



GLOSSARY OF FISCAL TERMS AND ACRONYMS

State Government

Term	Subject	Description/Definition
AELSLAGID	State Government	Acronym for the Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design
AGO	State Government	Acronym for the Attorney General’s Office.
AMPERS	State Government	Association of Minnesota Public Educational Radio Stations. AMPERS represents independently licensed, noncommercial radio stations that are not part of the Minnesota Public Radio (MPR) network. AMPERS stations receive state grant funds through the department of Administration.
BPAS	State Government	Budget Planning & Analysis System – system managed by MMB used to collect and present current and projected budget data. BPAS is used to produce the Governor's proposed biennial budget.
CAAPB	State Government	Capitol Area Architectural Planning Board – responsible for architecture and comprehensive land use planning in the Capitol area of St. Paul. CAAPB exercises zoning authority and controls redevelopment of the north Capitol area.
Campaign Finance and Public Disclosure Board	State Government	Administers the requirements of the Ethics in Government Act (Minn. Stat. § 10A). The board's four major programs are campaign finance registration and disclosure, public subsidy administration, lobbyist registration and disclosure, and economic interest disclosure by public officials. The board has six members, appointed by the Governor on a bi-partisan basis.
CAPM	State Government	Acronym for the Council on Asian Pacific Minnesotans.
CMAH	State Government	Acronym for the Council for Minnesotans of African Heritage.
Contingent Accounts	State Government	Contingent accounts are appropriations made from several state funds to provide supplemental funding for emergencies and other legally authorized purposes. The release and expenditure of this funding requires the approval of the governor after consultation with the Legislative Advisory Commission (LAC).

Demographic Center	State Government	Provides demographic data and analysis, including annual population estimates, long-term projections and trend monitoring. Serves as the liaison to the US Census Bureau. Located in the Department of Administration.
DMA – Minnesota Department of Military Affairs	State Government	Also known as the Minnesota National Guard.
EAP – Employee Assistance Program	State Government	Provides training, diagnostic, and referral services for state employees and their dependents. EAP is part of the State Employee Group Insurance program.
ETRF, Enterprise Technology Revolving Fund	State Government	The internal service fund managed by MN.IT. The ETRF provides the enterprise IT services for state agencies, including mainframe and server infrastructure, data center management and telecommunications.
Fleet Services	State Government	Program in Department of Administration providing long-term vehicle leases, and assistance to state agencies in meeting the federal Energy Policy Act (EPAAct) requirement for alternative fuel vehicle purchasing.
Gambling Control Board	State Government	State agency that regulates lawful gambling in Minnesota through licensing, registration and permitting.
In-Lieu-of-Rent	State Government	Direct appropriation to the Department of Administration for space costs not covered by lease agreements with state agencies. The in-lieu-of-rent appropriation covers ceremonial space in the Capitol, and space occupied in the Capitol and State Office Building by the legislative branch and chartered veterans service organizations.
Information and Telecommunications Account	State Government	Special Revenue account within MN.IT, authorized in MS 16E.21. The account is funded through state agency contributions and is used for projects and activities that create government efficiencies. Commonly referred to as the “Odyssey Fund”
Internal Service Funds	State Government	Funds internal to the operation of state government that provide a variety of services to state agencies, such as telecommunications and computer services, plant management, office supplies and surplus services. The funds must recover the full costs of services provided through billing back state agencies.
IPAD – Information Policy Analysis Division	State Government	Unit in Department of Administration that provides education and assistance about the state's data practices act and open meeting law (MS Chapters 13 and 13D).
LBO – Legislative Budget Office	State Government	The Legislative Budget Office administers the fiscal note and local impact note processes. LBO staff also assist the Tax Expenditure Review commission.
LCC – Legislative Coordinating Commission	State Government	The LCC serves as the umbrella organization for legislative commissions, joint agencies, and other boards. All joint agency budgets are reviewed and approved by the commission. Six House members and six Senate members sit on the LCC.
LCPR – Legislative Commission on Pensions and Retirement	State Government	Provides legislative oversight for Minnesota's system of public employee pension plans by reviewing proposed public pension legislation, conducting research on pension policy issues and assessing the sufficiency of current public pension plan funding. Seven House members and seven Senate members sit on the LCPR.
MAD – Management Analysis Division	State Government	A fee for service management consulting group within the Minnesota Management & Budget.

MASC	State Government	Acronym for the Minnesota Amateur Sports Commission.
Master Lease	State Government	A lease-purchase financing option for equipment purchases, available only through the Department of Administration.
Materials Management	State Government	Division in the Dept. of Administration responsible for purchasing, contracts, professional/technical services, and all other aspects of buying goods and services for state agencies.
MCLA	State Government	Acronym for Minnesota Council on Latino Affairs
MDVA	State Government	Acronym for the Minnesota Department of Veterans Affairs.
MIAC	State Government	Acronym for the Minnesota Indian Affairs Council.
Minnesota Advantage	State Government	Name of the health insurance plan for state employees. Minnesota Advantage is the largest component of the State Employees Insurance Program (SEGIP).
Minnesota.gov	State Government	Web portal to Minnesota state government, located at mn.gov
MMB, Minnesota Management & Budget	State Government	The agency with broad powers to administer the financial affairs of the state, among them the responsibility to develop and present the Governor's budget, produce forecasts of state revenues, expenditures, and debt capacity, to prepare and oversee fiscal notes, and to manage the state's capital indebtedness and capital bonding. The Commissioner of MMB is designated in statute as the state's chief accounting officer, principal financial officer and the state controller.
MnGEO	State Government	Minnesota Geospatial Information Office. MnGEO is responsible for coordinating GIS data and services within the state. MnGEO is housed in MN.IT and is a successor to the Land Management Information Center (LMIC).
MNHS	State Government	Acronym for the Minnesota Historical Society.
MN.IT (also known as the Office of MN.IT Services)	State Government	Agency charged with providing statewide leadership and direction for information and communication technology policy. MN.IT is also responsible for managing the state's information and telecommunications systems. The MN.IT director serves as the state's Chief Information Officer.
OAH	State Government	Acronym for the Office of Administrative Hearings. OAH is an independent state agency charged with providing a fair, prompt and impartial hearing process for citizens who disagree with actions taken by government. OAH judges hear cases in four areas: Administrative Procedure Act state agency contested cases; rulemaking hearings; local government licensing and personnel cases; and Workers Compensation benefit hearings.
OGM – Office of Grants Management	State Government	Provides policy direction and technical assistance on state grants management. Housed in the Department of Administration.
OLA – Office of the Legislative Auditor	State Government	The nonpartisan audit and evaluation office within the legislative branch of Minnesota state government. The office focuses primarily on state agencies and programs, but also audits three metropolitan agencies and selectively reviews programs that are

		administered locally. Financial audits of local units of government are the responsibility of the State Auditor .
OSA – Office of the State Archaeologist	State Government	Office in Department of Administration that manages the State's archaeological resources, including sites and data under provisions of MS 138.31-138.42 and MS 307.08 . OSA's duties include identifying and preserving archaeological sites and data; identifying and protecting human burial sites; and licensing archaeological fieldwork conducted within the state.
OSP – Office of State Procurement	State Government	Office in the Department of Administration that oversees state agency purchasing. OSP also operates the Office of Equity in Procurement that helps veteran-, minority-, and woman-owned small businesses become state vendors
Pension Systems / Plans	State Government	<ul style="list-style-type: none"> • DTRFA – Duluth Teachers Retirement Fund Association. Effective June 30, 2015, the DTRFA was merged into TRA. • MSRS – Minnesota State Retirement System, administers various pension plans that cover state employees. Includes the MSRS General Plan for most executive branch employees, the MSRS Unclassified Plan for legislative staff and unclassified executive branch employees, the Correctional Plan for employees in state correctional institutions that have sufficient inmate contact, the State Patrol Plan for state peace officers, and legislators' and constitutional officers' plans • MTRFA – Minneapolis Teachers Retirement Fund Association. MTRFA was merged with the statewide Teachers Retirement Association on July 1, 2006. • PERA – Public Employees Retirement Association, administers pension plans that covers local, county, and school district non-teaching employees. • PERA Police and Fire – provides coverage for many local police officers and paid firefighters. • StPTRFA – St. Paul Teachers Retirement Fund Association. • TRA – Teachers Retirement Association, provides coverage for public school teachers throughout the state, except for teachers in St. Paul, and some teachers in community colleges, state universities, and technical colleges.
P/T Contracts, Professional and Technical Contracts	State Government	State contracts for professional or technical services that are intellectual in character, including consultation, analysis, evaluation, and planning, and result in the production of a report or the completion of a task.
PTAC – Procurement Technical Assistance Center	State Government	PTAC assists Minnesota businesses in securing government contracts through counseling, education, training and certification. PTAC is part of the Department of Administration.
Racing Commission	State Government	Regulatory agency created in 1983 to supervise and regulate the pari-mutuel horse racing industry in Minnesota.
Risk Management	State Government	Program in the Department of Administration that operates the state government's insurance program, and the state workers' compensation and safety programs.
SBI – State Board of Investment	State Government	Constitutionally established to invest all state funds. Invests pension fund assets of TRA, MSRS, and PERA. Members include the governor, the state auditor, the secretary of state, and the attorney general.

SEGIP – State Employees Group Insurance Program	State Government	Provides Minnesota state employees (as well as people employed by some quasi-state organizations) with employee/dependent group medical, dental and life insurance. Administered by Minnesota Management & Budget.
SEMA4 – Statewide Employee Management System	State Government	The state’s human resources and payroll processing system.
SER – Subcommittee on Employee Relations	State Government	Subcommittee of the Legislative Coordinating Commission (LCC). Assists the legislature by providing interim consideration of negotiated agreements and compensation plans for employees in the executive branch. The SER also makes recommendations regarding certain state and local government salaries.
SHPO – State Historic Preservation Office	State Government	SHPO oversees programs to identify, evaluate, and protect the state's historic and archaeological resources. SHPO is housed in the Department of Administration.
SMART – Small Agency Resource Team	State Government	Unit within Department of Administration that offers human resource and financial management services to small agency clients in state government.
State Lottery Fund	State Government	Fund containing all gross revenues of the lottery, except those deposited in the State Lottery Prize Fund (see below). Lottery operating costs are paid from this fund but may not exceed nine percent of gross revenues.
State Lottery Net Proceeds	State Government	The balance in the lottery fund after transfers to the lottery prize fund and credits to the lottery operations account. Of the net proceeds, 40 percent must be credited to the Minnesota environment and natural resources trust fund, and the remaining 60 percent must be credited to the General Fund.
State Lottery Prize Fund	State Government	Separate prize account funded by lottery receipts. The lottery director must deposit an amount sufficient to pay lottery prizes. After one-year, unclaimed prize funds are transferred to the general fund.
Statewide Indirect Costs	State Government	General Fund expenditures made by a state agency to provide general support services to any other state agency. Agencies must allocate these costs to programs supported by non-General Fund sources (usually federal or fee-based programs) and reimburse the General Fund with the recoveries. Indirect cost recoveries ensure that general tax revenues do not pay a disproportionate share of administrative costs.
Surplus Services	State Government	Program in the Department of Administration responsible for the acquisition, distribution and disposal of surplus property (other than real estate).
SWIFT – Statewide Integrated Financial Tools	State Government	The state’s financial accounting, procurement, human resources and payroll system. SWIFT went live on July 1, 2011 and replaced the former accounting and procurement system (MAPS), and integrates with the human resources/payroll system (SEMA4).