

Colorado Office of Public Guardianship

FY 2025 Budget Request



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Director of the Office of Public Guardianship



**OFFICE OF PUBLIC GUARDIANSHIP - BUDGET REQUEST  
FISCAL YEAR 2025**

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**TABLE OF CONTENTS**

RI-01 Workforce Development & Employee Wellness.....  
RI-02 Staff Attorney.....  
Schedule 10 Summary of Change Requests.....  
Schedule 2 Agency Four-year Summary.....  
Schedule 3 A-D.....  
Schedule 14B.....  
Schedule 6 Summary of Special Bills.....  
Salary Pots Request Template/Summary.....  
Office of Public Guardianship FTE Detail.....  
Office of Public Guardianship Schedule 9.....





## OFFICE OF PUBLIC GUARDIANSHIP

**Department Priority: R-01**

**FY25 “Workforce Development Mgr and Employee Wellness Program”**

Summary of Funding Change for FY 2024-25			
		Incremental Change	
	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2025-26 Request
Total Funds	\$1,903,288	\$152,104	\$145,304
FTE	14.0	1.0	1.0
General Fund	\$1,903,288	\$152,104	\$145,304
Cash Funds	0	0	0
Reappropriated Funds	0	0	0
Federal Funds	0	0	0

### Summary of Request

The Colorado Office of Public Guardianship (COPG) requests \$152,104 in cash fund spending authority and 1.0 FTE in FY25, annualizing to \$145,304 in FY26. This request includes one full-time Workforce Development Manager and funding to create an employee wellness pilot program.

### Current Program

Currently, the COPG employs guardians, administrative staff and a case management aid. Guardians are on-call 24/7 for their clients and alternate weekends for all COPG clients. The Director and Deputy Director are on-call 24/7 for supervision and back up of the guardians and alternate weekly with each other. As evidenced in the COPG Final Report to the Legislature, the COPG intersects many systems while serving clients. Clients may experience a mental health or

medical crisis at any time. Guardians are in the business of crisis management and parallel other public and private employees such as first responders and healthcare workers. While there are tools available such as EAP, Administrative Leave, Flex Time schedules, etc. this usually requires shifting duties and responsibilities to other team members, which can often lead to more crisis and stress. The COPG felt the effects of guardian burnout and labor shortages throughout 2022 and 2023 with resignations and difficulty in hiring, especially in rural and frontier locations. Secondary trauma and compassion fatigue also impacts administrative staff as they provide daily support to guardians and the case management aid. The COPG has been unable to serve clients on the Hold list due to being short-staffed.

In addition to the day-to-day challenges that guardians face, COPG administrative staff needs a dedicated individual to enhance and specialize the COPG's standardized training program to ensure compliance with statutory, state, federal, regulatory, ethical, rules, standards, policies, and procedures. While focusing on the daily supervision and oversight of the guardians and client matters, it is difficult for the administrative staff to consistently identify, develop, create, and integrate specialized in-house training and modeling.

### ***Problem or Opportunity***

Due to the passage of SB23-064, the COPG will be expanding statewide into all 23 Judicial Districts with a multi-year rollout, beginning in FY26. The COPG is likely to add different levels of staffing beyond the current model and will require multiple levels of training to ensure compliance with all statutory and program regulations. Further, recruitment and retention will be critical as COPG will double in size by the time the expansion is complete by December 31, 2030, going from a total of 14.0 FTE to an estimated 28.0 FTE. Addressing employee wellbeing will be a focal point in COPG's strategic planning as research shows that employees in good health, have a better quality of life, increased work productivity and a greater likelihood of contributing to their communities. Seeking the resources for in-house training programs and employee wellness in FY25 will ensure that COPG will be in a better position to successfully implement SB23-064.

### ***Proposed Solution and Anticipated Outcomes***

COPG requests \$152,104 cash fund spending authority to build a statewide training program and create an employee wellness program to improve recruitment and retention. A portion of this funding will be used to hire a Workforce Development Manager. This position will be responsible for creating and maintaining a multi-level training program for COPG non-administrative employees. The Workforce Development Manager will incorporate outside community partners and programming, as needed. Ultimately, this funding will allow COPG to create and maintain its own statewide training programs and reduce the need for paying to send employees to third-party conferences and training.

In addition to creating a statewide training program, the Workforce Development Manager will be responsible for designing and maintaining an employee wellness pilot program. As the COPG begins expansion, it is imperative that it address employee recruitment and retention to ensure consistent and quality services to Coloradans.

### ***Assumptions and Calculations***

		<b>Workforce Develop. Mgr FY25 Total</b>	<b>Year 2 Total (FY26)</b>
<b>PERSONAL SERVICES</b>			
Number of FTE per class title		<b>1.00</b>	<b>1.00</b>
Monthly base salary		\$ -	\$ -
Number of months charged in FY23-24		<b>12</b>	<b>12</b>
Salary		\$ 86,916	\$ 86,916
PERA (Staff, GF)	<b>11.57%</b>	\$ 10,056	\$ 10,056
Medicare (Staff, GF)	<b>1.45%</b>	\$ 1,260	\$ 1,260
<b>Subtotal Base Salary/PERA/Medicare</b>		\$ 98,232	\$ 98,232
<b>SUBTOTAL PERSONAL SERVICES</b>		\$ 98,232	\$ 98,232
<b>FTE</b>		<b>1.0</b>	<b>1.0</b>
<b>OPERATING</b>			
Phone (staff)	\$ 450	\$ 450	\$ 450
Supplies (staff)	\$ 500	\$ 500	\$ 500
<b>SUBTOTAL OPERATING</b>		\$ 950	\$ 950
<b>CAPITAL OUTLAY</b>			
Office Furniture (staff)	\$ 5,000	\$ 5,000	
Computer/Software (staff)	\$ 2,200	\$ 2,200	\$ 400
<b>SUBTOTAL CAPITAL OUTLAY:</b>		\$ 7,200	\$ 400
<b>EMPLOYEE WELLNESS</b>			
Employee wellness pilot program costs		\$ 25,000	\$ 25,000
		\$ 25,000	\$ 25,000
<b>TOTAL REQUEST:</b>		<b>\$ 131,382</b>	<b>\$ 124,582</b>
<b>CENTRAL APPROPRIATIONS (non-add)</b>			
Health/Life/Dental	\$ 11,500	\$ 11,500	\$ 11,500
Short-Term Disability	0.16%	\$ 139	\$ 139
Family Medical Leave	0.45%	\$ 391	\$ 391
AED*	5.00%	\$ 4,346	\$ 4,346
SAED*	5.00%	\$ 4,346	\$ 4,346
<b>Central Appropriations Subtotal:</b>		\$ 20,722	\$ 20,722
<b>GRAND TOTAL ALL COSTS:</b>		<b>\$ 152,104</b>	<b>\$ 145,304</b>

FTE based on min of Human Resources Specialist H4G5 in Exec pay plan







## OFFICE OF PUBLIC GUARDIANSHIP

**Department Priority: R-02  
FY25 “Staff Attorney”**

Summary of Funding Change for FY 2024-25			
		Incremental Change	
	FY 2023-24 Appropriation	FY 2024-25 Request	FY 2025-26 Request
Total Funds	\$1,903,288	\$155,485	\$148,685
FTE	14.0	1.0	1.0
General Fund	\$1,903,288	\$155,485	\$148,685
Cash Funds	0	0	0
Reappropriated Funds	0	0	0
Federal Funds	0	0	0

### **Summary of Request**

The Office of Public Guardianship (COPG) requests \$155,485 in cash fund spending authority and 1.0 FTE in FY25, annualizing to \$148,685 in FY26. This request includes one full-time Staff Attorney.

### **Current Program**

COPG clients often require individual advocacy to preserve their rights related to a range of issues, including but not limited to housing/placement, medical, public benefits, mental health, criminal, social services, and family matters. These needs can transpire at a moment’s notice, including during overnight hours and weekends. As a state agency, the COPG is served by the Colorado Attorney General’s Office and has also contracted with local attorneys. However, this has not solved the need for legal urgency for overnight and weekend matters.

## ***Problem or Opportunity***

Having a staff attorney available to advocate for COPG client matters has been a need for the Office since its inception. The COPG is focused on providing a high level of guardianship services, which requires a Staff Attorney's advocacy on a myriad of guardianship and client issues and mental health law issues. The Staff attorney would also assist with the Director and Deputy Director 24/7 on-call duties for supervision and oversight of the guardians.

## ***Proposed Solution and Anticipated Outcomes***

COPG requests \$155,485 cash fund spending authority to hire a 1.0 Staff Attorney FTE. This position will be responsible for all aspects of legal consultation and analysis for all post guardianship appointment matters. The Staff Attorney will provide guidance regarding the administration of guardianships to the Director, Deputy Director, guardians, case management aid, staff assistant, and other staff as needed on topics including fiduciary responsibility, accounting, public benefits, probate claims, criminal matters, housing matters, mental health intervention matters, and other civil litigation on behalf of such COPG clients. The position requires significant time in a courtroom setting as part of the administration of guardianships for COPG clients and provides other opportunities for advocacy to medical, social work, and legal professionals.

## ***Assumptions and Calculations***

		Staff Attorney FY25 Total	Year 2 Total (FY26)
<b>PERSONAL SERVICES</b>			
Number of FTE per class title		1.00	1.00
Monthly base salary		\$ -	\$ -
Number of months charged in FY23-24		12	12
Salary		\$ 109,872	\$ 109,872
PERA (Staff, GF)	11.57%	\$ 12,712	\$ 12,712
Medicare (Staff, GF)	1.45%	\$ 1,593	\$ 1,593
<b>Subtotal Base Salary/PERA/Medicare</b>		\$ 124,177	\$ 124,177
<b>SUBTOTAL PERSONAL SERVICES</b>		\$ 124,177	\$ 124,177
<b>FTE</b>		<b>1.0</b>	<b>1.0</b>
<b>OPERATING</b>			
Phone (staff)	\$ 450	\$ 450	\$ 450
Supplies (staff)	\$ 500	\$ 500	\$ 500
<b>SUBTOTAL OPERATING</b>		\$ 950	\$ 950
<b>CAPITAL OUTLAY</b>			
Office Furniture (staff)	\$ 5,000	\$ 5,000	
Computer/Software (staff)	\$ 2,200	\$ 2,200	\$ 400
<b>SUBTOTAL CAPITAL OUTLAY:</b>		\$ 7,200	\$ 400
<b>SUBTOTAL REQUEST</b>		<b>\$ 132,327</b>	<b>\$ 125,527</b>
<b>CENTRAL APPROPRIATIONS</b>			
Health/Life/Dental	\$ 11,500	\$ 11,500	\$ 11,500
Short-Term Disability	0.16%	\$ 176	\$ 176
Family Medical Leave	0.45%	\$ 494	\$ 494
AED*	5.00%	\$ 5,494	\$ 5,494
SAED*	5.00%	\$ 5,494	\$ 5,494
<b>Central Appropriations Subtotal:</b>		\$ 23,157	\$ 23,157
<b>GRAND TOTAL ALL COSTS:</b>		<b>\$ 155,485</b>	<b>\$ 148,685</b>

\*Postion based on midpoint of Judicial job class R43020



**FY 2024-25 Summary of Change Requests**

**Schedule 10**

Request Name	Interagency Review	Requires Legislation	Total Funds	FTE	General Fund	Cash Funds	Reappropriation	Fed
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**Non-Prioritized Request**

None	N/A	N/A	\$0	0.0	\$0	\$0	\$0	\$0
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**Prioritized Request**

OPG R-01 Workforce Development FTE & Employee Wellness	No Other Agency Impact	No	\$152,104	1.0	\$0	\$152,104	\$0	\$0
OPG R-02 Staff Attorney FTE	No Other Agency Impact	No	\$155,485	1.0	\$0	\$155,485	\$0	\$0
<b>Subtotal Prioritized Request</b>			<b>\$307,589</b>	<b>2.0</b>	<b>\$0</b>	<b>\$307,589</b>	<b>\$0</b>	<b>\$0</b>

<b>Total for Office of Public Guardianship</b>			<b>\$307,589</b>	<b>2.0</b>	<b>\$0</b>	<b>\$307,589</b>	<b>\$0</b>	<b>\$0</b>
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**FY 2024-25 Budget Request - 11. Office of Public Guardianship**

**Schedule 02**

	Total Funds	FTE	General Fund	Cash Funds	Reappr	Federal
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**FY 2021-22 Actual Expenditures**

11. Office of Public Guardianship	\$780,315	7.0	\$0	\$690,631	\$89,684	\$0
<b>Total For: FY 2021-22 Actual Expenditures</b>	<b>\$780,315</b>	<b>7.0</b>	<b>\$0</b>	<b>\$690,631</b>	<b>\$89,684</b>	<b>\$0</b>

**FY 2022-23 Actual Expenditures**

11. Office of Public Guardianship	\$1,243,327	14.0	\$0	\$1,044,517	\$198,810	\$0
<b>Total For: FY 2021-22 Actual Expenditures</b>	<b>\$1,243,327</b>	<b>14.0</b>	<b>\$0</b>	<b>\$1,044,517</b>	<b>\$198,810</b>	<b>\$0</b>

**2023-24 Initial Appropriation**

11. Office of Public Guardianship	\$1,903,288	14.0	\$0	\$1,705,895	\$197,393	\$0
<b>Total For: FY 2023-24 Actual Expenditures</b>	<b>\$1,903,288</b>	<b>14.0</b>	<b>\$0</b>	<b>\$1,705,895</b>	<b>\$197,393</b>	<b>\$0</b>

**FY 2024-25 Governor's Budget Request**

11. Office of Public Guardianship	\$2,275,232	16.0	\$0	\$2,055,742	\$219,490	\$0
<b>Total For: FY 2024-25 Elected Official Request</b>	<b>\$2,275,232</b>	<b>16.0</b>	<b>\$0</b>	<b>\$2,055,742</b>	<b>\$219,490</b>	<b>\$0</b>

## 11. Office of Public Guardianship

## Schedule 3A

FY 2021-22 Actual Expenditures	Total Funds	FTE	General Fund	Cash Funds	Reappropriated Funds	Federal Funds
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### 11. Office of Public Guardianship, Program Costs

SB 21-205 Long Appropriations Bill	\$841,253	7.0	\$0	\$751,569	\$89,684	\$0
<b>FY 2021-22 Final Appropriation</b>	<b>\$841,253</b>	<b>7.0</b>	<b>\$0</b>	<b>\$751,569</b>	<b>\$89,684</b>	<b>\$0</b>
<b>FY 2021-22 Final Expenditure Authority</b>	<b>\$841,253</b>	<b>7.0</b>	<b>\$0</b>	<b>\$751,569</b>	<b>\$89,684</b>	<b>\$0</b>
<b>FY 2021-22 Actual Expenditures</b>	<b>\$780,315</b>	<b>7.0</b>	<b>\$0</b>	<b>\$690,631</b>	<b>\$89,684</b>	<b>\$0</b>
<b>FY 2021-22 Reversion (Overexpenditure)</b>	<b>\$60,938</b>	<b>0.0</b>	<b>\$0</b>	<b>\$60,938</b>	<b>\$0</b>	<b>\$0</b>

<b>FY 2021-22 Personal Services Allocation</b>	<b>\$710,648</b>	<b>7.0</b>	<b>\$0</b>	<b>\$620,964</b>	<b>\$89,684</b>	<b>\$0</b>
<b>FY 2021-22 Total All Other Operating Allocation</b>	<b>\$69,668</b>	<b>0.0</b>	<b>\$0</b>	<b>\$69,668</b>	<b>\$0</b>	<b>\$0</b>

## 11. Office of Public Guardianship

Schedule 3B

FY 2022-23 Actual Expenditures	Total Funds	FTE	General Fund	Cash Funds	Reappropriated Funds	Federal Funds
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### 11. Office of Public Guardianship, Program Costs

HB22-1329 Long Bill	\$1,720,586	14.0	\$0	\$1,521,637	\$198,949	\$0
HB22-1133 Family And Medical Leave Insurance Fund	(\$1,100)	0.0	\$0	(\$961)	(\$139)	\$0
<b>FY 2022-23 Final Appropriation</b>	<b>\$1,719,486</b>	<b>14.0</b>	<b>\$0</b>	<b>\$1,520,676</b>	<b>\$198,810</b>	<b>\$0</b>
<b>FY 2022-23 Final Expenditure Authority</b>	<b>\$1,719,486</b>	<b>14.0</b>	<b>\$0</b>	<b>\$1,520,676</b>	<b>\$198,810</b>	<b>\$0</b>
<b>FY 2022-23 Actual Expenditures</b>	<b>\$1,243,327</b>	<b>14.0</b>	<b>\$0</b>	<b>\$1,044,517</b>	<b>\$198,810</b>	<b>\$0</b>
<b>FY 2022-23 Reversion (Overexpenditure)</b>	<b>\$476,159</b>	<b>0.0</b>	<b>\$0</b>	<b>\$476,159</b>	<b>\$0</b>	<b>\$0</b>

<b><i>FY 2022-23 Personal Services Allocation</i></b>	<b><i>\$1,061,024</i></b>	<b><i>14.0</i></b>	<b><i>\$0</i></b>	<b><i>\$862,214</i></b>	<b><i>\$198,810</i></b>	<b><i>\$0</i></b>
<b><i>FY 2022-23 Total All Other Operating Allocation</i></b>	<b><i>\$182,302</i></b>	<b><i>0.0</i></b>	<b><i>\$0</i></b>	<b><i>\$182,302</i></b>	<b><i>\$0</i></b>	<b><i>\$0</i></b>



**11. Office of Public Guardianship****Schedule 3C**

	Total Funds	FTE	General Fund	Cash Funds	Reappropriated Funds	Federal
<b>11. Office of Public Guardianship, Program Costs</b>						
SB23-214 Long Bill	\$1,903,288	14.0	\$0	\$1,705,895	\$197,393	\$0
<b>FY 2023-24 Initial Appropriation</b>	<b>\$1,903,288</b>	<b>14.0</b>	<b>\$0</b>	<b>\$1,705,895</b>	<b>\$197,393</b>	<b>\$0</b>
<b>FY 2023-24 Personal Services Allocation</b>	<b>\$1,592,214</b>	<b>14.0</b>	<b>\$0</b>	<b>\$1,394,821</b>	<b>\$197,393</b>	<b>\$0</b>
<b>FY 2023-24 Total All Other Operating Allocation</b>	<b>\$311,074</b>	<b>0.0</b>	<b>\$0</b>	<b>\$311,074</b>	<b>\$0</b>	<b>\$0</b>

# 11. Office of Public Guardianship

Schedule 3D

FY 2024-25 Budget Request	Total Funds	FTE	General Fund	Cash Funds	Reappropriated Funds	Federal Funds
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## 11. Office of Public Guardianship

### Office of Public Guardianship

<b>FY 2024-25 Starting Base</b>	<b>\$1,903,288</b>	<b>14.0</b>	<b>\$0</b>	<b>\$1,705,895</b>	<b>\$197,393</b>	<b>\$0</b>
OPG TA-02 Statewide Total Compensation Request	\$45,828	0.0	\$0	\$23,731	\$22,097	\$0
<b>FY 2024-25 Base Request</b>	<b>\$1,949,116</b>	<b>14.0</b>	<b>\$0</b>	<b>\$1,729,626</b>	<b>\$219,490</b>	<b>\$0</b>
OPG R-01 Workforce Development FTE & Employee Wellness	\$152,104	1.0	\$0	\$152,104	\$0	\$0
OPG R-02 Staff Attorney FTE	\$155,485	1.0	\$0	\$155,485	\$0	\$0
<b>FY 2024-25 Elected Official Request</b>	<b>\$2,256,705</b>	<b>16.0</b>	<b>\$0</b>	<b>\$2,037,215</b>	<b>\$219,490</b>	<b>\$0</b>
<b>Personal Services Allocation</b>	<b>\$1,904,331</b>	<b>16.0</b>	<b>\$0</b>	<b>\$1,684,841</b>	<b>\$219,490</b>	<b>\$0</b>
<b>Total All Other Operating Allocation</b>	<b>\$352,374</b>	<b>0.0</b>	<b>\$0</b>	<b>\$352,374</b>	<b>\$0</b>	<b>\$0</b>

### Indirect Cost Assessment

<b>Starting Base</b>	<b>\$0</b>	<b>0.0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
OPG TA-01 Indirect Cost Assessment	\$18,527	0.0	\$0	\$18,527	\$0	\$0
<b>FY 2024-25 Base Request</b>	<b>\$18,527</b>	<b>0.0</b>	<b>\$0</b>	<b>\$18,527</b>	<b>\$0</b>	<b>\$0</b>
<b>FY 2024-25 Elected Official Request</b>	<b>\$18,527</b>	<b>0.0</b>	<b>\$0</b>	<b>\$18,527</b>	<b>\$0</b>	<b>\$0</b>
<b>Total All Other Operating Allocation</b>	<b>\$18,527</b>	<b>0.0</b>	<b>\$0</b>	<b>\$18,527</b>	<b>\$0</b>	<b>\$0</b>

# 11. Office of Public Guardianship

## Schedule 3D

FY 2024-25 Budget Request	Total Funds	FTE	General Fund	Cash Funds	Reappropriated Funds	Federal Funds
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**Total For: 11. Office of Public Guardianship - (A) Office of Public Guardianship -**

<b>FY 2024-25 Starting Base</b>	<b>\$1,903,288</b>	<b>14.0</b>	<b>\$0</b>	<b>\$1,705,895</b>	<b>\$197,393</b>	<b>\$0</b>
OPG TA-01 Indirect Cost Assessment	\$18,527	0.0	\$0	\$18,527	\$0	\$0
OPG TA-02 Statewide Total Compensation Request	\$45,828	0.0	\$0	\$23,731	\$22,097	\$0
<b>FY 2024-25 Base Request</b>	<b>\$1,967,643</b>	<b>14.0</b>	<b>\$0</b>	<b>\$1,748,153</b>	<b>\$219,490</b>	<b>\$0</b>
OPG R-01 Workforce Development FTE & Employee Wellness	\$152,104	1.0	\$0	\$152,104	\$0	\$0
OPG R-02 Staff Attorney FTE	\$155,485	1.0	\$0	\$155,485	\$0	\$0
<b>FY 2024-25 Elected Official Request</b>	<b>\$2,275,232</b>	<b>16.0</b>	<b>\$0</b>	<b>\$2,055,742</b>	<b>\$219,490</b>	<b>\$0</b>
<b>Personal Services Allocation</b>	<b>\$1,904,331</b>	<b>16.0</b>	<b>\$0</b>	<b>\$1,684,841</b>	<b>\$219,490</b>	<b>\$0</b>
<b>Total All Other Operating Allocation</b>	<b>\$370,901</b>	<b>0.0</b>	<b>\$0</b>	<b>\$370,901</b>	<b>\$0</b>	<b>\$0</b>

**Schedule 14B**

Line Item Object Code Detail	FY 2021-22 Actual Expenditure	FTE	FY 2022-23 Actual Expenditure	FTE	FY 2023-24 Appropriation Budget	FTE	FY 2024-25 Gov Request Budget	FTE
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**11. Office of Public Guardianship,**

**Personal Services - Employees**

**Object Group    Object Group Name**

FTE	Total FTE		7.0	14.0	14.0	16.0
1000	Total Employee Wages and Benefits	\$659,433	\$969,627	\$1,592,214	\$1,904,331	

**Object Code    Object Name**

1000	Personal Services	\$0	\$0	\$1,592,214	\$1,904,331
1110	Regular Full-Time Wages	\$3,409	\$3,064	\$0	\$0
1210	Contractual Employee Regular Full-Time Wages	\$469,435	\$674,135	\$0	\$0
1240	Contractual Employee Annual Leave Payments	\$0	\$6,258	\$0	\$0
1360	Non-Base Building Performance Pay	\$10,500	\$15,000	\$0	\$0
1510	Dental Insurance	\$2,740	\$5,156	\$0	\$0
1511	Health Insurance	\$64,154	\$104,025	\$0	\$0
1512	Life Insurance	\$690	\$1,022	\$0	\$0
1513	Short-Term Disability	\$709	\$997	\$0	\$0
1514	Statutory Personnel & Payroll System Vision Insurance	\$0	\$507	\$0	\$0
1520	FICA-Medicare Contribution	\$6,870	\$9,881	\$0	\$0
1522	PERA	\$52,685	\$79,999	\$0	\$0
1524	PERA - AED	\$24,001	\$34,672	\$0	\$0
1525	PERA - SAED	\$24,001	\$34,672	\$0	\$0
1630	Contractual Employee Other Employee Benefits	\$240	\$240	\$0	\$0

**Schedule 14B**

Line Item	Object Code	Detail	FY 2021-22 Actual Expenditure	FTE	FY 2022-23 Actual Expenditure	FTE	FY 2023-24 Appropriation Budget	FTE	FY 2024-25 Gov Request Budget	FTE
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**Personal Services - Contract Services**

Object Group	Object Group Name	FY 2021-22 Actual Expenditure	FTE	FY 2022-23 Actual Expenditure	FTE	FY 2023-24 Appropriation Budget	FTE	FY 2024-25 Gov Request Budget	FTE
1100	Total Contract Services (Purchased Personal Services)	\$51,215		\$91,397		\$0		\$0	

Object Code	Object Name	FY 2021-22 Actual Expenditure	FTE	FY 2022-23 Actual Expenditure	FTE	FY 2023-24 Appropriation Budget	FTE	FY 2024-25 Gov Request Budget	FTE
1920	Personal Services - Professional	\$14,100		\$62,385		\$0		\$0	
1935	Personal Services - Legal Services	\$1,190		\$1,339		\$0		\$0	
1950	Personal Services - Other State Departments	\$35		\$0		\$0		\$0	
1960	Personal Services - Information Technology	\$35,890		\$27,673		\$0		\$0	

<b>Subtotal All Personal Services</b>		<b>\$710,648</b>	<b>7.0</b>	<b>\$1,061,024</b>	<b>14.0</b>	<b>\$1,592,214</b>	<b>14.0</b>	<b>\$1,904,331</b>	<b>16.0</b>
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**All Other Operating Expenditures**

Object Group	Object Group Name	FY 2021-22 Actual Expenditure	FTE	FY 2022-23 Actual Expenditure	FTE	FY 2023-24 Appropriation Budget	FTE	FY 2024-25 Gov Request Budget	FTE
2000	Total Operating Expenses	\$62,821		\$155,537		\$311,074		\$352,374	
3000	Total Travel Expenses	\$6,847		\$12,384		\$0		\$0	
7000	Total Transfers	\$0		\$14,382		\$0		\$0	

Object Code	Object Name	FY 2021-22 Actual Expenditure	FTE	FY 2022-23 Actual Expenditure	FTE	FY 2023-24 Appropriation Budget	FTE	FY 2024-25 Gov Request Budget	FTE
2000	Operating Expense	\$0		\$0		\$311,074		\$352,374	
2250	Miscellaneous Rentals	\$162		\$0		\$0		\$0	
2255	Rental of Buildings	\$22,002		\$24,829		\$0		\$0	

**Schedule 14B**

Line Item	Object Code Detail	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25	
		Actual Expenditure	FTE	Actual Expenditure	FTE	Appropriation Budget	FTE	Gov Request Budget	FTE
2510	In-State Travel	\$425		\$3,359		\$0		\$0	_____
2511	In-State Common Carrier Fares	\$110		\$0		\$0		\$0	_____
2512	In-State Personal Travel Per Diem	\$149		\$351		\$0		\$0	_____
2513	In-State Personal Vehicle Reimbursement	\$4,709		\$7,578		\$0		\$0	_____
2530	Out-Of-State Travel	\$1,022		\$747		\$0		\$0	_____
2531	Out-Of-State Common Carrier Fares	\$432		\$221		\$0		\$0	_____
2532	Out-Of-State Personal Travel Per Diem	\$0		\$127		\$0		\$0	_____
2610	Advertising And Marketing	\$0		\$3,308		\$0		\$0	_____
2631	Communication Charges - Office Of Information Technology	\$6,142		\$10,667		\$0		\$0	_____
2641	Other Automated Data Processing Billings-Purchased Services	\$0		\$47,668		\$0		\$0	_____
2680	Printing And Reproduction Services	\$146		\$17,117		\$0		\$0	_____
2820	Purchased Services	\$900		\$6,811		\$0		\$0	_____
3110	Supplies & Materials	\$121		\$166		\$0		\$0	_____
3113	Clothing and Uniform Allowance	\$36		\$0		\$0		\$0	_____
3118	Food and Food Service Supplies	\$112		\$1,244		\$0		\$0	_____
3120	Books/Periodicals/Subscriptions	\$0		\$35		\$0		\$0	_____
3121	Office Supplies	\$3,806		\$4,484		\$0		\$0	_____
3123	Postage	\$814		\$364		\$0		\$0	_____
3140	Noncapitalizable Information Technology	\$3,224		\$9,098		\$0		\$0	_____
3145	Software Subscription	\$21,798		\$23,411		\$0		\$0	_____
4100	Other Operating Expenses	\$0		\$173		\$0		\$0	_____
4140	Dues And Memberships	\$1,170		\$3,615		\$0		\$0	_____
4170	Miscellaneous Fees And Fines	\$573		\$221		\$0		\$0	_____

Schedule 14B

Line Item	Object Code	Detail	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25	
			Actual Expenditure	FTE	Actual Expenditure	FTE	Appropriation Budget	FTE	Gov Request Budget	FTE
4220		Registration Fees	\$1,813		\$2,327		\$0		\$0	
7200		Transfers Out For Indirect Costs	\$0		\$14,382		\$0		\$0	
<b>Subtotal All Other Operating</b>			<b>\$69,668</b>		<b>\$182,302</b>		<b>\$311,074</b>		<b>\$352,374</b>	
<b>Total Line Item Expenditures</b>			<b>\$780,315</b>	<b>7.0</b>	<b>\$1,243,327</b>	<b>14.0</b>	<b>\$1,903,288</b>	<b>14.0</b>	<b>\$2,256,705</b>	<b>16.0</b>

Indirect Cost Assessment - 11. Office of Public Guardianship, (A) Office of Public Guardianship,

**Personal Services - Employees**

Object Group	Object Group Name						
FTE	Total FTE		0.0		0.0		0.0
1000	Total Employee Wages and Benefits	\$0		\$0		\$0	\$0

**Object Code Object Name**

**Personal Services - Contract Services**

Object Group	Object Group Name						
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**Object Code Object Name**

<b>Subtotal All Personal Services</b>		<b>\$0</b>	<b>0.0</b>	<b>\$0</b>	<b>0.0</b>	<b>\$0</b>	<b>0.0</b>	<b>\$0</b>	<b>0.0</b>
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**All Other Operating Expenditures**

Object Group	Object Group Name						
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2000	Total Operating Expenses	\$0		\$0		\$0	\$18,527
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**Object Code Object Name**

2000	Operating Expense	\$0		\$0		\$0	\$18,527
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<b>Subtotal All Other Operating</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	<b>\$18,527</b>
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<b>Total Line Item Expenditures</b>		<b>\$0</b>	<b>0.0</b>	<b>\$0</b>	<b>0.0</b>	<b>\$0</b>	<b>0.0</b>	<b>\$18,527</b>	<b>0.0</b>
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**FY 2024-25 Budget Request Office of Public Guardianship**

**Schedule 06**

Total		General	Cash	
Funds	FTE	Fund	Funds	Reapprop.

**FY 2021-22 Special Bill Line Item Appropriations (Excludes Reg Supplemental Bills & LB Appr.)**

None

**FY 2022-23 Special Bill Line Item Appropriations (Excludes Long Bill Appropriations)**

**HB22-1133 Family And Medical Leave Insurance Fund**

11. Office of Public Guardianship	(1,100)	-	-	(\$961)	(\$139)
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<b>Total -- HB22-1133 Family And Medical Leave Insurance Fund</b>	<b>(1,100)</b>	<b>-</b>	<b>-</b>	<b>(\$961)</b>	<b>(\$139)</b>
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**FY 2023-24 Special Bill Line Item Appropriations (Excludes Reg Supplemental Bills & LB Appr.)**

None



**Salary Pots Request Template**

	TOTAL FUNDS/FTE FY 2024-25	GENERAL FUND	CASH FUNDS	REAPPROPRIATED FUNDS	FEDERAL FUNDS
<b>FUND SPLITS - From Position-by-Position Tab</b>					
<b>I. Continuation Salary Base</b>					
Sum of Filled FTE as of July 27, 2023	14.00	0.000%	86.746%	13.254%	0.0000%
Salary X 12	\$991,769	\$0	\$860,320	\$131,449	\$0
PERA (Standard, Trooper, and Judicial Rates) at FY 2024-25 PERA Rates	\$114,747	\$0	\$99,538	\$15,209	\$0
Medicare @ 1.45%	\$14,381	\$0	\$12,475	\$1,906	\$0
Subtotal Continuation Salary Base =	\$1,120,897	\$0	\$972,333	\$148,564	\$0
<b>II. Salary Survey Adjustments</b>					
System Maintenance Studies	\$0	\$0	\$0	\$0	\$0
Across the Board - Base Adjustment	\$29,752	\$0	\$25,809	\$3,943	\$0
Across the Board - Non-Base Adjustment	\$0	\$0	\$0	\$0	\$0
Movement to Statewide Minimum Wage - Base Adjustment	\$0	\$0	\$0	\$0	\$0
Step Increase - Base Adjustment	\$0	\$0	\$0	\$0	\$0
<b>Subtotal - Salary Survey Adjustments</b>	<b>\$29,752</b>	<b>\$0</b>	<b>\$25,809</b>	<b>\$3,943</b>	<b>\$0</b>
PERA (Standard, Trooper, and Judicial Rates) at FY 2024-25 PERA Rates	\$ 3,442.00	\$0	\$2,986	\$456	\$0
Medicare @ 1.45%	\$ 431.00	\$0	\$374	\$57	\$0
Request Subtotal =	\$33,625	\$0	\$29,169	\$4,456	\$0
<b>III. Merit Pay Adjustments</b>					
Merit Pay - Base Adjustments	\$0	\$0	\$0	\$0	\$0
Merit Pay - Non-Base Adjustments	\$0	\$0	\$0	\$0	\$0
<b>Subtotal - Merit Pay Adjustments</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
PERA (Standard, Trooper, and Judicial Rates) at FY 2024-25 PERA Rates	\$0	\$0	\$0	\$0	\$0
Medicare @ 1.45%	\$0	\$0	\$0	\$0	\$0
Request Subtotal =	\$0	\$0	\$0	\$0	\$0
<b>IV. Shift Differential</b>					
FY 2022-23 ACTUAL EXPENDITURES for All Occupational Groups	\$0	\$0	\$0	\$0	\$0
Total Actual and Adjustments @ 100%	\$0	\$0	\$0	\$0	\$0
PERA (Standard, Trooper, and Judicial Rates) at Current PERA Rates	\$0	\$0	\$0	\$0	\$0
Medicare @ 1.45%	\$0	\$0	\$0	\$0	\$0
Request Subtotal =	\$0	\$0	\$0	\$0	\$0
<b>V. Revised Salary Basis for Remaining Request Subtotals</b>					
Total Continuation Salary Base, Adjustments, Performance Pay & Shift	\$1,021,521	\$0	\$886,129	\$135,392	\$0
<b>VI. Amortization Equalization Disbursement (AED)</b>					
Revised Salary Basis * 5.00%	\$51,076	-	44,306	6,770	-
<b>VII. Supplemental AED (SAED)</b>					
Revised Salary Basis * 5.00%	\$51,076	-	44,306	6,770	-
<b>VIII. Short-term Disability</b>					
Revised Salary Basis * 0.15%	\$1,532	-	1,329	203	-
<b>IX. Health, Life, and Dental</b>					
Funding Request	\$217,676	-	199,310	18,366	-
<b>X. Paid Family and Medical Leave Insurance Program Premiums</b>					
	\$4,597	\$0	\$3,988	\$609	\$0
		0.0%	91.6%	8.4%	0.0%

OPG Pots Summary

<b>Common Policy Line Item</b>	<b>FY 2023-24 Appropriation</b>	<b>GF</b>	<b>CF</b>	<b>RF</b>	<b>FF</b>
Salary Survey	\$63,613		\$60,017	\$3,596	
Merit Pay	\$0				
PERA Direct Distribution	\$0				
Paid Family and Medical Leave Insurance Program	\$0				
Shift	\$0				
AED	\$57,402		\$54,158	\$3,244	
SAED	\$57,402		\$54,158	\$3,244	
Short-term Disability	\$0				
Health, Life and Dental	\$198,950		\$190,361	\$8,589	
<b>TOTAL</b>	<b>\$377,367</b>	<b>\$0</b>	<b>\$358,694</b>	<b>\$18,673</b>	<b>\$0</b>
<b>Common Policy Line Item</b>	<b>FY 2024-25 Total Request</b>	<b>GF</b>	<b>CF</b>	<b>RF</b>	<b>FF</b>
Salary Survey	\$33,625	\$0	\$29,169	\$4,456	\$0
Merit Pay	\$0	\$0	\$0	\$0	\$0
PERA Direct Distribution	\$0	\$0	\$0	\$0	\$0
Paid Family and Medical Leave Insurance Program	\$4,597	\$0	\$3,988	\$609	\$0
Shift	\$0	\$0	\$0	\$0	\$0
AED	\$51,076	\$0	\$44,306	\$6,770	\$0
SAED	\$51,076	\$0	\$44,306	\$6,770	\$0
Short-term Disability	\$1,532	\$0	\$1,329	\$203	\$0
Health, Life and Dental	\$217,676	\$0	\$199,310	\$18,366	\$0
<b>TOTAL</b>	<b>\$359,582</b>	<b>\$0</b>	<b>\$322,408</b>	<b>\$37,174</b>	<b>\$0</b>
<b>Common Policy Line Item</b>	<b>FY 2024-25 Incremental</b>	<b>GF</b>	<b>CF</b>	<b>RF</b>	<b>FF</b>
Salary Survey	\$33,625	\$0	\$29,169	\$4,456	\$0
Merit Pay	\$0	\$0	\$0	\$0	\$0
PERA Direct Distribution	\$0	\$0	\$0	\$0	\$0
Paid Family and Medical Leave Insurance Program	\$4,597	\$0	\$3,988	\$609	\$0
Shift	\$0	\$0	\$0	\$0	\$0
AED	-\$6,326	\$0	-\$9,852	\$3,526	\$0
SAED	-\$6,326	\$0	-\$9,852	\$3,526	\$0
Short-term Disability	\$1,532	\$0	\$1,329	\$203	\$0
Health, Life and Dental	\$18,726	\$0	\$8,949	\$9,777	\$0
<b>TOTAL</b>	<b>\$45,828</b>	<b>\$0</b>	<b>\$23,731</b>	<b>\$22,097</b>	<b>\$0</b>

## Office of Public Guardianship FTE Detail

Object Code 1210	FY2021-22		FY2022-23	
	Total Funds	FTE	Total Funds	FTE
<b>Position Detail:</b>				
Director (pos. # 87001)	118,450	1.0	122,004	1.0
Staff Assistant (pos. # 87002)	54,965	1.0	56,614	1.0
Public Guardian (pos. # 87003)	61,800	1.0	32,309	1.0
Public Guardian (pos. # 87004)	59,740	1.0	61,532	1.0
Public Guardian (pos. # 87005)	59,740	1.0	61,532	1.0
Public Guardian (pos. # 87006)	59,740	1.0	48,713	1.0
Public Guardian (pos. # 87007)	58,409	1.0	55,480	1.0
Deputy Director (pos. # 87008)	-	0.0	105,159	1.0
Public Guardian (pos. # 87009)	-	0.0	42,949	1.0
Public Guardian (pos. # 87010)	-	0.0	29,095	1.0
Case Management Aide (pos. # 87011)	-	0.0	36,857	1.0
Public Guardian (pos. # 87012)	-	0.0	26,501	1.0
Public Guardian	-	0.0	-	1.0
Public Guardian	-	0.0	-	1.0
<b>Total Full-Time/Part-Time Wages</b>	<b>472,844</b>	<b>7.0</b>	<b>678,744</b>	<b>14.0</b>

**Schedule 9  
Cash Fund Report**

**Office of Public Guardianship Fund #OPGF  
Section 13-98-108, C.R.S. (2024)**

HB17-1087 established the Office of Public Guardianship to provide guardianship services to indigent and incapacitated adults who have no family members or friends available to serve as guardian.

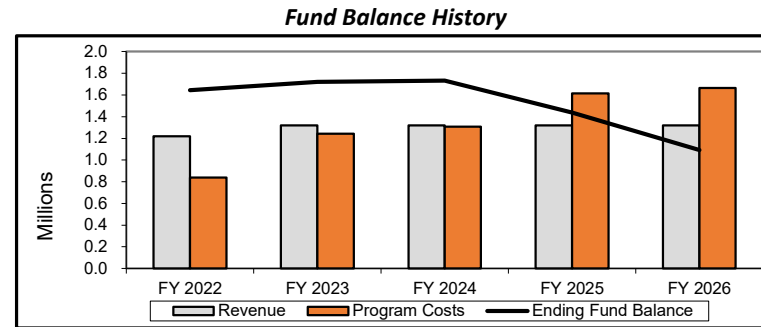
**Fund Information**

Revenue Sources: Fees charged in relation to probate case filings and other civil filings. Expenditures: The money in this fund is for OPG personnel and program related expenses.

Non-Fee Sources: Interest, gifts grants and donations. Expenditure Drivers: Personnel costs, case numbers.

Revenue Drivers: Number of probate and other civil filings. Long Bill Groups: Office of Public Guardianship, Program Costs

<b>Revenue and Expenditure Trend Information</b>					
	Actual FY 2022	Actual FY 2023	Projected FY 2024	Projected FY 2025	Projected FY 2026
<b><u>Beginning Fund Balance</u></b>	<u>1,261,765</u>	<u>1,645,409</u>	<u>1,719,768</u>	<u>1,731,914</u>	<u>1,436,471</u>
<b>Revenue</b>	1,220,753	1,318,638	1,318,638	1,318,638	1,318,638
<b>Program Costs</b>	837,109	1,244,279	1,306,493	1,614,082	1,662,504
<b>Ending Fund Balance</b>	<b>1,645,409</b>	<b>1,719,768</b>	<b>1,731,914</b>	<b>1,436,471</b>	<b>1,092,605</b>
<i>Fund Balance as a % of Expenditures</i>	<i>n/a</i>	<i>n/a</i>	<i>139.2%</i>	<i>109.9%</i>	<i>67.7%</i>
Reserve increase/(decrease)	383,644	74,360	12,146	(295,443)	(343,866)



Pursuant to Section 24-75-402 (2) (e) (V), C.R.S. (2024), fees do not include "any monies received from charges or assessments, the amount of which are established in law and over which the entity has no authority to change or are otherwise not determined by the entity."