



BUREAU OF BUDGET & MANAGEMENT RESEARCH

OFFICE OF THE GOVERNOR

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CERTIFICATION

The Bureau of Budget and Management Research (BBMR) hereby certifies and approves the budget request herewith attached for the **GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY**.

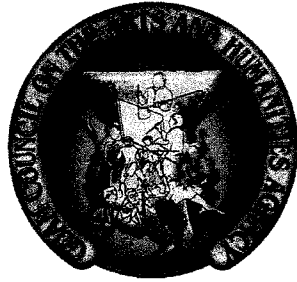
BBMR further attests that all efforts were made in the review process to ensure the accuracy of the calculations and that the results indicated compliance with the budget ceiling established for this government entity from all fund sources.

The justification of this budget request is the responsibility of the government entity listed above and any submission outside of the certified submission is neither approved nor sanctioned by the Bureau of Budget and Management Research.

BERTHA M. DUENAS

Date: **MAR 18 2010**

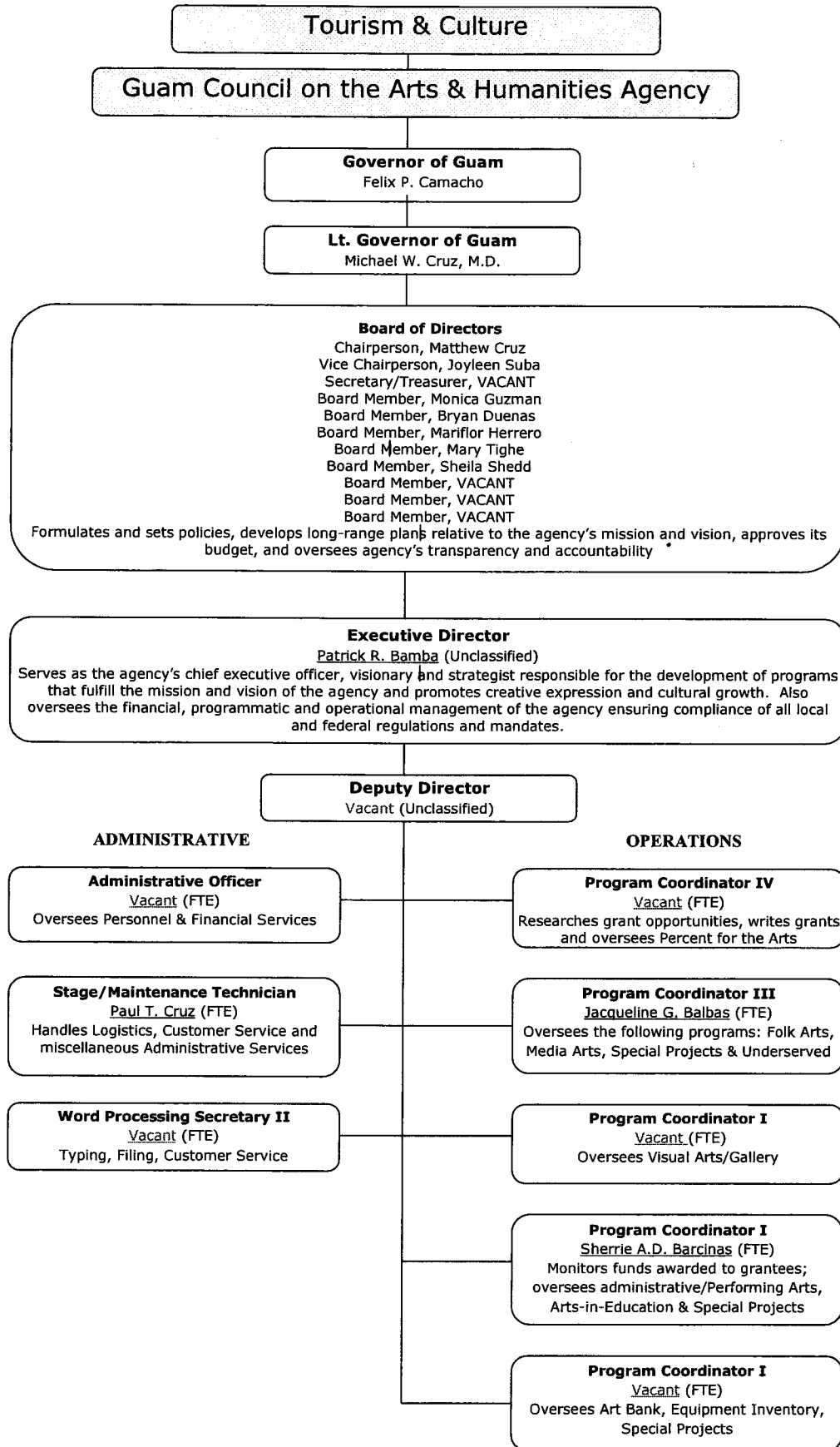
ORIGINAL



Guam Council on the Arts and
Humanities Agency

FY 2011
Budget
Request

Government of Guam Departmental Organizational Chart



**Government of Guam
Fiscal Year 2011 Budget
Department / Agency Narrative**

FUNCTION: Education and Culture
DEPT. / AGENCY: Guam Council on the Arts and Humanities Agency

MISSION STATEMENT

To encourage and foster the opportunity for participation in the arts and humanities with programs designed to benefit citizens of all ages and from every sector of the community. It is also the responsibility of the arts council to insure that the role of the arts in the life of the community will grow and play a more significant part in the welfare and educational experience of our island residents.

GOAL 1: To continue developing public interest, participation and support of the arts and to continue efforts toward presenting the highest quality of arts available for the benefit of all citizens of the territory.

OBJECTIVES:

- 1.a. To increase and broaden partnership opportunities for funding or programming support of the arts whenever possible for the benefit of artists, arts organizations and the public.
- 1.b. To develop and encourage increased media coverage and participation at local artistic events whenever possible for the benefit of artists and an informed public.
- 1.c. To promote the arts within the territory through development of arts related promotional materials including posters, brochures, Public Service Announcement (PSA), and other marketing activities.
- 1.d. To consolidate State Arts Agencies (SAA) programming activities to mirror National Endowment for the Arts (NEA).
- 1.e. To encourage the participation and support of the arts be all citizens within the territory as a means of improving our overall quality of life and to foster appreciation of our cultural pluralism as a positive alternative to the many social challenges that exist today.

GOAL 2: To develop and heighten public awareness of the value and importance that arts education plays in the quality formative education and through an enrichment of life in general.

OBJECTIVES:

- 2.a. To develop and coordinate an arts education workshop involving key arts education professionals as a means of developing public awareness of the importance of arts education as a basic component of K to 12 learning.

- 2.b. To develop a partnership survey with Department of Education (DOE) and University of Guam (UOG) of public attitudes toward the subject of arts and arts education in the quality of their lives and educational experiences.
- 2.c. To broaden opportunities for arts educators and students to interact through an environment of art workshops effectively increasing their skill levels and knowledge of art techniques encompassing various art mediums.
- 2.d. To modify and streamline Arts in Education (AIE) residency activities in academic settings, yet expanding arts education presentation opportunities through newer more innovative approaches involving partnerships or collaborations with artists or arts organization.
- 2.e. To encourage a program of excellence in arts education which incorporates all arts disciplines with a balanced understanding of its history, aesthetic philosophies and importance in the overall quality of education and life.

GOAL 3: To further develop and sustain a Folk and Traditional Arts Program for the benefit of all citizens that promotes a greater appreciation and understanding of the Chamorro heritage; to develop and sustain a Folk and Traditional Arts Program for the benefit of all citizens that promotes a greater appreciation and understanding of the culture and heritage of the various ethnic communities; and to foster opportunities for regional cultural exchange.

OBJECTIVES

- 3.a. To continue in the development of the folk and traditional arts within the territory and to improve opportunities for their involvement in cultural tourism efforts and in SAA arts programming.
- 3.b. To institute a policy of partnership toward sustained folk and traditional arts programming within the territory for the benefit of folk artists.
- 3.c. To encourage and promote projects that document and preserve surviving Chamorro folk art traditions and other various ethnic group's art traditions in dance, music, and crafts for the benefit of all citizens and future generations.
- 3.d. To encourage the involvement of traditional artists in decision and policymaking roles with respect to SAA folk arts planning.
- 3.e. To foster and encourage regional cultural exchange for the mutual benefit of traditional artists and both within the territory and for our Pacific neighbors of Micronesia, as well as for cultural participation at the quadrennial Festival of Pacific Arts.

GOAL 4: To develop opportunities within the territory for partnership with underserved communities to share in and to benefit from the arts through increased participation and sustained funding.

OBJECTIVES

- 4.a. To increase opportunities of minority master artists in presenting and participating in territorial efforts to sustain Pacific folk and traditional heritage.
- 4.b. To support and encourage the development of Micronesian seafaring traditions within the territory as a means of preserving an important and vital Pacific folk tradition for the benefit of all citizens and future generations.
- 4.c. To increase opportunities for access and participation in SAA arts programming by all senior citizens within the territory.

- 4.d. To increase opportunities for partnership between artists, arts organizations and the SAA in instituting programs that address "at-risk" youth on Guam in presenting positive art alternatives to drug abuse and violent behavior.
- 4.e. To encourage arts access for individuals with disabilities within the territory and to increase opportunities for their participation in the arts through SAA 504 programming.

GOAL 5: To encourage and promote excellence in the arts through sustained funding and increased programming opportunities including the development of a gallery facility within the territory.

OBJECTIVES

- 5.a. To maintain a competitive policy for high quality arts programming and funding support awarded from the SAA.
- 5.b. To foster and develop potential opportunities, locally, nationally, and internationally, for artists of all disciplines to participate in including cultural presentations and contemporary arts exhibits.
- 5.c. To encourage the development of high quality arts through individual participation at local art workshops and events.
- 5.d. To continue a highly competitive environment with the SAA administered Percent for the Arts program promoting excellence in the contemporary visual and traditional arts.
- 5.e. To actively pursue financial partnerships and collaborations with private corporations in presenting the highest quality arts programming available within the territory.

GOAL 6: To encourage individual artists and arts organizations to play a more energetic role in cultivating heightened awareness of the arts through initiated arts activities within the territory.

OBJECTIVES

- 6.a. To advocate the involvement of individual artists and arts organizations in SAA art program planning and policy development through public hearing efforts or consultation meetings.
- 6.b. To encourage and foster the development of arts organizations within the territory for the benefit of artists and citizens alike.
- 6.c. To assist artists and arts organization in revenue raising endeavors by identifying resources available and to lend the necessary technical assistance in their grantsmanship effort.
- 6.d. To encourage on-going development of SAA staff skills toward providing technical assistance necessary for the benefit of artists and arts organizations alike.
- 6.e. To foster the use of modern technology such as the Internet in accessing global resource information for the benefit of artists and cultural organizations on Guam, and to encourage the promotion of their particular works of art in the SAA's proposed Web pages or some alternate site.

Government of Guam
Fiscal Year 2011
Budget Digest

[BBMR BD-1]

Function: Tourism and Culture
Department/Agency: Guam Council on the Arts & Humanities Agency
Program: Partnership Agreement

AS400 Account Code	Appropriation Classification	A	B	Governor's Request			
		FY 2009 Expenditures & Encumbrances	FY 2010 Authorized Level	FY 2011 General Fund	FY 2011 Federal Match Fund(s)	FY 2011 Other Fund 1/	FY 2011 Total Req. (C+D+E)
PERSONNEL SERVICES							
111	Regular Salaries/Increments/Special Pay	\$223,837	\$221,156	\$101,437	\$101,436	\$0	\$202,873
112	Overtime	0	0	0	0	0	0
113	Benefits	70,973	53,307	36,600	36,601	0	73,201
114	Insurance Benefits (Medical / Dental / Life)	0	3,824	0	0	0	0
	TOTAL PERSONNEL SERVICES	\$294,810	\$278,287	\$138,037	\$138,037	\$0	\$276,074

OPERATIONS							
220	TRAVEL- Off-Island/Local Mileage Reimburs.	\$17,675	\$9,318	\$9,967	\$9,967	\$0	\$19,934
230	CONTRACTUAL SERVICES:	49,451	37,388	16,146	16,146	0	32,292
233	OFFICE SPACE RENTAL:	36,252	92,772	37,150	37,150	0	74,300
240	SUPPLIES & MATERIALS:	5,774	6,601	2,500	2,500	0	5,000
250	EQUIPMENT:	410	3,600	0	0	0	0
270	WORKERS COMPENSATION	0	0	0	0	0	0
271	DRUG TESTING	0	0	0	0	0	0
280	SUB-RECIPIENT/SUBGRANT:	115,000	140,000	70,000	70,000	0	140,000
290	MISCELLANEOUS:	0	75,000	0	0	50,000	50,000
	TOTAL OPERATIONS	\$224,562	\$364,679	\$135,763	\$135,763	\$50,000	\$321,526

UTILITIES							
361	Power	\$40,846	\$21,592	\$12,000	\$12,000	\$0	\$24,000
362	Water/ Sewer	0	0	0	0	0	0
363	Telephone/ Toll	3,692	5,800	2,900	2,900	0	5,800
	TOTAL UTILITIES	\$44,538	\$27,392	\$14,900	\$14,900	\$0	\$29,800

450	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	\$0
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TOTAL APPROPRIATIONS	\$563,910	\$670,358	\$288,700	\$288,700	\$50,000	\$627,400
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1/ Specify Fund Source: Tourist Attraction Fund - Guam Territorial Band (FY10 - \$50,000; FY11 - \$50,000)

FULL TIME EQUIVALENCIES (FTEs)							
UNCLASSIFIED	1.00	1.00	0.00	1.00	0.00	1.00	
CLASSIFIED	5.00	3.00	0.00	4.00	0.00	4.00	
TOTAL FTEs	6.00	4.00	0.00	5.00	0.00	5.00	

Schedule A - Off-Island Travel

Department/Agency: Guam Council on the Arts and Humanities Agency

Division: Administration

Program: Partnership Agreement

Purpose / Justification for Travel				
To attend the 2010 National Assembly of State Art Agencies (NASAA) conference/workshop in Austin, Texas. The assembly brings together state arts agency staff and council members from across the country for three days of extensive learning and networking opportunities for the purpose of enhancing and promoting art programs, especially in the area of arts in education.				
Travel Date: <u>October 14-16, 2010</u>			No. of Travelers: <u>4</u> 1/	
Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
Executive Director	3,504	1,200	400	5,104
Board Chairperson	3,504	1,200	400	5,104
Program Coordinator III	3,503	960	400	4,863
Program Coordinator I	3,503	960	400	4,863

Purpose / Justification for Travel				
Travel Date: _____			No. of Travelers: _____ 1/	
Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

Purpose / Justification for Travel				
Travel Date: _____			No. of Travelers: _____ 1/	
Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

1/ Provide justification for multiple travelers attending the same conference / training / etc.

2/ Rates must be consistent with Title 5 GCA, Div.2, Ch.23, §23104 and federal Joint Travel Regulations

Schedule B- Contractual

Item	Quantity	Unit Price	Total Price	Funded in FY 2010?	
				Yes	No
Yearly NEA membership for the arts (NASAA)	1	7,245	\$ 7,245	X	
Monthly NEA approved airtime cell phone service	12	99	\$ 1,188	X	
Monthly radio airtime for 2 units	12	73	\$ 876	X	
Annual news subscription for 2 vendors	2	183	\$ 366	X	
Annual magazine subscription	1	146	\$ 146	X	
Annual advertisement for 2 vendors	2	2,200	\$ 4,400	X	
Annual publishing service for <i>Artist Directory</i>	1	1,269	\$ 1,269	X	
Annual printing services for 3 vendors	3	1,000	\$ 3,000	X	
Monthly copier lease	12	856	\$ 10,272	X	
Annual website maintenance	1	550	\$ 550	X	
Monthly DSL services	12	40	\$ 480	X	
Monthly network administration	12	175	\$ 2,100	X	
Bi-annual van maintenance	2	200	\$ 400	X	
			\$ -		
			\$ -		
			\$ -		
			\$ -		
			\$ -		
Total Contractual			\$ 32,292		

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	Total Price	Funded in FY 2010?	
				Yes	No
Annual gallery/hardware supplies with 3 vendors	3	500	\$ 1,500.00	X	
Office supplies with 3 vendors	3	500	\$ 1,500.00	X	
Annual fuel purchases	1	2,000	\$ 2,000.00	X	
			\$ -		
			\$ -		
			\$ -		
			\$ -		
Total Supplies & Materials			\$ 5,000.00		

Schedule D - Equipment

Item	Quantity	Unit Price	Total Price	Funded in FY 2010?	
				Yes	No
N/A			\$ -		
			\$ -		
			\$ -		
			\$ -		
			\$ -		
			\$ -		
Total Equipment			\$ -		

Schedule E - Miscellaneous

Item	Quantity	Unit Price	Total Price	Funded in FY 2010?	
				Yes	No
Guam Territorial Band	1	50,000	\$ 50,000.00	X	
			\$ -		
			\$ -		
			\$ -		
			\$ -		
Total Miscellaneous			\$ 50,000.00		

Schedule F - Capital Outlay

Item	Quantity	Unit Price	Total Price	Funded in FY 2010?	
				Yes	No
N/A			\$ -		
			\$ -		
			\$ -		
			\$ -		
			\$ -		
Total Capital Outlay			\$ -		

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(PROPOSED)

[BBMR SP-1]

FUNCTIONAL AREA: Tourism and Culture
DEPARTMENT/AGENCY: Guam Council on the Arts and Humanities Agency
PROGRAM: Partnership Agreement
FUND: General / Federal Fund Match

Input by Department										Input by Department											
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)		(I)	(J)	(K)	(L)	(M)	(N)		(O)	(P)		(Q)	(R)	(S)
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Increment		(E+F+G+I) Subtotal	Retirement (J * 27.46%)	Retire (DDI) (\$16.66*26PP)	Social Security (6.2% * J)	Benefits			Medical (Premium)	Dental (Premium)	Total Benefits (K thru Q)	(J + R) TOTAL	
								Date	Amnt.					Life (I)	Medicare (1.45% * J)	Life (I)					
1	001	Director	BAMBA, Patrick R.	L5-8	\$61,939	\$0	\$0		\$0	\$61,939	\$17,008	\$433	\$0	\$898	\$174	\$4,076	\$386	\$22,976	\$84,915		
2	010	Deputy Director	VACANT	L6-8	0	0	\$0		0	0	0	0	0	0	0	0	0	0	0		
3	002	Program Coordinator I	APPROVED VACANCY	K-1	24,656	0	\$0		0	24,656	6,771	433	0	358	174	4,076	386	12,197	36,853		
4	003	Administrative Officer	VACANT	L-1	0	0	\$0		0	0	0	0	0	0	0	0	0	0	0		
5	004	Program Coordinator III	BALBAS, Jacqueline G.	M-11	44,524	0	\$0	Jan 2012	0	44,524	12,226	0	0	646	174	1,560	168	14,774	59,298		
6	005	Word Processing Secretary II	VACANT	H-1	0	0	\$0		0	0	0	0	0	0	0	0	0	0	0		
7	006	Stage Maintenance Technician	CRUZ, Paul T.	H-10	29,962	0	\$0	Jan 2011	787	30,749	8,444	433	0	446	174	0	0	9,497	40,246		
8	007	Program Coordinator I	VACANT	K-1	0	0	\$0		0	0	0	0	0	0	0	0	0	0	0		
9	008	Program Coordinator I	BARCINAS, Sherrie D.	K-13	41,005	0	\$0	Jan 2012	0	41,005	11,260	0	0	595	174	1,560	168	13,757	54,762		
10	009	Program Coordinator IV	VACANT	N-1	0	0	\$0		0	0	0	0	0	0	0	0	0	0	0		
Grand Total:					\$202,086	\$0	\$0		\$787	\$202,873	\$55,709	\$1,299	\$0	\$2,942	\$870	\$11,272	\$1,108	\$73,201	\$276,074		

* Night Differential / Hazardous / Worker's Compensation / etc.
1/: FY 2010 (current) GovGuam contribution for Life Insurance is \$174 per annum; Subject to change in FY 2011

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(PROPOSED)

[BBMR SP-1]

Input by Department												
No.	(A) Position Number	(B) Position Title	(C) Name of Incumbent	(D) Holiday Pay	Special Pay Categories						(K) Subtotal	
					(E) Night Differential Pay 10%	(F) Hazard 10%	(G) Hazard 8%	(H) Nurse Sunday Pay 1.5	(I) Nurse Pay 1.5	(J) EMT Pay 15%		
1	001	Director	BAMBA, Patrick R.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	010	Deputy Director	VACANT	0	0	0	0	0	0	0	0	0
3	002	Program Coordinator I	APPROVED VACANCY	0	0	0	0	0	0	0	0	0
4	003	Administrative Officer	VACANT	0	0	0	0	0	0	0	0	0
5	004	Program Coordinator III	BALBAS, Jacqueline G.	0	0	0	0	0	0	0	0	0
6	005	Word Processing Secretary II	VACANT	0	0	0	0	0	0	0	0	0
7	006	Stage Maintenance Technician	CRUZ, Paul T.	0	0	0	0	0	0	0	0	0
8	007	Program Coordinator I	VACANT	0	0	0	0	0	0	0	0	0
9	008	Program Coordinator I	BARCINAS, Sherrie D.	0	0	0	0	0	0	0	0	0
10	009	Program Coordinator IV	VACANT	0	0	0	0	0	0	0	0	0
Grand Total:				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

- 1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay
- 2/ Applies to law enforcement personnel
- 3/ Applies to solid waste employees
- 4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday
- 5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours
- 6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

Government of Guam
Fiscal Year 2010
Agency Staffing Pattern
(CURRENT)

[BBMR SP-1]

FUNCTIONAL AREA: Tourism and Culture
DEPARTMENT/AGENCY: Guam Council on the Arts and Humanities Agency
PROGRAM: Partnership Agreement
FUND: General / Federal Fund Match

Input by Department										Input by Department										
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)		(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)		(Q)	(R)	(S)
No.	Position Number	Position Title	Name of Incumbent	Grade/Step	Salary	Overtime	Special*	Increment		(E+F+C+1) Subtotal	Retirement (J * 26.04%)	Retire (DDI) (\$16.66*26PP)	Social Security (6.2% * J)	Benefits			Medical (Premium)	Dental (Premium)	Total Benefits (K thru Q)	(J + R) TOTAL
								Date	Amt.					Medicare (1.45% * J)	Life (I)					
1	001	Director	BAMBA, Patrick R.	L5-8	\$61,939	\$0	\$0		\$0	\$61,939	\$16,129	\$433	\$0	\$898	\$174	\$4,076	\$386	\$22,096	\$84,035	
2	010	Deputy Director	VACANT	L6-8	0	0	\$0		0	0	0	0	0	0	0	0	0	0	0	
3	002	Program Coordinator I	APPROVED VACANCY 15.4 pps	K-1	14,604	0	\$0		0	14,604	4,010	0	0	212	103	2,414	229	6,968	21,572	
4	003	Administrative Officer	VACANT	L-1	0	0	\$0		0	0	0	0	0	0	0	0	0	0	0	
5	004	Program Coordinator III	BALBAS, Jacqueline G.	M-10	43,018	0	\$0	Jan 2010	1,130	44,148	11,496	0	0	640	174	1,560	168	14,038	58,186	
6	005	Word Processing Secretary I	VACANT	H-1	0	0	\$0		0	0	0	0	0	0	0	0	0	0	0	
7	006	Stage Maintenance Technician	CRUZ, Paul T.	H-10	29,962	0	\$0	Jan 2011	0	29,962	7,802	\$433	0	434	174	0	0	8,844	38,806	
8	007	Program Coordinator I	VACANT	K-1	0	0	\$0		0	0	0	0	0	0	0	0	0	0	0	
9	008	Program Coordinator I	BARCINAS, Sherrie D.	K-12	39,618	0	\$0	Jun 2010	462	40,080	10,437	0	0	581	174	1,560	168	12,920	53,000	
10	009	Program Coordinator IV	VACANT	N-1	0	0	\$0		0	0	0	0	0	0	0	0	0	0	0	
Grand Total:					\$189,141	\$0	\$0		\$1,592	\$190,733	\$49,874	\$866	\$0	\$2,766	\$799	\$9,610	\$951	\$64,866	\$255,599	

* Night Differential / Hazardous / Worker's Compensation / etc.
1/: FY 2010 (current) GovGuam contribution for Life Insurance is \$174 per annum; Subject to change in FY 2011

Government of Guam
Fiscal Year 2010
Agency Staffing Pattern
(CURRENT)

[BBMR SP-1]

Input by Department											
No.	(A) Position Number	(B) Position Title	(C) Name of Incumbent	(D) Holiday Pay	Special Pay Categories						(K) (E+F+G+H+I+J) Subtotal
					(E) Night Differential Pay 10%	(F) Hazard 10%	(G) Hazard 8%	(H) Nurse Sunday Pay 1.5	(I) Nurse Pay 1.5	(J) EMT Pay 15%	
					1/	2/	3/	4/	5/	6/	
1	001	Director	BAMBA, Patrick R.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	010	Deputy Director	VACANT	0	0	0	0	0	0	0	0
3	002	Program Coordinator I	APPROVED VACANCY 15.4 ppes	0	0	0	0	0	0	0	0
4	003	Administrative Officer	VACANT	0	0	0	0	0	0	0	0
5	004	Program Coordinator III	BALBAS, Jacqueline G.	0	0	0	0	0	0	0	0
6	005	Word Processing Secretary I	VACANT	0	0	0	0	0	0	0	0
7	006	Stage Maintenance Technician	CRUZ, Paul T.	0	0	0	0	0	0	0	0
8	007	Program Coordinator I	VACANT	0	0	0	0	0	0	0	0
9	008	Program Coordinator I	BARCINAS, Sherrie D.	0	0	0	0	0	0	0	0
10	009	Program Coordinator IV	VACANT	0	0	0	0	0	0	0	0
Grand Total:				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

- 1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay
- 2/ Applies to law enforcement personnel
- 3/ Applies to solid waste employees
- 4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday
- 5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours
- 6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

Government of Guam
Fiscal Year 2011 Budget
Equipment / Capital and Space Requirement

[BBMR EL-1]

Function: Tourism and Culture

Agency: Guam Council on the Arts and Humanities Agency

Program: Partnership Agreement

EQUIPMENT/CAPITAL LISTING:			
Description	Quantity	Percentage of Use	Comments
13" TV, MGA Model #CS-1345R S/N U1345; Gov Guam #5100000103	1	50	
14' LADDER	1	50	
15'X30' LATTE STONE BACKDROP	1	50	
15'X30' OLD HAGATNA SCENE BACKDROP	1	50	
19" MGA TV, S/N #2045622231/Gov Guam #5100000102	1	50	
2 DOOR CABINET (BEIGE)	2	100	
2 DOOR CABINET (GREY) 68"X36"	2	100	
3 DRAWER ENTERTAINMENT CENTER	2	100	
36"X80" WOODEN DOOR (GREY)	1	100	
4 DRAWER FILING CABINET (BEIGE)	8	100	
4 DRAWER FILING CABINET (BLACK)	2	0	Transferred to General Services Agency 06.23.09
4'X8' FOLDING PANEL	6 SETS	100	
8.5' X 17' NUNU TREE BACKDROP	1	50	
8'X11' LONG LATTE STONE BACKDROP	1	50	
8'X11' SHORT LATTE STONE BACKDROP	1	50	
8'X20' OUTDOOR GREEN CARPET	1	50	
AM/FM CD PLAYER (HOME STEREO SYSTEM)	1	100	Donated by Sylvia Flores
APC Back Ups Model #250 S/N W930175726	1	0	Transferred to General Services Agency 8/24/05
ARTIFICIAL X-MAS TREE	1	25	
BROWN BOOK SHELVES	3	100	
BULLETIN BOARD (22"X35")	1	100	
BULLETIN BOARD (24"X26")	2	100	
CASH REGISTER S/N #0210795	1	25	
CHAIRS (BROWN)	7	100	
COLOR / BLACK / WHITE XEROX COPIER PRO40 S/N KMM-003378	1	100	
COMPUTER LAPTOP	1	50	
COMPUTER STAND (BROWN)	1	100	
CONFERENCE TABLE (BROWN)	1	100	
DESK CUBICLES (6'X6') W/ DESK	5	100	
DISPLAY CABINET W/ GLASS TOP (4'X3'2"X22")	4	100	
DISPLAY CABINET W/ GLASS TOP (5'X3'2"X22")	1	100	
DISPLAY SHELVES W/ GLASS (2'X5'X3")	2	100	
DOLLEY (RED)	1	100	
DTK MONITOR / TOWER / KEYBOARD & MOUSE	1 set	100	
EXECUTIVE TABLE (GREY / 3'X6')	1	100	
FAX MACHINE KXF550	1	0	Transferred to GSA 06.23.09
FIRE EXTINGUISHER	3	100	
FOAM BOARD MAGALAHY STATUE	1	25	
FOLDING TABLE (BROWN)	1	100	
HP LASER JET 4 PLUS PRINTER	1	50	
HP LASER JET 4 PLUS PRINTER Model C2037A S/N USFC259952	1	0	Transferred to General Services Agency 11/28/05
HP LASER JET 5 PLUS PRINTER	1	0	Transferred to General Services Agency 05/03/05
IBM SELECTRIC TYPEWRITER Model 8X	1	0	Transferred to General Services Agency 06.23.09
IBM SELECTRIC TYPEWRITER Model 8X	1	100	
LARGE 4 DRAWER / LIFT UP FILING CABINETS (GREY) 68"X36"	4	100	
LATTE STONE PODIUM	1	100	
MACINTOSH COMPUTER MOUSE AND KEYBOARD	1 set	25	
MAKITA DRILL 6337D S/N 2351588	1	50	
MARBLE GLASS SHELVES (2'X3'1/2)	2	100	
MERIDIAN OFFICE PHONE (BEIGE)	1	100	
MERIDIAN OFFICE PHONES (BLACK)	3	100	
NOBILUS MONITOR / TOWER / KEYBOARD & MOUSE	1	0	Transferred to General Services Agency 11/28/05
NORTEL OFFICE PHONE	1	100	
PANASONIC VCR S/N D4MA14870	1	50	
PANASONIC VHS/DVD PLAYER S/N G41A33430	1	50	
PAPER CUTTER	2	50	
QUASAR VCR S/N 71350784	1	50	
RECEPTION COUNTER	1	100	
Riding Mower, Toro Model #71225, S/N 200008313	1	0	Trans. To Chamorro Affairs 6/7/06

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Riding Mower, MTD Model #136M673G033, S/N 1J105840100	1	0	Trans. To GSA 8/18/06
ROLLING CHAIR (GREEN)	5	100	
ROLLING EXECUTIVE HIGH BACK CHAIR	1	100	
SAMSUNG MICROWAVE Model MU3050W S/N 7MBGA03972	1	100	
971164878	1	100	
SKILL SAW 5150	1	50	
SML 2 DRAWER FILING CABINETS (GREY)	5	100	
SML 3 DRAWER FILING CABINETS (GREY)	7	100	
SONY CASSETTE PLAYER Model #CSF202	1	50	
SPEAKER STAND	2	50	
STAND ALONE CHAIR (GREEN)	5	100	
SUNROC WATER DISPENSER Model #CRB1HPF-001 S/N 99271402	1	100	
TOWER DISPLAY CABINETS W/ GLASS (7"X22)	2	100	
TRANE 3 1/2 TON A/C	1	0	Awaiting Transfer of Property
VINYL TILES	6 BXS	0	Unused
WERNER 12' WOODEN LADDER	1	50	
WESTCLOCK WALL CLOCK	1	100	
WHITE BINDING SYSTEM (GBC)	1	50	
WHITE FAN	2	0	Inoperable
WHITE PEDESTALS	11	100	
XEROX 575 FAX MACHINE S/N PE4-984048	1	100	
Camcorder, Sony Model #DCR-DVD 201, R/RW, S/N 412413, w/Asoka Tripod VT-550, w/extra battery, Sony Model #NP-FM50, w/Sony Flash Model #HVL-FH1100, S/N E160814, w/Sony Battery Video Light Model No. HVL-20DM	1	75	
Software, Intuit Quicken 2004 Premier Home & Business for Win (upgraded to 2005) PN 358499	1	25	
Software, Readiris Pro 9 for Windows, S/N 439000404222134	1	25	
Software, Adobe Photoshop CS Windows, S/N 1045-1383-0984-7035-5286-0402	1	25	
Software, Adobe Illustrator CS Windows, S/N 1034-1206-1517-0883-2264-9063	1	25	
Software, Adobe Indesign CS Windows, S/N 1037-1209-4847-6979-8933-8800	1	25	
Software, Adobe After Effects 6.5 Pro Windows, S/N 1063-1201-4446-1180-4693-0577	1	25	
Software, Macromedia MX 2004 w/Flash Pro Mac/Win, S/N WPD700-02600-28294-88840	1	25	
Software, Macromedia Dreamweaver MX 2004 Mac/Win, S/N DWD700-03953-32300-14566	1	25	
Software, Macromedia Flash MX 2004 Mac/Win, S/N FLD700-07305-78286-10654	1	25	
Software, Macromedia Fireworks MX 2004 Mac/Win, S/N FWD700-00418-08218-80526	1	25	
Software, Macromedia Freehand MX 2004, S/N FHD110-05909-58227-26426	1	25	
Software, Abbyy Finereader 7.0 Pro, S/N FPAF-7010-0015-3124-2182	1	25	
Software, Adobe Pagemaker 7.0.2 Windows, S/N 1039-1203-8490-1121-2146-5683	1	50	
Norton Antivirus 2004, S/N VPWV-VB82-8BBC-VRQD-XCFG-BMGC	1	100	
Software, Quickbooks Pro Edition 2004 S/N 11791-03069-92202-00104	1	100	
Hitachi portable AM/FM Radio/Cassette Player and Recorder Model #CK11EX, S/N P03H13922	1	50	
Tent, pop-up, collapsible, 10x20	1	0	Transferred to General Services Agency 02/23/07
Tent, pop-up, collapsible, 10x20	1	0	Transferred to General Services Agency 10/25/05
Tent, pop-up, collapsible, 10x20	2	0	Transferred to General Services Agency 10/25/05
Table, utility, 6', granite, 30"x72", #13510	6	100	
Typewriter, Brother Model SX-4000, S/N A4E775879	1	0	Transferred to General Services Agency 06.23.09
Speaker system, Fender PD250PAK NC-273851, hand held, S/N G110136HO	1	50	
Camera, Canon Digital Rebel EF-S 18-55 Kit S/N 2060503206, w/Canon tripod, w/256MB CF Card	1	50	
Painting, Oil, "The Legend of Puntan Dos Amantes" 4'x6'	1	100	
Computer System, Dell Optiplex GX2702, 80 GHZ, Pentium 4 S/N R4XBY-42PX4-DQWDJ-KYVFR-76JRT, Monitor S/N CN-02Y311-47606-3C4-ADT4, keyboard S/N CN-0G0842-71616-45P-2969, Speakers (set of 3) S/N CN-0N1818-71623-43D-0326, UPS APC 650 S/N AB0428298880 w/mouse	1	100	

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Computer System, Dell Optiplex GX2702, 80 GHZ, Pentium 4 S/N FMF7Y-46R3J-RGBVMH-74790-T8W3W, Monitor S/N CN-02Y315-71618-45F-AUFB, keyboard S/N CN-0G0842-71616-45P-2945, Speakers	1	100	
Computer System, Dell Optiplex GX2702, 80 GHZ, Pentium 4 S/N FYJ42-FVXWP-92VTV-9GTRG-3YDK6, Monitor S/N CN-02Y315-71618-45F-AUUS, keyboard S/N CN-0G0842-71616-45N-1885, Speakers (set of 3) S/N CN-0N1818-71623-43G-1010, UPS APC 650 S/N AB0427293716 w/mouse	1	100	
Painting, batik, "View From Adelup Looking South" 36"(h)x60"(w), mounted on archival foam board, no frame	1	100	
Computer System, Dell Optiplex GX280 S/N #6JGZR61, Dell monitor S/N #CN-0F7170-47606-51A-AFLB, Dell keyboard S/N CN-0W7658-31712-4CO-044D, Dell speakers (set of 2) S/N CN-OW2739-69804-4CT-7307 w/mouse	1	100	
Table, conference, 7 pc set, antique wood	1	100	
Painting, oil on canvas, "Gef Pago Inalahan"	1	100	
Painting, "Culture Elegance", pastel color, 23.25"x17.50"	1	100	
Painting, watercolor, "New Caledonia Chief"	1	100	
Painting, watercolor, "Taotao Tano"	1	100	
Artwork, Guam red clay sculpture, "Guam Carabao"	1	100	
Painting, hand, "Chamorrta with a Fruit Basket at Gef Pago", 16"x20", black/white photograph, framed	1	100	
Artwork, "Kareta"	1	100	
Painting, oil on canvas, "Fruits"	1	100	
Artwork, "Sinahi w/Spondylus Beads" (Tridacna giant clam & spondylus shell)	1	100	
Painting, oil on canvas, "Sunday at Ypao Beach", 20"x22"	1	100	
Artwork, mixed media, "Ocean Series #2"	1	100	
Painting, oil on canvas, "Talafofo Bay"	1	100	
Print, original block, "Hibiscus Pottery I", 28"x28", framed	1	100	
Painting, oil, "Beachside, Tumon Bay #1", 30"x40"	1	100	
Battery Backup, USB, TriPro Power Pro 650, S/N 414905876	1	100	
Artwork, soft pastel on paper, "Bird of Paradise", 24"x30", matted & framed	1	100	
Painting, mix media on canvas, "Belau '98", 24"x18"	1	100	
Easel, Baroque, brass	20	100	
Easel, Baroque, brass	5	0	Replaced Gail Rendall's easels on 11/22/05; loaned to Guam CAHA and damaged.
Artwork, ifil wood, "The Magic Brad Fruit Tree - Legend of Palau"	1	100	
Container, 20' with electrical cut-off switch and 5,000 A/C	1	100	
Shutters, accordion, bronze, 37"(w)x77"(h)	1	100	Two Lovers Pt. - Parks & Rec Bldg (Terminated Agreement)
Shutters, accordion, bronze, 98"(w)x97"(h)	1	100	Two Lovers Pt. - Parks & Rec Bldg (Terminated Agreement)
Shutters, accordion, bronze, 108"(w)x97"(h)	1	100	Two Lovers Pt. - Parks & Rec Bldg (Terminated Agreement)
Shutters, accordion, bronze, 108"(w)x99"(h)	1	100	Two Lovers Pt. - Parks & Rec Bldg (Terminated Agreement)
Shutters, accordion, bronze, 108"(w)x37"(h)	1	100	Two Lovers Pt. - Parks & Rec Bldg (Terminated Agreement)
Shutters, accordion, bronze, 151"(w)x37"(h)	1	100	Two Lovers Pt. - Parks & Rec Bldg (Terminated Agreement)
Shutters, accordion, bronze, 151"(w)x97"(h)	1	100	Two Lovers Pt. - Parks & Rec Bldg (Terminated Agreement)
Shutters, 95' angular 2"(w)x5"(h) buildout	1	100	Two Lovers Pt. - Parks & Rec Bldg (Terminated Agreement)
Ropes, black velour, 6' with matching chrome polished ends	6	100	
Trays, stacking, 2"Hx42-1/2"Wx32-1/2"D (set of 2)	8	100	
Stanchion Posts, chrome polished, 41" high, TCO-11000 (set of 2)	4	100	
Stanchion Bases, 12" dia., bell-shaped, TCO-11001 (set of 2)	4	100	
Radio, Motorola i215, SNN5705B Z3Y429ATODIZ.2A	1	100	
Radio, Motorola i215, SNN5705B Z3Y428ATODIZ.1A	1	100	
Radio, Motorola i215, SNN5705B Z3Y428ATODIZ.1C	1	0	Unit Lost
Stanchion Posts, chrome polished, 41" high, (set of 2)	2	100	
Stanchion Bases, 12" dia., chrome polished (set of 2)	2	100	
Painting, Oil, "Sunset at Two Lover's Point" w/24X36 canvas and framing	1	100	
Computer System, Dell Optiplex GX280, monitor, k/b, mouse	1	100	
Chairs, folding, brown, FC-003 w/hole type	150	50	
Cabinet, crystal storage, legal, BX-10P	1	100	
Table, utility, 6', granite, 30"x72", #13510	50	100	
Telephone Instrument, Meridian 5316, executive set with display, black, w/caller ID, S/N NNTM59525037	1	100	
Telephone Instrument, Meridian 5316, executive set with display, black, w/caller ID, S/N NNTM59517354	1	100	
Telephone Instrument, Meridian 5316, executive set with display, black, w/caller ID, S/N NNTM59525241	1	100	

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Telephone Instrument, Meridian 5316, executive set with display, black, w/caller ID, S/N NNTM59525031	1	100	
Telephone Instrument, Meridian 5316, executive set with display, black, w/caller ID, S/N NNTM59525030	1	100	
Electric Stapler Model PAN-AS500	1	100	
Notebook, Acer Aspire3002LCI, 15.0 XGA display, 256 MB, 40 GB HD, DVD/CD-RW combo, 56 kbps modem, Windows XP Home, S/N LXA550560454207E38EM01 (\$920.00), with mobile printer HP Deskjet 450 CBI, 4800X1200 DPI, 9 PPM, 8PPM, lithium battery (\$425.00), with black Targus MediaMate carrying case (\$194.95)	1	100	
Video Surveillance system, 2 black and white monitors, and 2 black and white dome cameras	1	100	
Computer System (\$1,742.75), CPU 3.4GHZ, 1 GB MEM, 80GB HD, CD DVDRW, 16XDVD+/-RW, black, MS Windows XP Pro, MS Office 2003, Keyboard, Scorpius Livn P020701861; Mouse ITSG Model IP-205; 17" Monitor, Sceptre Model X7G-NagaV, black, LCD, S/N 544RN701AA7386; w/battery backup, UPS PowerPro 850 Model PRO-850USA, S/N 515500260 (\$108.75)	1	100	
Typewriter, IBM Wheelwriter Series II, S/N 11-0036918MP, w/1 element - Prestige Elite 12	1	100	
Antique Iron & Metate	1	100	
Notebook, Acer TravelMate 4062WLMi, DVDRW, 512 MB RAM, V.92 Modem protocol, 56 kbps, fax modem analog, WIN XP Pro, 24x CD, 6X DVD +/-R, 100 gb HD, 15.4 in. LCD display, S/N LXTAK0607960501357EM02 (\$1,312.90), with black Targus MediaMate carrying case (\$194.95)	1	100	
Air Conditioner, 12,500 BTU, Model JRN13GWP, S/N 5122201892005, w/2 wall brackets	1	0	Transferring Property to Dept. of Chamorro Affairs
Air Conditioner, 9,000 BTU, Model JRN09GWP, S/N 5122201652005 & S/N 5122201592005, w/4 wall brackets	2	0	Transferring Property to Dept. of Chamorro Affairs
Battery Back-Up, Black Night Power UPS 800 AP	1	100	
Battery Back-Up, Black Night Powercom UPS 800 AP, Model BNT-800AP, S/N G60101082	1	100	
Printer, HP Color LaserJet 2840 Model Q3950A, S/N CNFC62N0S8	1	100	
Modem, Nortel Networks, Model NTEX35BAAB	1	100	
Telephone GE 2.4 GHz Model 27881GE2-A, S/N 60000898	1	100	
Cabinet, crystal tray	1	100	
2006 Ford E-150 cargo van, white, VIN #1FTRE14W86DA18289	1	100	
Table, Lifetime, white, folding, 2x4	2	100	
Trimmer, Poulan Pro gas powered, 31 cc engine, Model PPB32SST, S/N 06044N100282-1	1	100	
Christmas Tree, 12', green, indoor, w/lights	1	100	
Print entitled "Taka - Ancient Chamorro Village", oil on canvas, 24"x32", Limited Print No. 21/25	1	100	
Artwork, canoe made from ifit and pandanus leave indigenous to Guam, by Francisco C. Mendiola & Francisco C. Lizama	1	100	
Storage shed, 138 cu. ft., 5'6"(w)x5'(d)	1	100	
Microwave Oven, Emerson 0.7 cu. ft., Model MW8769W, S/N 069902146MD	1	100	
Flower Stand, tall teakwood/equal	3	100	
Painting, acrylic, Title: "Si Sirena Muna'libre (Sirena Saves)", 34"x45", full color, shadow box frame style 45"x59", oak hardwood w/redwood stain varnish, matted on 1/4 tempered masonite board, by Frank Perez	1	100	
Refrigerator, Maytag 15 cu. ft., white, Model MTB-1502ARW, S/N 14540545JR	1	100	
Painting, original by Aileen Euh, Title: "Relationships", acrylic on canvas, Year 2004, 3'x4', framed	1	100	
Motorola Razor (Model V3M) Gray Cellular Unit, S/W: GATW_01.0F.04/SJUG2147DJ - DAMAGED. Replaced with same model, S/W:R2106_X_1.0B.00R on 10/17/08.	1	100	
Trendnet 54 mbps Wireless Access Point TEW-430APB/CA6493010720	1	100	
Blackberry 8830 Cellular, PRD-12190-222; ESN: 07614817328	1	100	
Blackberry Curve 8320 Smart Phone	1	100	
Antique Designed Table	1	100	
Antique Designed Chairs	6	100	

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SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	1,590.40	Total Program Space Occupied (Sq. Ft.):	1,590.40
Description	Square Feet	Percent of Total Program Space	Comments	
Conference Room	363.87	22.9%		
Office - Executive Director	255.55	16.1%		
Office - Program Coordinator III	197.34	12.4%		
Office - Program Coordinator I	197.33	12.4%		
Office - Program Coordinator I/ Stage Maintenance Technician	320.75	20.2%		
Office/Storage - Administrative Officer	255.56	16.1%		
	1,590.40			