estimated number of meetings FY2010

Ten (10) to Fourteen (14) hearings

C.	Names of Members	City, Town, Residence	Appointed By	Date of Appointment	Length of Term
27.	<u>Byars, III, Wilton V.</u>	<u>Oxford, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
28.	<u>Shull, Andrew D.</u>	<u>Oxford, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
29.	<u>Rouse, John T.</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
30.	<u>Clark, Andrew</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>01/29/09</u>	<u>3 years, 9 months</u>
31.	<u>Simon, Anthony R.</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>11/13/08</u>	<u>3 years</u>
32.	<u>Vardaman, Mary Terrel</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>01/29/09</u>	<u>3 years, 9 months</u>

Identify Statutory Authority (Code Section or Executive Order Number)*

Rules Governing Admission to Mississippi Bar, Rule 8, Section 1

*If Executive Order, please attach copy.

**SCHEDULE B
CONTRACTUAL SERVICES**

MS Board of Bar Admissions

Name of Agency

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2009	(2) Estimated Expenses FY Ending June 30, 2010	(3) Requested for FY Ending June 30, 2011
A. TUITION, REWARDS & AWARDS (61010-61099)			
61010 Tuition			
61020 Employee Training			
61030 Travel Related Registration	100	500	500
TOTAL (A)	100	500	500
B. TRANSPORTATION & UTILITIES (61100-61299)			
61110 Postage	-550	12,000	12,000
61190 Freight	1,216	2,000	2,000
TOTAL (B)	666	14,000	14,000
C. PUBLIC INFORMATION ((61300-61399)			
61310 Advertising & Public Information			
TOTAL (C)			
D. RENTS (61400-61499)			
61440 Office Equipment	7,793	10,000	10,000
61470 Capitol Facilities Office Rental	24,047	24,100	24,100
61480 Exhibits, Displays & Conference Rooms	6,921	8,000	8,000
61490 Other Rental	240	300	300
TOTAL (D)	39,001	42,400	42,400
E. REPAIRS & SERVICES (61500-61599)			
61520 Buildings			
61550 Office Equipment & Furniture		1,000	1,000
61590 Miscellaneous Items of Equipment			
TOTAL (E)		1,000	1,000
F. FEES, PROFESSIONAL & OTHER SERVICES (61600-61699)			
61615 SAAS Fees - DFA	922	1,000	1,000
61616 MMRS Fees	2,720	2,900	2,900
61617 SPAHRS Production Charges			
61620 Department of Audit		300	300
6162X Accounting (61621-61624)		3,600	3,600
61631 Legal Fees to Attorney General's Office	1,430	1,800	1,800
61640 Physician Services	2,625	3,000	3,000
6165X Personnel Services Contracts (61651-61653)	359		
61658 Personnel Services Contracts-Contract Worker	12,320	13,500	13,500
61658 Personnel Services Contracts-Bar Exam Proctors	7,184	8,000	8,000
61660 Court Costs & Court Reporters	3,872	4,000	4,000
61661 Recording and Notary Fees	25		
61683 Contract Worker - SPAHRS Matching Amounts	1,492	1,032	1,032
61690 Other Fees & Services	49,868	60,316	60,316
TOTAL (F)	82,817	99,448	99,448
G. OTHER CONTRACTUAL SERVICES (61700-61899)			
61700 Tort Claim Assessment		200	200
61710 Insurance & Fidelity Bonds	131	200	200
61715 Insurance Computer Equipment ITS			
61720 Membership Dues	139	200	200
TOTAL (G)	270	600	600

**SCHEDULE B
CONTRACTUAL SERVICES CONTINUED**

MS Board of Bar Admissions

Name of Agency

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2009	(2) Estimated Expenses FY Ending June 30, 2010	(3) Requested for FY Ending June 30, 2011
H. INFORMATION TECHNOLOGY (61900-61990)			
61905 IS/Telecommunication Fees-ITS		15,000	15,000
61917 Service Charges Paid to State Data Center			
61918 Data Entry			
61921 Software Acquisition and Installation	1,350		
61923 Basic Telephone Monthly-ITS	2,223	3,000	3,000
61925 Long Distance Charges-ITS	224	400	400
61926 Private Data Line Monthly Charges - Outside Vendor	66		
61928 Public Network Access Charges-Outside Vendor			
61938 Pager Usage Time			
6196X Maintenance/Repair of IS/Telecommunications Systems	263		
6198X IS/Telecommunications Software Maintenance			
Internet Or Appl Service Prov			
TOTAL (H)	4,126	18,400	18,400
I. OTHER (61991-61999)			
6199X Prior Year Expense (61997-61998)			
61999 Contractual Services - No PO Required			
TOTAL (I)			
GRAND TOTAL <i>(Enter on Line I-B of Form MBR-1)</i>	126,980	176,348	176,348
FUNDING SUMMARY:			
GENERAL FUNDS			
STATE SUPPORT SPECIAL FUNDS			
FEDERAL FUNDS			
OTHER SPECIAL FUNDS	126,980	176,348	176,348
TOTAL FUNDS	126,980	176,348	176,348

**SCHEDULE C
COMMODITIES**

MS Board of Bar Admissions
Name of Agency _____

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2009	(2) Estimated Expenses FY Ending June 30, 2010	(3) Requested for FY Ending June 30, 2011
A. MAINTENANCE & CONSTR. MATERIALS & SUPPLIES (62010-62099)			
62040 Lumber Parts			
62050 Steel and Other Metals			
62060 Paints			
Total (A)			
B. PRINTING & OFFICE SUPPLIES & MATERIALS (62100-62199)			
62110 Printing Binding	6,355	6,350	8,350
62120 Duplication and Reproduction Supplies	259	300	300
62130 Office Supplies & Materials	1,719	900	900
62140 Paper Supplies	914	600	600
62150 Maps, Manuals, Library Books	89	150	150
62160 Office Equipment (not capital outlay)	38		
Total (B)	9,374	8,300	10,300
C. EQUIPMENT REPAIR PARTS, SUPPLIES & ACCES. (62200-62299)			
62210 Fuels - Gasoline			
62251 Repair Vehicle			
62270 Radio & TV Supply & Repair			
62290 Other Equipment Repair Parts			
62252 Expend Repair & Replace Air Co			
Total (C)			
D. PROFESSIONAL & SCI. SUPPLIES AND MATERIALS (62300-62399)			
62330 Photographic Supplies			
62340 Drugs & Chemicals - Medical & Lab Use			
62390 Other Professional Scientific			
Total (D)			
E. OTHER SUPPLIES & MATERIALS (62400-62999)			
62470 Food For Persons	255	300	300
62475 Food for Business Meetings	4,712	5,000	5,000
62555 Repair Parts for DP Equipment	35		
62590 Other Supplies & Materials	52		
62595 Other Equipment (less than \$500)			
62998 Prior Year Expenses	128		
Total (E)	5,182	5,300	5,300
GRAND TOTAL (A, B, C, D & E) <i>(Enter on Line I-C of Form MBR-1)</i>	14,556	13,600	15,600
FUNDING SUMMARY:			
GENERAL FUNDS			
STATE SUPPORT SPECIAL FUNDS			
FEDERAL FUNDS			
OTHER SPECIAL FUNDS	14,556	13,600	15,600
TOTAL FUNDS	14,556	13,600	15,600

**SCHEDULE D-1
CAPITAL OUTLAY
OTHER THAN EQUIPMENT**

MS Board of Bar Admissions
Name of Agency _____

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2009	(2) Estimated Expenses FY Ending June 30, 2010	(3) Requested for FY Ending June 30, 2011
A. LANDS (63100-63199)			
63110 Land for Buildings			
63120 Land for Right-of-Way			
63130 Land for Aggregates			
63170 Land Purchased for Other Purposes			
TOTAL (A)			
B. BUILDINGS & IMPROVEMENTS (63200-63299)			
63250 Buildings - Purchased, Constructed, Remodeled			
TOTAL (B)			
C. INFRASTRUCTURE & OTHER (63500-63999)			
635XX Other			
TOTAL (C)			
GRAND TOTAL <i>(Enter on Line I-D-1 of Form MBR-1)</i>			
FUNDING SUMMARY:			
GENERAL FUNDS			
STATE SUPPORT SPECIAL FUNDS			
FEDERAL FUNDS			
OTHER SPECIAL FUNDS			
TOTAL FUNDS			

**SCHEDULE D-2
CAPITAL OUTLAY EQUIPMENT**

MS Board of Bar Admissions

Name of Agency _____

EQUIPMENT BY ITEM	Act. FY Ending June 30, 2009		Est. FY Ending June 30, 2010		Req. FY Ending June 30, 2011		
	No. of Units	Total Cost	No. of Units	Total Cost	No. of Units	Cost Per Unit	Total Cost
A. VEHICLES (see form MBR-1-D-3)							
D. IS EQUIPMENT (DP & TELECOMMUNICATIONS)							
Computer, Desktop			2	2,500	2	1,250	2,500
Computer, Lap-Top					1	1,500	1,500
Printer, Portable for Lap-Top PC					1	300	300
Printer, For Desktop PC					2	250	500
TOTAL (D)				2,500			4,800
E. EQUIPMENT - LEASE PURCHASE (63460-63476)							
634XX Lease Purchases							
TOTAL (E)							
GRAND TOTAL <i>(Enter on Line I-D-2 of Form MBR-1)</i>				2,500			4,800
FUNDING SUMMARY:							
GENERAL FUNDS							
STATE SUPPORT SPECIAL FUNDS							
FEDERAL FUNDS							
OTHER SPECIAL FUNDS				2,500			4,800
TOTAL FUNDS				2,500			4,800

**SCHEDULE D-3
PASSENGER/WORK VEHICLES**

MS Board of Bar Admissions

Name of Agency

MINOR OBJECT OF EXPENDITURE	Vehicle Inventory	FY Ending June 30, 2009		FY Ending June 30, 2010		FY Ending June 30, 2011	
	June 30, 2009	No. of Vehicles	Actual Cost	No. of Vehicles	Estimated Cost	No. of Vehicles	Requested Cost
A. PASSENGER & WORK VEHICLES (63310, 63390-63400)							
63310 Automobile, Compact Sedan (AU CS)							
63310 Automobile, Full Size Sedan (AU FS)							
63310 Automobile, Mid Size Sedan (AU MS)							
63310 Automobile, Mid Size Station Wagon (AU MW)							
63310 Automobile Utility (AU UT)							
63390 Truck, Carry-All (TK CA)							
63390 Truck, Compact Pickup (TK CU)							
63390 Truck, Dump Bed (TK DU)							
63390 Truck, Medium Duty 2.5 Ton (TK MD)							
63390 Truck, Mid Size Pickup (TK MU)							
63391 Truck, Heavy Duty 5 Ton (TK HD)							
63391 Truck, Heavy Duty Pickup (TK HU)							
63392 Sport Utility Vehicle (TK SU)							
63393 Van, Cargo (VN CD)							
63393 Van, Full Size (VN FV)							
63393 Van, Mid Size (VN MV)							
63400 Other Vehicles							
TOTAL (A)							
B. BETTERMENTS OR ACCESSORIES FOR VEHICLES (63395)							
63395 Betterments or Accessories for Vehicles							
TOTAL (B)							
GRAND TOTAL <i>(Enter on Line I-D-3 of Form MBR-1)</i>							
FUNDING SUMMARY:							
GENERAL FUNDS							
STATE SUPPORT SPECIAL FUNDS							
FEDERAL FUNDS							
OTHER SPECIAL FUNDS							
TOTAL FUNDS							

**SCHEDULE D-4
WIRELESS COMMUNICATION DEVICES**

MS Board of Bar Admissions
Name of Agency _____

MINOR OBJECT OF EXPENDITURE	Device Inventory June 30, 2009	Act FY Ending June 30, 2009		Est FY Ending June 30, 2010		Req FY Ending June 30, 2011	
		No. of Devices	Actual Cost	No. of Devices	Estimated Cost	No. of Devices	Requested Cost
A. CELLULAR PHONES (63435)							
63435 Cellular Phones							
Total (A)							
B. PAGERS (63434)							
63434 Pagers, Paging Equipment							
Total (B)							
C. WIRELESS PERSONAL DIGITAL ASSISTANTS (63435)							
63435 Wireless PDAs, Blackberry, etc							
Total (C)							
GRAND TOTAL <i>(Enter on Line 1-D-4 of Form MBR-1)</i>							
FUNDING SUMMARY:							
GENERAL FUNDS							
STATE SUPPORT SPECIAL FUNDS							
FEDERAL FUNDS							
OTHER SPECIAL FUNDS							
TOTAL FUNDS							

**SCHEDULE E
SUBSIDIES, LOANS & GRANT**

MS Board of Bar Admissions

Name of Agency

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2009	(2) Estimated Expenses FY Ending June 30, 2010	(3) Requested for FY Ending June 30, 2011
A. SCHOOL GRANTS TO COUNTIES & MUNICIPALITIES (64000-64599)			
TOTAL (A)			
B. GRANTS TO I.H.L. & OTHER POLITICAL SUBDIVISIONS (64600-64699)			
TOTAL (B)			
C. GRANTS TO NON-GOVERNMENT INSTNS & INDS (64700-64999)			
TOTAL (C)			
D. DEBT SERVICE & JUDGEMENTS (65000-65399)			
Interest from Equip. Lease Purchase			
TOTAL (D)			
E. OTHER (66000-89999)			
TOTAL (E)			
GRAND TOTAL <i>(Enter on Line I-E of Form MBR-1)</i>			
FUNDING SUMMARY:			
GENERAL FUNDS			
STATE SUPPORT SPECIAL FUNDS			
FEDERAL FUNDS			
OTHER SPECIAL FUNDS			
TOTAL FUNDS			

**NARRATIVE
2011 BUDGET REQUEST**

MS Board of Bar Admissions

Name of Agency

The Board of Bar Admissions has the primary obligation to administer the laws and rules governing admission to practice law in the State of Mississippi. The Board's efforts are primarily directed at the preparation, administration and evaluation of two (2) Bar Admission examinations (February and July) each year and the investigation and evaluation of the character and fitness of each person who applies to become a member of the Bar. The Board of Bar Admissions is funded from 100% special funds derived from Bar Admission fees. To date, the Board has been able to maintain its efforts from the fees it collects.

For FY 2011, an overall increase of \$4,300 is requested for the continuation of the Bar Admissions Program. A summary this request is as follows:

Personal Services - Salaries

A total of \$165,840 is requested in the salary category. This represents full funding for three (3) full-time positions; one (1) Administrator and two (2) Administrative Assistants. No increase is requested in this category.

Personal Services - Travel

A total of \$15,500 is requested in the travel category. No increase is requested in this category.

\$8,000 is requested for in-state travel to reimburse Board members for meals, lodging, and mileage for attending meetings in Jackson, as well as periodic meetings at law schools. Holding meetings at law schools enhances communication between Board members and the academic community, Bench, and Bar. The in-state travel request also includes Committee on Character and Fitness travel for attending meetings and hearings, which were previously budgeted as consultant travel in the contractual services category, as well as character and fitness investigator travel to conduct investigations, depositions, etc.

\$7,500 is requested for out-of-state travel for exam graders to attend multi-state essay and performance test grading seminars, and for Board members, Committee on Character and Fitness members, and staff. Board Members attend an annual bar exam Drafting and Grading Workshop, character and fitness investigators travel to conduct investigations and depositions, etc., and the Administrator serves on three committees of the Council of Bar Admission Administrators and attends an average of three meetings each year.

Contractual Services

A total of \$176,348 is requested in the contractual services category. No increase is requested. A summary of this request is as follows:

A. Tuition, Rewards and Awards

\$500 is requested for employee training for registration fees at out-of-state seminars and conferences and for computer related classes that will be attended by administrative staff.

B. Communications, Transportation and Utilities

A total of 14,000 is requested in this category. \$12,000 is requested for postage for mailing application packets

**NARRATIVE
2011 BUDGET REQUEST**

MS Board of Bar Admissions

Name of Agency

to Bar applicants, applications to the National Conference of Bar Examiners for out-of-state character investigations, rule booklets, certificates of eligibility and exam results, applicant's files to Character and Fitness Committee members for review, Board agendas to members, and general office correspondence; \$2,000 is requested for freight charges on commodities and equipment.

D. Rents

A total of \$42,400 is requested in this category. \$10,000 is requested for renting office equipment (copy machine, fax machine, postage meter, etc.); \$24,100 for Capitol Facilities office rent at the Gartin Justice Building; \$8,000 for renting conference rooms for administering the bi-annual Bar exams; and \$300 for water cooler rent.

E. Repairs and Services

\$1,000 is requested for repairs and maintenance agreements on office equipment such as typewriters, fax machines, calculators, and mail room equipment; postal rate updates; etc.

F. Fees, Professional and Other Services

A total of \$99,448 is requested in this category. \$1,000 is requested for support costs to Finance and Administration for the SAAS accounting system for charges associated with processing receipts, warrants, payment vouchers, and purchase orders; \$2,900 for MMRS Revolving Fund fees; \$300 for Department of audit fees for state-wide test work and anticipated annual financial and property audits; \$3,600 for fees to the Supreme Court for accounting and computer services; \$1,800 for legal counsel support provided by the Attorney General's Office; \$3,000 for physician services to evaluate the psychiatric/medical status of applicants; \$8,000 for exam proctors; \$13,500 for contract office workers to assist with processing applications, administration of the Bar exam and for general office duties; \$4,000 for court costs for criminal record checks on Bar applicants and court reporter/transcribing fees; \$24,316 for exam graders; \$32,000 for payments to the National Conference of Bar Examiners for purchasing the multi-state essay, multi-state performance test, and multi-state bar exams; \$3,700 for Character and Fitness investigations; \$300 to the Department of Archives and History for document shredding; and \$1,032 for employer social security match on contract payrolls.

G. Other Contractual Services

A total of \$600 is requested in this category. \$200 is requested for the annual tort claims assessment, \$200 for the surety bond on the Bar Admissions administrative staff, and \$200 for membership dues to the National Conference of Bar Examiners.

H. Data Processing

A total of \$18,400 is requested in this category. \$15,000 is requested for IS fees for web site development; \$3,000 for local telephone service, a telephone data line and conference calls; and \$400 for long distance telephone calls. The web site development will allow electronic applications via the internet, which will be interfaced with data bases for the Board of Bar Admissions and the National Conference of Bar Examiners.

Commodities

A total of \$15,600 is requested in the commodity category, which is an increase of \$2,000 over the 2010 appropriation.

**NARRATIVE
2011 BUDGET REQUEST**

MS Board of Bar Admissions

Name of Agency

B. Printing and Office Supplies and Materials

A total of \$10,300 is requested in this category. \$8,350 is requested for printed materials to include envelopes, stationery, Bar certificates and mailers, and exam answer booklets; \$300 for duplication and reproduction supplies, primarily toner for the copy machine and laser printers; \$900 for routine office supplies; \$600 for paper supplies as needed for the copy machine, laser printers, rule booklets, exam questions, etc.; and \$150 for office equipment that is not on inventory

An increase of \$2,000 is requested for additional costs for printing Multistate Essay Exam answer booklets. The National Conference of Bar Examiners develops the Multistate Essay Exam and questions for this exam are purchased through them. Until July 2008, answer booklets were provided with the purchase of the questions. Because answer booklets are no longer included with this purchase, the Board must now absorb the printing costs for these booklets. This additional cost is approximately \$2,000 per year and was not fully funded in FY 2010.

E. Other Supplies and Materials

\$5,300 is requested for food for persons and business meetings. This includes meetings of both the Board of Bar Admissions and the Committee on Character and Fitness.

Equipment

\$4,800 is requested in the equipment category. Replacement purchases include two (2) desktop computers (\$2,500) and two (2) printers (\$500). New purchases include one (1) laptop computer (\$1,500) and a portable printer (\$300) for use at Board meetings, Character and Fitness hearings and national meetings. There are currently four (4) desktop computers provided to the staff. The remaining two (2) desktop computers are scheduled to be replaced in FY 2010. An increase of \$2,300 is requested for this purpose.

Funding

This budget is funded by 100% SPECIAL FUNDS derived from Bar Admission fees and interest earned on idle funds in the treasury. Effective July 1, 2009, these fees increased by \$200 per applicant. It is anticipated that approximately 350 applications will be received annually, which will generate an additional \$70,000 per year. The anticipated revenues for FY 2011, along with the carry forward from FY 2010, are adequate to fund this budget request.

**OUT-OF-STATE TRAVEL
FISCAL YEAR 2009**

MS Board of Bar Admissions

Agency Name

Note: All expenditures recorded on this form must be totaled and said total must agree with the out-of-state travel amount indicated for FY 2009 on Form Mbr-1, line I.A.2.b.

Employee's Name	Destination	Purpose	Travel Cost	Funding Source
Bowden-Hollis, Ann	Baltimore, Maryland	National Conference of Bar Examiners	157	3056-Special Funds
Knight, Linda	Baltimore, Maryland	National Conference of Bar Examiners	158	3056-Special Funds
Vardaman, Melanie	Baltimore, Maryland	National Conference of Bar Examiners	1,117	3056-Special Funds
Hancock, Pamela	Chicago, Illinois	MEE-MPT Grading Workshop	1,356	3056-Special Funds
Luter, George	Chicago, Illinois	MEE-MPT Grading Workshop	803	3056-Special Funds
Nicholson, Gail	Chicago, Illinois	MEE-MPT Grading Workshop	821	3056-Special Funds
Ott, Todd	Chicago, Illinois	MEE-MPT Grading Workshop	273	3056-Special Funds
Pylate, Susan Seale	Chicago, Illinois	MEE-MPT Grading Workshop	431	3056-Special Funds
Vardaman, Melanie	Chicago, Illinois	MEE-MPT Grading Workshop	50	3056-Special Funds
Knight, Linda	Madison, Wisconsin	National Conference of Bar Examiners	495	3056-Special Funds
Murphey, Smith	Madison, Wisconsin	National Conference of Bar Examiners	61	3056-Special Funds
Knight, Linda	Pittsburg, Pennsylvania	National Conference of Bar Examiners	1,049	3056-Special Funds
Knight, Linda	Portland, Maine	Council of Bar Admission Admn.	489	3056-Special Funds
Total Out of State Travel Cost			\$7,260	

FEES, PROFESSIONAL AND OTHER SERVICES
(EXPENDITURE CODES 61600-61699)

MS Board of Bar Admissions

Name of Agency

TYPE OF FEE AND NAME OF VENDOR	Retired w/ PERS	(1) Actual Expenses FY Ending June 30, 2009	(2) Estimated Expenses FY Ending June 30, 2010	(3) Requested for FY Ending June 30, 2011	Fund Num.
61615 SAAS Fees - DFA					
SAAS Fees - Finance and Administration / SAAS fees		922	1,000	1,000	3056
<i>Comp. Rate: Per DFA Billing</i>					
TOTAL 61615 SAAS Fees - DFA		<u><u>922</u></u>	<u><u>1,000</u></u>	<u><u>1,000</u></u>	
61616 MMRS Fees					
MMRS Revolving Fund - Finance & Admn. / MMRS fees		2,720	2,900	2,900	3056
<i>Comp. Rate: Per DFA Billing</i>					
TOTAL 61616 MMRS Fees		<u><u>2,720</u></u>	<u><u>2,900</u></u>	<u><u>2,900</u></u>	
61617 SPAHRS Production Charges					
TOTAL 61617 SPAHRS Production Charges					
61620 Department of Audit					
Department of Audit Fees / Audit Services			300	300	3056
<i>Comp. Rate: Per Dept. Of Audit</i>					
TOTAL 61620 Department of Audit			<u><u>300</u></u>	<u><u>300</u></u>	
6162X Accounting (61621-61624)					
6162X - Supreme Court Finance Office / accounting fees			3,600	3,600	3056
<i>Comp. Rate: \$300 per month</i>					
TOTAL 6162X Accounting (61621-61624)			<u><u>3,600</u></u>	<u><u>3,600</u></u>	
61631 Legal Fees to Attorney General's Office					
Legal Fees to Attorney General's Office / Court Counsel		1,430	1,800	1,800	3056
<i>Comp. Rate: \$65 per hour</i>					
TOTAL 61631 Legal Fees to Attorney General's Office		<u><u>1,430</u></u>	<u><u>1,800</u></u>	<u><u>1,800</u></u>	
61640 Physician Services					
Madakasira, Dr. Sudhakar / Psychiatric Medical Evaluation		2,100			3056
<i>Comp. Rate: \$300 per hour</i>					
Kentucky Medical Services Foundation / Psychiatric Medical Evaluation		525			3056
<i>Comp. Rate: \$175 per hour</i>					
Physician Services / Psychiatric Medical Evaluation			3,000	3,000	3056
<i>Comp. Rate: \$300 per hour</i>					
TOTAL 61640 Physician Services		<u><u>2,625</u></u>	<u><u>3,000</u></u>	<u><u>3,000</u></u>	
6165X Personnel Services Contracts (61651-61653)					
Contract Travel - Natl Conf of Bar Examiners / Travel Expenses		359			3056
<i>Comp. Rate: federal mileage rate</i>					
TOTAL 6165X Personnel Services Contracts (61651-61653)		<u><u>359</u></u>			
61658 Personnel Services Contracts-Contract Worker					
Contract Worker-Nancy Gatlin / Clerical Office Support		4,073			3056
<i>Comp. Rate: \$9 per hour</i>					
Contract Worker-Patricia Munn / Clerical Office Support		8,247			3056
<i>Comp. Rate: \$12 per hour</i>					
Contract Worker / Clerical Office Support			4,500	4,500	3056
<i>Comp. Rate: \$9 per hour</i>					
Contract Worker / Clerical Office Support			9,000	9,000	3056
<i>Comp. Rate: \$12 per hour</i>					

FEES, PROFESSIONAL AND OTHER SERVICES

MS Board of Bar Admissions

Name of Agency

TYPE OF FEE AND NAME OF VENDOR	Retired w/ PERS	(1) Actual Expenses FY Ending June 30, 2009	(2) Estimated Expenses FY Ending June 30, 2010	(3) Requested for FY Ending June 30, 2011	Fund Num.
TOTAL 61658 Personnel Services Contracts-Contract Worker		12,320	13,500	13,500	
61658 Personnel Services Contracts-Bar Exam Proctors					
Applewhite, Carol J / Bar Exam Proctor <i>Comp. Rate: \$7 per hour</i>		389			3056
Bishop, Sharon / Bar Exam Proctor <i>Comp. Rate: \$7 per hour</i>		196			3056
Cliburn, Roma / Bar Exam Proctor <i>Comp. Rate: \$ 7 per hour</i>		191			3056
Cole, Joyce / Bar Exam Proctor <i>Comp. Rate: \$8 per hour</i>		224			3056
Evans, Peggy / Bar Exam Proctor <i>Comp. Rate: \$7 per hour</i>		196			3056
Frizsell, Betty S / Bar Exam Proctor <i>Comp. Rate: \$7 per hour</i>		191			3056
Jones, Jeanette T / Bar Exam Proctor <i>Comp. Rate: \$7 per hour</i>		388			3056
Matthews, Kathleen S / Bar Exam Proctor <i>Comp. Rate: \$7 per hour</i>		389			3056
Munn, Kenneth / Bar Exam Proctor <i>Comp. Rate: \$8 per hour</i>		474			3056
Peoples, Gladys J / Bar Exam Proctor <i>Comp. Rate: \$7 per hour</i>		387			3056
Peoples, Luda Faye / Bar Exam Proctor <i>Comp. Rate: \$7 per hour</i>		430			3056
Purvis, William H / Bar Exam Proctor <i>Comp. Rate: \$10 per hour</i>		775			3056
Rideout, Shelia D / Bar Exam Proctor <i>Comp. Rate: \$7 per hour</i>		430			3056
Roberson, Shirley M / Bar Exam Proctor <i>Comp. Rate: \$7 per hour</i>		389			3056
Roberts, Dianne A / Bar Exam Proctor <i>Comp. Rate: \$7 per hour</i>		388			3056
Shepard, Jackye A / Bar Exam Proctor <i>Comp. Rate: \$7 per hour</i>		224			3056
Shivers, Gladys F / Bar Exam Proctor <i>Comp. Rate: \$ 7 per hour</i>		396			3056
Smith, Joanne / Bar Exam Proctor <i>Comp. Rate: \$ 7 per hour</i>		395			3056
Yarbrough, Ella L / Bar Exam Proctor <i>Comp. Rate: \$ 12 per hour</i>		732			3056
Bar Exam Proctors / Bar Exam Proctor <i>Comp. Rate: \$7.25 per hr minimum</i>			8,000	8,000	3056
TOTAL 61658 Personnel Services Contracts-Bar Exam Proctors		7,184	8,000	8,000	
61660 Court Costs & Court Reporters					
Addison, Vanessa / Court Reporter <i>Comp. Rate: Transcribing page rate</i>		2,152			3056
Denny, Debra / Court Reporter <i>Comp. Rate: Transcribing page rate</i>		273			3056
Rickard, Nina W. / Record Search <i>Comp. Rate: \$10 per record</i>		561			3056

FEES, PROFESSIONAL AND OTHER SERVICES

MS Board of Bar Admissions

Name of Agency

TYPE OF FEE AND NAME OF VENDOR	Retired w/ PERS	(1) Actual Expenses FY Ending June 30, 2009	(2) Estimated Expenses FY Ending June 30, 2010	(3) Requested for FY Ending June 30, 2011	Fund Num.
Grenada County Circuit Clerk / Record Search <i>Comp. Rate: \$10 per record</i>		36			3056
Lowndes County Circuit Clerk / Record Search <i>Comp. Rate: \$10 per record</i>		260			3056
Oktribbeha County Circuit Clerk / file search <i>Comp. Rate: \$10 per record</i>		450			3056
Windham, Gary / Subpoena Processor <i>Comp. Rate: \$70 per Subpoena</i>		140			3056
Court Costs and Court Reporters / Court Reporter/File Search <i>Comp. Rate: Page Rate/Record Searches</i>			4,000	4,000	3056
TOTAL 61660 Court Costs & Court Reporters		<u><u>3,872</u></u>	<u><u>4,000</u></u>	<u><u>4,000</u></u>	
61661 Recording and Notary Fees					
State Treasurer 3111-Secretary of State / Notary Application <i>Comp. Rate: Per Secretary of State</i>		25			3056
TOTAL 61661 Recording and Notary Fees		<u><u>25</u></u>			
61683 Contract Worker - SPAHRS Matching Amounts					
Contract Worker - Employer Match / Social Security Taxes <i>Comp. Rate: 7.65%</i>		1,492	1,032	1,032	3056
TOTAL 61683 Contract Worker - SPAHRS Matching Amounts		<u><u>1,492</u></u>	<u><u>1,032</u></u>	<u><u>1,032</u></u>	
61690 Other Fees & Services					
American Express / Late Fees <i>Comp. Rate: Per American Express</i>		81			3056
National Conference of Bar Examiners / Purchase Bar Exam Questions <i>Comp. Rate: Per NCBA</i>		27,985	32,000	32,000	3056
State Treasurer 3475-Archives & History / Shredding <i>Comp. Rate: \$3 per box</i>		96	300	300	3056
Luter, George S. / Bar Exam Grader <i>Comp. Rate: \$4 Per Booklet</i>		3,000			3056
Nicholson, Gail / Bar Exam Grader <i>Comp. Rate: \$4 Per Booklet</i>		3,000			3056
Pylate, Susan Seale / Bar Exam Grader <i>Comp. Rate: \$5 Per Booklet</i>		1,310			3056
McGee, Benjamin Humphreys III / Bar Exam Grader <i>Comp. Rate: \$5 Per Booklet</i>		1,340			3056
Urbanek, Amanda M. / Bar Exam Grader <i>Comp. Rate: \$5 Per Booklet</i>		1,910			3056
Hancock, Pamela / Bar Exam Grader <i>Comp. Rate: \$5 Per Booklet</i>		1,880			3056
Rouse, John T. / Bar Exam Grader <i>Comp. Rate: \$5 Per Booklet</i>		1,910			3056
Banks, Kimberly / Bar Exam Grader <i>Comp. Rate: \$5 Per Booklet</i>		1,335			3056
Ott, Todd B. / Bar Exam Grader <i>Comp. Rate: \$4 Per Booklet</i>		2,976			3056
Simpson, William M. II / Bar Exam Grader <i>Comp. Rate: \$5 Per Booklet</i>		2,475			3056
Hawkins, Elizabeth Barker / Bar Exam Grader <i>Comp. Rate: \$5 Per Booklet</i>		570			3056

FEES, PROFESSIONAL AND OTHER SERVICES

MS Board of Bar Admissions

Name of Agency

TYPE OF FEE AND NAME OF VENDOR	Retired w/ PERS	(1) Actual Expenses FY Ending June 30, 2009	(2) Estimated Expenses FY Ending June 30, 2010	(3) Requested for FY Ending June 30, 2011	Fund Num.
Bar Exam Graders / Bar Exam Grader <i>Comp. Rate: \$4 to \$5 per booklet</i>			24,316	24,316	3056
Character & Fitness Investigations / C & F Investigations <i>Comp. Rate: Set by Investigator</i>			3,700	3,700	3056
TOTAL 61690 Other Fees & Services		<u>49,868</u>	<u>60,316</u>	<u>60,316</u>	
GRAND TOTAL (61600-61699)		82,817	99,448	99,448	

VEHICLE PURCHASE DETAILS

MS Board of Bar Admissions

Name of Agency

Year	Model	Person(s) Assigned To	Vehicle Purpose/Use	FY2011 Req. Cost
				0
				0
			TOTAL VEHICLE REQUEST	0

**VEHICLE INVENTORY
AS OF JUNE 30, 2009**

MS Board of Bar Admissions _____

Name of Agency

Veh. Type	Vehicle Descript.	Model Year	Model	Person(s) Assigned To	Purpose/Use	Tag Number	Mileage On 6-30-09	Average Miles per Year	Replacement Proposed	
									FY 2010	FY 2011

Vehicle Type = Passenger/Work

**PRIORITY OF DECISION UNITS
FISCAL YEAR 2011**

MS Board of Bar Admissions _____
Agency Name

Program	Decision Unit	Object	Amount
Priority # 1			
Program # 1 : BAR ADMISSION SERVICES	Printing Exam Answer Booklets		
		Commodities	2,000
		Total	2,000
		Other Special Funds	2,000
<hr/>			
Priority # 2			
Program # 1 : BAR ADMISSION SERVICES	Information Systems Equipment		
		Equipment	2,300
		Total	2,300
		Other Special Funds	2,300
<hr/>			

CAPITAL LEASES

MS Board of Bar Admissions
 Name of Agency

Vendor/ Item Leased	Original Date of Lease	Original Number of Months of Lease	Number of Months Remaining on 6-30-09	Last Payment Date	Interest Rate	Amount of Each Monthly/Yearly Payment			Total of Payments to be Made							
						Principal	Interest	Total	Actual FY 2009	Estimated FY 2010			Requested FY 2011			
										Principal	Interest	Total	Principal	Interest	Total	
/	//	0	0	//	.000											

Summary of 3% General Fund Program Reduction to FY2010 Appropriated Funding by Major Object

MS Board of Bar Admissions

Major Object	FY2010 GENERAL FUND REDUCTION	AFFECT ON FY2010 STATE SUPPORT SPECIAL FUNDS	AFFECT ON FY2010 FEDERAL FUNDS	AFFECT ON FY2010 OTHER SPECIAL FUNDS	TOTAL 3% REDUCTIONS
PERSONAL SERVICES					
TRAVEL					
CONTRACTUAL SERVICES				11,214	11,214
COMMODITIES					
OTHER THAN EQUIPMENT					
EQUIPMENT					
VEHICLES					
WIRELESS COMM. DEVICES					
SUBSIDIES, LOANS, ETC					
TOTALS				11,214	11,214