



## MICHIGAN STRATEGIC FUND

### MEMORANDUM

**DATE:** July 26, 2024

**TO:** The Honorable Sarah Anthony, Chair  
Senate Appropriations Committee

The Honorable Angela Witwer, Chair  
House Appropriations Committee

The Honorable Jon Bumstead  
Minority Vice Chair  
Senate Appropriations Committee

The Honorable Sarah Lightner  
Minority Vice Chair  
House Appropriations Committee

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

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

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

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 – Third 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 third quarter report for the Michigan Strategic Fund.

Please contact our Office of Government Relations at [medcgovrelations@michigan.org](mailto:medcgovrelations@michigan.org) if you have any questions. In addition, please do not hesitate to contact me at [messerq@michigan.org](mailto: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

|                                  |                                   |
|----------------------------------|-----------------------------------|
| <b>Report ID:</b> BUD-BPFTE-0064 | <b>SIGMA</b>                      |
| <b>Run Date:</b> 07/12/2024      | <b>Department Boilerplate FTE</b> |
| <b>Run Time:</b> 9:54:57 AM      |                                   |

**Michigan Strategic Fund**

**Fiscal Year 2024 Quarterly FTE Comparison**

Pay Period End Date - 6/22/2024

| Appropriation Category     | Appropriation Name  | Authorized FTEs | Actual FTEs  |  |
|----------------------------|---|-----------------|--------------|--|
| MICHIGAN STRATEGIC FUND    | Business attraction and community revitalization                            | 0.0             | 33.6         | 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. There are 32 FTEs who are non-civil service employees charged to this appropriation included in the 'Actual FTEs'. *** |
| MICHIGAN STRATEGIC FUND    | Job creation services   | 164.0           | 38.3         | The authorized FTEs from this line include FTEs coded to all other MSF appropriations. There are 12 are non-civil service employees charged to this appropriation included in the 'Actual FTEs'.   |
| MICHIGAN STRATEGIC FUND    | Entrepreneurship eco-system   | 0.0             | 3.4          | 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 | 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             | 3.6          | 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 | Job creation services (interlocal)  | 0.0             | 73.4         | See rationale on the "Job Creation Services" line**  |
| BOILERPLATE APPROPRIATIONS | Pure Michigan (interlocal)  | 0.0             | 8.0          | 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 | Comm revitalization and placemaking grants prg (interlocal) - Work Project  | 0.0             | 2.6          | FTE authorization for this line comes from the Job creation services appropriation. There are 1.6 non-civil service FTEs in this appropriation.  |
| BOILERPLATE APPROPRIATIONS | MI community development financial institution fund (interl) - Work Project | 0.0             | .3           | FTE authorization for this line comes from the Job creation services appropriation. This is a non-civil service FTE.   |
| BOILERPLATE APPROPRIATIONS | Coronavirus public health emergency - federal - PA 67 - Work Project        | 0.0             | 2.2          | FTE authorization for this line comes from the Job creation services appropriation. There is 1 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             | 1.5          | FTE authorization for this line comes from the Job creation services appropriation. There are 1 non-civil service FTEs in this appropriation.  |
| ONE-TIME APPROPRIATIONS    | ARP - small business smart zones and business accelerators - Work Project   | 0.0             | .1           | FTE authorization for this line comes from the Job creation services appropriation. There are no 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             | 4.8          | 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'.   |
|                            | <b>Total</b>  | <b>164.0</b>    | <b>178.8</b> |  |

\*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 126. This includes three (3) limited term employees.

\*\* For Job Creation Service (interlocal) and Business Attraction and Comm Revitalization Work Projects the boilerplate appropriations comments are reported in the primary appropriation.

\*\*\* 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 06/22/2024**

| <b>LEO-MSF-MEDC</b>          |              |
|------------------------------|--------------|
| OFFICE AND CLERICAL          | 4.0          |
| OFFICIALS AND ADMINISTRATORS | 19.0         |
| PARAPROFESSIONALS            | 10.0         |
| PROFESSIONALS                | 87.3         |
| SERVICE MAINTENANCE          | 1.0          |
| TECHNICIANS                  | 3.1          |
| <b>Total</b>                 | <b>124.4</b> |

| <b>Job Cd Desc</b>                        | <b>Job Category Cd Desc</b>  | <b>FTE</b>   |
|---|------------------------------|--------------|
| 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                | 27.3         |
| DEPARTMENTAL MANAGER                      | PROFESSIONALS                | 3.0          |
| DEPARTMENTAL SPECIALIST                   | PROFESSIONALS                | 13.0         |
| 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                | 5.0          |
| 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          |
| INFORMATION TEC STU AST                   | TECHNICIANS                  | 0.6          |
| 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 | 13.0         |
| STATE ASSISTANT ADMINISTRATOR             | OFFICIALS AND ADMINISTRATORS | 1.0          |
| STATE BUREAU ADMINISTRATOR                | OFFICIALS AND ADMINISTRATORS | 1.0          |
| STUDENT ASSISTANT                         | TECHNICIANS                  | 0.5          |
| <b>Total</b>                              |                              | <b>124.4</b> |