



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
BUDGET MODIFICATION**

(Revised: 09/23/13)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R.6 DATE 3-27-14  
LYNDA GROW, BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 3/27/14  
Agenda Item #: R.6  
Est. Start Time: 10:45 am  
Date Submitted: 3/13/14

**BUDGET MODIFICATION: DCHS14-31 Increasing the Department of County  
Agenda Human Services SUN Schools/Community Services Division Federal/State fund  
Title: appropriation by \$133,323**

*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:** Next Available **Time Needed:** 10 Minutes.  
**Department:** DCHS **Division:** SUN Schools/Community Services Divisions  
**Contact(s):** Peggy Samolinski  
**Phone:** 503-988-7453 **Ext.** 87453 **I/O Address:** 167/240  
**Presenter Name(s) & Title(s):** Peggy Samolinski, Manager Sr.- SUN Schools Division

**General Information**

**1. What action are you requesting from the Board?**

The Department of County Human Services (DCHS), SUN Schools/Community Services Divisions are requesting approval of budget modification DCHS14-31, which will increase the SUN Schools Division FY2014 budget by \$123,523 and the Community Services Division FY2014 budget by \$9,800 in one-time-only funding to support the transition from the Commission on Children and Families to DCHS and enhance services in Education Success and Addiction Prevention programs in the SUN Schools Division and add youth development planning in Gang Prevention Services in the Community Services Division.

**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 Oregon Department of Education (ODE) Early Learning Division has awarded Service Continuity funding to support the transition from the Commission to DCHS. This \$19,600 will be split evenly between the SUN Schools and Community Services Divisions in the following two program offers.

SUN Schools Division program offer #25143 - SUN Service System Administration - This one time only funding will provide additional support for program administrative expenses. Community Services Division program offer #25123 - Gang Prevention Services - This one time only funding will provide youth development planning.

In addition, \$113,723 of Children Youth and Family funding which had been previously used to fund a staff position within the Commission will be administered by the SUN Schools Division as additional contracted funding to enhance the following two program offers.

#25149A - Social and Support Services for Education Success - This one-time-only funding will support deeper case management services, provide client flex funds, and allow case managers to meet with clients more frequently for the remainder of FY2014.

#25154 - Alcohol, Tobacco and Other Drug Services - This one-time-only funding allows three additional Strengthening Family sessions to be provided.

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

The FY2014 fiscal year budget for the SUN Schools Division will increase by \$123,523. \$113,723 in contracted services, \$9,375 in supplies, \$203 in central indirect and \$222 in department indirect.

The FY2014 fiscal year budget for the Community Serviced Division will increase by \$9,800. \$9,375 in contracted services, \$203 in central indirect and \$222 in department indirect.

Service reimbursement from the Federal/State fund to the General fund will increase by \$406 (Central Indirect).

Director's Office Professional Services budget will increase by \$444 (Department indirect).

**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

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**Budget Modification**

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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).**

Funding from Oregon Department of Education (ODE) Early Learning Division will increase by \$19,600 and Children Youth and Family funding will increase by \$113,723. There are no CFDA numbers.

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

The FY2014 budget for SUN Schools Division SUN Service System Administration, Program Offer #25143, will increase by \$9,800, Social and Support Services for Education Success Program Offer #25149A will increase by \$91,223, and Alcohol, Tobacco and Other Drug Services Program Offer #25154 will increase by \$22,500.

The FY2014 budget for Community Services Division Gang Prevention Services, Program Offer #25123, will increase by \$9,800.

- **What do the changes accomplish?**

This one time only funding will enhance social support services including case management, flex funding in the Social and Support Services for Education Success Program, fund three additional Strengthening Families sessions in the Alcohol, Tobacco and Other Drug Services Program and provide administrative support funds in the SUN Schools Division.

This one time only funding will provide youth development planning in Gang Prevention Services in the Community Services Division.

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

Yes, the Oregon Department of Education (ODE) Early Learning provides \$9,375 one time only funding to cover a 0.24 FTE of a currently budgeted Program Specialist Senior position for the period 03/01/2014 - 06/30/2014.

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

Oregon Department of Education (ODE) Early Learning allows indirect charges but indirect charges are not recovered in the Children Youth and Family award by the agreement.

- **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 funding is one-time-only. After the funding is exhausted, programs will return to prior service levels.

- **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 one-time only revenue.

There are no cash match or in kind match requirements.

**NOTE: Attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.**

**Required Signatures**

**Elected Official or Dept Director:** Susan Myers, Department Director /s/ **Date:** 3/10/2014

**Budget Analyst:** Jennifer Unruh /s/ **Date:** 3/7/2014

**Department HR:** Heather M. Garrett, Interim HR Manager /s/ **Date:** 3/7/2014

**Countywide HR:** N/A **Date:** \_\_\_\_\_

*Note: Please submit electronically. Insert names of your approvers followed by /s/ - we no longer use actual signatures. Please date each signature. Use "n/a" when signature not applicable."*

Budget Modification: DCHS14-31

**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	WBS	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
1000	6088	65076	SCPSS.CGF	Program Specialist Senior	705421	(0.08)	(5,833)	(2,033)	(1,509)	(9,375)
32082	6088	65076	SCPSS.ODE.SC	Program Specialist Senior	705421	0.08	5,833	2,033	1,509	9,375
										0
										0
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<b>TOTAL ANNUALIZED CHANGES</b>						<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**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.

Effective Date: 3/1/14

							CURRENT YEAR			
Fund	Job #	HR Org	WBS	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
1000	6088	65076	SCPSS.CGF	Program Specialist Senior	705421	(0.24)	(5,833)	(2,033)	(1,509)	(9,375)
32082	6088	65076	SCPSS.ODE.SC	Program Specialist Senior	705421	0.24	5,833	2,033	1,509	9,375
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<b>TOTAL CURRENT FY CHANGES</b>						<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Budget Modification ID: **DCHS14-32**

**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	Cost Center	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Description
							WBS Element						
1	20-80	82037	25060A	40			MA SN RES MC FL37		50190	(1,696,052)	(1,662,284)	33,768	IG-OP Fed Thru State
2	20-80	82037	25060A	40			MA SN RES MC FL37		60000	161,366	141,109	(20,257)	Permanent
3	20-80	82037	25060A	40			MA SN RES MC FL37		60130	54,088	47,373	(6,715)	Salary Related
4	20-80	82037	25060A	40			MA SN RES MC FL37		60140	50,982	44,186	(6,796)	Insurance
5													
6	20-80	82037	25061	40			MA AD AMHI UR AM37		50190	(51,822)	(85,590)	(33,768)	IG-OP Fed Thru State
7	20-80	82037	25061	40			MA AD AMHI UR AM37		60000	17,191	37,448	20,257	Permanent
8	20-80	82037	25061	40			MA AD AMHI UR AM37		60130	5,699	12,414	6,715	Salary Related
9	20-80	82037	25061	40			MA AD AMHI UR AM37		60140	4,741	11,537	6,796	Insurance
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