



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-4 DATE 4-15-2010
LYNDA GROW, BOARD CLERK

Board Clerk Use Only

| | |
|------------------|-----------|
| Meeting Date: | 4/15/2010 |
| Agenda Item #: | R-4 |
| Est. Start Time: | 9:50 am |
| Date Submitted: | 4/1/2010 |

BUDGET MODIFICATION: DCJ - 20

Agenda Title: BUDGET MODIFICATION DCJ-20 Appropriates \$61,916 to the Fed/State Fund from Albertina Kerr Centers for Wraparound Services.

Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.

| | | | |
|--------------------------------|----------------------------|-------------------------------|-------------------|
| Requested Meeting Date: | April 15, 2010 | Amount of Time Needed: | 2 minutes |
| Department: | Dept. of Community Justice | Division: | Juvenile Services |
| Contact(s): | Shaun Coldwell | | |
| Phone: | 503-988-3961 | Ext. | 83961 |
| I/O Address: | 503 / 250 | | |
| Presenter(s): | Shaun Coldwell | | |

General Information

1. What action are you requesting from the Board?

The Department of Community Justice (DCJ) requests approval of budget modification DCJ-20. This budget modification will appropriate \$61,916 from Albertina Kerr Centers (AKC) to the fiscal year 2010 budget.

2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

The Wraparound Initiative is a program to improve the quality of life for young people involved in multiple youth-serving systems and their families. This program seeks change in management in child welfare, education, mental health, and juvenile justice to allow agencies to share governance and resources. Enhanced coordination offers flexibility to create innovative, child-specific intervention to help children and families in their own communities. Each child and family will have one coordinator, one single plan of care, one crisis emergency plan, a stable home, appropriate services and supports, and resources geared to meeting individual needs.

DCJ will provide one full-time Wraparound facilitator with the funding from AKC. All of the personnel costs incurred will be reimbursed to DCJ by AKC. The Wraparound facilitator will carry a caseload of ten cases with referrals from multiple children serving agencies, including DCJ, DHS, Schools, Mental Health, and other community-based providers.

This funding is applied to FY-2010 program offer 50016 – Juvenile Accountability Program.

3. Explain the fiscal impact (current year and ongoing).

This budget modification will increase DCJ's FY-2010 budget by \$61,916 for the time period of December 1, 2009 through June 30, 2010. This funding is one-time-only and is not included in DCJ's FY-2011 budget submittal.

4. Explain any legal and/or policy issues involved.

n/a

5. Explain any citizen and/or other government participation that has or will take place.

n/a

ATTACHMENT A

Budget Modification

If the request is a Budget Modification, please answer all of the following in detail:

- **What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

DCJ's FY-2010 budget will be increased by \$61,916 in funding from Albertina Kerr Centers (AKC). This is not federal funding so there is no CFDA number.

This funding was not available at the time the Fiscal Year 2010 budget was submitted, and therefore this funding was not included in the Adopted budget.

This is not a grant so a Notice of Intent (NOI) to apply for these funds was not submitted for Board approval.

- **What budgets are increased/decreased?**

DCJ's Juvenile Services Division budget will be increased by \$61,916.

DCJ's Business Services Division budget will be increased by \$3,749 in county general fund from an increase in department indirect revenue.

- **What do the changes accomplish?**

Appropriation of funding from AKC in the amount of \$61,916.

- **Do any personnel actions result from this budget modification? Explain.**

No

- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

This is not a grant, but the agreement does allow for DCJ to recover the full central and department indirect costs.

- **Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**

This revenue is one-time-only, but may be extended by written mutual consent between the parties.

- **If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (i.e. cash match, in kind match, reporting requirements etc)?**

This is not a grant, but the funding covers the period of December 1, 2009 through June 30, 2010. DCJ will not be attempting to find alternative funding when this agreement ends. There is no match requirement with this funding.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

ATTACHMENT B

BUDGET MODIFICATION: DCJ - 20

Required Signatures

**Elected Official or
Department/
Agency Director:**

Date:

Budget Analyst:

Date:

Department HR:

Date:

Countywide HR:

Date:

Budget Modification ID: **DCJ-20****EXPENDITURES & REVENUES**

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

Budget/Fiscal Year: 2010

| Line No. | Fund Center | Fund Code | Program # | Func. Area | Internal Order | Accounting Unit Cost Center | WBS Element | Cost Element | Current Amount | Revised Amount | Change Increase/ (Decrease) | Subtotal | Description |
|----------|-------------|-----------|-----------|------------|----------------|--------------------------------|---------------------|--------------|----------------|----------------|-----------------------------|----------|----------------------------|
| 1 | 50-50 | 68492 | 50016 | 50 | | | CJ048.KERR.RWJ.WRAP | 50210 | | (61,916) | (61,916) | | OP-Nongovt'l Prog |
| 2 | 50-50 | 68492 | 50016 | 50 | | | CJ048.KERR.RWJ.WRAP | 60100 | | 36,653 | 36,653 | | Temporary |
| 3 | 50-50 | 68492 | 50016 | 50 | | | CJ048.KERR.RWJ.WRAP | 60135 | | 10,630 | 10,630 | | Non-Base Fringe |
| 4 | 50-50 | 68492 | 50016 | 50 | | | CJ048.KERR.RWJ.WRAP | 60145 | | 9,344 | 9,344 | | Non-Base Insurance |
| 5 | 50-50 | 68492 | 50016 | 50 | | | CJ048.KERR.RWJ.WRAP | 60350 | | 1,540 | 1,540 | | Central Indirect 2.72% |
| 6 | 50-50 | 68492 | 50016 | 50 | | | CJ048.KERR.RWJ.WRAP | 60355 | | 3,749 | 3,749 | | Dept Indirect 6.62% |
| 7 | | | | | | | | | | 0 | | 0 | Add Wraparound to JSD YDS |
| 8 | | | | | | | | | | 0 | | | |
| 9 | 50-00 | 1000 | 50001 | 50 | | 509600 | | 50370 | | (3,749) | (3,749) | | Dept Indirect Revenue |
| 10 | 50-00 | 1000 | 50001 | 50 | | 509600 | | 60240 | | 3,749 | 3,749 | | Supplies |
| 11 | | | | | | | | | | 0 | | 0 | Increase Business Svcs |
| 12 | | | | | | | | | | 0 | | | |
| 13 | 19 | 1000 | | 20 | | 9500001000 | | 50310 | | (1,540) | (1,540) | | Internal Svc Reimbursement |
| 14 | 19 | 1000 | | 20 | | 9500001000 | | 60470 | | 1,540 | 1,540 | | Contingency |
| 15 | | | | | | | | | | 0 | | 0 | Central Indirect Reimb |
| 16 | | | | | | | | | | 0 | | | |
| 17 | 72-10 | 3500 | | 20 | | 705210 | | 50316 | | (9,344) | (9,344) | | Insurance Revenue |
| 18 | 72-10 | 3500 | | 20 | | 705210 | | 60330 | | 9,344 | 9,344 | | Claims Paid |
| 19 | | | | | | | | | | 0 | | 0 | |
| 20 | | | | | | | | | | 0 | | | |
| 21 | | | | | | | | | | 0 | | | |
| 22 | | | | | | | | | | 0 | | | |
| 23 | | | | | | | | | | 0 | | | |
| 24 | | | | | | | | | | 0 | | | |
| 25 | | | | | | | | | | 0 | | | |
| 26 | | | | | | | | | | 0 | | | |
| 27 | | | | | | | | | | 0 | | | |
| 28 | | | | | | | | | | 0 | | | |
| 29 | | | | | | | | | | 0 | | | |
| | | | | | | | | | | | 0 | 0 | Total - Page 1 |
| | | | | | | | | | | | 0 | 0 | GRAND TOTAL |

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 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
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| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| TOTAL ANNUALIZED CHANGES | | | | | | 0.00 | 0 | 0 | 0 | 0 |

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 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
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| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| | | | | | | | | | | 0 |
| TOTAL CURRENT FY CHANGES | | | | | | 0.00 | 0 | 0 | 0 | 0 |

| FM Side | | | PS/CO Side | | | Cost Element/ Commitment | Notes |
|--|--------------------|--------------------|-------------------|--------------------|----------------|-----------------------------|--|
| FM Fund Center | FM Fund Code | Functional Area | Internal Order | Cost Center | WBS Element | Item | |
| General Fund Contingency | | | | 9500001000 | | 60470 | Reduce available General Fund Contingency |
| 19 | 1000 | 0020 | | xxx | xxx | xxxxx | Increase Expenditure |
| xx-xx | xxxxx | 0020 | | | | | |
| 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 |
| 72-60 | 3503 | 0020 | | 709525 | | 50310 | Budgets receipt of reimbursement |
| 72-60 | 3503 | 0020 | | 709525 | | 60200 | Budgets offsetting expenditure in telecommunications fund |
| Data Processing | | | | | | | |
| xx-xx | xxxxx | | | | xxx | 60380 | Departmental data processing expenditures |
| 72-60 | 3503 | 0020 | | 709000 | | 50310 | Budgets receipt of Data Processing reimbursement |
| 72-60 | 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 |
| | | | | between | | | |
| 72-60 | 2508 | 0020 | | 709201 & 709211 | | 50310 | Budgets receipt of PC Flat Fee |
| | | | | between | | | |
| 72-60 | 2508 | 0020 | | 709201 & 709211 | | 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 | | | | | | | |
| xx-xx | xxxxx | | | | xxx | 60410 | Departmental Motor Pool expenditure |
| 72-55 | 3501 | 0020 | | 904100 | | 50310 | Budgets receipt of Motor Pool 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.