

# North Pacific Fishery Management Council

Clement V. Tillion, Chairman  
Jim H. Branson, Executive Director

Mailing Address: P.O. Box 3136DT  
Anchorage, Alaska 99510

Suite 32, 333 West 4th Avenue  
Post Office Mall Building



Telephone: (907) 274-4563  
FTS 271-4064

## FINANCIAL STATUS REPORT MARCH 1981

<u>DESCRIPTION</u>	<u>0-XXX3</u>	<u>9-XXX3</u>	<u>7-XXX2</u>	<u>1-XXX1</u>	(FY81) <u>TOTAL</u>
Grants Rec. as of 3/30/81:	\$323,014.00	\$25,528.00	closed	\$458,000.00	\$ 806,542.00
Cash in Bank as of 3/30/81:	(1,693.20)	17.02	.28	39,176.09	37,500.19
*****					
Total Grants Budgeted: FY80:	587,014.00	53,528.00		865,000.00	3,236,710.00
Amount Expend. to Date:	(265,693.20)	(27,982.98)		(367,823.91)	661,500.09
Total Funds available as of 3/30/81:	<u>\$321,320.80</u>	<u>\$25,545.02</u>		<u>\$497,176.09</u>	<u>\$ 844,041.91</u>

MONTHLY FINANCIAL STATUS REPORT - MARCH 1981Cooperative Agreement #81-ABH-2  
NORTH PACIFIC FISHERY MANAGEMENT COUNCIL

	<u>Budgeted</u>	<u>Amount Expended to Date</u>	<u>Percent Expended to Date</u>	<u>Balance</u>	<u>Monthly Expenditures</u>
Personnel	\$380,000.00	\$190,746.19	50%	\$189,253.81	\$31,577.17
Special Consultants	10,000.00	723.01	7%	9,276.99	-0-
Fringe Benefits	62,000.00	34,678.34	56%	27,321.66	5,972.56
Travel	230,000.00	80,167.86	35%	149,832.14	20,442.69
Equipment	7,000.00	1,570.13	22%	5,429.87	364.26
Supplies	17,000.00	4,456.68	26%	12,543.32	1,107.83
Contractual	26,000.00	7,131.09	27%	18,868.91	1,622.99
Other	<u>133,000.00</u>	<u>48,350.61</u>	<u>36%</u>	<u>84,649.39</u>	<u>13,138.63</u>
TOTALS	<u>\$865,000.00</u>	<u>\$367,823.91</u>	<u>43%</u>	<u>\$497,176.09</u>	<u>\$74,226.13</u>

GRANTS RECEIVABLE

Balance as of March 1, 1981	\$565,000.00
Drawdown for March	(107,000.00)
Decrease for March	-0-
Balance as of March 30, 1981	<u>\$458,000.00</u>

CASH IN BANK

Balance as of March 1, 1981	\$ 6,402.22
Receipts for March	107,140.89
Disbursements for March	<u>(74,367.02)</u>
Balance as of March 30, 1981	<u>\$39,176.09</u>

MONTHLY FINANCIAL STATUS REPORT - MARCH 1981Cooperative Agreement #NA80-ABH-00008  
NORTH PACIFIC FISHERY MANAGEMENT COUNCIL

	<u>Budgeted</u>	<u>Amount Expended to Date</u>	<u>Percent Expended to Date</u>	<u>Balance</u>	<u>Monthly Expenditures</u>
80-1 Management Plan Writing and Development	\$ 60,000.00	60,000.00	100%	\$ -0-	\$60,000.00*
80-2 Key punch & Analysis Halibut Fish Tickets	10,000.00	10,000.00	100%	-0-	closed
80-3 Feeding Habits of Walrus/Bristol Bay Clams	97,220.00	43,646.11	45%	53,573.89	19,968.27
80-4 ADF&G Computer Program Phase II.	145,300.00	60,696.14	42%	84,603.86	-0-
80-5 Offshore Salmon Study - Alaska	58,000.00	58,000.00	100%	-0-	6,067.75
80-6 Halibut Limited Entry Study	41,494.00	33,350.95	80%	8,143.05	-0-
81-1 Management Plan Writing and Development	70,000.00	-0-	-0-	70,000.00	-0-
81-2 ADF&G Fisheries Data	55,000.00	-0-	-0-	55,000.00	-0-
81-3 Halibut/Crab Pot Study	<u>50,000.00</u>	<u>-0-</u>	<u>-0-</u>	<u>50,000.00</u>	<u>-0-</u>
TOTALS	<u>\$587,014.00</u>	<u>\$265,693.20</u>	<u>45%</u>	<u>321,320.80</u>	<u>\$86,036.02</u>

GRANTS RECEIVABLE

Balance as of March 1, 1981	\$406,014.00
Drawdown for March	(83,000.00)
Increases for March	-0-
Balance as of March 30, 1981	<u>\$323,014.00</u>

CASH IN BANK

Balance as of March 1, 1981	\$ 1,342.82
Receipts for March	83,000.00
Disbursements for March	<u>(86,036.02)</u>
Balance as of March 30, 1981	<u>\$(1,693.20)</u>

MONTHLY FINANCIAL STATUS REPORT - MARCH 1981

Cooperative Agreement #79-ABH-0035  
 NORTH PACIFIC FISHERY MANAGEMENT COUNCIL

	<u>Budgeted</u>	<u>Amount Expended to Date</u>	<u>Percent Expended to Date</u>	<u>Balance</u>	<u>Monthly Expenditures</u>
79-4 ADF&G SE Alaska Troll Data	\$53,528.00	\$27,982.98	52%	\$25,545.02	-0-

GRANTS RECEIVABLE

Balance as of March 1, 1981	\$ 25,528.00
Drawdown for March	-0-
Increases for March	-0-
Balance as of March 30, 1981	<u>\$ 25,528.00</u>

CASH IN BANK

Balance as of March 1, 1981	\$ 17.02
Receipts for March	-0-
Disbursements for March	-0-
Balance as of March 30, 1981	<u>\$ 17.02</u>

# North Pacific Fishery Management Council

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Jim H. Branson, Executive Director

Mailing Address: P.O. Box 3136DT  
Anchorage, Alaska 99510

Suite 32, 333 West 4th Avenue  
Post Office Mall Building



Telephone: (907) 274-4563  
FTS 271-4064

April 15, 1981

Mr. Robert W. McVey  
Director, Alaska Region  
National Marine Fisheries Service  
Post Office Box 1668  
Juneau, Alaska 99802

Dear Bob:

As required by our Grant, we are sending you a six-month analysis of the FY81 Administrative Cooperative Agreement. Included is an SF424 requesting \$60,849 additional funding for the remaining six months. Fifty-five thousand, nine hundred thirty-nine dollars of this is for salaries and benefits, to cover the approved, but unfunded, plan coordinator staff position; 3.1% unbudgeted cost of living raises; unforeseen overtime payments for clerical staff, and adjustments to staff salaries.

The office rent just increased \$435 per month, an additional \$2,610 for FY81. This is the first increase in over four years.

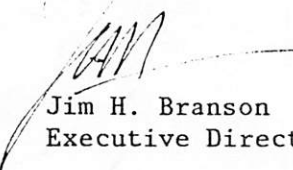
We are also requesting an additional \$2,000 for telephone charges -- an increase because the travel crunch is making us turn more and more to the phone to do business.

We believe we will need an additional \$1,000 for meeting room rentals -- caused by the five day joint meeting with the Alaska Board of Fisheries in Juneau and the three day joint meeting in Anchorage. Joint meetings require larger rooms, and they were longer than projected in our initial budget.

We have also enclosed the quarterly cash transaction report and the quarterly reports covering January 1, 1980 through March 31, 1981 for 80-ABH-00008, 81-ABH-1 and CA-79-ABH-35.

Please review these and send your recommendations to Dave Rand.

Sincerely,



Jim H. Branson  
Executive Director

## COMMENTS

### Personnel

At the time the FY81 budget was submitted, we requested \$432,000 for salaries plus \$70,000 for benefits, which included funding for a 10th staff position, a plan coordinator. This position was approved in August, 1980, by NMFS but the NMFS/NOAA funding process was completed without funding this position. We were told at the time that at the six-month review, if the funds were still needed for this position, they would be provided. The annual salary of this position is \$30,000, benefits are \$6,300. \$36,300 is now requested.

We projected annual cost of living raises at 6%, but President Carter approved 9.1%, causing a deficit of \$10,187.

Our overtime for clerical help has been very heavy and is not expected to decrease. Most of this is attributable to a heavy meeting and public hearing schedule, plus typing and printing documents we have contracted in the past. We have found that doing as much of the printing and typing as possible in-house is much more cost effective. Overtime costs are projected to be \$6,000 over budget for FY81.

The Council is currently reviewing staff pay grades, and there is some possibility that some upward adjustment will be made to bring them to parity with similar state and federal positions in Alaska. Our estimate includes \$3,452 to be used if that adjustment is made. Council members' salaries are projected to be \$67,500 for the year, they were budgeted at \$80,000. This \$12,500 difference is to be applied to the staff salary adjustment, if approved by the Council, for the second six-months of FY81.

In summary, an additional \$55,939 for personnel is required:

Unfunded staff member salary and benefits	\$36,300
Unbudgeted cost of living increase	10,187
Overtime - clerical	6,000
Pay grade adjustment	<u>3,452</u>
Total	\$55,939

### Travel

The Council's initial budget request for travel was \$294,000, we were funded at \$230,000. We are fully aware of the current Federal travel restrictions and endorse the administrations efforts to reduce expenditures in this area. In February the Council revised its meeting schedule, the attendance policy for Advisory Panel and Scientific and Statistical Committee members, and made other changes in its operating methods in an attempt to reduce travel costs and stay within the amount granted. The NASO staff is working with us to allow Council travel under the new G.S.A. rates contracted with various airlines. We believe these measures will allow us to stay within the amount now available.

Other

There are three areas in "Other" we project a deficit -- telephone, office rent and meeting room rent. To reduce staff travel, we are conducting more business via the telephone. Many of our cooperators are not on the FTS system and commercial calls are expensive, hence, our projected deficit of \$2,000.

The office rent was increased \$435 per month starting April, 1981, the first increase in over four years, and we request an additional \$2,610.

The meeting room costs have increased because of inflation, and we have held two joint meetings with the Alaska Board of Fisheries, requiring larger rooms for longer meetings. We project a \$1,000 deficit in this category.

In summary, we request an additional \$60,849 for FY81, for a total annual budget of \$925,849:

Personnel and benefits	\$55,939
Other	5,310
Less overfunded "contractual" line item	<u>- 400</u>
Total Increase	\$60,849

FY81 ADMINISTRATIVE PROJECTIONS

	<u>NPFMC Budget</u>	<u>NMFS GRANT (Thousands)</u>	<u>(6 months) EXP. THRU 3-31-81</u>	<u>(%) 6 MO.</u>	<u>(12 months) PROJECTED EXP. THRU 9-30-81</u>	<u>(%) 12 MO.</u>	<u>REMARKS</u>
<u>SALARIES</u>							
Staff	340	300	172,892	58	355,735	119	
Council	82	80	29,877	37	67,500	84	
Benefits	70	62	36,400	59	74,704	120	
Spec. Consult.	10	10	723	7	10,000	100	
TOTAL	<u>502</u>	<u>452</u>	<u>239,892</u>	<u>53</u>	<u>507,939</u>	<u>112</u>	
<u>TRAVEL</u>							
Council	64	45	29,972	66	64,000	144	
Staff	54	43	20,591	48	43,000	100	
SSC	53	45	11,767	25	30,000	67	
AP	116	92	39,000	42	88,000	97	
Misc. PDT	7	5	1,000	20	5,000	100	
TOTAL	<u>294</u>	<u>230</u>	<u>102,330</u>	<u>45</u>	<u>230,000</u>	<u>100</u>	
<u>EQUIPMENT</u>							
	<u>8</u>	<u>7</u>	<u>1,570</u>	<u>22</u>	<u>7,000</u>	<u>100</u>	
<u>CONTRACTS</u>							
Rec.-PA		10	6,200	72	10,000	100	
Janitor		2.4	1,200	50	2,400	100	
Audit		10	-0-	-0-	10,000	100	
Misc.		3.2	370	11	3,200	100	
TOTAL	<u>26</u>	<u>26</u>	<u>7,770</u>	<u>34</u>	<u>25,600</u>	<u>100</u>	
<u>SUPPLIES</u>							
	<u>17</u>	<u>14</u>	<u>6,500</u>	<u>46</u>	<u>14,000</u>	<u>100</u>	



FY81 ADMINISTRATIVE PROJECTIONS (CONTINUED)

	<u>NPFMC</u>	<u>GRANT</u>	<u>(6 months)</u>	<u>(%)</u>	<u>(12 months)</u>	<u>(%)</u>	<u>REMARKS</u>
	<u>Budget</u>	<u>(Thousands)</u>	<u>EXP. THRU</u>	<u>6 MO.</u>	<u>PROJECTED</u>	<u>12 MO.</u>	
			<u>3-31-81</u>		<u>EXP. THRU</u>		
					<u>9-30-81</u>		
<u>OTHER</u>							
Freight	11	1.5	100	10	1,500	100	
Employee Move		5	5,000	100	5,000	100	
Telephone	28	13	7,500	58	15,000	115	
Postage		15	6,500	43	15,000	100	
Printing	20	19.5	4,313	22	19,500	100	
Misc.	1	1	-0-	-0-	1,000	100	
Rents:	81						
Office		38.7	19,356	50	41,310	107	
Meeting Rooms		6	5,000	83	7,000	116	
Equipment		36	18,000	50	36,000	100	
TOTAL OTHER	<u>141</u>	<u>136</u>	<u>65,769</u>	<u>48</u>	<u>141,310</u>	<u>103</u>	
TOTAL PROJECTIONS	<u>988</u>	<u>865</u>	<u>423,831</u>	<u>49</u>	<u>925,849</u>	<u>107</u>	



# DRAFT

TO: Executive Directors, Regional Fishery Management Council

FROM: Fx3 - Robert K. Crowell

SUBJECT: Regional Council Funding - FY 1982

Attached are the forms necessary for requesting FY82 funding for your cooperative agreements. As we have done in the past, we ask that you provide a 3-year projection on the budget summary worksheet -- in this case FY82-84. The Chapter, entitled Budget and Financial Management in the Operations Handbook, provides instructions for preparing, obtaining, and managing administrative and programmatic funds.

The procedures will be identical to last year's. Grant management will be administered at the Regional Grants Offices. Thus, Bob Cannon (NMFS Northeast Region) will serve as Grants Officer of the New England and Mid Atlantic Councils. Joe Gray (NMFS Southeast Region) will support the South Atlantic, Caribbean, and Gulf Councils. John Hinman (NASO) will manage the cooperative agreements of the Pacific, Western Pacific, and North Pacific Councils. We are confident that this arrangement will continue to facilitate fund distribution as well as general grants management.

The Council funding situation for FY82 will remain approximately the same as FY81 with an availability of \$7.5 million. It appears that we will not receive the proposed \$500K add-on which has been proposed for rescission by the administration. We may have some prior year recoveries to add to the \$7.5 million but such amounts would not be large. I recommend that the Councils examine some belt tightening measures and submit budgets as or below the FY81 level by absorbing pay raises and other inflationary costs. As you know the NMFS and many other Federal agencies budgets will be severely cut in FY82. We feel it makes sense that the Councils not exceed the FY81 budget. At this time it appears the NMFS budget will be about 10% lower in FY81. Consequently, any FY82 increases in excess of FY81 funding (assuming acceptance of your 6-month review recommendation) must be supported with an explanation.

In order to achieve a smooth fiscal transition to FY82, we request that your completed applications be submitted to the appropriate Regional Directors no later than July 15. We must have the Regional approvals by August 3, so that funds will reach the Councils by October 1, 1981.

If you have any questions please contact Howie Hochman of my staff on (202) 634-7444.

Attachments



10TH ANNIVERSARY 1970-1980

National Oceanic and Atmospheric Administration

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tradition of service to the Nation



REGIONAL FISHERY MANAGEMENT COUNCIL  
Budget Summary Worksheet -- FY82 FY83 FY84

<u>A. ADMINISTRATIVE (OPERATIONAL) EXPENSES</u>	FY82	FY83	FY84
1. <u>PERSONNEL</u>			
Council Member Compensation.....			
Staff Compensation.....			
2. <u>FRINGE BENEFITS</u>			
Staff.....			
Members.....			
3. <u>TRAVEL</u>			
Staff.....			
Council Members.....			
S&S Committee Members.....			
Advisory Panel(s).....			
Other.....			
4. <u>EQUIPMENT</u>			
Non-Capital.....			
Capital (over \$300).....			
5. <u>SUPPLIES</u>			
6. <u>CONTRACTUAL</u>			
Operational (janitorial, etc.).....			
[State liaison Funds].....			
7. <u>N/A</u>			
8. <u>OTHER</u>			
Transportation of Things.....			
Rent.....			
Communications (Phone, Postage, etc.).....			
Utilities.....			
Printing & Reproduction.....			
Insurance & Taxes.....			
Training.....			
Miscellaneous (specify).....			
.....	---	---	---
<u>B. FMP PROGRAMMATIC (CONTRACT) EXPENSES</u>			
(Summary of attached Budget Details).....			
SUB-TOTAL Contracts.....	---	---	---
<u>I. TOTAL BUDGET (A + B)</u>	---	---	---

REGIONAL FISHERY MANAGEMENT COUNCILS

Guidelines for SEMI-ANNUAL PROGRESS REPORT (Special Award Condition D)--1979  
Combining the administrative and programmatic awards, covering the semi-  
annual periods of the administrative award, October-March and April-September.

I. Content--Should include the following items:

1. List the GOALS/OBJECTIVES/PLANNED ACCOMPLISHMENTS for this period, e.g.--

Administrative

Number of Council meetings planned  
Number of SSC & AP meetings planned  
Level of attendance @ hearings,  
mtgs. (including extent of  
participation at each meeting)  
Operational changes (improvements,  
refinements, structural changes,  
procedural changes, etc.)

Programmatic

FMPs to be produced  
Specific projects or  
parts thereof.  
Individual contracts, etc.

2. Are they being met on schedule? If not, why?
3. Explain any changes in plans:
  - a. specific reasons
  - b. impact on resources, activities and time frames

II. Deadline--within 30 days after each 6-month period of the award (April 30, and October 31).

III. Distribution--One copy to Regional Offices and one to FX33 Headquarter Offices of NMFS.

IV. Certification--By Executive Director

EXHIBIT E