

Budget Modification ID: **HD-14-01**

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: 2014

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	40-47	1000	40013B	0030			4FA23-12-GF	60000	7,565	8,431	866		Increase Permanent
2	40-47	1000	40013B	0030			4FA23-12-GF	60130	2,638	2,940	302		Increase Salary Related Expns
3	40-47	1000	40013B	0030			4FA23-12-GF	60140	1,982	2,047	65		Increase Insurance Benefits
4	40-47	1000	40013B	0030			4FA23-12-GF3	60170	22,794	21,561	(1,233)		Decrease Professional Svcs
5										0			
6	40-47	21640	40013B	0030			4FA23-12-1	60000	460,316	468,109	7,793		Increase Permanent
7	40-47	21640	40013B	0030			4FA23-12-1	60130	156,940	159,657	2,717		Increase Salary Related Expns
8	40-47	21640	40013B	0030			4FA23-12-1	60140	132,042	132,627	585		Increase Insurance Benefits
9	40-47	21640	40013B	0030			4FA23-12-1	60260	27,000	15,905	(11,095)		Decrease Travel & Training
10										0			
11	72-80	3500		0020		705210		50316	(63,557,774)	(63,558,424)	(650)		Insurance Revenue
12	72-80	3500		0020		705210		60330	2,124,430	2,125,080	650		Offsetting Expenditure
13										0			
14										0			
15										0			
16										0			
17										0			
18										0			
19										0			
20										0			
21										0			
22										0			
23										0			
24										0			
25										0			
26										0			
27										0			
28										0			
29										0			
											0	0	Total - Page 1
											0	0	GRAND TOTAL

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

							ANNUALIZED			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
1000	9361	61488	4FA23-12-GF	PROGRAM SUPERVISOR	709930	(0.10)	(7,565)	(2,638)	(1,982)	(12,185)
21640	9361	61488	4FA23-12-1	PROGRAM SUPERVISOR	709930	(0.90)	(68,084)	(23,741)	(17,843)	(109,668)
1000	9364	61488	4FA23-12-GF	MANAGER 2	709930	0.10	8,431	2,940	2,047	13,418
21640	9364	61488	4FA23-12-1	MANAGER 2	709930	0.90	75,877	26,458	18,428	120,763
1000	6073	64530	47020-GF	DATA ANALYST	712360	(1.00)	(62,765)	(20,807)	(18,859)	(102,431)
1000	6500	64530	47020-GF	OPERATIONS PROCESS SPECIALIST	712360	1.00	62,765	20,807	18,859	102,431
1000	6088	65325	44701-GF	PROGRAM SPECIALIST/SR	713829	(1.00)	(77,172)	(25,582)	(19,940)	(122,694)
1000	6063	65325	44701-GF	PROJECT MANAGER	713829	1.00	77,172	25,582	19,940	122,694
1000	6002	66578	44701-GF	OFFICE ASSISTANT/SR	714530	(1.00)	(43,994)	(15,340)	(17,452)	(76,786)
1000	6027	66578	44701-GF	FINANCE TECHNICIAN	714530	1.00	43,994	15,340	17,452	76,786
TOTAL ANNUALIZED CHANGES						0.00	8,659	3,019	650	12,328

CURRENT YEAR PERSONNEL DOLLAR CHANGECalculate 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
1000	9361	61488	4FA23-12-GF	PROGRAM SUPERVISOR	709930	(0.10)	(7,565)	(2,638)	(1,982)	(12,185)
21640	9361	61488	4FA23-12-1	PROGRAM SUPERVISOR	709930	(0.90)	(68,084)	(23,741)	(17,843)	(109,668)
1000	9364	61488	4FA23-12-GF	MANAGER 2	709930	0.10	8,431	2,940	2,047	13,418
21640	9364	61488	4FA23-12-1	MANAGER 2	709930	0.90	75,877	26,458	18,428	120,763
1000	6073	64530	47020-GF	DATA ANALYST	712360	(1.00)	(62,765)	(20,807)	(18,859)	(102,431)
1000	6500	64530	47020-GF	OPERATIONS PROCESS SPECIALIST	712360	1.00	62,765	20,807	18,859	102,431
1000	6088	65325	44701-GF	PROGRAM SPECIALIST/SR	713829	(1.00)	(77,172)	(25,582)	(19,940)	(122,694)
1000	6063	65325	44701-GF	PROJECT MANAGER	713829	1.00	77,172	25,582	19,940	122,694
1000	6002	66578	44701-GF	OFFICE ASSISTANT/SR	714530	(1.00)	(43,994)	(15,340)	(17,452)	(76,786)
1000	6027	66578	44701-GF	FINANCE TECHNICIAN	714530	1.00	43,994	15,340	17,452	76,786
TOTAL CURRENT FY CHANGES						0.00	8,659	3,019	650	12,328

FM Side			PS/CO Side			Cost Element/Commitment Item	Notes
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element		
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		709599		50310	Budgets receipt of Data Processing reimbursement
78-70	3503	0020		709599		60240	Budgets offsetting expenditures
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
72-80	3500	0020		705210		50316	Insurance Revenue
72-80	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

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 assigned to a particular functional area, regardless of what department the revenues or expenditures are recorded in.

Functional Area Assignments ~ Based on Fund		
<u>Special Revenue Funds</u>		
1501 - Road Fund	Road & 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
1508 - Animal Control Fund	Community Services	0060
1509 - Willamette River Bridges Fund	Roads & Bridges	0080
1510 - Library Fund	Library	0070
1512 - Land Corner Preservation Fund	Roads & Bridges	0080
1518 - Oregon Historical Society Special Levy	Community Services	0060
1519 - Video Lottery	Community Services	0060
<u>Capital Project Funds</u>		
2504 - Building Project Fund	Community Services	0060
2507 - Capital Improvement Fund	Community Services	0060
2508 - Asset Acquisition Fund	Community Services	0060
2509 - Asset Preservation Fund	Community Services	0060
2511 - Sellwood Bridge Replacement	Roads & Bridges	0080
<u>Enterprise Funds</u>		
3000 - Dunthorpe-Riverdale Svc Dist #14 Fund	Dunthorpe-Riverdale Svc Dist #14	0500
3001 - Mid County Svc Dist #1 Fund	Mid County Svc Dist #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-Dept (10, except 10-50)	General Government	0020
Non-Dept CCFC (10-50)	Social Services	0040
District Attorney (15)	Public Safety & Justice	0050
Countywide (18 & 19)	General Government	0020
Human Services (20, 21, 25, 26, 30 & 31)	Social Services	0040
Health (40)	Health Services	0030
Community Justice (50)	Public Safety & Justice	0050
Sheriff's Office (60)	Public Safety & 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.