



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(revised 03/25/11)

Board Clerk Use Only	
Meeting Date:	12/1/11
Agenda Item #:	R.8
Est. Start Time:	11:35 am
Date Submitted:	11/18/11

BUDGET MODIFICATION: DCA-03

**BUDGET MODIFICATION DCA-03 Appropriating \$21,859 from the Oregon
Agenda Secretary of State U.S. Election Assistance Commission Help America Vote Act
Title: (HAVA) grant award.**

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

Requested Meeting Date:	December 1, 2011	Amount of Time Needed:	5 minutes
Department:	County Assets	Division:	IT
Contact(s):	Julie Neburka		
Phone:	988-3312	Ext.	27351
		I/O Address:	166/4
Presenter Name(s) & Title(s):	Chris Clancy IT Manager, Julie Neburka – Finance Manager		

General Information

1. What action are you requesting from the Board?

The department is recommending approval of budget modification DCA-03 which appropriates \$21,859 in new Help America Vote Act (HAVA) federal funds from the Oregon Secretary of State.

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 funding supports staff time for developing, testing, and implementing a local GIS interface with the Oregon Centralized Voters Registration (OCVR) database in support of redistricting requirements for the County Elections Office. The State Elections division solicited the help and expertise of County GIS staff in order to provide a system that would work seamlessly with County GIS processes. The State Elections division determined that reimbursement of County costs in support of this project was an allowable use of HAVA funds. The project time line is April thru December 2011. This modification impacts program offer 78036 IT Enterprise Application Services.

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

Revenue for IT will increase by \$21,859 offset by personnel expense and central indirect. Service reimbursement from the Federal/State Fund to the Risk fund increases by \$2,983. Service reimbursement from the Federal/State Fund to the General fund increases by \$537.

This is a one time only project.

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

N/A

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

This is a cooperative project with the State of Oregon Secretary of State.

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).**

IT Federal/State Fund revenue increases by \$21,859 from Help America Vote Act funds. CFDA # 90.401

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

IT budget increases by \$21,859 and County General Fund contingency increases by \$537.

- **What do the changes accomplish?**

Provides funding to create GIS interface with OCVR database.

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

Fund personnel time worked on the project.

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

Indirect is allowed and will be recovered.

- **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 is a one time only project.

- **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)?**

April – December 2011. County will be required to provide proof of expenditure documentation in order to receive reimbursement.

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

BUDGET MODIFICATION: DCA-03

Required Signatures

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



Sherry Swackhamer

Date: 11/18/11

Budget Analyst:

Christian Elkin

Date: 11/18/11

