



# Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS

AGENDA # R-4 DATE 3/31/16  
MARINA BAKER, ASST BOARD CLERK

## Board Clerk Use Only

Meeting Date: 3/31/16

Agenda Item #: R.4

Est. Start Time: 10:40 am

Date Submitted: 3/17/16

**Agenda Title: BUDGET MODIFICATION # DCHS-16-16: Increasing the Federal/State appropriation by \$233,130 and 1.00 FTE in DCHS**

Requested Meeting Date: 3/31/16

Time Needed: 5 Minutes

Department: 25 - County Human Services

Division: SUN Service System

Contact(s): Peggy Samolinski

Phone: 503-988-7453

Ext. 87453

I/O Address 167/2/200

Presenter Name(s) & Title(s): Peggy Samolinski, Division Director - SUN Service System

## 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-16-16 which increases the Federal/State appropriation by \$233,130 and adds a new permanent full time Program Specialist position in the SUN Services System.

### 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 SUN Services System has received an increase in the Kindergarten Partnership and Innovation grant award of \$45,000 in FY 2016 which will be utilized to fund a new permanent Program Specialist position per Human Resources Class/Comp request #3239. This new position will focus on developing and implementing the Early Childhood Family Leadership Program for identified SUN Community School sites, including developing the new program model, identifying the SUN sites to participate, and developing and conducting training and support activities for the new staff. This new position is included in the FY 2017 requested budget.

The SUN Services System has also received a new state early learning grant award titled "Ready for School." This \$149,130 award represents a shift in funding streams to support the Community Education Worker (CEW) project. CEWs are members of culturally specific communities (African American, Latino and Native American) who provide supports to families who are disconnected/isolated and have children between 0-6 years old. These supports include home

visits, service referrals, socialization groups and developmental screenings. The target output for July 1, 2015-June 30, 2016 is 195 families.

The SUN Services System has also received another new state early learning grant award titled "Family Stability." This \$39,000 award will be used to provide staffing support for the Program Manager 1 position that was re-classed in Budget Modification DCHS-15-16.

This additional funding will all be added to program offer #25158 - SUN Early Learning HUB Implementation.

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

This budget modification increases the Federal State appropriation by \$233,130 and adds a new full time Program Specialist position.

Personnel budget will increase by \$75,102.

Travel & Training budget will increase by \$5,856.

Contracted Services budget will increase by \$149,130.

The service reimbursement to the general fund contingency will increase by \$1,137 (central indirect revenue).

The DCHS Director's Office supplies budget will increase by \$1,905 (department indirect revenue).

The service reimbursement to the risk management fund will increase by \$9,346 (insurance).

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

N/A

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

N/A

---

**Budget Modification**

---

**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 DCHS Federal/State appropriation will increase by \$233,130. There is not a CFDA#.

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

Program Offer #25158 - SUN Early Learning HUB Implementation will increase by \$233,130; \$75,102 personnel costs, \$149,130 contracted services, \$5,856 travel & training expenses and \$3,042 indirect expenses.

The service reimbursement to the general fund contingency will increase by \$1,137 (central indirect revenue).

DCHS Director's Office supplies budget will increase by \$1,905 (department indirect revenue).

The service reimbursement to the risk management fund will increase by \$9,346 (insurance).

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

This budget modification supports the addition of a new full time program specialist position, support for the Community Education Worker Project and additional staffing support dollars.

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

Yes, a 1.00 FTE - Program Specialist is added to the SUN Services System Division within DCHS per Class/Comp request #3239.

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

Indirect is 100% recovered in the United Way Innovation grant award. Indirect is not permitted in the Ready for School or the Family Stability awards per the agreement.

**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?**

This funding is part of an ongoing award and renewed annually.

**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

---

**Required Signature**

---

**Elected Official or Dept. Director:** Liesl Wendt /s/

**Date:** 3/17/2016

**Budget Analyst:** Adam Brown /s/

**Date:** 3/17/2016

**Department HR:** Chris Robasky /s/

**Date:** 3/17/2016

**Countywide HR:** Susan Mullett /s/

**Date:** 3/17/2016

## Exp/Rev/FTE - Budget Modification

Budget Year: 2016

Budget Modification: DCHS-16-16

### Expenditures & Revenues

An increase in revenue is shown as a negative value and a decrease as a positive value for consistency with SAP.

Line No.	Program Offer Number	Fund Code	Fund Center	Func. Area	Cost Object	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
1	25000A-16	1000	26-10	0040	CHSDO.IND1000	50370 - Dept Indirect Rev	(1,484,430)	(1,486,335)	(1,905)	
2	25000A-16	1000	26-10	0040	CHSDO.IND1000	60240 - Supplies	4,998	6,903	1,905	
<b>1000 Total</b>										<b>0</b>
<b>26-10 Total</b>										<b>0</b>
<b>Program Offer Number 25000A-16 Total</b>										<b>0</b>
3	25158-16	32666	22-20	0040	SCPSP.HUB.INNOV	50210 - OP-Nongovt'l Prog	(522,692)	(567,692)	(45,000)	
4	25158-16	32666	22-20	0040	SCPSP.HUB.INNOV	60000 - Permanent	0	22,302	22,302	
5	25158-16	32666	22-20	0040	SCPSP.HUB.INNOV	60130 - Salary Related Expns	0	6,398	6,398	
6	25158-16	32666	22-20	0040	SCPSP.HUB.INNOV	60140 - Insurance Benefits	0	7,402	7,402	
7	25158-16	32666	22-20	0040	SCPSP.HUB.INNOV	60260 - Travel & Training	0	5,856	5,856	
8	25158-16	32666	22-20	0040	SCPSP.HUB.INNOV	60350 - Central Indirect	0	1,137	1,137	
9	25158-16	32666	22-20	0040	SCPSP.HUB.INNOV	60355 - Dept Indirect	0	1,905	1,905	
<b>32666 Total</b>										<b>0</b>
10	25158-16	32733	22-20	0040	SCPSP.HUB.RFS	50210 - OP-Nongovt'l Prog	0	(149,130)	(149,130)	
11	25158-16	32733	22-20	0040	SCPSP.HUB.RFS	60160 - Pass-Thru & Pgm Supt	0	149,130	149,130	
<b>32733 Total</b>										<b>0</b>
12	25158-16	32740	22-20	0040	SCPSP.HUB.ELFS	50210 - OP-Nongovt'l Prog	0	(39,000)	(39,000)	
13	25158-16	32740	22-20	0040	SCPSP.HUB.ELFS	60000 - Permanent	0	28,795	28,795	
14	25158-16	32740	22-20	0040	SCPSP.HUB.ELFS	60130 - Salary Related Expns	0	8,261	8,261	
15	25158-16	32740	22-20	0040	SCPSP.HUB.ELFS	60140 - Insurance Benefits	0	1,944	1,944	
<b>32740 Total</b>										<b>0</b>
<b>22-20 Total</b>										<b>0</b>
<b>Program Offer Number 25158-16 Total</b>										<b>0</b>
16	72020-16	3500	72-80	0020	705210	50316 - Svc Rmb Med/Dental	(71,379,721)	(71,389,067)	(9,346)	
17	72020-16	3500	72-80	0020	705210	60330 - Claims Paid	7,874,226	7,883,572	9,346	
<b>3500 Total</b>										<b>0</b>

**Exp/Rev/FTE - Budget Modification**

Budget Year: 2016

Budget Modification: DCHS-16-16

	<b>72-80 Total</b>								<b>0</b>
					<b>Program Offer Number 72020-16 Total</b>				<b>0</b>
18	95001-16	1000	19	0020	9500001000	50310 - Intl Svc Reimburse	(9,697,102)	(9,698,239)	(1,137)
19	95001-16	1000	19	0020	9500001000	60470 - Contingency	9,303,176	9,304,313	1,137
<b>1000 Total</b>									<b>0</b>
<b>19 Total</b>									<b>0</b>
				<b>Program Offer Number 95001-16 Total</b>					<b>0</b>