



Department of County Management

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**MULTNOMAH COUNTY OREGON**

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Budget Office

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TO: Board of County Commissioners

FROM: Jennifer Unruh, Senior Budget Analyst

DATE: September 19, 2012

SUBJECT: General Fund Contingency request of \$191,986 for the Department of County Human Services Program Offer 25111A – Homeless Families’ Shelter and Services

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District 1 is requesting \$191,986 of General Fund contingency to reduce wait lists, at County funded shelters for homeless families with two housing placement specialists and rent assistance. The 2013 adopted budget for the affected program offer, 25111A – Homeless Families’ Shelter and Services, is \$895,542.

Wait lists have more than doubled since last summer and these resources could reduce seasonal strain on the family shelter system of care that has received contingency funding from the Board for the last three winters.

Funding will be combined with \$44,946 in new one-time grant funds and a reallocation of \$35,000 in General Fund from three other DCHS programs.

**General Fund Contingency Policy Compliance**

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

In particular:

- Criteria 1: Contingency requests should be for one-time-only purposes.  
*The request is to fund an on-going program.*
- Criteria 2: Requests address emergency and unanticipated situations.  
*While the Department expected service demand to increase, additional funding was not included in the adopted budget.*
- Criteria 3: Requests address items identified in Board Budget Notes.  
*This item was not identified in the FY 2013 Adopted Budget Notes.*