



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
BUDGET MODIFICATION**

(revised 12/31/09)

<b>Board Clerk Use Only</b>	
<b>Meeting Date:</b>	9/9/2010
<b>Agenda Item #:</b>	R-4
<b>Est. Start Time:</b>	9:45 am

**BUDGET MODIFICATION: DCHS11 - 03**

<b>Agenda Title:</b>	<b>BUDGET MODIFICATION DCHS11-03 Increasing Aging and Disability Services Division Federal/State appropriation by \$22,000 with additional funding from U.S. Administration on Aging and increasing a .50 FTE Volunteer Coordinator position to a .80 FTE.</b>
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*Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.*

<b>Requested Meeting Date:</b>	<u>Next Available</u>	<b>Amount of Time Needed:</b>	<u>5 Minutes</u>
<b>Department:</b>	<u>County Human Services</u>	<b>Division:</b>	<u>Aging &amp; Disability Services</u>
<b>Contact(s):</b>	<u>Kathy Tinkle</u>		
<b>Phone:</b>	<u>503-988-3691</u>	<b>Ext.:</b>	<u>26858</u>
<b>Presenter(s):</b>	<u>Mary Shortall or Lee Girard</u>		
<b>I/O Address:</b>	<u>167/240</u>		

**General Information**

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

The Department of County Human Services recommends approval of budget modification DCHS11-03. This budget modification increases Aging and Disability Services Division (ADSD) fiscal year 2011 budget by \$22,000, which allows ADSD to continue the Health Promotion project and to increase a current Volunteer Coordinator position from .50 FTE to .80 FTE.

**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 Health Promotion project, funded by the US Administration on Aging (AoA), provides for the development of evidence-based programs for health promotion and chronic disease prevention. This additional one-time only funding will be used to continue the expansion of the Living Well with Chronic Conditions program and to develop sustainability of the program once grant funding has

ended. A portion of the funding will also be applied to temporarily expanding an existing Volunteer Coordination position from .50FTE to .80 FTE. The duties of the Volunteer Coordinator includes recruiting volunteer lay leaders for certification to provide course training, recruiting community based organizations to sponsor classes, coordinating with community based organizations to schedule and publicize classes, assisting community based organizations with reporting and submitting reporting to the State for grant purposes, and overseeing implementation of the workshops to ensure fidelity in implementation.

The grant supports the goal of Program Offer #25020 - Access & Early Intervention Services to provide early intervention and prevention services by continuing the Health Promotion project through May 2011. The additional \$22,000 funding will continue the development and provision of Living Well with Chronic Conditions workshops for older adults experiencing chronic conditions. This is an evidence-based program that has been proven to improve the health status and independence of individuals with chronic health conditions.

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

The FY11 ADSD budget for Access & Early Intervention Services will increase by a total of \$22,000. This additional funding will increase the following expenses: Personnel costs by \$18,042, Professional Services by \$2,974 and Indirect costs by \$984 (Department indirect \$627 and Central indirect \$357). The service reimbursement from the Federal/State fund to the risk management fund will increase by \$1,609.

When the funding expires on May 31, 2011, services will return to pre-grant funding 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).**

Budget Modification DCHS11-03 increases the Fiscal Year 2011 U.S Administration on Aging grant funding by \$22,000 in ADSD Access and Early Intervention Services. CFDA # 93-043

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

The fiscal year 2011 budget for Access & Early Intervention Services will increase by \$22,000. This funding will increase the following expenses: Personnel costs by \$18,042, Professional Services by \$2,974 and Indirect costs by \$984.

The budget for the risk management fund will increase by \$1,609.

- **What do the changes accomplish?**

The increased funding will allow ADSD to continue the evidence-based Health Promotion project through May 2011 and allow for an increase in the scheduled working hours for an existing Volunteer Coordinator.

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

A current .50 FTE Volunteer Coordinator position will increase by 0.30 FTE.

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

Yes. The grant pays all 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 additional revenue represents one-time-only funding through May 2011. When the funding ends, services will return to the same level prior to the grant award.

- **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 grant will cover this fiscal year - FY 2011 (July 1, 2010 through May 31, 2011).

*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: DCHS11 - 03**

**Required Signatures**

**Elected  
Official or  
Department/  
Agency  
Director:**

*Kathy Linker for Joanne Fuller*

**Date:** 08/26/10

*[Signature]*

**Date:** 8/27/10

**Budget Analyst:**

*Urvila Shetty*

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

**Department  
HR:**

**Date:** 8/26/2010

**Countywide  
HR:**

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