

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

Pieter Teeuwissen, Chairman

AGENCY ADDRESS CHIEF EXECUTIVE OFFICER

| | Actual Expenses FY Ending June 30, 2010 | Estimate Expenses FY Ending June 30, 2011 | Requested for FY Ending June 30, 2012 | Requested Increase (+) or Decrease (-) FY 2012 vs. FY 2011 (Col. 3 vs. Col. 2) | |
|---|---|---|---|---|-------------------|
| | | | | AMOUNT | PERCENT |
| I. A. PERSONAL SERVICES | | | | | |
| 1. Salaries, Wages & Fringe Benefits (Base) | 157,547 | 165,840 | 165,840 | | |
| a. Additional Compensation | | | | | |
| b. Proposed Vacancy Rate (Dollar Amount) | | | | | |
| c. Per Diem | | | | | |
| Total Salaries, Wages & Fringe Benefits | 157,547 | 165,840 | 165,840 | | |
| 2. Travel | | | | | |
| a. Travel & Subsistence (In-State) | 8,760 | 8,000 | 8,000 | | |
| b. Travel & Subsistence (Out-of-State) | 9,997 | 7,500 | 10,000 | 2,500 | 33.33% |
| c. Travel & Subsistence (Out-of-Country) | | | | | |
| Total Travel | 18,757 | 15,500 | 18,000 | 2,500 | 16.12% |
| B. CONTRACTUAL SERVICES (Schedule B): | | | | | |
| a. Tuition, Rewards & Awards | | 500 | 500 | | |
| b. Communications, Transportation & Utilities | 4,136 | 13,460 | 13,460 | | |
| c. Public Information | | | | | |
| d. Rents | 49,059 | 51,040 | 51,040 | | |
| e. Repairs & Service | | | | | |
| f. Fees, Professional & Other Services | 76,627 | 98,736 | 102,716 | 3,980 | 4.03% |
| g. Other Contractual Services | 212 | 492 | 492 | | |
| h. Data Processing | 2,410 | 12,120 | 47,120 | 35,000 | 288.77% |
| i. Other | 218 | | | | |
| Total Contractual Services | 132,662 | 176,348 | 215,328 | 38,980 | 22.10% |
| C. COMMODITIES (Schedule C): | | | | | |
| a. Maintenance & Construction Materials & Supplies | | | | | |
| b. Printing & Office Supplies & Materials | 9,673 | 11,850 | 13,250 | 1,400 | 11.81% |
| c. Equipment, Repair Parts, Supplies & Accessories | | | | | |
| d. Professional & Scientific Supplies & Materials | | | | | |
| e. Other Supplies & Materials | 3,623 | 3,750 | 3,750 | | |
| Total Commodities | 13,296 | 15,600 | 17,000 | 1,400 | 8.97% |
| 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 | | 4,800 | | (4,800) | (100.00%) |
| d. IS Equipment (Data Processing & Telecommunications) | | | | | |
| e. Equipment - Lease Purchase | | | | | |
| f. Other Equipment | | | | | |
| Total Equipment (Schedule D-2) | | 4,800 | | (4,800) | (100.00%) |
| 3. Vehicles (Schedule D-3) | | | | | |
| 4. Wireless Comm. Devices (Schedule D-4) | | | | | |
| E. SUBSIDIES, LOANS & GRANTS (Schedule E): | | | | | |
| TOTAL EXPENDITURES | 322,262 | 378,088 | 416,168 | 38,080 | 10.07% |
| II. BUDGET TO BE FUNDED AS FOLLOWS: | | | | | |
| Cash Balance-Unencumbered | 73,040 | 120,021 | 121,933 | 1,912 | 1.59% |
| General Fund Appropriation (Enter General Fund Lapse Below) | | | | | |
| State Support Special Funds | | | | | |
| Federal Funds _____ Other Special Funds (Specify) _____ | | | | | |
| Bar Admission Fees | 355,448 | 380,000 | 380,000 | | |
| Prior Year Refunds | 650 | | | | |
| Interest on Funds in Treasury | 2,145 | | | | |
| Donations | 11,000 | | | | |
| Less: Estimated Cash Available Next Fiscal Period | (120,021) | (121,933) | (85,765) | (36,168) | (29.66%) |
| TOTAL FUNDS (equals Total Expenditures above) | 322,262 | 378,088 | 416,168 | 38,080 | 10.07% |
| 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: Pieter Teeuwissen, Chairman
 Official of Board or Commission

Budget Officer: Carol L Allgood / callgood@mssc.state.ms.us

Phone Number: (601) 576-4619

Submitted by: Linda Knight
 Name

Title: Bar Admissions Administrator

Date: _____

REQUEST BY FUNDING SOURCE

Name of Agency MS Board of Bar Admissions

| Specify Funding Sources As Shown Below | FY 2010 Actual Amount | % Of Line Item | % Of Total Budget | FY 2011 Estimated Amount | % Of Line Item | % Of Total Budget | FY 2012 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. Hurricane Disaster Reserve Fund | | | | | | | | | |
| 8. Federal _____ Other Special (Specify) _____ | | | | | | | | | |
| 9. Bar Admission Fees | 157,547 | 100.00% | | 165,840 | 100.00% | | 165,840 | 100.00% | |
| 10. Prior Year Refunds | | | | | | | | | |
| 11. Interest on Funds in Treasury | | | | | | | | | |
| 12. Donations | | | | | | | | | |
| Total Salaries | 157,547 | | 48.88% | 165,840 | | 43.86% | 165,840 | | 39.84% |
| 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. Hurricane Disaster Reserve Fund | | | | | | | | | |
| 8. Federal _____ Other Special (Specify) _____ | | | | | | | | | |
| 9. Bar Admission Fees | 18,757 | 100.00% | | 15,500 | 100.00% | | 18,000 | 100.00% | |
| 10. Prior Year Refunds | | | | | | | | | |
| 11. Interest on Funds in Treasury | | | | | | | | | |
| 12. Donations | | | | | | | | | |
| Total Travel | 18,757 | | 5.82% | 15,500 | | 4.09% | 18,000 | | 4.32% |
| 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. Hurricane Disaster Reserve Fund | | | | | | | | | |
| 8. Federal _____ Other Special (Specify) _____ | | | | | | | | | |
| 9. Bar Admission Fees | 132,662 | 100.00% | | 176,348 | 100.00% | | 215,328 | 100.00% | |
| 10. Prior Year Refunds | | | | | | | | | |
| 11. Interest on Funds in Treasury | | | | | | | | | |
| 12. Donations | | | | | | | | | |
| Total Contractual | 132,662 | | 41.16% | 176,348 | | 46.64% | 215,328 | | 51.74% |
| 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. Hurricane Disaster Reserve Fund | | | | | | | | | |
| 8. Federal _____ Other Special (Specify) _____ | | | | | | | | | |
| 9. Bar Admission Fees | 13,296 | 100.00% | | 15,600 | 100.00% | | 17,000 | 100.00% | |
| 10. Prior Year Refunds | | | | | | | | | |
| 11. Interest on Funds in Treasury | | | | | | | | | |
| 12. Donations | | | | | | | | | |
| Total Commodities | 13,296 | | 4.12% | 15,600 | | 4.12% | 17,000 | | 4.08% |

REQUEST BY FUNDING SOURCE

Name of Agency MS Board of Bar Admissions

| Specify Funding Sources As Shown Below | FY 2010 Actual Amount | % Of Line Item | % Of Total Budget | FY 2011 Estimated Amount | % Of Line Item | % Of Total Budget | FY 2012 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. Hurricane Disaster Reserve Fund | | | | | | | | | |
| 8. Federal _____ Other Special (Specify) _____ | | | | | | | | | |
| 9. Bar Admission Fees | | | | | | | | | |
| 10. Prior Year Refunds | | | | | | | | | |
| 11. Interest on Funds in Treasury | | | | | | | | | |
| 12. Donations | | | | | | | | | |
| 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. Hurricane Disaster Reserve Fund | | | | | | | | | |
| 8. Federal _____ Other Special (Specify) _____ | | | | | | | | | |
| 9. Bar Admission Fees | | | | 4,800 | 100.00% | | | | |
| 10. Prior Year Refunds | | | | | | | | | |
| 11. Interest on Funds in Treasury | | | | | | | | | |
| 12. Donations | | | | | | | | | |
| Total Equipment | | | | 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. Hurricane Disaster Reserve Fund | | | | | | | | | |
| 8. Federal _____ Other Special (Specify) _____ | | | | | | | | | |
| 9. Bar Admission Fees | | | | | | | | | |
| 10. Prior Year Refunds | | | | | | | | | |
| 11. Interest on Funds in Treasury | | | | | | | | | |
| 12. Donations | | | | | | | | | |
| 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. Hurricane Disaster Reserve Fund | | | | | | | | | |
| 8. Federal _____ Other Special (Specify) _____ | | | | | | | | | |
| 9. Bar Admission Fees | | | | | | | | | |
| 10. Prior Year Refunds | | | | | | | | | |
| 11. Interest on Funds in Treasury | | | | | | | | | |
| 12. Donations | | | | | | | | | |
| Total Wireless Comm. Devices | | | | | | | | | |

REQUEST BY FUNDING SOURCE

Name of Agency MS Board of Bar Admissions

| Specify Funding Sources As Shown Below | FY 2010 Actual Amount | % Of Line Item | % Of Total Budget | FY 2011 Estimated Amount | % Of Line Item | % Of Total Budget | FY 2012 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. Hurricane Disaster Reserve Fund | | | | | | | | | |
| 8. Federal _____ Other Special (Specify) _____ | | | | | | | | | |
| 9. Bar Admission Fees | | | | | | | | | |
| 10. Prior Year Refunds | | | | | | | | | |
| 11. Interest on Funds in Treasury | | | | | | | | | |
| 12. Donations | | | | | | | | | |
| 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. Hurricane Disaster Reserve Fund | | | | | | | | | |
| 8. Federal _____ Other Special (Specify) _____ | | | | | | | | | |
| 9. Bar Admission Fees | 322,262 | 100.00% | | 378,088 | 100.00% | | 416,168 | 100.00% | |
| 10. Prior Year Refunds | | | | | | | | | |
| 11. Interest on Funds in Treasury | | | | | | | | | |
| 12. Donations | | | | | | | | | |
| TOTAL | 322,262 | | 100.00% | 378,088 | | 100.00% | 416,168 | | 100.00% |

SPECIAL FUNDS DETAIL

MS Board of Bar Admissions

Name of Agency

| S. STATE SUPPORT SPECIAL FUNDS | | (1) Actual Revenues FY 2010 | (2) Estimated Revenues FY 2011 | (3) Requested Revenues FY 2012 |
|---------------------------------------|--|--|---|---|
| Source (Fund Number) | Detailed Description of Source | | | |
| | Cash Balance-Unencumbered | | | |
| 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 | | | |
| Hurricane Disaster Reserve Fund | HDRF - Hurricane Disaster Reserve Fund | | | |
| Section S TOTAL | | | | |

| A. FEDERAL FUNDS* | | Percentage Match Requirement | | (1) Actual Revenues FY 2010 | (2) Estimated Revenues FY 2011 | (3) Requested Revenues FY 2012 |
|-----------------------------|---------------------------------------|---|----------------|--|---|---|
| Source (Fund Number) | Detailed Description of Source | FY 2011 | FY 2012 | | | |
| | Cash Balance-Unencumbered | | | | | |
| Section A TOTAL | | | | | | |

| B. OTHER SPECIAL FUNDS (NON-FED'L) | | (1) Actual Revenues FY 2010 | (2) Estimated Revenues FY 2011 | (3) Requested Revenues FY 2012 |
|---|---------------------------------------|--|---|---|
| Source (Fund Number) | Detailed Description of Source | | | |
| | Cash Balance-Unencumbered | 73,040 | 120,021 | 121,933 |
| Bar Admission Fees (3056) | Bar Admission Fees | 355,448 | 380,000 | 380,000 |
| Prior Year Refunds (3056) | Prior Year Refunds | 650 | | |
| Interest on Funds in Treasury (3056) | Interest on Funds in Treasury | 2,145 | | |
| Donations (3056) | IOLTA Grant | 11,000 | | |
| Section B TOTAL | | 442,283 | 500,021 | 501,933 |
| Section S + A + B TOTAL | | 442,283 | 500,021 | 501,933 |

| C. TREASURY FUND/BANK ACCOUNTS* | | | (1) Reconciled Balance as of 6/30/10 | (2) Balance as of 6/30/11 | (3) Balance as of 6/30/12 |
|--|--------------------------------|---|---|--|--|
| Name of Fund/Account | Fund/Account Number | Name of Bank (If Applicable) | | | |
| MS Board of Bar Admissions-Treasury | 3056 | Bar Admission Fees/Interest Earned | 120,021 | 121,933 | 85,765 |

* 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

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 2010 Actual | | | | |
|---------------------------|----------------|------------------------------|----------------|----------------------|----------------|
| | (1) General | (2) State Support Special | (3) Federal | (4) Other Special | (5) Total |
| Salaries, Wages, Fringe | | | | 157,547 | 157,547 |
| Travel | | | | 18,757 | 18,757 |
| Contractual Services | | | | 132,662 | 132,662 |
| Commodities | | | | 13,296 | 13,296 |
| Other Than Equipment | | | | | |
| Equipment | | | | | |
| Vehicles | | | | | |
| Wireless Comm. Devs. | | | | | |
| Subsidies, Loans & Grants | | | | | |
| Total | | | | 322,262 | 322,262 |
| No. of Positions (FTE) | | | | 3.00 | 3.00 |

| | FY 2011 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 | | | | 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 |

| | FY 2012 Increase/Decrease for Continuation | | | | |
|---------------------------|---|-------------------------------|-----------------|-----------------------|---------------|
| | (11) General | (12) State Support Special | (13) Federal | (14) Other Special | (15) Total |
| Salaries, Wages, Fringe | | | | | |
| Travel | | | | 2,500 | 2,500 |
| Contractual Services | | | | 38,980 | 38,980 |
| Commodities | | | | 1,400 | 1,400 |
| Other Than Equipment | | | | | |
| Equipment | | | | (4,800) | (4,800) |
| Vehicles | | | | | |
| Wireless Comm. Devs. | | | | | |
| Subsidies, Loans & Grants | | | | | |
| Total | | | | 38,080 | 38,080 |
| No. of Positions (FTE) | | | | | |

Note: FY2012 Total Request = FY2011 Estimated + FY2012 Incr(Decr) for Continuation + FY2012 Expansion/Reduction of Existing Activities + FY2012 New Activities.

MS Board of Bar Admissions _____
AGENCY

Program No. _____ of _____ Programs

SUMMARY OF ALL PROGRAMS

PROGRAM

| | FY 2012 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 2012 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 2012 Total Request | | | | |
|---------------------------|-----------------------|-------------------------------|-----------------|-----------------------|----------------|
| | (26) General | (27) State Support Special | (28) Federal | (29) Other Special | (30) Total |
| Salaries, Wages, Fringe | | | | 165,840 | 165,840 |
| Travel | | | | 18,000 | 18,000 |
| Contractual Services | | | | 215,328 | 215,328 |
| Commodities | | | | 17,000 | 17,000 |
| Other Than Equipment | | | | | |
| Equipment | | | | | |
| Vehicles | | | | | |
| Wireless Comm. Devs. | | | | | |
| Subsidies, Loans & Grants | | | | | |
| Total | | | | 416,168 | 416,168 |
| No. of Positions (FTE) | | | | 3.00 | 3.00 |

Note: FY2012 Total Request = FY2011 Estimated + FY2012 Incr(Decr) for Continuation + FY2012 Expansion/Reduction of Existing Activities + FY2012 New Activities.

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

MS Board of Bar Admissions
Agency Name

FUNDING REQUESTED FISCAL YEAR 2012

| PROGRAM | GENERAL | ST.SUPP.SPECIAL | FEDERAL | OTHER SPECIAL | TOTAL |
|---------------------------|---------|-----------------|---------|---------------|---------|
| 1. BAR ADMISSION SERVICES | | | | 416,168 | 416,168 |
| SUMMARY OF ALL PROGRAMS | | | | 416,168 | 416,168 |

CONTINUATION AND EXPANDED REQUEST

MS Board of Bar Admissions
AGENCY

Program No. 1 of 1 Programs

BAR ADMISSION SERVICES

PROGRAM

| | FY 2010 Actual | | | | |
|---------------------------|----------------|------------------------------|----------------|----------------------|----------------|
| | (1) General | (2) State Support Special | (3) Federal | (4) Other Special | (5) Total |
| Salaries, Wages, Fringe | | | | 157,547 | 157,547 |
| Travel | | | | 18,757 | 18,757 |
| Contractual Services | | | | 132,662 | 132,662 |
| Commodities | | | | 13,296 | 13,296 |
| Other Than Equipment | | | | | |
| Equipment | | | | | |
| Vehicles | | | | | |
| Wireless Comm. Devs. | | | | | |
| Subsidies, Loans & Grants | | | | | |
| Total | | | | 322,262 | 322,262 |
| No. of Positions (FTE) | | | | 3.00 | 3.00 |

| | FY 2011 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 | | | | 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 |

| | FY 2012 Increase/Decrease for Continuation | | | | |
|---------------------------|---|-------------------------------|-----------------|-----------------------|---------------|
| | (11) General | (12) State Support Special | (13) Federal | (14) Other Special | (15) Total |
| Salaries, Wages, Fringe | | | | | |
| Travel | | | | 2,500 | 2,500 |
| Contractual Services | | | | 38,980 | 38,980 |
| Commodities | | | | 1,400 | 1,400 |
| Other Than Equipment | | | | | |
| Equipment | | | | (4,800) | (4,800) |
| Vehicles | | | | | |
| Wireless Comm. Devs. | | | | | |
| Subsidies, Loans & Grants | | | | | |
| Total | | | | 38,080 | 38,080 |
| No. of Positions (FTE) | | | | | |

Note: FY2012 Total Request = FY2011 Estimated + FY2012 Incr(Decr) for Continuation + FY2012 Expansion/Reduction of Existing Activities + FY2012 New Activities.

MS Board of Bar Admissions
AGENCY

Program No. 1 of 1 Programs

BAR ADMISSION SERVICES

PROGRAM

| FY 2012 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 2012 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 2012 Total Request | | | | |
|---------------------------|-------------------------------|-----------------|-----------------------|----------------|
| (26) General | (27) State Support Special | (28) Federal | (29) Other Special | (30) Total |
| Salaries, Wages, Fringe | | | 165,840 | 165,840 |
| Travel | | | 18,000 | 18,000 |
| Contractual Services | | | 215,328 | 215,328 |
| Commodities | | | 17,000 | 17,000 |
| Other Than Equipment | | | | |
| Equipment | | | | |
| Vehicles | | | | |
| Wireless Comm. Devs. | | | | |
| Subsidies, Loans & Grants | | | | |
| Total | | | 416,168 | 416,168 |
| No. of Positions (FTE) | | | 3.00 | 3.00 |

Note: FY2012 Total Request = FY2011 Estimated + FY2012 Incr(Decr) for Continuation + FY2012 Expansion/Reduction of Existing Activities + FY2012 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 2011 Appropriation | Escalations By DFA | Non-Recurring Items | Travel | Contractual Services | Commodities | Capital Equipment | Total Funding Change |
| EXPENDITURES: | | | | | | | | |
| SALARIES | 165,840 | | | | | | | |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | 165,840 | | | | | | | |
| TRAVEL | 15,500 | | | 2,500 | | | | 2,500 |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | 15,500 | | | 2,500 | | | | 2,500 |
| CONTRACTUAL | 176,348 | | | | 38,980 | | | 38,980 |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | 176,348 | | | | 38,980 | | | 38,980 |
| COMMODITIES | 15,600 | | | | | 1,400 | | 1,400 |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | 15,600 | | | | | 1,400 | | 1,400 |
| CAPITAL-OTE | | | | | | | | |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | | | | | | | | |
| EQUIPMENT | 4,800 | | | | | | (4,800) | (4,800) |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | 4,800 | | | | | | (4,800) | (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 | 378,088 | | | 2,500 | 38,980 | 1,400 | (4,800) | 38,080 |

FUNDING:

| | | | | | | | | |
|-------------------|----------------|--|--|--------------|---------------|--------------|----------|---------------|
| GENERAL FUNDS | | | | | | | | |
| ST.SUP.SPCL.FUNDS | | | | | | | | |
| FEDERAL FUNDS | | | | | | | | |
| OTHER SP.FUNDS | 378,088 | | | 2,500 | 38,980 | 1,400 | (4,800) | 38,080 |
| TOTAL | 378,088 | | | 2,500 | 38,980 | 1,400 | (4,800) | 38,080 |

POSITIONS:

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

PRIORITY LEVEL:

| EXPENDITURES: | FY 2012 Total Request | | | | | | | |
|----------------------|--------------------------|--|--|--|--|--|--|--|
| SALARIES | 165,840 | | | | | | | |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |

PROGRAM DECISION UNITS

MS Board of Bar Admissions

1 - BAR ADMISSION SERVICES

AGENCY

PROGRAM NAME

| | I | J | K | L | M | N | O | P |
|---------------------|----------------|---|---|---|---|---|---|---|
| FEDERAL | | | | | | | | |
| OTHER | 165,840 | | | | | | | |
| TRAVEL | 18,000 | | | | | | | |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | 18,000 | | | | | | | |
| CONTRACTUAL | 215,328 | | | | | | | |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | 215,328 | | | | | | | |
| COMMODITIES | 17,000 | | | | | | | |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | 17,000 | | | | | | | |
| CAPITAL-OTE | | | | | | | | |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | | | | | | | | |
| EQUIPMENT | | | | | | | | |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | | | | | | | | |
| VEHICLES | | | | | | | | |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | | | | | | | | |
| WIRELESS DEV | | | | | | | | |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | | | | | | | | |
| SUBSIDIES | | | | | | | | |
| GENERAL | | | | | | | | |
| ST.SUP.SPECIAL | | | | | | | | |
| FEDERAL | | | | | | | | |
| OTHER | | | | | | | | |
| TOTAL | 416,168 | | | | | | | |

FUNDING:

| | | | | | | | | |
|-------------------|----------------|--|--|--|--|--|--|--|
| GENERAL FUNDS | | | | | | | | |
| ST.SUP.SPCL.FUNDS | | | | | | | | |
| FEDERAL FUNDS | | | | | | | | |
| OTHER SP.FUNDS | 416,168 | | | | | | | |
| TOTAL | 416,168 | | | | | | | |

POSITIONS:

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

PRIORITY LEVEL:

| | | | | | | | | |
|--|--|--|--|--|--|--|--|--|
| | | | | | | | | |
|--|--|--|--|--|--|--|--|--|

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 for admission to the Mississippi Bar as adopted by the Mississippi Supreme Court. The Board responsibilities include the preparation, administration, and evaluation of two (2) bar examinations given annually and to determine the fitness and qualifications of persons seeking admission 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 admission to 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 11 Estimated & FY 12 Increase/Decrease for continuations) of MBR-1-03 and designated Budget Unit Decisions columns of MBR-1-03-A:**(D) Travel:**

We are requesting an additional \$2,500 for out-of-state travel. As new Board Members are inducted, there is a need for training in drafting and grading bar examinations, something which is unique to Bar Admissions. In addition, training is needed to aid in screening for character issues and conducting hearings. Also, older members are required to stay abreast of any changes in procedures and to help further their knowledge on Bar Admission issues.

(E) Contractual Services:

We are requesting an additional \$38,980 in contractual.

\$35,000 is needed to complete and implement an electronic web-based application. The electronic web-based application has many benefits to the Board, staff and applicants. It will give applicants the ability to file and pay fees for their Bar Admission application on-line, as well as track the progress of their application; will reduce the amount of time and inaccuracies incurred for staff and/or contract help for data entry; and will allow more accurate tracking of fees paid and incomplete applications, as well as character and fitness issues and hearings conducted. These funds will also allow older files to be transferred into the new database.

\$2,500 is requested to help offset the increase in fees paid to the National Conference of Bar Examiners to purchase the multi-state essay tests, multi-state performance tests, and multi-state bar exams which are all used in combination with the state essay tests during the administration of the bi-annual bar examination.

An additional \$1,480 is requested to offset an increase in bar graders pay. The pay rate has not changed since the 90s.

(F) Commodities:

An increase of \$1,400 is requested to offset the cost for printed materials. The Board is now required to absorb the printing costs for answer booklets related to the Multistate Essay Exams.

(G) Capital Equipment:

We are not requesting funds in this category for FY2012. All equipment needed will be purchased in FY2011.

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 2010 ACTUAL</u> | <u>FY 2011 ESTIMATED</u> | <u>FY 2012 PROJECTED</u> |
|---|---------------------------|------------------------------|------------------------------|
| 1 Number of Bar Exam Applicants | 331.00 | 350.00 | 350.00 |
| 2 Number of Law Student Applicants | 75.00 | 100.00 | 100.00 |
| 3 Bar Exam Passage Rate (Percentage) | 79.50 | 0.00 | 0.00 |
| 4 Character/Fitness Hearings Held | 16.00 | 16.00 | 16.00 |
| 5 Character and Fitness Committee - Informal Conferences Held | 17.00 | 15.00 | 15.00 |
| 6 Board - Appeal Hearings Held | 1.00 | 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 2010 ACTUAL</u> | <u>FY 2011 ESTIMATED</u> | <u>FY 2012 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. | 225.00 | 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. | 300.00 | 300.00 | 300.00 |
| 4 Minimum cost for court reporter at Character and Fitness and Appeal Hearings. | 100.00 | 100.00 | 125.00 |
| 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. | 12.00 | 12.00 | 12.00 |

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 2010 ACTUAL</u> | <u>FY 2011 ESTIMATED</u> | <u>FY 2012 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. | 12.00 | 12.00 | 12.00 |

PROGRAM 3% GENERAL FUND REDUCTION AND NARRATIVE EXPLANATION

MS Board of Bar Admissions

| | Fiscal Year 2011 Funding | | | FY 2011 GF PERCENT REDUCED |
|---|--------------------------|-------------------|---------------------------|----------------------------------|
| | Total Funds | Reduced Amount | Reduced Funding Amount | |
| Program Name: (1) BAR ADMISSION SERVICES | | | | |
| GENERAL | | | | |
| ST.SUPPORT SPECIAL | | | | |
| FEDERAL | | | | |
| OTHER SPECIAL | 378,088 | | 378,088 | |
| TOTAL | 378,088 | | 378,088 | |
| Narrative Explanation: | | | | |
| SUMMARY OF ALL PROGRAMS | | | | |
| GENERAL | | | | |
| ST.SUPPORT SPECIAL | | | | |
| FEDERAL | | | | |
| OTHER SPECIAL | 378,088 | | 378,088 | |
| TOTAL | 378,088 | | 378,088 | |

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 FY2011

Five (5) to seven (7) Board Meetings per year.

| C. | Names of Members | City, Town, Residence | Appointed By | Date of Appointment | Length of Term |
|----|-------------------------------------|-----------------------|----------------------------|---------------------|--------------------------|
| 1. | <u>Styres, Jeffrey</u> | <u>Jackson, MS</u> | <u>William Waller, Jr.</u> | <u>11/1/2009</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>Byars, Wilton (Trey) V, III</u> | <u>Oxford, MS</u> | <u>George Carlson, Jr.</u> | <u>11/1/2009</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>11/1/2009</u> | <u>3 years</u> |
| 7. | <u>Teeuwissen, Pieter; Chairman</u> | <u>Jackson, MS</u> | <u>James Graves, Jr.</u> | <u>11/1/2007</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 FY2011

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>Lucedale, MS</u> | <u>Board</u> | <u>11/01/2007</u> | <u>3 years</u> |
| 22. | <u>Hassel, Barrt</u> | <u>Ridgeland, MS</u> | <u>Board</u> | <u>11/1/2009</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 FY2011

Ten (10) to Fourteen (14) hearings

| C. | Names of Members | City, Town, Residence | Appointed By | Date of Appointment | Length of Term |
|-----|------------------------------|------------------------------|---------------------|----------------------------|--------------------------|
| 27. | <u>Graves, Michael K</u> | <u>Hernando, MS</u> | <u>Board</u> | <u>1/28/2010</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, 2010 | (2) Estimated Expenses FY Ending June 30, 2011 | (3) Requested for FY Ending June 30, 2012 |
|---|--|---|--|
| A. TUITION, REWARDS & AWARDS (61010-61099) | | | |
| 61010 Tuition | | | |
| 61020 Employee Training | | 500 | 500 |
| 61030 Travel Related Registration | | | |
| TOTAL (A) | | 500 | 500 |
| B. TRANSPORTATION & UTILITIES (61100-61299) | | | |
| 61110 Postage | 2,952 | 11,960 | 11,960 |
| 61190 Freight | 1,184 | 1,500 | 1,500 |
| TOTAL (B) | 4,136 | 13,460 | 13,460 |
| C. PUBLIC INFORMATION ((61300-61399) | | | |
| 61310 Advertising & Public Information | | | |
| TOTAL (C) | | | |
| D. RENTS (61400-61499) | | | |
| 61440 Office Equipment | 8,364 | 8,240 | 8,240 |
| 61470 Capitol Facilities Office Rental | 34,044 | 34,100 | 34,100 |
| 61480 Exhibits, Displays & Conference Rooms | 6,511 | 8,700 | 8,700 |
| 61490 Other Rental | 140 | | |
| TOTAL (D) | 49,059 | 51,040 | 51,040 |
| E. REPAIRS & SERVICES (61500-61599) | | | |
| 61520 Buildings | | | |
| 61550 Office Equipment & Furniture | | | |
| 61590 Miscellaneous Items of Equipment | | | |
| TOTAL (E) | | | |
| F. FEES, PROFESSIONAL & OTHER SERVICES (61600-61699) | | | |
| 61615 SAAS Fees - DFA | 815 | 1,000 | 1,000 |
| 61616 MMRS Fees | 2,930 | 3,100 | 3,100 |
| 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 | 2,145 | 1,800 | 1,800 |
| 61640 Physician Services | | 3,000 | 3,000 |
| 6165X Personnel Services Contracts (61651-61653) | 21,856 | 22,000 | 22,000 |
| 61658 Personnel Services Contracts-Contract Worker | 8,852 | 12,500 | 12,500 |
| 61658 Personnel Services Contracts-Bar Exam Proctors | 6,580 | 8,900 | 8,900 |
| 61660 Court Costs & Court Reporters | 1,292 | 2,000 | 2,000 |
| 61661 Recording and Notary Fees | | | |
| 61683 Contract Worker - SPAHRS Matching Amounts | 1,180 | 2,000 | 2,000 |
| 61690 Other Fees & Services | 30,977 | 38,536 | 42,516 |
| TOTAL (F) | 76,627 | 98,736 | 102,716 |
| G. OTHER CONTRACTUAL SERVICES (61700-61899) | | | |
| 61700 Tort Claim Assessment | 26 | 200 | 200 |
| 61710 Insurance & Fidelity Bonds | 86 | 200 | 200 |
| 61715 Insurance Computer Equipment ITS | | | |
| 61720 Membership Dues | 100 | 92 | 92 |
| TOTAL (G) | 212 | 492 | 492 |

**SCHEDULE B
CONTRACTUAL SERVICES CONTINUED**

MS Board of Bar Admissions

Name of Agency

| MINOR OBJECT OF EXPENDITURE | (1) Actual Expenses FY Ending June 30, 2010 | (2) Estimated Expenses FY Ending June 30, 2011 | (3) Requested for FY Ending June 30, 2012 |
|--|--|---|--|
| H. INFORMATION TECHNOLOGY (61900-61990) | | | |
| 61902 IS Fees | | 8,720 | 43,720 |
| 61905 IS/Telecommunication Fees-ITS | | | |
| 61917 Service Charges Paid to State Data Center | | | |
| 61918 Data Entry | | | |
| 61921 Software Acquisition and Installation | | | |
| 61923 Basic Telephone Monthly-ITS | 2,298 | 3,000 | 3,000 |
| 61925 Long Distance - ITS | 112 | 400 | 400 |
| 61926 Private Data Line Monthly Charges - Outside Vendor | | | |
| 61928 Public Network Access Charges-Outside Vendor | | | |
| 61938 Pager Usage Time | | | |
| 6196X Maintenance/Repair of IS/Telecommunications Systems | | | |
| 6198X IS/Telecommunications Software Maintenance | | | |
| TOTAL (H) | 2,410 | 12,120 | 47,120 |
| I. OTHER (61991-61999) | | | |
| 6199X Prior Year Expense (61997-61998) | 218 | | |
| TOTAL (I) | 218 | | |
| GRAND TOTAL <i>(Enter on Line I-B of Form MBR-1)</i> | 132,662 | 176,348 | 215,328 |
| FUNDING SUMMARY: | | | |
| GENERAL FUNDS | | | |
| STATE SUPPORT SPECIAL FUNDS | | | |
| FEDERAL FUNDS | | | |
| OTHER SPECIAL FUNDS | 132,662 | 176,348 | 215,328 |
| TOTAL FUNDS | 132,662 | 176,348 | 215,328 |

**SCHEDULE C
COMMODITIES**

MS Board of Bar Admissions
Name of Agency

| MINOR OBJECT OF EXPENDITURE | (1) Actual Expenses FY Ending June 30, 2010 | (2) Estimated Expenses FY Ending June 30, 2011 | (3) Requested for FY Ending June 30, 2012 |
|---|--|---|--|
| 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 | 6,193 | 8,350 | 9,750 |
| 62120 Duplication and Reproduction Supplies | 646 | 250 | 250 |
| 62130 Office Supplies & Materials | 1,640 | 2,000 | 2,000 |
| 62140 Paper Supplies | 1,194 | 1,100 | 1,100 |
| 62150 Maps, Manuals, Library Books | | 150 | 150 |
| 62160 Office Equipment (not capital outlay) | | | |
| Total (B) | 9,673 | 11,850 | 13,250 |
| 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 | 114 | 200 | 200 |
| 62475 Food for Business Meetings | 3,329 | 3,500 | 3,500 |
| 62555 Repair Parts for DP Equipment | | | |
| 62590 Other Supplies & Materials | 180 | 50 | 50 |
| 62595 Other Equipment (less than \$500) | | | |
| 62998 Prior Year Expenses | | | |
| Total (E) | 3,623 | 3,750 | 3,750 |
| GRAND TOTAL (A, B, C, D & E) <i>(Enter on Line I-C of Form MBR-1)</i> | 13,296 | 15,600 | 17,000 |
| FUNDING SUMMARY: | | | |
| GENERAL FUNDS | | | |
| STATE SUPPORT SPECIAL FUNDS | | | |
| FEDERAL FUNDS | | | |
| OTHER SPECIAL FUNDS | 13,296 | 15,600 | 17,000 |
| TOTAL FUNDS | 13,296 | 15,600 | 17,000 |

**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, 2010 | (2) Estimated Expenses FY Ending June 30, 2011 | (3) Requested for FY Ending June 30, 2012 |
|--|--|---|--|
| 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, 2010 | | Est. FY Ending June 30, 2011 | | Req. FY Ending June 30, 2012 | | |
|--|------------------------------|------------|------------------------------|--------------|------------------------------|---------------|------------|
| | 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) | | | | | | | |
| C. OFFICE MACHINES, FURNITURE, FIXTURES, EQUIP. | | | | | | | |
| 63421 - Office Equipment | | | | 4,800 | | | |
| TOTAL (C) | | | | 4,800 | | | |
| D. IS EQUIPMENT (DP & TELECOMMUNICATIONS) | | | | | | | |
| Computer, Desktop | | | | | | | |
| Computer, Lap-Top | | | | | | | |
| Printer, Portable for Lap-Top PC | | | | | | | |
| Printer, For Desktop PC | | | | | | | |
| TOTAL (D) | | | | | | | |
| 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> | | | | 4,800 | | | |
| FUNDING SUMMARY: | | | | | | | |
| GENERAL FUNDS | | | | | | | |
| STATE SUPPORT SPECIAL FUNDS | | | | | | | |
| FEDERAL FUNDS | | | | | | | |
| OTHER SPECIAL FUNDS | | | | 4,800 | | | |
| TOTAL FUNDS | | | | 4,800 | | | |

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

MS Board of Bar Admissions

Name of Agency

| MINOR OBJECT OF EXPENDITURE | Vehicle Inventory June 30, 2010 | FY Ending June 30, 2010 | | FY Ending June 30, 2011 | | FY Ending June 30, 2012 | |
|--|---------------------------------------|-------------------------|-------------|-------------------------|----------------|-------------------------|----------------|
| | | 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, 2010 | Act FY Ending June 30, 2010 | | Est FY Ending June 30, 2011 | | Req FY Ending June 30, 2012 | |
|--|--------------------------------------|-----------------------------|-------------|-----------------------------|----------------|-----------------------------|----------------|
| | | 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, 2010 | (2) Estimated Expenses FY Ending June 30, 2011 | (3) Requested for FY Ending June 30, 2012 |
|---|--|---|--|
| 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
2012 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 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 Admissions fees. To date, the Board has been able to maintain its efforts from the fees it collects.

A total of \$416,168 is requested for FY 2012 for the continuation of the Bar Admissions Program. This is an increase of \$38,080 or 10.07%. A summary of this request is as follows:

Personal Services - Salaries

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

Personal Services - Travel

A total of \$18,000 is requested in the travel category. This is an increase of \$2,500.

\$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.

\$10,000, which is an increase of \$2,500, 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. As new Board Members are inducted, there is a need for training in drafting and grading bar examinations, something which is unique to Bar Admissions. In addition, training is needed to aid in screening for character issues and conducting hearings. Also, older members are required to stay abreast of any changes in procedures and to help further their knowledge on Bar Admission issues.

Contractual Services

A total of \$215,328 is requested in the contractual services category. This is an increase of \$38,980. A summary of this request is as follows:

A. Tuition, Rewards, and Awards

\$500 is requested for employee training for registration fees and out-of-state seminars and conferences and for computer-related classes that will be attended by administrative staff. No increase is requested in this category. No increase is requested in this category.

B. Communications, Transportation, and Utilities

**NARRATIVE
2012 BUDGET REQUEST**

MS Board of Bar Admissions

Name of Agency

A total of \$13,460 is requested in this category. \$11,960 is requested for postage for mailing application packets 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; \$1,500 is requested for freight charges on commodities and equipment. No increase is requested in this category.

D. Rents

A total of \$51,040 is requested in this category. \$8,240 is requested for renting office equipment (copy machine, fax machine, postage meter, etc.); \$34,100 for Capitol Facilities office rent at the Gartin Justice Building; and \$8,700 for renting conference rooms for administering the bi-annual Bar exams. No increase is requested in this category.

F. Fees, Professional and Other Services

A total of \$102,716 is requested in this category. This is an increase of \$3,980. \$2,500 is requested to help offset the increase in fees paid to the National Conference of Bar Examiners to purchase the multi-state essay tests, multi-state performance tests, and multi-state bar exams which are all used in combination with the state essay tests during the administration of the bi-annual bar examination. An additional \$1,480 is requested to offset an increase in bar graders pay. The pay rate has not changed since the 90s.

Following is a recap of the total request for Fees, Professional and Other Services:

\$1,000 is requested for support costs to Finance and Administration for the SAAS accounting system for charges associated with processing receipts, warrants, payments vouchers, and purchase orders; \$3,100 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; \$22,000 for travel costs; \$8,900 for exam proctors; \$12,500 for contract office workers to assist with processing applications, administration of the Bar exam and for general office duties; \$2,000 for court costs for criminal record checks on Bar applicants and court reporter/transcribing fees; \$10,016 for exam graders; \$32,500 for payments to the National Conference of Bar Examiners for purchasing the multi-state essay, multi-state performance test, and multi-state bar exams; \$2,000 for employer social security match on contract payrolls.

G. Other Contractual Services

A total of \$492 is requested for this category. \$200 is requested for the annual tort claims assessment, \$200 for the surety bond on the Bar Admissions administrative staff and \$92 for membership dues. No increase is requested in this category.

H. Data Processing

A total of \$47,120 is requested for this category. This is an increase of \$35,000. \$43,720 is requested for IS fees for consulting services for web-site development and completion of the web-based program for on-line application processes; \$3,000 for local telephone services, a telephone data line and conference calls; and \$400 for long distance telephone calls.

Commodities

NARRATIVE
2012 BUDGET REQUEST

MS Board of Bar Admissions

Name of Agency

A. Printing and Office Supplies and Materials

A total of \$13,2500 is requested in this category. This is an increase of \$1,400 to offset the cost for printed materials. The Board is now required to absorb the printing costs for answer booklets related to the Multistate Essay Exams.

\$9,750 is requested for printed materials to include envelopes, stationery, Bar certificates and mailers, and exam answer booklets; \$250 for duplication and reproduction supplies, primarily toner for the copy machine and laser printers; \$2,000 for routine office supplies; \$1,100 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.

B. Other Supplies and Materials

\$3,750 is requested in this category. \$3,700 is needed to provide food for persons and business meetings. This includes meetings of both the Board of Bar Admissions and the Committee on Character and Fitness. \$50 is requested for other unspecified supply charges that may arise during the fiscal year. No increase is requested in this category.

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 FY2012 are adequate to fund this budget with the exception of the \$50,000 requested to complete the web design application for on-line filing. The lack of funds is due to the underfunding of the FY2011 budget appropriation.

**OUT-OF-STATE TRAVEL
FISCAL YEAR 2010**

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 2010 on Form Mbr-1, line I.A.2.b.

| Employee's Name | Destination | Purpose | Travel Cost | Funding Source |
|---------------------------------------|-----------------|---|----------------|----------------|
| Baria, Marcie | Austin, TX | NCBE Annual Bar Admissions Conf. | 1,127 | 3056 |
| Byars, Wilton | Madison, WI | 2010 MEE/MPT Grading Workshop | 606 | 3056 |
| Carmean, Jay | Austin, TX | NCBE Annual Bar Admissions Conf. | 1,711 | 3056 |
| Hancock, Pamela | Chicago, IL | MEE/MPT Grading Workshop | 265 | 3056 |
| Knight, Linda | Portland, ME | Council of Bar Admission Administrators | 629 | 3056 |
| Knight, Linda | Kansas City, MI | CBAA Fall Meeting | 1,146 | 3056 |
| Luter, George | Chicago, IL | MEE/MPT Grading Workshop | 531 | 3056 |
| Luter, George | Madison, WI | 2010 MEE/MPT Grading Workshop | 108 | 3056 |
| Murphey, Smith | Austin, TX | NCBE Annual Bar Admissions Conf. | 1,121 | 3056 |
| Nicholson, Gail | Chicago, IL | MEE/MPT Grading Workshop | 403 | 3056 |
| Ott, John | Austin, TX | NCBE Annual Bar Admissions Conf. | 303 | 3056 |
| Ott, Todd | Chicago, IL | MEE/MPT Grading Workshop | 44 | 3056 |
| Kitchens, James | Austin, TX | NCBE Annual Bar Admissions Conf. | 500 | 3056 |
| Baria, Marcie | Madison, WI | Drafting & Grading Workshop | 304 | 3056 |
| Vardaman, Melanie | Madison, WI | Drafting & Grading Workshop | 550 | 3056 |
| Styres, Jeffery | Madison, WI | 2010 MEE/MPT Grading Workshop | 520 | 3056 |
| Teeuwissen, Peter | Austin, TX | NCBE Annual Bar Admissions Conf. | 129 | 3056 |
| Total Out of State Travel Cost | | | \$9,997 | |

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, 2010 | (2) Estimated Expenses FY Ending June 30, 2011 | (3) Requested for FY Ending June 30, 2012 | Fund Num. |
|---|--------------------|--|---|--|-----------|
| 61615 SAAS Fees - DFA | | | | | |
| SAAS Fees - Finance and Administration / SAAS fees | | 815 | 1,000 | 1,000 | 3056 |
| <i>Comp. Rate: Per DFA Billing</i> | | | | | |
| TOTAL 61615 SAAS Fees - DFA | | 815 | 1,000 | 1,000 | |
| 61616 MMRS Fees | | | | | |
| MMRS Revolving Fund - Finance & Admn. / MMRS fees | | 2,930 | 3,100 | 3,100 | 3056 |
| <i>Comp. Rate: Per DFA Billing</i> | | | | | |
| TOTAL 61616 MMRS Fees | | 2,930 | 3,100 | 3,100 | |
| 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 | | | 300 | 300 | |
| 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) | | | 3,600 | 3,600 | |
| 61631 Legal Fees to Attorney General's Office | | | | | |
| Legal Fees to Attorney General's Office / Court Counsel | | 2,145 | 1,800 | 1,800 | 3056 |
| <i>Comp. Rate: \$65 per hour</i> | | | | | |
| TOTAL 61631 Legal Fees to Attorney General's Office | | 2,145 | 1,800 | 1,800 | |
| 61640 Physician Services | | | | | |
| Physician Services / Psychiatric Medical Evaluation | | | 3,000 | 3,000 | 3056 |
| <i>Comp. Rate: \$300 per hour</i> | | | | | |
| TOTAL 61640 Physician Services | | | 3,000 | 3,000 | |
| 6165X Personnel Services Contracts (61651-61653) | | | | | |
| Contract Travel - Natl Conf of Bar Examiners / Travel Expenses | | 21,856 | 22,000 | 22,000 | 3056 |
| <i>Comp. Rate: federal mileage rate</i> | | | | | |
| TOTAL 6165X Personnel Services Contracts (61651-61653) | | 21,856 | 22,000 | 22,000 | |
| 61658 Personnel Services Contracts-Contract Worker | | | | | |
| Contract Worker-Nancy Gatlin / Clerical Office Support | | 7,373 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Contract Worker-Patricia Munn / Clerical Office Support | | 1,479 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Contract Worker / Clerical Office Support | | | 12,500 | 12,500 | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| TOTAL 61658 Personnel Services Contracts-Contract Worker | | 8,852 | 12,500 | 12,500 | |

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, 2010 | (2) Estimated Expenses FY Ending June 30, 2011 | (3) Requested for FY Ending June 30, 2012 | Fund Num. |
|---|--------------------|--|---|--|-----------|
| 61658 Personnel Services Contracts-Bar Exam Proctors | | | | | |
| Applewhite, Carol J / Bar Exam Proctor | | 405 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Cliburn, Roma / Bar Exam Proctor | | 198 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Cole, Joyce / Bar Exam Proctor | | 218 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Jones, Jeanette T / Bar Exam Proctor | | 402 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Matthews, Kathleen S / Bar Exam Proctor | | 198 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Munn, Kenneth / Bar Exam Proctor | | 434 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Peoples, Gladys J / Bar Exam Proctor | | 402 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Peoples, Luda Faye / Bar Exam Proctor | | 223 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Purvis, William H / Bar Exam Proctor | | 728 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Rideout, Shelia D / Bar Exam Proctor | | 223 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Roberson, Shirley M / Bar Exam Proctor | | 198 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Roberts, Dianne A / Bar Exam Proctor | | 416 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Shepard, Jackye A / Bar Exam Proctor | | 174 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Shivers, Gladys F / Bar Exam Proctor | | 403 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Smith, Joanne / Bar Exam Proctor | | 407 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Yarbrough, Ella L / Bar Exam Proctor | | 756 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Cole, Wayne / Bar Exam Proctor | | 198 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Ransfer, Cathryn / Bar Exam Proctor | | 199 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Wilson, Lois / Bar Exam Proctor | | 199 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Armstrong, Beverly / Bar Exam Proctor | | 199 | | | 3056 |
| <i>Comp. Rate: \$9 per hour</i> | | | | | |
| Bar Exam Proctors / Bar Exam Proctor | | | 8,900 | 8,900 | 3056 |
| <i>Comp. Rate: \$7.25 per hr minimum</i> | | | | | |
| TOTAL 61658 Personnel Services Contracts-Bar Exam Proctors | | 6,580 | 8,900 | 8,900 | |
| 61660 Court Costs & Court Reporters | | | | | |
| Addison, Vanessa / Court Reporter | | 1,292 | | | 3056 |
| <i>Comp. Rate: Transcribing page rate</i> | | | | | |
| Court Costs and Court Reporters / Court Reporter/File Search | | | 2,000 | 2,000 | 3056 |
| <i>Comp. Rate: Page Rate/Record Searches</i> | | | | | |
| TOTAL 61660 Court Costs & Court Reporters | | 1,292 | 2,000 | 2,000 | |

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, 2010 | (2) Estimated Expenses FY Ending June 30, 2011 | (3) Requested for FY Ending June 30, 2012 | Fund Num. |
|---|--------------------|--|---|--|--------------|
| 61661 Recording and Notary Fees State Treasurer 3111-Secretary of State / Notary Application <i>Comp. Rate: Per Secretary of State</i> TOTAL 61661 Recording and Notary Fees | | | | | 3056 |
| 61683 Contract Worker - SPAHRS Matching Amounts Contract Worker - Employer Match / Social Security Taxes <i>Comp. Rate: 7.65%</i> TOTAL 61683 Contract Worker - SPAHRS Matching Amounts | | 1,180 1,180 | 2,000 2,000 | 2,000 2,000 | 3056 |
| 61690 Other Fees & Services Bar Graders / Bar Exam Grader <i>Comp. Rate: \$4 to \$5 per booklet</i> National Conference of Bar Examiners / Fee <i>Comp. Rate: per invoice</i> TOTAL 61690 Other Fees & Services | | 30,977 30,977 | 8,536 30,000 38,536 | 10,016 32,500 42,516 | 3056 3056 |
| GRAND TOTAL (61600-61699) | | 76,627 | 98,736 | 102,716 | |

VEHICLE PURCHASE DETAILS

MS Board of Bar Admissions

Name of Agency

| Year | Model | Person(s) Assigned To | Vehicle Purpose/Use | FY2012 Req. Cost |
|-------------|--------------|------------------------------|------------------------------|-----------------------------|
| | | | | 0 |
| | | | | 0 |
| | | | TOTAL VEHICLE REQUEST | 0 |

**VEHICLE INVENTORY
AS OF JUNE 30, 2010**

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 6-30-10 | Average Miles per Year | Replacement Proposed | |
|--------------|----------------------|---------------|-------|-----------------------|-------------|---------------|-----------------------|---------------------------|----------------------|---------|
| | | | | | | | | | FY 2011 | FY 2012 |
| | | | | | | | | | | |

Vehicle Type = Passenger/Work

**PRIORITY OF DECISION UNITS
FISCAL YEAR 2012**

MS Board of Bar Admissions
Agency Name

| Program | Decision Unit | Object | Amount |
|--------------------------------------|----------------------|---------------------|---------------|
| Priority # 0 | | | |
| Program # 1 : BAR ADMISSION SERVICES | Travel | Travel | 2,500 |
| | | Total | 2,500 |
| | | Other Special Funds | 2,500 |
| Program # 1 : BAR ADMISSION SERVICES | Contractual Services | Contractual | 38,980 |
| | | Total | 38,980 |
| | | Other Special Funds | 38,980 |
| Program # 1 : BAR ADMISSION SERVICES | Commodities | Commodities | 1,400 |
| | | Total | 1,400 |
| | | Other Special Funds | 1,400 |
| Program # 1 : BAR ADMISSION SERVICES | Capital Equipment | Equipment | -4,800 |
| | | Total | -4,800 |
| | | Other Special Funds | -4,800 |

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 6-30-10 | Last Payment Date | Interest Rate | Amount of Each Monthly/Yearly Payment | | | Total of Payments to be Made | | | | | | | |
|------------------------|------------------------------|---|--|-------------------------|------------------|--|----------|-------|------------------------------|-------------------|----------|-------|-------------------|----------|-------|--|
| | | | | | | Principal | Interest | Total | Actual FY 2010 | Estimated FY 2011 | | | Requested FY 2012 | | | |
| | | | | | | | | | | Principal | Interest | Total | Principal | Interest | Total | |
| / | // | 0 | 0 | // | .000 | | | | | | | | | | | |

Summary of 3% General Fund Program Reduction to FY2011 Appropriated Funding by Major Object

MS Board of Bar Admissions

| Major Object | FY2011 GENERAL FUND REDUCTION | AFFECT ON FY2011 STATE SUPPORT SPECIAL FUNDS | AFFECT ON FY2011 FEDERAL FUNDS | AFFECT ON FY2011 OTHER SPECIAL FUNDS | TOTAL 3% REDUCTIONS |
|-------------------------------|--|---|---|---|--------------------------------|
| PERSONAL SERVICES | | | | | |
| TRAVEL | | | | | |
| CONTRACTUAL SERVICES | | | | | |
| COMMODITIES | | | | | |
| OTHER THAN EQUIPMENT | | | | | |
| EQUIPMENT | | | | | |
| VEHICLES | | | | | |
| WIRELESS COMM. DEVICES | | | | | |
| SUBSIDIES, LOANS, ETC | | | | | |
| TOTALS | | | | | |