



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(revised 08/02/10)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # 12-4 DATE 1-5-12
LYNDA GROW, BOARD CLERK

Board Clerk Use Only

Meeting Date: 1/5/12
Agenda Item #: R.4
Est. Start Time: 9:45 am
Date Submitted: 12/8/11

BUDGET MODIFICATION: DCHS12-14

**BUDGET MODIFICATION # DCHS12-14 Increases the Domestic Violence
Agenda Coordination Office Federal/State appropriation by \$229,220 for Domestic
Title: Violence services.**

Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.

Requested
Meeting Date: Next Available **Amount of**
Time Needed: 5 minutes
Department: County Human Services **Division:** DVCO
Contact(s): Dana Lloyd
Phone: 503-988-3691 **Ext.** 22377 **I/O Address:** 167/240
Presenter
Name(s) &
Title(s): Annie Neal

General Information

1. What action are you requesting from the Board?

The Department of County Human Services recommends approval of budget modification DCHS12-14. This budget modification increases the Domestic Violence Coordination Office (DVCO) fiscal year 2012 budget by \$229,220 for implementation of training and educational programs.

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.

Program Offer # 25040 A – The US Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP) for the Defending Childhood Initiative (DCI) grant allows for comprehensive training and education programs to a wide variety of audiences on the issue children's exposure to violence, including advanced training to mental health professionals in evidence-based interventions for child victims: cross-disciplinary training in trauma-informed screening and case management for professionals in multiple systems (child welfare, delinquency, domestic violence, health care, education, out-of-school-time personnel, and community health workers; awareness education for families and the community.

The US Department of Justice, Office on Violence Against Women (VAMA) family strengths traditional housing grant will allow for continued contracted services with Russian Oregon Social Services, Bradley Angle House, and client assistance to provide educational/employment

opportunities for domestic violence survivors through contracts with VOA-Home Free, Bradley Angle, Salvation Army-West Women's transitional housing, Catholic Charities and Ecumenical Ministries.

The City of Portland is providing funds through an inter-governmental agreement to partially fund the DVERT After Hours Pilot Project. This project will fund two advocates to respond to victims of domestic violence through a contract with Volunteers of America Home Free.

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

The Fiscal Year 2012 budget for federal/state funds in program offer #25040 A - Domestic Violence Victims Services and Coordination will increase by a total of \$229,220. This funding is one-time only in nature and once the funding has been fully utilized these services will end and return to current service levels.

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

There are no legal and /or policy issues associated with this grant.

5. Explain any citizen and/or other government participation that has or will take place.

N/A

ATTACHMENT A

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).**

Program Offer #25040A – Domestic Violence Victims Services and Coordination fed/state revenues will increase by a total of \$229,220.

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

Program Offer #25040 A – The Domestic Violence Coordination Office FY12 budget will be increased by \$229,220. Personnel expenses will increase by \$82,368; temporary expenses will decrease by \$14,353; pass-through and program support expenses will increase by \$93,980; professional services will increase by \$28,411; printing expenses will decrease by \$4,808; rentals will increase by \$600; supplies expenses will increase by \$27,634; travel and training expenses will increase by \$5,486; local travel expense will increase by \$495; internal service telephone charges will increase by \$545; central indirect charges will increase by \$4,503 and departmental indirect charges will increase by \$4,359.

- **What do the changes accomplish?**

Program Offer #25040A – Domestic Violence Victims Services and Coordination will be increased by \$229,220.

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

Yes. The approval of this budget modification will result in the addition of 1.5 FTE program specialist positions in the Domestic Violence Coordination Office as determined by the Class/Comp unit of Central Human Resources.

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

The Office of Violence Against Women Family Strengths grant covers central and department indirect costs. The other grants do not cover indirect charges.

- **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?**

The revenue is one-time-only in nature. When the funding expires the services will return to previous 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)?**

The VAWA Family Strengths grants cover the period October 1, 2011 – September 30, 2014. The OJJDP grant covers the period October 1, 2011 – September 30, 2014. When the grants expire services will return to previous levels. There are no stipulations required by the grant.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

ATTACHMENT B

BUDGET MODIFICATION:

Required Signatures

Elected Official or
Department/
Agency Director:

Dana C. Lloyd for Kathy Tinkle

Date: 12/5/11

Dana Lloyd for Kathy Tinkle

Budget Analyst:

Patrick Heath

Date: 12/8/2011

Patrick Heath

Department HR:

Urmila Jhattu

Date: 12/6/11

Urmila Jhattu

Countywide HR:

John Kaneski

Date: 12/6/11

John Kaneski

Budget Modification ID: **DCHS12-14****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: 2012

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
					Internal Order	Cost Center	WBS Element						
1	20-30	32305	25040A	40			DV SVC.OVW.FS 14	50190	0	(62,500)	(62,500)		IG-OP-Fed Thru St
2	20-30	32305	25040A	40			DV SVC.OVW.FS 14	60000	0	2,294	2,294		Permanent
3	20-30	32305	25040A	40			DV SVC.OVW.FS 14	60130	0	620	620		Salary Related Expns
4	20-30	32305	25040A	40			DV SVC.OVW.FS 14	60140	0	620	620		Insurance Benefits
5	20-30	32305	25040A	40			DV SVC.OVW.FS 14	60160	0	52,260	52,260		Pass-Thru & Pgm Supt
6	20-30	32305	25040A	40			DV SVC.OVW.FS 14	60260	0	3,751	3,751		Travel & Training
7										0			
8	20-30	32305	25040A	40			DV SVC.OVW.FS 14	60350	0	1,502	1,502		Central Indirect
9	20-30	32305	25040A	40			DV SVC.OVW.FS 14	60355	0	1,453	1,453		Dept Indirect
10										0			
11	20-30	32363	25040A	40			DV CRD.ARRA.OVW.M	60100	5,294	2,268	(3,026)		Temporary
12	20-30	32363	25040A	40			DV CRD.ARRA.OVW.M	60135	441	658	217		Non Base Fringe
13	20-30	32363	25040A	40			DV CRD.ARRA.OVW.M	60145	230	94	(136)		Non Base Insurance
14	20-30	32363	25040A	40			DV CRD.ARRA.OVW.M	60000	0	2,809	2,809		Permanent
15	20-30	32363	25040A	40			DV CRD.ARRA.OVW.M	60130	0	0	0		Salary Related Expns
16	20-30	32363	25040A	40			DV CRD.ARRA.OVW.M	60140	0	136	136		Insurance Benefits
17										0			
18	20-30	32263	25040A	40			DV CRD.OVW.DVERT	60100	12,996	2,260	(10,736)		Temporary
19	20-30	32263	25040A	40			DV CRD.OVW.DVERT	60135	442	0	(442)		Non Base Fringe
20	20-30	32263	25040A	40			DV CRD.OVW.DVERT	60145	230	0	(230)		Non Base Insurance
21	20-30	32263	25040A	40			DV CRD.OVW.DVERT	60000	25,828	37,443	11,615		Permanent
22	20-30	32263	25040A	40			DV CRD.OVW.DVERT	60130	7,516	11,760	4,244		Salary Related Expns
23	20-30	32263	25040A	40			DV CRD.OVW.DVERT	60140	8,837	13,954	5,117		Insurance Benefits
24	20-30	32263	25040A	40			DV CRD.OVW.DVERT	60170	59,015	54,255	(4,760)		Professional Services
25	20-30	32263	25040A	40			DV CRD.OVW.DVERT	60180	6,430	1,622	(4,808)		Printing
26										0			
27										0			
28										0			
29										0			
											0	0	Total - Page 1
											0	0	GRAND TOTAL

Budget Modification ID: **DCHS12-14****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: 2012

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
					Internal Order	Cost Center	WBS Element						
30	20-30	27190	25040A	40			DV CRD.PDX.DVERT	50190	0	(41,720)	(41,720)		IG-OP-Fed Thru St
31	20-30	27190	25040A	40			DV CRD.PDX.DVERT	60160	0	41,720	41,720		Pass-Thru & Pgm Supt
32										0			
33	20-30	32433	25040A	40			DV CRD.OJJDP.DCI 14	50190	0	(125,000)	(125,000)		IG-OP-Fed Thru St
34	20-30	32433	25040A	40			DV CRD.OJJDP.DCI 14	60000		33,435	33,435		Permanent
35	20-30	32433	25040A	40			DV CRD.OJJDP.DCI 14	60130		9,730	9,730		Salary Related Expns
36	20-30	32433	25040A	40			DV CRD.OJJDP.DCI 14	60140		11,748	11,748		Insurance Benefits
37	20-30	32433	25040A	40			DV CRD.OJJDP.DCI 14	60170		33,171	33,171		Professional Services
38	20-30	32433	25040A	40			DV CRD.OJJDP.DCI 14	60210		600	600		Rentals
39	20-30	32433	25040A	40			DV CRD.OJJDP.DCI 14	60240		27,634	27,634		Supplies
40	20-30	32433	25040A	40			DV CRD.OJJDP.DCI 14	60260		1,735	1,735		Travel and Training
41	20-30	32433	25040A	40			DV CRD.OJJDP.DCI 14	60270		495	495		Local Travel
42	20-30	32433	25040A	40			DV CRD.OJJDP.DCI 14	60350		3,001	3,001		Central Indirect
43	20-30	32433	25040A	40			DV CRD.OJJDP.DCI 14	60355		2,906	2,906		Dept. Indirect
44	20-30	32433	25040A	40			DV CRD.OJJDP.DCI 14	60370		545	545		Intl Svc Telephone
45										0			
46										0			
47										0			
48										0			
49										0			
50										0			
51	19	1000	25000	20		9500001000		50310		(4,503)	(4,503)		Central Indirect Rev
52	19	1000	25000	20		9500001000		60470		4,503	4,503		Contingency
53										0			
54	20-30	1000	25000	40			CHSDO.IND1000	50370		(4,359)	(4,359)		Dept Indirect Rev
55	20-30	1000	25000	40			CHSDO.IND1000	60170		4,359	4,359		Professional Services
56										0			
57	72-10	3500	25000	20		705210		50316		(17,621)	(17,621)		Svc Reim F/S to Risk Fund
58	72-10	3500	25000	20		705210		60330		17,621	17,621		Claims Paid
											0	0	Total - Page 2
											0	0	GRAND TOTAL

ANNUALIZED PERSONNEL CHANGE

Change on a full year basis even though this action affects only a part of the fiscal year (FY).

[illegible]

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.

							CURRENT YEAR			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
32305	6021		DV SVC.OVV.FS 14	Program Specialist	NEW	0.05	2,294	620	620	3,535
32363	6021		DV CRD.ARRA.OVV.MC	Program Specialist	NEW	0.03	2,809	0	136	2,945
32263	6021		DV CRD.OVV.DVERT	Program Specialist	NEW	0.25	11,615	4,244	5,117	20,977
										0
32433	6021		DV CRD.OJJDP.DCI 14	Program Specialist	NEW	0.67	33,435	9,730	11,748	54,913
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
			TOTAL CURRENT FY CHANGES			1.00	50,153	14,595	17,622	82,369

FM Side				PS/CO Side			Cost Element/Commitment	
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element	Cost Element/Commitment Item	Notes	
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	
PC Flat Fee (Flat Fee is no longer in effect for most Departments beginning in FY 2007)								
xx-xx	xxxxx				xxx	60390	Departmental PC Flat Fee expenditure	
78-70	3503	0020		709617		50310	Budgets receipt of PC Flat Fee	
78-70	3503	0020		709617		60240	Budgets offsetting expenditure	
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	
72-10	3500	0020		705210		50316	Insurance Revenue	
72-10	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	
Stores								
xx-xx	xxxxx				xxx	60460	Stores expenditure	
78-20	3504	0020		904600		50310	Budgets receipt of service reimbursement	
78-20	3504	0020		904600		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 assign

Functional Area Assignments ~ Based on Fund		
1501 – Road Fund	Roads and 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
1509 – Willamette River Bridges Fund	Roads and Bridges	0080
1510 – Library Fund	Library	0070
1512 – Land Corner Preservation Fund	Roads and Bridges	0080
2504 – Building Project Fund	Community Services	0060
2507 – Capital Improvement Fund	Community Services	0060
2509 – Asset Preservation Fund	Community Services	0060
2511 – Sellwood Bridge Fund	Roads and Bridges	0080
3000 – Dunthorpe-Riverdale Service Dist #14 Fund	Dunthorpe-Riverdale Service Dist #14	0500
3001 – Mid County Service District #1 Fund	Mid County Service District #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-Departmental (10, except 10-50)	General Government	0020
Non-Departmental – CCFC (10-50)	Social Services	0040
District Attorney (15)	Public Safety and Justice	0050
Countywide (18 & 19)	General Government	0020
Human Services (20, 21, 22, 25, 26, 30 & 31)	Social Services	0040
Health (40)	Health Services	0030
Community Justice (50)	Public Safety and Justice	0050
Sheriff's Office (60)	Public Safety and 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.

DV.CRD.ARRA.OVW.MOBIS

Cost elements	Actual	Commitments	Total	Plan	Cost elements
50170 IG-OP-Direct Fed	36,852		36,852	160,078	50170 IG-OP-Direct Fed
60100 Temporary	2,260		2,260	5,294	60100 Temporary
60135 Non Base Fringe	658		658	441	60135 Non Base Fringe
60145 Non Base Insurance	94		94	230	60145 Non Base Insurance
60155 Direct Client Asst.	23,035	63,383	86,418	70,000	60155 Direct Client Asst.
60160 Pass-Through & Program Support	18,718	57,811	76,529	70,675	60160 Pass-Through & Program Support
60260 Travel & Training	775		775	5,487	60260 Travel & Training
60350 Central Indirect	409		409	3,853	60350 Central Indirect
60355 Dept Indirect	396		396	4,098	60355 Dept Indirect
* All cost elements	9,492.03	121,194.19	130,686.22		* All cost elements

ROLLOVER INCLUDED

Cost elements	Actual	Commitments	Total	Plan	Cost elements
50170 IG-OP-Direct Fed	36,852		36,852	160,078	50170 IG-OP-Direct Fed
60100 Temporary	2,260		2,260	5,294	60100 Temporary
60135 Non Base Fringe	658		658	441	60135 Non Base Fringe
60145 Non Base Insurance	94		94	230	60145 Non Base Insurance
60155 Direct Client Asst.	23,035	63,383	86,418	86,418	60155 Direct Client Asst.
60160 Pass-Through & Program Support	18,718	57,811	76,529	76,588	60160 Pass-Through & Program Support
60260 Travel & Training	775		775	9,187	60260 Travel & Training
60350 Central Indirect	409		409	4,509	60350 Central Indirect
60355 Dept Indirect	396		396	4,733	60355 Dept Indirect
* All cost elements	9,492.03	121,194.19	130,686.22		* All cost elements

DV.CRD.OVW.DVERT

Cost elements	Actual	Commitments	Total	Plan	Cost elements
50170 IG-OP-Direct Fed	1-		1-	291,556	50170 IG-OP-Direct Fed
60000 Permanent	6,413		6,413	25,828	60000 Permanent
60100 Temporary	2,260		2,260	5,293	60100 Temporary
60130 Salary Related Expns	1,941		1,941	7,516	60130 Salary Related Expns
60135 Non Base Fringe	658		658	442	60135 Non Base Fringe
60140 Insurance Benefits	2,118		2,118	8,837	60140 Insurance Benefits
60145 Non Base Insurance	94		94	230	60145 Non Base Insurance
60155 Direct Client Asst.	2,836	30,000	32,836	3,500	60155 Direct Client Asst.
60160 Pass-Through & Program Support	39,828	125,472	165,300	165,300	60160 Pass-Through & Program Support
60170 Professional Svcs	14,512	39,743	54,255	52,389	60170 Professional Svcs
60240 Supplies	539		539		60240 Supplies
60260 Travel & Training	3,952		3,952	7,500	60260 Travel & Training
60350 Central Indirect	794		794	7,134	60350 Central Indirect
60355 Dept Indirect	769		769	7,587	60355 Dept Indirect
* All cost elements	76,711.84	195,215.00	271,926.84		* All cost elements

ROLLOVER INCLUDED

Cost elements	Actual	Commitments	Total	Plan	Cost elements
50170 IG-OP-Direct Fed	1-		1-	291,556	50170 IG-OP-Direct Fed
60000 Permanent	6,413		6,413	25,828	60000 Permanent
60100 Temporary	2,260		2,260	12,996	60100 Temporary
60130 Salary Related Expns	1,941		1,941	7,516	60130 Salary Related Expns
60135 Non Base Fringe	658		658	442	60135 Non Base Fringe
60140 Insurance Benefits	2,118		2,118	8,837	60140 Insurance Benefits
60145 Non Base Insurance	94		94	230	60145 Non Base Insurance
60155 Direct Client Asst.	2,836	30,000	32,836	8,610	60155 Direct Client Asst.
60160 Pass-Through & Program Support	39,828	125,472	165,300	331,852	60160 Pass-Through & Program Support
60170 Professional Svcs	14,512	39,743	54,255	59,015	60170 Professional Svcs
60180 Printing				6,430	60180 Printing
60240 Supplies	539		539	110	60240 Supplies
60260 Travel & Training	3,952		3,952	21,673	60260 Travel & Training
60350 Central Indirect	794		794	11,740	60350 Central Indirect
60355 Dept Indirect	769		769	7,587	60355 Dept Indirect
* All cost elements	76,711.84	195,215.00	271,926.84		* All cost elements