



MICHIGAN STRATEGIC FUND

MEMORANDUM

DATE: April 26, 2024

TO: The Honorable Sarah Anthony, Chair
Senate Appropriations Committee

The Honorable Jon Bumstead
Minority Vice Chair
Senate Appropriations Committee

The Honorable Mary Cavanagh, Chair
Senate Appropriations Subcommittee on
Labor and Economic Opportunity/MEDC

The Honorable Mark Huizenga
Minority Vice Chair
Senate Appropriations Subcommittee on
Labor and Economic Opportunity/MEDC

The Honorable Angela Witwer, Chair
House Appropriations Committee

The Honorable Sarah Lightner
Minority Vice Chair
House Appropriations Committee

The Honorable Will Snyder, Chair
House Appropriations Subcommittee on Labor,
Economic Development, and Lifelong Learning

The Honorable Greg VanWoerkom
Minority Vice Chair
House Appropriations Subcommittee on Labor,
Economic Development, and Lifelong Learning

FROM: Quentin L. Messer, Jr., President
Michigan Strategic Fund

RE: FY 2024 Section 216 FTE Report – Second Quarter

Section 216 of Public Act [119 of 2023](#), the FY 2024 Omnibus Budget, requires departments and agencies to report quarterly on FTE counts by classification and actual FTE position counts compared to authorized FTE position counts. Pursuant to this requirement, attached is the FY 2024 second quarter report for the Michigan Strategic Fund.

Please contact our Office of Government Relations at medcgovrelations@michigan.org if you have any questions. In addition, please do not hesitate to contact me at messerq@michigan.org or 517.881.5861.

Attachment

cc: Members, Senate and House Committees on Appropriations
Members, Senate Appropriations Subcommittee on Labor and Economic Opportunity/MEDC
Members, House Appropriations Subcommittee on Labor, Economic Development, and Lifelong Learning
Senate Democratic and Republican Policy Offices
House Democratic and Republican Policy Offices
Jen Flood, State Budget Director
Kathryn Summers, Senate Fiscal Agency
Mary Ann Cleary, House Fiscal Agency

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SIGMA
Department Boilerplate FTE

Michigan Strategic Fund
Fiscal Year 2024 Quarterly FTE Comparison
Pay Period End Date - 3/30/2024

Appropriation Category	Appropriation Name	Authorized FTEs	Actual FTEs	Rationale of FTE Difference
MICHIGAN STRATEGIC FUND	Business attraction and community revitalization	0.0	32.8	FTE authorization for this line comes from the Job creation services appropriation. FTE costs allocated to these programs is based on the time staff spend working on them. All 33 are non-civil service employees charged to this appropriation included in the 'Actual FTEs'. ***
MICHIGAN STRATEGIC FUND	Job creation services	164.0	36.4	The authorized FTEs from this line include FTEs coded to all other MSF appropriations. There are 11.5 non-civil service employees charged to this appropriation included in the 'Actual FTEs'.
MICHIGAN STRATEGIC FUND	Entrepreneurship eco-system	0.0	2.8	FTE authorization for this line comes from the Job creation services appropriation. There are 2 non-civil service employees charged to this appropriation included in the 'Actual FTEs'. ***
BOILERPLATE APPROPRIATIONS	Arts and cultural program (interlocal)	0.0	7.0	FTE authorization for this line comes from the Job creation services appropriation. There are no non-civil service employees charged to this appropriation.
BOILERPLATE APPROPRIATIONS	Community development block grants	0.0	6.0	FTE authorization for this line comes from the Job creation services appropriation. There are 3 non-civil service employees charged to this appropriation included in the 'Actual FTEs'.
BOILERPLATE APPROPRIATIONS	Job creation services (interlocal)	0.0	71.5	See rationale on the "Job Creation Services" line**
BOILERPLATE APPROPRIATIONS	MI community development financial institution fund (interl)	0.0	.2	FTE authorization for this line comes from the Job creation services appropriation.
BOILERPLATE APPROPRIATIONS	Pure Michigan (interlocal)	0.0	7.9	FTE authorization for this line comes from the Job creation services appropriation. There are 3 non-civil service employees charged to this appropriation included in the 'Actual FTEs'.
BOILERPLATE APPROPRIATIONS	Comm revitalization and placemaking grants prg (interlocal) - Work Project	0.0	2.5	FTE authorization for this line comes from the Job creation services appropriation. There are 1.7 non-civil service FTEs in this appropriation.
BOILERPLATE APPROPRIATIONS	Coronavirus public health emergency - federal - PA 67 - Work Project	0.0	1.3	FTE authorization for this line comes from the Job creation services appropriation. There are 2 non-civil service employees charged to this appropriation included in the 'Actual FTEs'.
ONE-TIME APPROPRIATIONS	ARP - community revitalization and placemaking grants prog - Work Project	0.0	1.0	FTE authorization for this line comes from the Job creation services appropriation. There is 1 non-civil service FTE in this appropriation.
ONE-TIME APPROPRIATIONS	ARP - small business smart zones and business accelerators - Work Project	0.0	2.1	FTE authorization for this line comes from the Job creation services appropriation. There are 2 non-civil service employees charged to this appropriation included in the 'Actual FTEs'.
ONE-TIME APPROPRIATIONS	Community development block grant - disaster recovery - Work Project	0.0	1.6	FTE authorization for this line comes from the Job creation services appropriation. There are 1.6 non-civil service employees charged to this appropriation included in the 'Actual FTEs'.
Total		164.0	173.2	

* Authorized FTE levels are not necessarily fully funded within the corresponding line item appropriations.

* This report includes civil service, and non-civil service employees funded from state appropriations. MEDC corporate employees are included due to the MEDC providing administrative services for MSF programs which the MSF reimburses the MEDC for.

* Actual Civil Service employees on this date totaled 118. This includes three (3) limited term employees.

*** The 21st Century Jobs Trust Fund Programs have no authorized FTEs; however, MCL 125.2088b allows not more than 4% of the annual appropriations may be used for the purposes of administering these programs.

FTEs by Classification and Job Type
Pay Period End Date 03/30/2024

LEO-MSF-MEDC	
OFFICE AND CLERICAL	4.0
OFFICIALS AND ADMINISTRATORS	18.0
PARAPROFESSIONALS	10.0
PROFESSIONALS	82.7
SERVICE MAINTENANCE	1.0
TECHNICIANS	2.0
Total	117.7

Job Cd Desc	Job Category Cd Desc	FTE
ACCOUNTANT	PROFESSIONALS	2.0
ACCOUNTING TECHNICIAN	PARAPROFESSIONALS	4.0
ARCHAEOLOGIST	PROFESSIONALS	2.0
ARCHAEOLOGIST SPECIALIST	PROFESSIONALS	1.0
ARCHITECT	PROFESSIONALS	1.0
ARCHITECT SPECIALIST-LICENSED	PROFESSIONALS	1.0
AUDITING SPECIALIST	PROFESSIONALS	1.0
COMMUNICATIONS SPECIALIST	PROFESSIONALS	1.0
DEPARTMENTAL ANALYST	PROFESSIONALS	28.3
DEPARTMENTAL MANAGER	PROFESSIONALS	3.0
DEPARTMENTAL SPECIALIST	PROFESSIONALS	10.0
DEPARTMENTAL TECHNICIAN	PARAPROFESSIONALS	6.0
DIVISION ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	3.0
ECONOMIC COMMUNITY DEVELOPMENT ANALYST	PROFESSIONALS	4.0
ECONOMIC COMMUNITY DEV SPL	PROFESSIONALS	6.0
EXECUTIVE SECRETARY	OFFICE AND CLERICAL	1.0
FINANCIAL ANALYST	PROFESSIONALS	2.4
FINANCIAL SPECIALIST	PROFESSIONALS	2.0
GENERAL OFFICE ASSISTANT	OFFICE AND CLERICAL	1.0
GRAPHIC ARTS DESIGNER	TECHNICIANS	2.0
HISTORIAN	PROFESSIONALS	4.0
HISTORIAN MANAGER	PROFESSIONALS	1.0
HUMAN RESOURCES ANALYST	PROFESSIONALS	2.0
HUMAN RESOURCES SPECIALIST	PROFESSIONALS	1.0
INFORMATION TECHNOLOGY PROGRAMMER ANALYST	PROFESSIONALS	5.0
INFORMATION TECHNOLOGY SPL	PROFESSIONALS	4.0
LABORER	SERVICE MAINTENANCE	1.0
PROMOTIONAL SPECIALIST	PROFESSIONALS	1.0
SECRETARY	OFFICE AND CLERICAL	1.0
SENIOR EXECUTIVE MAN AST	OFFICE AND CLERICAL	1.0
SENIOR EXECUTIVE SERVICE	OFFICIALS AND ADMINISTRATORS	1.0
STATE ADMINISTRATIVE MANAGER	OFFICIALS AND ADMINISTRATORS	12.0
STATE ASSISTANT ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	1.0
STATE BUREAU ADMINISTRATOR	OFFICIALS AND ADMINISTRATORS	1.0
Total	Total	117.7