

# OFFICE OF MANAGEMENT AND BUDGET

CITIZEN CENTRIC REPORT FOR FISCAL YEAR 2024

## WHO WE ARE



### **SPECIAL ASSISTANT FOR MANAGEMENT AND BUDGET**

Virginia C. Villagomez

### **SENIOR FINANCIAL ANALYST**

Jazmin L. Camacho

### **FINANCIAL ANALYST**

Angelina L. Phillips

### **TECHNICAL FINANCIAL ANALYST**

Pauline M. Iguel

Julie Loong

### **ADMINISTRATIVE ASSISTANT**

Natalyn M. William

**Office of Management and Budget (OMB) created by Article III, Section 9 of the CNMI Constitution under Executive Functions. OMB carries out its mission through three critical processes that are essential to the Governor's ability to plan and implement his priorities across the Executive Branch:**

- **Budget Formulation & Execution**
- **Financial Management**
- **Human Resource Management**

**In addition, the Office is responsible for improving and coordinating the management of the Commonwealth Government. In this regard, the Special Assistant ensures discipline in government programs and activities for consistency with the Governor's policies and budget, improve government efficiency by reducing duplication and overlaps between and among agencies, and assist department and activity heads in internal organization and management to achieve maximum effectiveness at minimum cost to the taxpayers.**



670-664-2264



Juan A. Sablan Building, Capitol Hill



Caller Box 10007, Saipan MP 96950

# BUDGET PROCESS

## BUDGET CALL



Upon receiving revenue projections from the Secretary of Finance, the administration establishes budget ceiling for the proposed fiscal year. SAMB transmits budget call letter to agencies, departments and other programs in January.

## BUDGET FORMULATION



### BUDGET SUBMISSION

Agencies, departments, and other programs submit desired budgets by mid-end February.



OMB analysts analyze desired budget considering appropriate measures to stay within budget calling for a balance budget.



### BUDGET REVIEW

SAMB meets with Governor and Lt. Governor to finalize budget, focusing on priority based budget.



## BUDGET FINALIZATION

SAMB meets with Governor and Lt. Governor to finalize budget, focusing on priority based budget.

## BUDGET DELIBERATION



### BUDGET PROPOSAL TRANSMITTAL

Analysts make necessary changes to balance the proposed fiscal year budget. Mayors' council meets to review and approve the proposed budget document. OMB meets April 1st deadline and submits proposed budget to the legislature.



House Ways and Means and Senate Fiscal Affairs committees deliberate on the proposed fiscal year budget until it's enactment.



### BUDGET EXECUTION

After both committees reach an agreement, it is transmitted as House Bill/Senate Bill for the Administration's approval. The Administration reviews and makes comments to the appropriation measure, Governor then signs it into Budget Law.

## BUDGET ALLOCATION



OMB analysts allots budget appropriation according to the Budget Law.



### BUDGET UPDATES

OMB analysts make regular updates to the budget by verifying position allocations that fall within the approved personnel ceiling and budget authority; satisfy request of expenditure authorities by preparing personnel projections and reprogramming when necessary.

# STAFF ASSIGNMENT

**Jazmin L. Camacho**  
Senior Financial Analyst

**Angelina L. Phillips**  
Financial Analyst

**Pauline M. Iguel**  
Technical Financial Analyst

**Julie Loong**  
Technical Financial Analyst

#### LOCAL ACCOUNTS:

- Judiciary
- Office of the Gov.
- Office of the Lt. Gov.
- Other Offices of the Governor (OMB, Admin Services, HSEM, Youth Affairs, OPD, Parole, Public Def., CAO, Indigenous, Veterans, Women's, BECO, Zoning, CJPA, Medicaid)
- Department of Finance
- Municipality of Tinian
- Municipality of Saipan & N. Is.
- Other Programs (CHCC, Health Network Program, NMC, MVA, PSS, NMTI)

#### LOCAL ACCOUNTS:

- Legislature
- Department of Commerce
- Department of Fire & Emergency Services
- Department of Land and Natural Resources
- Boards & Commissions (Civil Service, OPM, CEC, Prof. Licensing, CPUC, Casino, Cannabis)
- Independent Programs (Scholarship Office, SAAR, Attorney General's Office, JKPL, Museum)
- Department of Public Lands

#### LOCAL ACCOUNTS:

- Department of Community & Cultural Affairs
- Department of Corrections
- Department of Labor
- Department of Public Safety

#### LOCAL ACCOUNTS:

- Department of Public Works
- Municipality of Rota

#### FEDERAL PROGRAMS:

- Other Offices of the Governor (HSEM, OPD, COTA, OGM, Veterans, OVR, BECO, DD Council, CJPA, Medicaid, CBMA, CIP, PA, HM)
- Department of Finance

#### FEDERAL PROGRAMS:

- Department of Commerce
- Department of Fire & Emergency Services
- Department of Land and Natural Resources
- Independent Programs (Attorney General's Office, JKPL)

#### FEDERAL PROGRAMS:

- Department of Community & Cultural Affairs
- Department of Labor
- Department of Public Safety

#### FEDERAL PROGRAMS:

- Department of Public Works
- Municipality of Rota

#### OTHER:

- Monthly Allotments
- Reporting to the Legislature
- Fiscal Response Team
- ARPA Reconciliation
- Citizen Centric Report
- Allocation of Special Fund

#### OTHER:

- Compact Impact
- Governor's Annuity Payments
- Munis Implementation

# OMB FISCAL YEAR 2024

**\$362,886**

PERSONNEL

**\$3,729**

OTHER EXPENSES

**\$366,615**

TOTAL

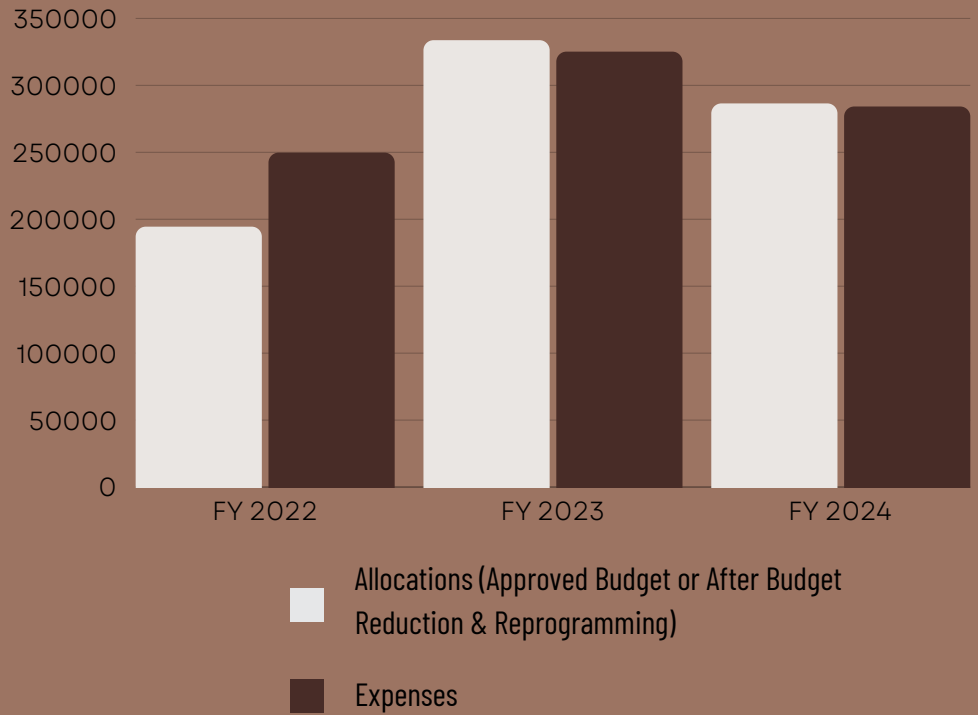
**FY 24 NUMBER OF POSITIONS APPROVED**

9 APPROVED

7 FILLED



## OMB - 3 Year Comparison



# CNMI Government - Fiscal Year 2024 General Fund - PL 23-09

**\$65,502,047**

PERSONNEL

**\$44,108,487**

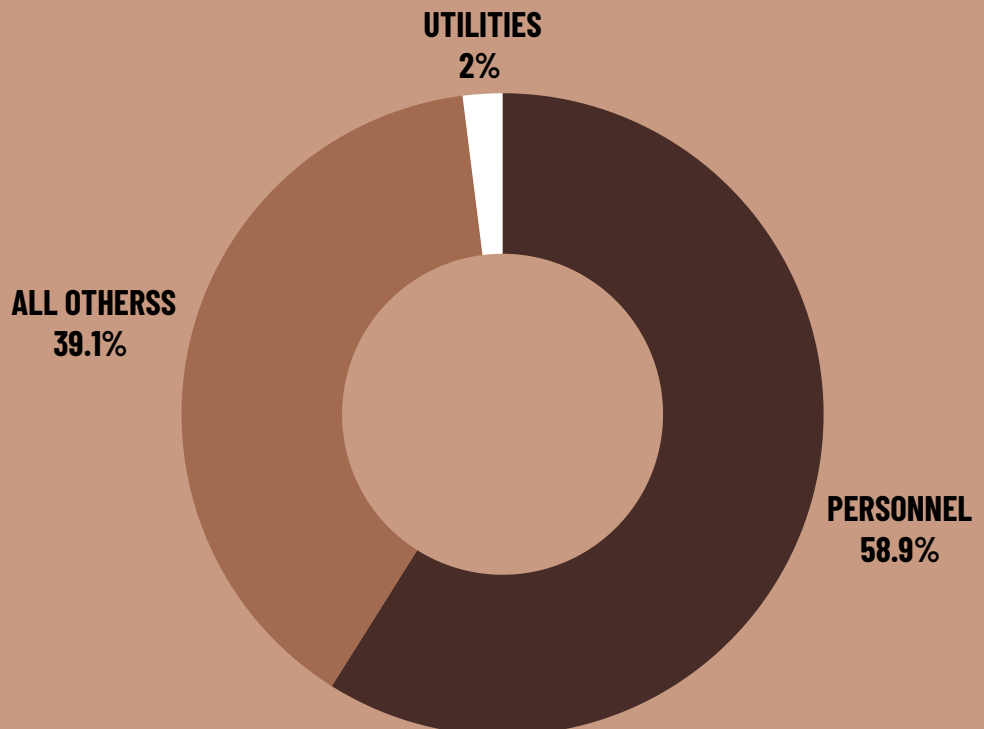
ALL-OTHERS

**\$2,245,936**

UTILITIES

**\$111,856,469**

TOTAL



## ACCOMPLISHMENTS



## CHALLENGES

- OMB HAS SUCCESSFULLY COMPLETED THE BUDGET FORMULATION AND SUBMISSION FOR TWO BUDGETS DUE IN APRIL 1 AND JULY 1, INCLUDING PARTICIPATION IN BUDGET HEARINGS HOSTED BY THE 23RD LEGISLATURE FOR FISCAL YEAR 2025.
- IN 2024, OMB PROCESSED IN EXCESS OF 3,650 REQUESTS FOR PERSONNEL ACTIONS AND BUDGET CHANGES. IN ADDITION, OMB PROCESSED AND SUBMITTED REPORTS PURSUANT TO 1 CMC §7402(E) DUE EACH QUARTER ON REPROGRAMMING DURING THE FISCAL YEAR AND THROUGH SEPTEMBER 30, 2024.
- OMB STRIVES TO MAINTAIN A STABLE ORGANIZATION WITH LIMITED RESOURCES AND WITHOUT COMPROMISING EFFICIENCY.
- OMB WILL CONTINUE TO IMPROVE OUR SERVICE DELIVERY TO PROCESS REQUESTS TIMELY WHILE WORKING DILIGENTLY TO UPHOLD OUR RESPONSIBILITY SERVING THE PUBLIC.
- OMB HAS SUCCESSFULLY OBTAINED FUNDING THROUGH SAIPAN LOCAL LAW 23-21, AMOUNTING \$25,000, TO HELP BUILD CAPACITY THROUGH TRAINING AND IMPLEMENTATION OF THE INTERNSHIP PROGRAM. THE FUNDS AVAILABLE WILL BE USE TO DEFRAY COSTS ASSOCIATED TO PERSONNEL TRAINING TO THE GFOA/IGFOA, TYLER CONNECT, APIPA AND NASBO BEGINNING DECEMBER 2024 INCLUDING STIPENDS FOR INTERNS.
- OMB SUCCEEDED IN OUR QUEST TO OBTAIN FUNDING TO FILL THE TECHNICAL FINANCIAL ANALYST POSITIONS THAT WERE VACANT AND UNFUNDED IN FY 2024 CAN NOW BE FILLED EFFECTIVE FY 2025, AUTHORIZED BY PUBLIC LAW 23-26.

## CHALLENGES

- OMB'S CAPACITY IS NOT AT ITS FULL POTENTIAL OPERATING WITH ONLY SEVEN STAFF GIVEN THE LIMITED RESOURCES AVAILABLE FOR THE ENTIRE CNMI GOVERNMENT. HOWEVER, IN FISCAL YEAR 2025, OMB WAS GRANTED FUNDING AND POSITIONS TO MITIGATE OMB'S OPERATIONS AND ACTIVITIES.
- WE WILL CONTINUE TO IMPROVE OUR REPORT WRITING CAPABILITIES WITH THE NEW FINANCIAL MANAGEMENT SYSTEM AND HOPEFULLY OUR PARTICIPATION AND LEARNING THROUGH THE TYLER COMMUNITY WILL INCREASE OUR CAPACITY TO BETTER SERVE OUR COMMUNITIES.