

Budget Modification ID:

EXPENDITURES & REVENUES

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with SAP.

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
						Cost Center	WBS Element					
1	80-30	1510	80014	70		803110		60000	804,341	804,341	0	
2	80-40	1510	80014	70		803110		60130	243,627	243,627	0	
3	80-40	1510	80014	70		803110		60140	261,024	261,024	0	0
4										0		
5	80-00	1510	80011	70		803710		60170	17,000	14,006	(2,994)	
6	80-00	1510	80011	70		803710		60210	900	500	(400)	
7	80-00	1510	80011	70		803710		60230	500	100	(400)	
8	80-00	1510	80011	70		803710		60270	2,000	1,300	(700)	(4,494)
9										0		
10	80-00	1510	80011	70		803910		60000	289,726	294,236	4,510	
11	80-00	1510	80011	70		803910		60130	86,207	87,387	1,180	
12	80-00	1510	80011	70		803910		60140	141,606	141,910	304	
13	80-00	1510	80011	70		803910		60240	2,000	500	(1,500)	4,494
14										0		
15	72-10	3500		20		705210		50316		(304)	(304)	
16	72-10	3500		20		705210		60330		304	304	
17										0		
18										0		
19										0		
20										0		
21										0		
22										0		
23										0		
24										0		
25										0		
26										0		
27										0		
28										0		
29										0		
											0	0
											0	0

ANNUALIZED PERSONNEL CHANGE

Change on a full year basis even though this action affects only a part of the fiscal year (FY).

							ANNUALIZED			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
1510	9789	61708	803110	Team Developer/Library	700237	(1.00)	(82,949)	(25,465)	(19,763)	(128,177)
1510	9776	61708	803110	Library Administrator	700237	1.00	82,949	25,465	19,763	128,177
1510	9025	61738	803910	Operations Supervisor	713713	(1.00)	(45,103)	(13,257)	(16,959)	(75,319)
1510	9005	61738	803910	Administrative Analyst Sr.	713713	1.00	49,613	14,437	17,263	81,313
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL ANNUALIZED CHANGES						0.00	4,510	1,180	304	5,994

CURRENT YEAR PERSONNEL DOLLAR CHANGE

Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.

							CURRENT YEAR			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
1510	9789	61708	803110	Team Developer/Library	700237	(1.000)	(82,949)	(25,465)	(19,763)	(128,177)
1510	9776	61708	803110	Library Administrator	700237	1.000	82,949	25,465	19,763	128,177
1510	9025	61738	803910	Operations Supervisor	713713	(1.00)	(45,103)	(13,257)	(16,959)	(75,319)
1510	9005	61738	803910	Administrative Analyst Sr.	713713	1.00	49,613	14,437	17,263	81,313
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL CURRENT FY CHANGES						0.00	4,510	1,180	304	5,994

FM Side			PS/CO Side			Cost Element/ Commitment Item	Notes
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element		
General Fund Contingency							
	19	1000	0020	9500001000		60470	Reduce available General Fund Contingency
	xx-xx	xxxxx	0020	xxx	xxx	xxxxx	Increase Expenditure
Indirect							
Central							
	xx-xx	xxxxx			xxx	60350	Indirect Expenditure
	19	1000	0020	9500001000		50310	Indirect reimbursement revenue in General Fund
	19	1000	0020	9500001000		60470	CGF Contingency expenditure
Departmental							
	xxx	xxxxx			xxx	60355	Indirect Department Expenditure
	xx-xx	1000		xxx	xxx	50370	Indirect Dept reimbursement revenue in General Fund
	xx-xx	1000		xxx	xxx	xxx	Off setting Dept expenditure in General Fund
Telecommunications							
	xx-xx	xxxxx			xxx	60370	Departmental telecommunication expenditure
	10-10	3503	0020	709525		50310	Budgets receipt of reimbursement
	10-10	3503	0020	709525		60200	Budgets offsetting expenditure in telecommunications fund
Data Processing							
	xx-xx	xxxxx			xxx	60380	Departmental data processing expenditures
	10-10	3503	0020	709000		50310	Budgets receipt of Data Processing reimbursement
	10-10	3503	0020	709000		60240	Budgets offsetting expenditures
PC Flat Fee (Flat Fee is no longer in effect for most Departments beginning in FY 2007)							
	xx-xx	xxxxx			xxx	60390	Departmental PC Flat Fee expenditure
	10-10	3503	0020	709617		50310	Budgets receipt of PC Flat Fee
	10-10	3503	0020	709617		60240	Budgets offsetting expenditure
Electronic Service Reimbursement							
	xx-xx	xxxxx				60420	Departmental Electronics expenditure
	72-55	3501	0020	904200		50310	Receipt of Electronics service reimbursement
	72-55	3501	0020	904200		60240	Budgets offsetting expenditure
Motor Pool: Use this cost center if you are adding funds for motor pool use.							
	xx-xx	xxxxx			xxx	60410	Departmental Motor Pool expenditure
	72-55	3501	0020	904150		50310	Budgets receipt of Motor Pool service reimbursement
	72-55	3501	0020	904150		60240	Budgets offsetting expenditure
Fleet: Use this cost center if you are adding funds for dedicated program cars.							
	xx-xx	xxxxx			xxx	60410	Departmental Fleet expenditure
	72-55	3501	0020	904100		50310	Budgets receipt of Fleet service reimbursement
	72-55	3501	0020	904100		60240	Budgets offsetting expenditure
Building Management							
	xx-xx	xxxxx			xxx	60430	Departmental Building Management expenditure
	72-50	3505	0020	902575		50310	Budgets receipt of Building Management service reimbursement
	72-50	3505	0020	902575		60170	Budgets offsetting expenditure
Insurance Service Reimbursement							
	xx-xx	xxxxx				60140 or 60145	Departmental Insurance expenditure
	72-10	3500	0020	705210		50316	Insurance Revenue
	72-10	3500	0020	705210		60330	Offsetting expenditure
Lease Payments to Capital Lease Retirement Fund							
	xx-xx	xxxxx				60450	Departmental Capital Lease Retirement expenditure Contact your Budget Analyst to complete this.
Mail & Distribution							
	xx-xx	xxxxx			xxx	60460	Mail & Distribution expenditure
	72-55	3504	0020	904400		50310	Budgets receipt of service reimbursement
	72-55	3504	0020	904400		60230	Budgets offsetting expenditure
Records							
	xx-xx	xxxxx			xxx	60460	Records expenditure
	72-55	3504	0020	904500		50310	Budgets receipt of service reimbursement
	72-55	3504	0020	904500		60240	Budgets offsetting expenditure
Stores							
	xx-xx	xxxxx			xxx	60460	Stores expenditure
	72-55	3504	0020	904600		50310	Budgets receipt of service reimbursement
	72-55	3504	0020	904600		60240	Budgets offsetting expenditure

How are functional areas assigned to cost objects?

For the most part, functional area is related to what department has recorded the revenue or expenditure (i.e. the District Attorney is reported in Public Safety and Justice). There are some exceptions to this rule that require certain funds to be assigned to a particular functional area, regardless of what department the revenues or expenditures are recorded in.

Functional Area Assignments ~ Based on Fund		
1501 – Road Fund	Roads and Bridges	80
1502 – Emergency Communications Fund	Community Services	60
1503 – Bike Path Fund	Community Services	60
1504 – Recreation Fund	Community Services	60
1506 – County School Fund	Community Services	60
1509 – Willamette River Bridges Fund	Roads and Bridges	80
1510 – Library Fund	Library	70
1512 – Land Corner Preservation Fund	Roads and Bridges	80
2500 – Justice Bond Project Fund	Public Safety and Justice	50
2501 – Revenue Bond Project Fund	Community Services	60
2502 – SB 1145 Fund	Public Safety and Justice	50
2504 – Building Project Fund	Community Services	60
2505 – Deferred Maintenance Fund	Community Services	60
2506 – Library Construction / 1996 Bonds Fund	Library	70
2507 – Capital Improvement Fund	Community Services	60
2509 – Asset Preservation Fund	Community Services	60
2510 – Library Property Fund	Library	70
3000 – Dunthorpe-Riverdale Service Dist #14 Fund	Dunthorpe-Riverdale Service Dist #14	500
3001 – Mid County Service District #1 Fund	Mid County Service District #1	510
3002 – Behavioral Health Managed Care Fund	Behavioral Health Managed Care	520

If a cost object is not in one of the funds listed above, then the functional area should be assigned based on the department that the cost object is in.

Functional Area Assignments ~ Based on Department (Fund Center)		
Non-Departmental (10, except 10-50)	General Government	20
Non-Departmental – CCFC (10-50)	Social Services	40
District Attorney (15)	Public Safety and Justice	50
Countywide (18 & 19)	General Government	20
Human Services (20, 25, 26, 30 & 31)	Social Services	40
School and Community Partnerships (21)	Social Services	40
Health (40)	Health Services	30
Community Justice (50)	Public Safety and Justice	50
Sheriff's Office (60)	Public Safety and Justice	50
County Management (72)	General Government	20
Community Services (91)	General Government	20
Library (80)	Library	70

If you have any questions or comments, please contact Susan Luce in General Ledger at ext. 22138.