



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(Revised: 09/23/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # 2-11 DATE 3/6/14
MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date: 3/6/14
Agenda Item #: R.11
Est. Start Time: 10:30 am
Date Submitted: 2/26/14

Agenda Title: BUDGET MODIFICATION Nond-13, requesting \$100,000 from General Fund
Contingency for emergency food distribution.

Note: if Contingency, use that form. If item other than a BudMod, please use different APR. : Title should not be more than 2 lines but sufficient to describe the action requested.

Requested Meeting Date: March 6, 2014 Time Needed: 15 minutes
Department: Nondepartmental Division: BCC Districts 1 & 3
Contact(s): Liz Smith-Currie, Matthew Lashua
Phone: 988-4435 Ext. 84435 I/O Address: 503/6
Presenter Name(s) & Title(s): Commissioners Wendt and Shiprack, with invited guests

General Information

1. What action are you requesting from the Board?

Approval of budget modification Nond-13, allocating \$100,000 from the General Fund contingency to expand the food purchasing capacity of the Oregon Food Bank's Multnomah County Food Distribution System in zip codes with a high percentage of Supplemental Nutrition Assistant Program (SNAP) participation.

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.

In anticipation of possible state and federal fund reductions, the Board of County Commissioners set aside \$1.0 million dollars of one-time-only contingency funds to be used to mitigate the impact of these reductions. This request is for \$100,000 from the state and federal contingency set aside to allow the Oregon Food Bank to purchase additional healthy food stock for their emergency food pantry system.

Although employment is rising and the "Great Recession" is finally beginning to end, the recovery is slow and many of the jobs that are being created are in lower paying service industries. In January 2014, the Multnomah County Board of Commissioners were briefed

by a state Department of Human Services (DHS) forecaster who revealed some startling data:

- 88% of the jobs lost during Great Recession were 'middle-wage' \$25,000-\$50,000 per year jobs, but only 4% of jobs created during the recovery were in this range.
- In 2012, 112,000 Oregonians worked part-time involuntarily (2.5 times more than in 2007).
- Multnomah County Supplemental Nutrition and Assistance Program, (SNAP) households doubled between 2008 and 2012, remains high, and will take years to recover to pre-recession numbers.

While many families remain dependent on SNAP, recent actions by the federal government have reduced these benefits. On November 1, 2013 a temporary benefits increase to SNAP households ended, resulting in a significant cut to food assistance for families across Multnomah County. The Farm Bill that passed in January will add an additional \$8.7 billion in SNAP cuts over the next 10 years; primarily in 15 states, including Oregon. These reductions make it harder for families to access adequate nutrition and force trade-offs between food and other household expenses.

Additionally, in December, Congress failed to extend Emergency Unemployment Compensation. By Mid-2014 49,900 Oregonians will lose these benefits.

This contingency request will provide \$100,000 to the Oregon Food Bank to increase the food purchasing capacity of emergency pantries in targeted zip codes with high SNAP participation. The Oregon Food Bank (OFB) collects and distributes food for local area food pantries. OFB holds the state contract with the U.S. Department of Agriculture (USDA) and is the only organization serving all of the emergency food pantry community partners. The Oregon Food Bank will not collect administrative fees on these funds, but will extend credit to area food pantries in zip codes with the highest SNAP participation rates. Food banks will use this credit to purchase at the very low price of \$0.63 per pound of food—allowing agencies to distribute approximately 158,730 pounds of healthy food. Many agencies will leverage the funds for even greater impact by purchasing items that are available for as low as \$0.06 per pound. The agencies will be able to choose from a range of items and costs to buy an assortment of food with variety and nutrition. Multnomah County already works in partnership with the Oregon Food Bank, school districts and Partners for a Hunger Free Oregon to support SUN emergency food pantries (Program offer 25147A). Those SUN emergency pantries are included in this added food credit.

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

This is a one-time request for FY 2014 only.

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.

The BCC heard testimony in January about the impact of state and federal cuts to SNAP and other programs that have resulted in increased demand for food in the Multnomah County area community emergency pantry system.

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).**
N/A
- **What budgets are increased/decreased?**
General Fund contingency is being decreased by \$100,000
Nondepartmental pass through payments are increased by \$100,000
- **What do the changes accomplish?**
The changes allow a one-time allocation of funds to the Oregon Food Bank to expand its food availability in Multnomah County.
- **Do any personnel actions result from this budget modification? Explain.**
N/A
- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**
N/A
- **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?**
N/A
- **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)?**
N/A

Contingency Request

If the request is a Contingency Request, please answer all of the following in detail:

- **Why was the expenditure not included in the annual budget process?**
In anticipation of possible state and federal budget cuts, the Board of County Commissioners set aside \$1.0 million of one-time-only General Fund contingency funds to be used to mitigate the impact of state or federal funding reductions. This request is in keeping with that intent and addresses a reduction in federal SNAP assistance that was not known when the County budget was adopted.
- **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
There are no other funds available within the Department of County Human Services.
- **Why are no other department/agency fund sources available?**
All other funding sources are currently allocated to existing programs.
- **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account. What are the plans for future ongoing funding?**
None.
- **Has this request been made before? When? What was the outcome?**
This request has not been made before.

NOTE: Attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet. For General Fund Contingency Requests, a memo from the Budget Office must be submitted.

Required Signatures

Elected Official Commissioner Liesl Wendt /s/
or Dept Director: Commissioner Judy Shiprack **Date:** Feb. 26, 2014

Budget Analyst: Christian Elkin /s/ **Date:** Feb. 26, 2014

Nond-13

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: 2014

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Description
						Cost Center	WBS Element					
1	19	1000	95000	0020		9500001000		60470		(100,000)	(100,000)	Reduce GF contingency
2	10-01	1000		0020		100001		60160		100,000	100,000	Pass-Thru payment
3										0		
4										0		
5										0		
6										0		
7										0		
8										0		
9										0		
10										0		
11										0		
12										0		
13										0		
14										0		
15										0		
16										0		
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	Total - Page 1
											0	GRAND TOTAL

ANNUALIZED PERSONNEL CHANGEChange 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
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL ANNUALIZED CHANGES						0.00	0	0	0	0

CURRENT YEAR PERSONNEL DOLLAR CHANGECalculate 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
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL CURRENT FY CHANGES						0.00	0	0	0	0

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	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
78-70	3503	0020		709525		50310	Budgets receipt of reimbursement
78-70	3503	0020		709525		60200	Budgets offsetting expenditure in telecommunications fund
Data Processing							
xx-xx	xxxxx				xxx	60380	Departmental data processing expenditures
78-70	3503	0020		709000		50310	Budgets receipt of Data Processing reimbursement
78-70	3503	0020		709000		60240	Budgets offsetting expenditures
Electronic Service Reimbursement							
xx-xx	xxxxx					60420	Departmental Electronics expenditure
78-60	3501	0020		904200		50310	Receipt of Electronics service reimbursement
78-60	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
78-30	3501	0020		904150		50310	Budgets receipt of Motor Pool service reimbursement
78-30	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
78-60	3501	0020		904100		50310	Budgets receipt of Fleet service reimbursement
78-60	3501	0020		904100		60240	Budgets offsetting expenditure
Building Management							
xx-xx	xxxxx				xxx	60430	Departmental Building Management expenditure
78-50	3505	0020		902575		50310	Budgets receipt of Building Management service reimbursement
78-50	3505	0020		902575		60170	Budgets offsetting expenditure
Insurance Service Reimbursement							
xx-xx	xxxxx					60140 or 60145	Departmental Insurance expenditure
72-80	3500	0020		705210		50316	Insurance Revenue
72-80	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
78-20	3504	0020		904400		50310	Budgets receipt of service reimbursement
78-20	3504	0020		904400		60230	Budgets offsetting expenditure
Records							
xx-xx	xxxxx				xxx	60460	Records expenditure
78-20	3504	0020		904500		50310	Budgets receipt of service reimbursement
78-20	3504	0020		904500		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		
Special Revenue Funds		
1501 - Road Fund	Road & Bridges	0080
1502 - Emergency Communications Fund	Community Services	0060
1503 - Bike Path Fund	Community Services	0060
1504 - Recreation Fund	Community Services	0060
1506 - County School Fund	Community Services	0060
1508 - Animal Control Fund	Community Services	0060
1509 - Willamette River Bridges Fund	Roads & Bridges	0080
1510 - Library Fund	Library	0070
1512 - Land Corner Preservation Fund	Roads & Bridges	0080
1518 - Oregon Historical Society Special Levy	Community Services	0060
1519 - Video Lottery	Community Services	0060
Capital Project Funds		
2504 - Building Project Fund	Community Services	0060
2507 - Capital Improvement Fund	Community Services	0060
2508 - Asset Acquisition Fund	Community Services	0060
2509 - Asset Preservation Fund	Community Services	0060
2511 - Sellwood Bridge Replacement	Roads & Bridges	0080
Enterprise Funds		
3000 - Dunthorpe-Riverdale Svc Dist #14 Fund	Dunthorpe-Riverdale Svc Dist #14	0500
3001 - Mid County Svc Dist #1 Fund	Mid County Svc Dist #1	0510
3002 - Behavioral Health Managed Care Fund	Behavioral Health Managed Care	0520

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-Dept (10, except 10-50)	General Government	0020
Non-Dept CCFC (10-50)	Social Services	0040
District Attorney (15)	Public Safety & Justice	0050
Countywide (18 & 19)	General Government	0020
Human Services (20, 21, 25, 26, 30 & 31)	Social Services	0040
Health (40)	Health Services	0030
Community Justice (50)	Public Safety & Justice	0050
Sheriff's Office (60)	Public Safety & Justice	0050
County Management (72)	General Government	0020
County Assets (78)	General Government	0020
Library (80)	Library	0070
Community Services (91)	General Government	0020

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



Department of County Management
MULTNOMAH COUNTY OREGON

Budget Office

501 SE Hawthorne Blvd., Suite 531
Portland, Oregon 97214
(503) 988-3312 phone
(503) 988-5758 fax
(503) 988-5170 TDD

TO: Board of County Commissioners

FROM: Christian Elkin

DATE: February 26, 2014

SUBJECT: General Fund Contingency request of \$100,000 for Emergency Food Distribution Due to the Federal Reductions to the Supplemental Nutrition Assistance Program (SNAP). (Budget Modification Nond-13)

While many families remain dependent on SNAP benefits, recent actions by the federal government have reduced these benefits. On November 1, 2013 a temporary benefits increase to SNAP households ended, resulting in a significant cut to food assistance for families across Multnomah County. The Farm Bill that passed in January will add an additional \$8.7 billion in SNAP cuts over the next 10 years; primarily in 15 states, including Oregon. These reductions make it harder for families to access adequate nutrition and force trade-offs between food and other household expenses.

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General Fund Contingency Policy Compliance

The Budget Office is required to inform the Board if contingency requests submitted for approval satisfy the guidelines for using the General Fund Contingency.

In particular,

- Criteria 1 states contingency requests should be for one-time-only purposes.
The request is one-time-only in nature and does not support ongoing programs.
- Criteria 2 addresses emergencies and unanticipated situations.
The costs were unknown during the FY 2014 budget due. The federal reductions occurred after the FY 2014 budget was adopted.
- Criteria 3 addresses items identified in Board Budget Notes.

These items were identified in the Federal/State Set-Aside Budget Note. It states,

To prepare for federal and state cuts to vital county safety-net programs, a \$1.0 million appropriation will be earmarked in the General Fund contingency fund. The earmark will be made up of the \$800,000 remaining in the current sequestration set-aside and \$200,000 from vacant positions in the Department of County Human Services.

The Budget Office will work with departments to gather and analyze information on the federal and state cuts as it becomes available with a tentative plan to return to the Board of Commissioners in August. The Budget Office and departments will brief the Board of Commissioners on the specific cuts and impacts, and provide prioritized recommendations to mitigate the impacts. If it is determined by the Board that the contingency fund must be tapped to prevent safety-net cuts, the Budget Office will work with departments to bring a package of budget modifications for Board consideration.

A package of Midyear State Rebalance budget modifications was approved by the Board on November 7, 2013 appropriating \$448,868 of the \$1.0 million of the federal/state set-aside. This leaves a balance of \$551,132.