



# Multnomah County Agenda Placement Request Budget Modification (FY 2018)

## Board Clerk Use Only

Meeting Date: \_\_\_\_\_

Agenda Item #: \_\_\_\_\_

Est. Start Time: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

**Agenda Title:** BUDGET MODIFICATION # DCHS-03-18: Increasing the appropriation in the DCHS Director's Office (MIL) by \$101,781.

**Requested Meeting Date:** \_\_\_\_\_ **Time Needed:** 5 minutes

**Department:** 25 - County Human Services **Division:** Director's Office

**Contact(s):** Mary Li

**Phone:** 503-988-7497 **Ext.** 87497 **I/O Address** 167/1/103

**Presenter Name(s) & Title(s):** Mary Li - Human Services Policy Manager

## General Information

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

The Department of County Human Services (DCHS) is requesting approval of budget modification DCHS-03-18 which appropriates an additional \$101,781 from Meyer Memorial Trust award that was budgeted but not expended in FY17.

### 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.

DCHS received a Meyer Memorial Trust award of \$175,000. The Board of County Commissioners approved the original FY17 budget modification DCHS-06-17 on 3/2/2017 but the funding was not completely expended during FY 2017. The grant period ends 12/30/17.

The \$101,781 balance of the Housing Innovation award will be combined with existing funding from the Joint Office on Homelessness (JOHS) through a partnership to develop ADU housing units to create up to four dwelling units.

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

The 2018 fiscal year budget for DCHS will increase by \$101,781 in contracted services.

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

N/A

**5. Explain any citizen or other government participation.**

A number of planning meetings, discussions, and workshops were conducted to test the feasibility of the housing concept to identify existing resources, and respond to low vacancy rates. Multiple meetings were conducted over the past year to informally test the idea.

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**Budget Modification**

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

The Local/Other appropriation will increase by \$101,781 for DCHS in FY18. There is not a CFDA#.

**7. What budgets are increased/decreased?**

Program Offer #25000 - Director's Office - The budget for the Director's Office will increase by \$101,781 in contracted services.

**8. What do the changes accomplish?**

The Housing Innovation award of \$101,781 will be combined with existing funding from the Joint Office on Homelessness (JOHS) through a partnership to develop ADU housing units to create dwelling units.

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

N/A

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

No indirect will be recovered - the entire amount is a contracted services.

**11. 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?**

Yes, the revenue is one-time-only.

**12. 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 (e.g. cash match, in kind match, reporting requirements, etc)?**

N/A

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**Required Signature**

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**Elected Official or  
Dept. Director:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Budget Analyst:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Department HR:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Countywide HR:** \_\_\_\_\_

**Date:** \_\_\_\_\_