

DEPARTMENT OF STATE

SUMMARY BY PROGRAM  
(amounts expressed in thousands)

-----Year Ending June 30, 1988-----					Year Ending -----June 30, 1990-----		
Orig. & (S)Supple- mental	Reapp. & (R)Rec	Transfers (E) Emer- gencies	Total Avai lable	Expended	1989 Adjusted Approp	Requested	Recom- mended
					Cultural and Intellectual Development		
20,301	62	9	20,372	20,265	23,140	22,572	22,572
2,806	110	83	2,999	2,904	3,756	3,340	3,086
1,354	150	45	1,549	1,409	1,190	1,129	1,096
24,461	322	137	24,920	24,578	28,086	27,041	26,754
					Sub-Total		
2,328	206	152	2,686	2,633	2,241	2,248	2,215
7,786	2,250	370	10,406	9,705	8,274	8,435	8,174
---	90	---	90	12	---	---	---
1,238	49	7	1,294	1,280	1,522	1,557	1,506
4,156	7	-2	4,161	3,042	2,225	2,279	1,646
15,508	2,602	527	18,637	16,672	14,262	14,519	13,541
39,969	2,924	664	43,557	41,250	42,348	41,560	40,295
					Total Appropriation, Department of State		

74. DEPARTMENT OF STATE  
 30. EDUCATIONAL, CULTURAL AND INTELLECTUAL DEVELOPMENT  
 37. CULTURAL AND INTELLECTUAL DEVELOPMENT SERVICES

**OBJECTIVES**

1. To increase public participation in the arts, develop audience education in the arts, increase total artistic resources, and increase the availability of professional training in the arts.
2. To collect fine art objects (paintings, sculptures, prints, drawings), decorative art objects (furniture, ceramics, metals, glass, etc.), ethnological and archaeological materials, scientific specimens with a New Jersey focus and specimens from other cultures and regions for comparative purposes.
3. To exhibit, through long-term and short-term installations, the arts, history and science of New Jersey and comparative areas and cultures.
4. To interpret museum collections, exhibitions and planetarium presentations through school and public programs and publications.
5. To provide community outreach services through film loan programs and circulating loan exhibits.
6. To promote an interest in and an appreciation of New Jersey history, maintain its official archives and a records management service for State and local government, and to provide access to these and other historical materials.

Program Classifications

05. Support of the Arts--The State Council on the Arts (NJS52:16A-25) has established a program of granting monies appropriated by the State and federal governments to art organizations and artists in New Jersey whose projects show professional merit and promise.

Through the services volunteered by the 17-member council appointed by the Governor and the employment of a professional arts manager to serve as Executive Director, the council endeavors to establish new programs throughout the State to cultivate the arts in the communities by providing counseling to local artists and art organizations.

Such programs as touring exhibitions, summer festival and the artists-in-the-schools are designed to involve more segments of society directly in the arts. Programming also includes those efforts made by the council to research and implement better ways in which to involve the public in the arts in New Jersey.

06. Museum Services--Materials are collected, exhibited and interpreted (NJS18A:73-1 et seq. and NJS18A:4-26). Collections are centered in the areas of fine and decorative arts, cultural history, and science. Exhibitions are long-term (those with a permanent orientation, e.g., Planetarium, the Halls of Natural Science and Cultural History), and short-term (changing exhibits with a focus on fine and decorative arts). Through school and public programs and publications, interpretation of the museum environment is accomplished. The museum is playing an increasingly active role in carrying an awareness of its areas of interest into the New Jersey community. Currently, this program includes a film service and a traveling exhibition service. The department provides, within the limits of funds appropriated, for a program of maintenance and support of museum services by the Newark Museum Association.

07. Development of Historical Resources--The Historical Commission is responsible for the formulation and implementation of programs to advance public knowledge of the history of New Jersey and the United States. The Commission (NJS18A:73-21 et seq.) sponsors programs for the production of educational historical materials, and conducts conferences, lectures and seminars, including the New Jersey History Symposium and public activities concerned with significant historical events. It also provides financial grants-in-aid programs for research in New Jersey history, local history projects, teaching projects and the Governor Alfred E. Driscoll Fellowship. The commission carries out programs of research in and publications on New Jersey history, and a State oral history program.

	Actual FY 1987	Actual FY 1988	Revised FY 1989	Budget Estimate FY 1990
<b>EVALUATION DATA</b>				
<b>Support of the Arts</b>				
Grant applications received.....	1,256	1,315	1,521	1,575
Grants awarded.....	433	441	404	415
Performances.....	13,915	14,000	14,500	14,750
Attendance.....	12,800,000	13,500,000	14,000,000	14,500,000
Artists benefitting.....	46,500	47,000	48,000	49,000
<b>Museum Services</b>				
Total Attendance	324,216	296,051	300,000	300,000
School program attendance.....	85,543	72,342	85,000	85,000
Public planetarium attendance.....	22,921	13,093	32,000	32,000
Other public program attendance.....	59,017	59,613	60,000	60,000
<b>Exhibitions Presented</b>				
Museum.....	30	20	25	35
Special outreach.....	8	6	5	5
Traveling sites.....	40	47	40	40
<b>Development of Historical Resources</b>				
Grant applications.....	196	149	150	150
Grants awarded.....	56	57	60	60
Grants workshop attendance.....	241	250	250	250
Public programs attendance.....	180	175	175	175
Oral history interviews.....	10	10	10	10
Books sold.....	6,176	4,116	7,000	8,000

74. DEPARTMENT OF STATE--Continued  
 30. EDUCATIONAL, CULTURAL AND INTELLECTUAL DEVELOPMENT  
 37. CULTURAL AND INTELLECTUAL DEVELOPMENT SERVICES

	Actual FY 1987	Actual FY 1988	Revised FY 1989	Budget Estimate FY 1990
<b>POSITION DATA</b>				
Budgeted Positions.....	81	98	97	107
Support of the Arts.....	8	24	24	25
Museum Services.....	60	61	60	65
Development of Historical Resources.....	13	13	13	17
Positions Budgeted in Lump Sum Appropriations.....	4	11	14	5
Authorized Positions--Federal.....	16	-----	-----	-----
Total Positions.....	101	109	111	112

APPROPRIATION DATA (amounts expressed in thousands)

-----Year Ending June 30, 1988-----					-----Year Ending June 30, 1990-----				
Orig. & (S)Supple- mental	Reapp. & (R)Rec	Transfers (E) Emer- gencies	Total Available	Expended	PROGRAM CLASSIFICATIONS	Ref Key	1989 Adjusted Approp	Requested	Recom- mended
20,301	62	9	20,372	20,265	Support of the Arts	05	23,140	22,572	22,572
2,806	110	83	2,999	2,904	Museum Services	06	3,756	3,340	3,086
1,354	150	45	1,549	1,409	Development of Historical Resources	07	1,190	1,129	1,096
24,461	322	137	24,920	24,578	Total Appropriation		28,086	27,041	26,754
					<u>Distribution by Object</u>				
2,460	---	88	2,548	2,543	Personal Services--				
					Salaries and wages		2,630	2,700	2,630
					Positions established from lump sum appropriation		223	233	223
2,460	---	88	2,548	2,543	Total Personal Services		2,853(a)	2,933	2,853
160	---	3	163	163	Materials and Supplies		195	199	199
203	---	30	233	228	Services Other Than Personal		255	303	263
63	---	-14	49	49	Maintenance and Fixed Charges		88	89	89
					Special Purpose--				
2	---	---	2	2	Council member expenses	05	3	3	3
700	---	---	700	700	Acquisition of art and historical objects	06	700	700	700
	109	---	109	25	Flag restoration	06	---	---	---
263	---	---	263	263	Morven Museum	06	---(b)	---	---
					Walter Edge Foran New Jersey Studies Institute	06	250	250	250
					Computer system expansion	06	---(c)	---	---
					Indian exhibit	06	100	---	---
27	---	---	27	27	Oral history program	07	---(d)	---	---
58	---	---	58	58	William Livingston Papers	07	---	---	---
22	---	---	22	22	Folk life and ethnic history programs	07	---(e)	---	---
75	---	-1	74	74	Afro-American history program	07	---(f)	---	---
250 S	60	-3	307	235	Constitutional Bicentennial Commission	07	135	125	125
	90	---	90	46	Afro-American curriculum program	07	---	---	---
50 S	---	---	50	30	Black historic sites survey	07	---	---	---
		8	8	8	Compensation awards		---	---	---
1,447	259	4	1,710	1,490	Total Special Purpose		1,188	1,078	1,078
					Grants--				
120	---	---	120	120	New Jersey Ballet	05	50	---	---
					John Harms Regional Performing Arts Center	05	---	---	---
12,060	---	-12	12,048	12,048	Cultural projects	05	13,560	13,560	13,560
100	---	---	100	100	Hunterdon Arts Center	05	100	---	---
100	---	---	100	100	Newark Community School of the Arts	05	100	---	---
125	---	---	125	125	Ethnic Heritage Museum	05	---	---	---
64	---	---	64	64	Special audiences-New Jersey, Inc.	05	60	---	---
60	---	---	60	60	Princeton Art Association- Trenton Visual Art Center	05	60	---	---

74. DEPARTMENT OF STATE--Continued  
 30. EDUCATIONAL, CULTURAL AND INTELLECTUAL DEVELOPMENT  
 37. CULTURAL AND INTELLECTUAL DEVELOPMENT SERVICES

-----Year Ending June 30, 1988-----					-----Year Ending June 30, 1990-----				
Orig. & (S)Supple- mental	Reapp. & (R)Rec	Transfers (E) Emer- gencies	Total Available	Expended	Ref Key	1989 Adjusted Approp	Requested	Recom- mended	
4,000	---	---	4,000	4,000					
150	---	---	150	150	05	7,500	7,500	7,500	
50	---	---	50	50	05	---	---	---	
100	---	---	100	100	05	---	---	---	
100	---	---	100	100	05	150	---	---	
75	---	---	75	75	05	---	---	---	
50	---	---	50	50	05	---	---	---	
2,000	---	---	2,000	1,905	05	---	---	---	
75	---	---	75	75	05	---	---	---	
---	---	---	---	---	05	125	---	---	
---	---	---	---	---	05	5	---	---	
---	---	---	---	---	05	20	---	---	
---	---	---	---	---	05	50	---	---	
100	---	---	100	100	05	100	---	---	
---	---	---	---	---	05	---	---	---	
---	---	---	---	---	05	25	---	---	
100 S	---	---	100	100	05	75	---	---	
50 S	---	---	50	50	05	---	---	---	
75 S	---	---	75	75	05	---	---	---	
---	---	---	---	---	05	---	---	---	
100	---	---	100	100	05	25	---	---	
---	---	---	---	---	05	300	850	850	
---	---	---	---	---	05	75 S	---	---	
---	---	---	---	---	06	75	---	---	
---	---	---	---	---	06	25	---	---	
---	---	---	---	---	06	100	---	---	
---	---	---	---	---	06	25	---	---	
---	---	---	---	---	07	50	---	---	
---	---	---	---	---	07	38	---	---	
---	---	---	---	---	07	15	---	---	
---	---	---	---	---	07	13	---	---	
250	---	---	250	250	07	325	325	325	
200	---	---	200	200	07	---	---	---	
20,104	---	-12	20,092	19,997		23,146	22,235	22,235	
24	63	38	125	108		361	204	37	
					<b>OTHER RELATED APPROPRIATIONS</b>				
1,206	---	---	1,206	1,206		1,427	1,720	1,720	
308	28	---	336	51		---	377	---	
25,975	350	137	26,462	25,835		29,513	29,138	28,474	
					<b>Federal Funds</b>				
---	{ 48 569 R }	---	617	590	05	527	630	630	
---	{ 1 1 R }	---	2	---	06	200	200	200	
---	{ 12 55 R }	---	67	63	07	50	100	100	
---	686	---	686	653		777	930	930	

74. DEPARTMENT OF STATE--Continued  
 30. EDUCATIONAL, CULTURAL AND INTELLECTUAL DEVELOPMENT  
 37. CULTURAL AND INTELLECTUAL DEVELOPMENT SERVICES

-----Year Ending June 30, 1988-----					-----Year Ending June 30, 1990-----				
Orig. & (S)Supple-mental	Reapp. & (R)Rec	Transfers (E) Emer-gencies	Total Available	Expended	Ref Key	1989 Adjusted Approp	Requested	Recom-mended	
<b>All Other Funds</b>									
---	{ 26 30 R }	---	56	30	05	---	---	---	
---	{ 4 19 R }	---	23	9	06	---	---	---	
---	{ 33 10 R }	5	48	16	07	4	---	---	
---	122	5	127	55	<u>Total All Other Funds</u>		4	---	
25,975	1,158	142	27,275	26,543	<u>Grand Total</u>		30,294	30,068	
							29,404		

It is recommended that the State Council on the Arts may require of recipient groups, and in the case of those receiving over \$100,000 shall require, that those groups must demonstrate a statewide benefit as a result of the grants.

It is further recommended that, of the amount hereinabove for cultural projects, an amount not to exceed \$75,000 may be used for administrative purposes, subject to the approval of the Director of the Division of Budget and Accounting.

It is further recommended that the unexpended balance as of June 30, 1989, not to exceed \$75,000, in the Cultural Projects account be appropriated for the audit of cultural projects.

It is further recommended that the unexpended balance as of June 30, 1989 in the Black historic sites survey account be appropriated for the same purpose.

It is further recommended that the unexpended balance as of June 30, 1989 in the Afro-American curriculum program account be appropriated for the same purpose.

It is further recommended that the unexpended balance as of June 30, 1989 in the Constitutional Bicentennial Commission account be appropriated for the same purpose.

It is further recommended that funds derived from the sale of collections and museum materials, which have been approved by the Secretary of State, be appropriated to and used for the benefit of the State Museum.

- (a) The 1989 appropriation has been adjusted for the allocation of the salary program.
- (b) Appropriation of \$299,000 distributed to applicable operating accounts.
- (c) Appropriation of \$200,000 distributed to applicable operating accounts.
- (d) Appropriation of \$27,000 distributed to applicable operating accounts.
- (e) Appropriation of \$22,000 distributed to applicable operating accounts.
- (f) Appropriation of \$75,000 distributed to applicable operating accounts.

70. GOVERNMENT DIRECTION, MANAGEMENT AND CONTROL  
 74. GENERAL GOVERNMENT SERVICES  
 2505. OFFICE OF THE SECRETARY OF STATE

**OBJECTIVES**

1. To formulate services and regulations for the effective operation of the Department of State.
2. To provide for the effective provision of services and collection of information about the Election process of the State.
3. To formulate an overall policy regarding ethnic affairs in New Jersey, and to increase the many contributions being made by New Jersey's ethnic communities in cultural and ethnic affairs.
4. To provide modern records administration and records management services, including microfilming and storage facilities, to State agencies.
5. To promote an interest in and an appreciation of New Jersey history, maintain its official archives and a records management service for State and local government and to provide access to these and other historical materials.
6. To provide for the recording, filing, processing and control of documents required or permitted to be filed under various statutes.
7. To provide for the effective response to public requests for information which has been filed in the Office of the Secretary of State.

74. DEPARTMENT OF STATE--Continued  
 70. GOVERNMENT DIRECTION, MANAGEMENT AND CONTROL  
 74. GENERAL GOVERNMENT SERVICES  
 2505. OFFICE OF THE SECRETARY OF STATE

Program Classifications

01. Administration--The Office of the Secretary of State (RSS2:16-1 et seq.) provides for the services required under the aforementioned statutes, such as filing of oaths, ships pilots licenses, public disclosures, etc. The services insure a source of information pertinent to the needs of the public at large, members of the Legislature and other government agencies. The office is also responsible for issuing various commissions and certificates as well as preparing extradition papers, pardons and restoration of citizenship. Through its Election Division, the office is responsible for canvassing of votes cast for Governor, candidates, plus constitutional amendments and other public questions. It is also responsible for the printing and distribution of Title 19, the State Constitution and the Official Directory.

The Office of Ethnic Affairs and the Council, make recommendations to the Governor concerning ethnic studies programs offered in the State's public schools, colleges and the State University; the participation of ethnic organizations in providing community and social services; the promotion of ethnic and cultural events; the development of policies affecting ethnic neighborhoods; increasing knowledge and public awareness in ethnic history and culture; the participation of ethnic groups in governmental affairs; and such other matters as deemed appropriate to the purpose of Executive Order No. 11.

08. Records Management--The Records Storage Center, whose construction was funded by the 1978 Institutional Construction Bond Issue, opened in early 1982. The building houses the records management and storage operations, the microfilm unit and the State Library's Library for the Blind and Handicapped. The Center's records activities are functions of the Bureau of Archives and History. Records management functions include preparing and maintaining record retention schedules for State and local governments, microfilming and storing State records and forms analysis. The microfilm unit is a self-sustaining operation.

09. Commercial Recording--The Division of Commercial Recording established by NJSAS2:16A-36 et seq. provides essential services to the public and legal communities. These include filing and processing information permitted and/or required under Title 14A Corporations General; Title 15A, Associations Not for Profit, and Title 16, Corporations and Associations Not for Profit; and the issuing of regulations, in addition to a number of other similar functions. Through its Expedited Services, information is provided via telephone or accelerated responses, both of which are supported by additional charges to the consumer. The division serves as the largest revenue producer to the General Treasury within the Department of State.

	Actual FY 1987	Actual FY 1988	Revised FY 1989	Budget Estimate FY 1990
<b>EVALUATION DATA</b>				
<b>Administration</b>				
Mail Voter Registration.....	161,000	350,000	350,000	275,000
Liberty Park Festival and Other				
Multi-Ethnic Festival attendance.....	30,000	40,000	40,000	45,000
Ethnic Affairs Assistance Requests.....	750	900	900	1,200
<b>Recording</b>				
<b>Corporation Records</b>				
Documents processed.....	85,254	87,108	89,610	92,000
Turnaround time (days).....	5.0	5.0	5.0	5.0
Document backlog (per day).....	300	300	300	300
<b>Annual Reports</b>				
Documents processed.....	166,411	233,440	239,000	246,000
<b>Laws &amp; Commissions</b>				
Notaries issued.....	22,666	16,908	17,400	18,000
Documents filed/recorded.....	26,478	46,929	48,000	49,000
<b>Trademarks and Trade Names</b>				
Documents processed.....	32,562	38,566	39,700	41,000
<b>Uniform Commercial Code</b>				
Documents processed.....	231,512	229,870	236,000	243,000
Turnaround time (days).....	5.0	5.0	5.0	5.0
Documents backlog (per day).....	500	500	500	500
<b>Records</b>				
Corporate folders requested.....	166,811	173,362	178,000	183,000
<b>Management</b>				
Records retention schedules approved.....	181	150	109	109
Records management consultations.....	200	300	375	375
Micrographics consultations.....	100	100	175	175
Records received.....	2,085	2,650	8,796	9,000
Records disposed.....	4,243	2,000	2,000	4,000
Microimages.....	26,400,000	26,000,000	26,000,000	28,000,000
Records destruction requests.....	1,518	1,645	1,400	1,400
Reference requests (storage).....	2,971	3,491	3,000	5,000
Patrons (visitors to archives).....	2,859	3,161	5,000	3,100
Reference requests (archives mail).....	4,000	4,000	5,000	3,000
Microforms used (archives).....	9,500	10,000	12,000	15,000
Accessions (archives).....	444	250	250	250
Records arranged (archives).....	339	100	100	200
Items treated (conservation/archives).....	30	20	10	10

74. DEPARTMENT OF STATE--Continued  
 70. GOVERNMENT DIRECTION, MANAGEMENT AND CONTROL  
 74. GENERAL GOVERNMENT SERVICES  
 2565. OFFICE OF THE SECRETARY OF STATE

	Actual FY 1987	Actual FY 1988	Revised FY 1989	Budget Estimate FY 1990
<b>AFFIRMATIVE ACTION DATA</b>				
Male Minority .....	28	29	32	35
Male Minority % .....	8.3	8.7	9.3	10.3
Female Minority .....	77	73	78	86
Female Minority % .....	22.9	21.9	22.7	25.3
Total Minority .....	105	102	110	121
Total Minority % .....	31.3	30.6	32.0	35.6

	Actual FY 1987	Actual FY 1988	Revised FY 1989	Budget Estimate FY 1990
<b>POSITION DATA</b>				
Budgeted Positions .....	174	173	177	176
Administration .....	40	43	47	48
Records Management .....	55	55	55	54
Commercial Recording .....	79	75	75	74
Positions Budgeted in Lump Sum Appropriations .....	8	7	17	17
Authorized Positions .....	16	16	16	16
Total Positions .....	198	196	210	209

**APPROPRIATION DATA (amounts expressed in thousands)**

-----Year Ending June 30, 1988-----					-----Year Ending June 30, 1990-----				
Orig. & (S)Supple- mental	Reapp. & (R)Rec	Transfers (E) Emer- gencies	Total Available	Expended	PROGRAM CLASSIFICATIONS	Ref Key	1989 Adjusted Approp	Requested	Recom- mended
2,328	206	152	2,686	2,633	Administration	01	2,241	2,248	2,215
1,238	49	7	1,294	1,280	Records Management	08	1,522	1,557	1,506
4,156	7	-2	4,161	3,042	Commercial Recording	09	2,225	2,279	1,646
7,722	262	157	8,141	6,955	Total Appropriation		5,988	6,084	5,367
<u>Distribution by Object</u>									
3,347	---	224	3,571	3,565	Personal Services--				
---	---	---	---	---	Salaries and wages		3,667	3,936	3,936
---	---	---	---	---	Positions established from lump sum appropriation		101	---	---
---	---	---	---	---	New positions		17	---	---
3,347	---	224	3,571	3,565	Total Personal Services		3,785(a)	3,936	3,936
223	---	-113	110	109	Materials and Supplies		196	201	190
846 25 S }	---	-88	783	783	Services Other Than Personal		943 5 S }	1,059	531
69	---	52	121	118	Maintenance and Fixed Charges		85	103	90
275	1	---	276	276	Special Purpose--				
4	---	---	4	4	Voter registration	01	275	275	275
32	---	---	32	32	Voter declaration	01	4	4	4
127	---	---	127	127	Affirmative action and equal employment opportunity program	01	34	34	34
500 S	---	---	500	461	Office of Ethnic Affairs	01	---	---	---
---	90	---	90	90	Special elections	01	---	---	---
---	25	---	25	25	New Sweden Commemorative Commission	01	55	12	12
---	---	---	---	---	Vietnam Memorial Committee	01	---	---	---
140	---	---	140	140	Records Storage	08	156	156	156
2,000 S	---	---	2,000	890	Center-staffing	09	140	100	---
---	---	---	---	---	Microfilm service charges	09	---	---	---
10	6	4	20	19	Modernization upgrade	09	---	---	---
---	3	-1	2	---	Limited Partnership Act	09	45 S	---	---
---	---	---	---	---	Compensation awards		---	---	---
---	---	---	---	---	Fire and casualty loss		---	---	---
3,088	125	3	3,216	2,064	Total Special Purpose		709	581	481
124	137	79	340	316	Additions, Improvements and Equipment		265	204	139

74. DEPARTMENT OF STATE--Continued  
 70. GOVERNMENT DIRECTION, MANAGEMENT AND CONTROL  
 74. GENERAL GOVERNMENT SERVICES  
 2505. OFFICE OF THE SECRETARY OF STATE

-----Year Ending June 30, 1988-----					Year Ending -----June 30, 1990-----			
Orig. & (S)Supple- mental	Reapp. & (R)Rec	Transfers (E) Emer- gencies	Total Available	Expended	Ref Key	1989 Adjusted Approp	Requested	Recom- mended
---	2,402	---	2,402	---	OTHER RELATED APPROPRIATIONS			
---	---	---	---	---	<u>Total Capital Construction</u>			
7,722	2,664	157	10,543	6,955	<u>Total General Fund</u>			
---	3	---	3	---	Federal Funds			
---	---	---	---	---	08	---	---	---
---	3	---	3	---	<u>Total Federal Funds</u>			
---	---	1	1	---	All Other Funds			
---	---	---	---	---	01	---	---	---
---	{ 2 3 R	---	5	4	08	---	---	---
---	{ 126 970 R	1	1,097	801	09	1,089	1,011	1,011
---	1,101	2	1,103	805	<u>Total All Other Funds</u>			
7,722	3,768	159	11,649	7,760	<u>Grand Total</u>			
---	---	---	---	---	---	7,077	7,095	6,378

It is recommended that receipts derived from the examination of voting machines by the Secretary of State and the unexpended balance as of June 30, 1989 of those receipts, be appropriated for the costs of making such examinations.

It is further recommended that receipts from the over-the-counter service surcharge and the unexpended balance of such charge as of June 30, 1989 be appropriated for the costs of over-the-counter corporate service.

It is further recommended that the Director of the Division of Budget and Accounting be empowered to transfer or credit to the Microfilm Section from any appropriation made to any department for microfilming costs which had been appropriated or allocated to such department for its share of the costs of the Microfilm Section.

It is further recommended that the unexpended balance in the Secretary of State fund as of June 30, 1989 and, notwithstanding the provisions of P.L. 1987, c. 435, receipts in excess of the amount anticipated from fees be appropriated.

(a) The 1989 appropriation has been adjusted for the allocation of the salary program.

70. GOVERNMENT DIRECTION, MANAGEMENT AND CONTROL  
 74. GENERAL GOVERNMENT SERVICES  
 2515. ADJUDICATION OF ADMINISTRATIVE APPEALS

OBJECTIVE

- To develop and apply a fair, comprehensive and uniform system of administrative practice and procedures in the Executive Branch governing the adjudication of contested matters and the promulgation of rules and regulations.

Program Classifications

- Adjudication of Administrative Appeals (C52:14F-1 et seq. and C52:14B-10)--Full-time administrative law judges hold hearings and render decisions to the various agency heads for their acceptance, rejection, or modification within 45 days.

Judicial Administration creates standards and maintains filing, docketing, record keeping, and decision making systems for an estimated 11,431 cases in the administrative agencies; develops and administers a program for the continuing training and education of judicial personnel.

Fiscal and Management Services develops systems and administers the areas of budgeting and accounting, purchasing, property maintenance, personnel and payroll; develops and administers data processing and word retrieval capabilities and administers a program for training and education of clerical and administrative personnel.

Development of Administrative Procedures (C52:14B-1 et seq.)--Regulates State agencies with regard to the preparation, publication and filing of proposed and adopted rules and regulations; maintains and sets standards for the New Jersey Register, the New Jersey Administrative Code and the New Jersey Administrative Reports.

- Regulatory Efficiency--The thirty-three member commission, established under the provisions of P.L. 1987, c.130, conducts a review of the "Administrative Procedure Act," P.L. 1968, c. 410 (C52:14B-1 et seq.) and makes recommendations for its revision. The commission reviews the regulatory process of State agencies and makes recommendations for economic improvements and greater efficiency in rule-making procedures.

74. DEPARTMENT OF STATE--Continued  
 70. GOVERNMENT DIRECTION, MANAGEMENT AND CONTROL  
 74. GENERAL GOVERNMENT SERVICES  
 2515. ADJUDICATION OF ADMINISTRATIVE APPEALS

	Actual FY 1987	Actual FY 1988	Revised FY 1989	Budget Estimate FY 1990
<b>EVALUATION DATA</b>				
Cases pending as of July 1.....	2,012	2,605	3,047	3,687
Cases filed.....	9,285	9,026	10,139	11,431
Cases disposed of.....	8,692	8,584	9,499	11,040
Cases pending as of June 30.....	2,605	3,047	3,687	4,078
Cases disposed of per judge.....	221	220	230	240
Pages Printed:				
Administrative Code.....	40,000	42,500	45,000	47,500
New Jersey Register.....	3,500	4,000	4,250	4,500
New Jersey Administrative Reports.....	2,000	2,250	2,500	2,625

**AFFIRMATIVE ACTION DATA**

Male Minority.....	15	6	17	18
Male Minority %.....	8.0	3.4	8.8	9.3
Female Minority.....	48	36	45	50
Female Minority %.....	25.7	20.3	23.2	25.8
Total Minority.....	63	42	62	68
Total Minority %.....	33.7	23.7	32.0	35.1

**POSITION DATA**

Budgeted Positions.....	207	207	207	207
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**APPROPRIATION DATA (amounts expressed in thousands)**

-----Year Ending June 30, 1988-----					-----Year Ending June 30, 1990-----				
Orig. & (S)Supplemental	Reapp. & (R)Rec	Transfers (E) Emergencies	Total Available	Expended	PROGRAM CLASSIFICATIONS	Ref Key	1989 Adjusted Approp	Requested	Recommended
7,786	2,250	370	10,406	9,705	Adjudication of Administrative Appeals	03	8,274	8,435	8,174
---	90	---	90	12	Regulatory Efficiency	04	---	---	---
7,786	2,340	370	10,496	9,717	Total Appropriation		8,274	8,435	8,174
<u>Distribution by Object</u>									
5,739	---	503	6,242	6,167	Personal Services--				
					Salaries and wages		6,227	6,463	6,335
5,739	---	503	6,242	6,167	Total Personal Services		6,227(a)	6,463	6,335
345	---	796	1,141	1,141	Materials and Supplies		365	280	280
1,324	---	188	1,512	1,509	Services Other Than Personal		1,375	1,342	1,342
98	---	132	230	230	Maintenance and Fixed Charges		167	210	210
<u>Special Purpose--</u>									
7	---	---	7	7	Affirmative action and equal employment opportunity program	03	7	7	7
---	90	---	90	12	Commission on Regulatory Efficiency	04	---	---	---
10	---	-9	1	---	Compensation awards		---	---	---
---	{ 542 1,236 R }	-1,174	604	---	Control--publications	03	---	---	---
17	1,868	-1,183	702	19	Total Special Purpose		7	7	7
263	472	-66	669	651	Additions, Improvements and Equipment		133	133	---

74. DEPARTMENT OF STATE--Continued  
70. GOVERNMENT DIRECTION, MANAGEMENT AND CONTROL  
74. GENERAL GOVERNMENT SERVICES  
2515. ADJUDICATION OF ADMINISTRATIVE APPEALS

It is recommended that, notwithstanding any law to the contrary, the salary of the Director of the Office of Administrative Law shall be established by the Department of Personnel in the "State Compensation Plan."

It is further recommended that the Director of the Division of Budget and Accounting be empowered to transfer or credit as anticipated revenue to the General Fund from any appropriation made to any department for administrative hearing costs which had been appropriated or allocated to such department for its share of such costs.

It is further recommended that receipts derived from the sale of publications by the Office of Administrative Law and the unexpended balance as of June 30, 1989 of such receipts be appropriated.

(a) The 1989 appropriation has been adjusted for allocation of the salary program.