



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(revised 12/31/09)

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| Board Clerk Use Only | |
| Meeting Date: | 4/26/12 |
| Agenda Item #: | R.10 |
| Est. Start Time: | 10:53 am |
| Date Submitted: | 3/28/12 |

BUDGET MODIFICATION: HD-12-17

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| <p>BUDGET MODIFICATION – HD-12-17 - Request approval to appropriate Agenda \$49,972 in revenue from the Kaiser Permanente Access to Healthy Foods Special Title: Initiative grant.</p> |
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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.

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|--------------------------------|---|-------------------------------|---------------------------|
| Requested Meeting Date: | April 19, 2012 | Amount of Time Needed: | 5 minutes |
| Department: | Health Department | Division: | Community Health Services |
| Contact(s): | Lester A. Walker – Budget & Finance Manager | | |
| Phone: | (503) 988-3663 | Ext.: | 26457 |
| | | I/O Address: | 167/2/210 |
| Presenter(s): | Sonia Manhas, Community Wellness & Prevention Manager | | |

General Information

1. What action are you requesting from the Board?

Approval of appropriation of \$49,972 in funding from the Kaiser Permanente Access to Healthy Foods Special Initiative grant.

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.

Multnomah County Health Department’s Community Wellness and Prevention Program (CWPP) successfully competed for a Kaiser Permanente Community Initiatives grant. The grant awarded to CWPP will sustain Multnomah County’s Healthy Retail Initiative for 3 years. The total 3-year grant award amount is \$179,895.

The goal of the Healthy Retail Initiative is to provide access to healthful and culturally relevant foods in small retail settings by supporting retailers through mini-grants and technical assistance.

This grant will help explore the policy, systems, and environmental changes that could incentivize retailers to offer healthy foods in the retail environment.

This budget modification supports Program Offer 40047: Community Wellness and Prevention.

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

Approval of this budget modification will increase the Health Department's federal/state FY 2012 budget by \$49,972.

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

None.

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

The CWPP regularly engages citizens and stakeholders in community planning efforts. The Portland Multnomah Food Policy Council, North Portland Healthy Eating Active Living (HEAL) Coalition, ACHIEVE African American, African, Black policy action team and store owners have been engaged in the development of the Healthy Retail Initiative. These coalitions and stakeholders will continue to be engaged to provide guidance to staff as the Initiative moves forward.

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).**

The Health Department's federal/state revenue budget will increase by \$49,972 in FY 2012 as a result of the work performed under this award.

The grant is not federal funds.

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

The Health Department's budget will have the following changes:

- Permanent budget will increase by \$12,518
- Salary Related Expense budget will increase by \$3,643
- Insurance Benefits budget will increase by \$4,927
- Professional Services budget will increase by \$18,000
- Printing budget will increase by \$2,000
- Communications budget will increase by \$1,000
- Postage budget will increase by \$100
- Supplies budget will increase by \$3,254
- Local Travel/Mileage will increase by \$383
- Central indirect budget will increase by \$1,155
- Department indirect will increase by \$2,992

- **What do the changes accomplish?**

The outcome of this grant is to identify potential policy solutions that could increase the promotion of healthful foods in low income communities.

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

This budget modification will result in the following personnel action:

- Add 0.25 FTE Program Specialist, position 715447. Approved by Class/Comp on February 10, 2012 with request #1862.

The internal services costs necessary to support this position are included in the current FY 2012 budget.

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

The revenue covers these costs.

- **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 grant funding is a one-time-only award which will sustain the Healthy Retail Initiative for three years. If needed, CWPP will seek additional funding to support this program.

- **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 period is October 1, 2011 to September 30, 2014.

There are no match requirements or non-standard reporting requirements.

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: HD-12-17

Required Signatures

Elected Official or
Department/
Agency Director:

KaRin Johnson for

Lillian Shirley

Date: 03-23-12

Budget Analyst:



Date: 03/28/12

Department HR:

Kiaraen Miller

Date: 3/14/2012

Countywide HR:

Date: _____