

FY 2024 Budget Performance Review

Oklahoma Department of Commerce - 160

Lead Administrator: Brent Kisling

Lead Financial Officer: Stacie Willis

Agency Mission

To help create an environment where economic growth will occur.

Division and Program Descriptions

Note: Please define any acronyms used in program descriptions.

43 - Community Services

Community Services fosters economic development by helping communities understand and implement infrastructure projects and comprehensive planning in order to maximize their resources.

43 - Main Street

The Main Street Program provides specific services and training to participating towns or neighborhoods as they begin the process of revitalizing their districts. It also offers education to non-Main Street communities on the benefits of historic preservation and community commercial development.

45 - Business Services

This division currently includes the Aerospace Commerce Economic Services and Automotive Initiative (Auto). The purpose of ACES and Auto is to create a partnership of education and training, research, and economic development in the Aerospace and Auto industries.

67 - Contracts for Community & Economic Development

Contracts for Community and Economic Development are contracts to local governments and community action agencies, which include ones that the Oklahoma Department of Commerce has been statutorily mandated to administer via annual appropriations.

70 - Operational Support Services

These services include Executive Leadership, Finance, Human Resources, Communications, Purchasing, General Counsel, and Research and Economic Analysis, which all provide the tools and support services necessary for the agency to operate. Business Group is also included in this division to provide for the creation and retention of jobs, to recruit business investment to Oklahoma, and to contribute to economic development through export trade and the attraction of foreign investment.

88 - ISD Data Processing

Information technology expenditures must be budgeted as a separate line item within agency budgets. (62 O.S. § 34.43) All IT expenses should be budgeted in division 88 unless otherwise approved.

93 - Rural Economic Action Plan

This is a continuing fund, not subject to fiscal year limitations, for economic development in rural areas with populations of less than 7,000. Funds have to be used for one of the following items: rural water quality, rural waste, rural sanitary sewage, rural roads, rural health services, rural fire protection, rural telecommunications, municipal energy employment projects, and other projects approved by 2/3 of the substate governing board. The Community Development Services Division annually monitors the REAP program at each COG.

FY'23 Budgeted Department Funding By Source

Dept. #	Department Name	Appropriations	Federal	Revolving	Local ¹	Other ²	Total
43	Community Development	\$887,996	\$4,684,803	\$20,000			\$5,592,799
43	Main Street Program	\$850,814		\$10,808			\$861,622
45	Business Services	\$2,903,132					\$2,903,132
67	Contracts and Comm. & Economic Dev.	\$14,695,007	\$122,305,383	\$5,500,000			\$142,500,390
70	Operational Support	\$9,788,526		\$16,401,583			\$26,190,109
88	ISD Data Processing	\$603,848	\$205,500	\$341,254			\$1,150,602
93	REAP (Rural Economic Action Plan)	\$30,000,000					\$30,000,000
							\$0
Total		\$59,729,323	\$127,195,686	\$22,273,645	\$0	\$0	\$209,198,654

1. Please describe source of Local funding not included in other categories:

2. Please describe source(s) and % of total of "Other" funding if applicable for each depart

FY'22 Carryover by Funding Source

Class Fund #	Carryover Class Fund Name	Appropriations	Federal	Revolving	Local ¹	Other ²	Total
19112/19211	FY22 General Revenue Fund	\$20,390,612					\$20,390,612
							\$0
							\$0

1. Please describe source of Local funding not included in other categories:

2. Please describe source(s) and % of total of "Other" funding if applicable:

Approximately 2.9 million of carryover is pass-through funds and spending is driven by the local level and \$15 million is designated for the Accelerator Program

What changes did the agency make between FY'22 and FY'23?

1.) Are there any services no longer provided because of budget cut: None

2.) What services are provided at a higher cost to the user? N/A

3.) What services are still provided but with a slower response rate?

The agency continually reviews processes to ensure we are operating efficiently and seeks out best value/lowest cost options when making purchases, allowing us to continue providing the same level of service to customers.

4.) Did the agency provide any pay raises that were not legislatively/statutorily required?

Please see tab labelled FY22 Salary Changes

FY'24 Requested Funding By Department and Source							
Dept. #	Department Name	Appropriations	Federal	Revolving	Other ¹	Total	% Change
43	Community Development	\$887,996	\$4,684,803	\$20,000	\$0	\$5,592,799	0.00%
43	Main Street Program	\$850,814	\$0	\$10,808	\$0	\$861,622	0.00%
45	Business Services	\$2,903,132	\$0	\$0	\$0	\$2,903,132	0.00%
67	Contracts and Comm. & Economic Dev.	\$14,695,007	\$122,305,383	\$5,500,000	\$0	\$142,500,390	0.00%
70	Operational Support	\$9,788,526	\$0	\$16,401,583	\$0	\$26,190,109	0.00%
88	ISD Data Processing	\$603,848	\$205,500	\$341,254	\$0	\$1,150,602	0.00%
93	REAP (Rural Economic Action Plan)	\$30,000,000	\$0	\$0	\$0	\$30,000,000	0.00%
Total		\$59,729,323	\$127,195,686	\$22,273,645	\$0	\$209,198,654	0.00%

1. Please describe source(s) and % of total of "Other" funding for each department:

FY'24 Top Five Operational Appropriation Funding Requests		
Request by Priority	Request Description	Appropriation Request Amount (\$)
Request 1:	Workforce Recruitment Marketing	\$10,000,000
Request 2:	Automotive Initiative	\$200,000
Request 3:	Marketing and Outreach for Workforce Development Program	\$200,000
Request 4:	Industrial Site Infrastructure Program	\$250,000
Request 5:	Protocol Office	\$148,650
Top Five Request Subtotal:		\$10,798,650
Total increase above FY-23 Budget (including all requests)		\$ 32,698,650
Difference between Top Five requests and total requests:		\$21,900,000

Does the agency have any costs associated with the Pathfinder retirement system and federal employees?
 Yes, we have costs associated with the Pathfinder retirement system and federal employees.

How would the agency be affected by receiving the same appropriation for FY '24 as was received in FY '23? (Flat/ 0% change)
 Agency would be able to operate at the same level as FY '22.

How would the agency handle a 2% appropriation reduction in FY '24?
 Agency would be able to operate at the same level as FY '23 and use carryover to cover any deficits related to one-time expenditures.

Is the agency seeking any fee increases for FY '24?		
	Fee Increase Request (\$)	Statutory change required? (Yes/No)
Increase 1	N/A	
Increase 2	N/A	
Increase 3	N/A	

What are the agency's top 2-3 capital or technology (one-time) requests, if applicable?		
Description of request in order of priority	Appropriated Amount (\$)	Submitted to LRCP? (Yes/No)
Priority 1		
Priority 2		
Priority 3		

Federal Funds							
CFDA	Federal Program Name	Agency Dept. #	FY 23 budgeted	FY 22	FY 21	FY 20	FY 19
11.307	EDA - Economic Development Admin	70	\$402,208	\$190,750	\$0	\$0	\$31,606
14.228	CDBG - Community Development Block Grant	43 & 67	\$43,960,997	\$14,330,970	\$13,853,783	\$12,500,176	\$13,369,153
14.231	ESG - Emergency Solutions Grant	43 & 67	\$9,769,126	\$9,572,198	\$5,967,520	\$1,537,009	\$1,696,486
14.269	CDBGDR - Community Development Block Grant Disast	43 & 67	\$150,000	\$51,925	\$266,414	\$2,170,602	\$3,218,654
59.061	STEP - State Trade and Export Promotion	70	\$199,042	\$576,496	\$84,623	\$4,850	\$0
81.041	SEP - State Energy Program	43 & 67	\$1,475,786	\$354,044	\$557,022	\$444,045	\$967,980
81.042	DOE - Weatherization Assistance Program	43 & 67	\$9,843,212	\$1,831,520	\$1,842,695	\$1,658,101	\$2,726,665
93.568	DHS - Low-Income Home Energy Assistance	43 & 67	\$1,549,700	\$1,257,292	\$708,195	\$886,758	\$1,336,868
93.569	CSBG - Community Services Block Grant	43 & 67	\$12,726,520	\$12,643,427	\$11,589,994	\$8,018,890	\$8,197,029
93.6	HS - Head Start Collaboration	43 & 67	\$86,000	\$139,227	\$111,149	\$167,742	\$156,812
17.278	WIOA - Dislocated Worker	43 & 67	\$6,834,345	\$4,921,349	\$6,547,341	\$2,558,542	\$0
17.258	WIOA - Adult Statewide	43 & 67	\$6,900,000	\$6,656,263	\$6,993,109	\$826,097	\$0
17.259	WIOA - Youth Statewide	43 & 67	\$8,500,000	\$8,529,088	\$7,736,850	\$2,832,318	\$0
17.285	WIOA - Apprenticeship State Expansion	43 & 67	\$400,000	\$405,393	\$309,081	\$17,526	\$0
	WIOA - Trade and Economic Transition National	43 & 67					
17.277	Dislocated Worker		\$0	\$1,184,820	\$176,685	\$0	\$0
21.019	Oklahoma Business Relief Program	45	\$0	\$0	\$143,434,041	\$0	
21.027	ARPA Statewide Recovery Fund	67	\$25,000,000				

Federal Government Impact

1.) How much federal money received by the agency is tied to a mandate by the Federal Government?
The majority of federal funds consist of formula money directly allocated to the State of Oklahoma. Only a small portion are grants that the Agency proactively applied for and received.
2.) Are any of those funds inadequate to pay for the federal mandate?
Yes. Each of the Federal programs has an administrative percentage allowance for staff, as well as staff charges to the indirect rate. However, state appropriated funds are required to be used to supplement several of the programs since the allowable administrative percentage is not always sufficient to cover all salary and fringe costs.
3.) What would the consequences be of ending all of the federal funded programs for your agency?
It would essentially eliminate the majority of Commerce's Community Development and Workforce Development Divisions. There would additionally be statewide community impacts due to the elimination of funding used by local governments to improve streets and water treatment facilities and funds used by community action agencies to feed and educate low-income children and weatherize homes of low-income citizens.
4.) How will your agency be affected by federal budget cuts in the coming fiscal year?
Presently, Commerce will continue to draw on "older" money so the impact will not be severe unless a Federal shutdown or cut occurs over a long period of time because most draw processes stay functional during the shutdown. At this time, significant cuts are not expected to be applicable to current awards.
5.) Has the agency requested any additional federal earmarks or increases?
Not at this time.

FY'23 Budgeted FTE

Division #	Division Name	Supervisors	Non-Supervisors	\$0 - \$35 K	\$35 K - \$70 K	\$70 K - \$100K	\$100K+
43	Community Development	8	41	0	38	10	1
43	Main Street Program	1	5	0	5	1	0
45	Business Services	3	7.5	0	6	2.5	2
67	Contracts for Community & Economic Dev.	0	0	0	0	0	0
70	Operational Support	19	53	2	40	22	8
88	ISD Data Processing	0	0	0	0	0	0
93	REAP (Rural Economic Action Plan)	0	0	0	0	0	0
Total		31	106.5	2	89	35.5	11

Salary only. Does not include benefits.

FTE History

Division #	Division Name	2023 Budgeted	2022	2021	2019	2014
43	Community Development	49.0	43.0	43.0	25.0	39.0
43	Main Street Program	6.0	6.0	5.0	5.0	6.0
45	Business Services	10.5	3.0	3.0	2.5	25.0
67	Contracts for Community & Economic Dev.	0.0	0.0	0.0	0.00	0.0
70	Operational Support	72.0	69.0	63.0	64.6	43.0
88	ISD Data Processing	0.0	0.0	0.0	0.0	0.0
93	REAP (Rural Economic Action Plan)	0.0	0.0	0.0	0.0	0.0
67	NACEA	0.0	0.0	0.0	0.0	7.0
Total		137.5	121.0	114.0	97.1	120.0

Performance Measure Review

Program Name	FY 22	FY 21	FY 20	FY 19	FY 18
KPM #1 Direct New Jobs facilitated by Commerce	8,117	6,225	3,977	8,730	12,320
KPM #2 Average Annual Wage of Direct New Jobs	\$62,010	\$51,083	\$58,862	\$63,332	\$44,205
KPM #3 New Private Investment facilitated by Commerce	\$4.5 Billion	\$2.1 Billion	\$1.8 Billion	\$1.9 Billion	\$1 Billion
KPM #4 New Business Projects Added to the Pipeline	185	281	N/A	N/A	N/A
KPM #5 Community Improvement Projects	253	226	225	237	234

Revolving Funds (200 Series Funds)			
Please provide fund number, fund name, description, and revenue source	FY'20-22 Avg. Revenues	FY'20-22 Avg. Expenditures	June '22 Balance
OK Department of Commerce Revolving Fund - 205			
Continuing fund and subject to the administrative direction of the Oklahoma Department of Commerce. <i>Approximately 67% of revenue is reimbursement of grant expenditures previously disbursed from Fund 205. Two of the grants end September 2022 and another January 2023.</i>	\$455,161	\$654,250	\$811,048
Rural Economic Action Plan Revolving Fund - 225			
Funds are for the purpose of economic development in rural areas with populations of less than 7,000. <i>Appropriation only</i>	\$13,909,545	\$13,911,766	\$1,578,864
Oklahoma Main Street Fund - 250			
The Main Street Fund is used for the purpose of providing specific services and training to participating towns or neighborhoods as they begin the process of revitalizing their districts and offering education on the benefits of historic preservation and community commercial development.	\$3,333	\$3,321	\$3,590
Quick Action Closing Revolving Fund - 255			
Funds are to be expended by the Governor for economic development and related infrastructure development in instances in which expenditure of such funds would likely be a determining factor in locating a high-impact business project or facility in Oklahoma or in retaining such a project or facility within the state. <i>Revenue includes Appropriation</i>	\$13,399,019	\$3,239,358	\$38,552,927
Work Based Learning Fund - 270			
Funds are to be expended by Workforce Development to develop and maintain a Work-based Learning Program within its jurisdiction to be focused on increasing the number of registered apprenticeships and internship programs, defined as paid and unpaid work experience by the United States Department of Labor as contained in 20 CFR 681.600, in this state to at least an aggregate of twenty thousand positions by the end of the calendar year 2020. <i>Workforce moved to the Department of Commerce the end of December 2019.</i>	\$0	\$45,115	\$172,246

FY 2023 Current Employee Telework Summary						
List each agency location, then report the number of employees associated with that location in the teleworking categories indicated. Use "No specified location" to account for remote employees not associated with a site. Use actual current employees, not budgeted or actual FTE.			Full-time and Part-time Employees (#)			
Agency Location / Address	City	County	Onsite (5 days onsite, rarely remote)	Hybrid (2-4 days onsite weekly)	Remote (1 day or less weekly onsite)	Total Employees
900 N. Stiles Ave.	Oklahoma City	Oklahoma	80	35	9	124
Total Agency Employees						124