



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(Revised 08/02/10)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # 2-5 DATE 12/16/10
LYNDA GROW, BOARD CLERK

Board Clerk Use Only	
Meeting Date:	12/16/2010
Agenda Item #:	R-5
Est. Start Time:	10:05 am
Date Submitted:	12/06/2010

BUDGET MODIFICATION: DCHS11-20

BUDGET MODIFICATION DCHS11-20 Increasing Aging and Disability Services Division Federal/State appropriation by \$201,275 with funding from the Veteran's Administration Medical Center and adding a new .25 FTE (.50 FTE annualized) Case Manager 2 position.

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

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

General Information

1. What action are you requesting from the Board?

The Department of County Human Services recommends approval of budget modification DCHS11-20. This budget modification increases Aging and Disability Services Division (ADSD) fiscal year 2011 Federal/State appropriation by \$201,275, which allows for the for implementation of the Veterans Directed-Home and Community Based Services (VD-HCBS) program and the addition of a new .25 FTE Case Manager 2 (.50 FTE on an annual basis).

**Budget Modification APR
Submit to Board Clerk**

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.

ADSD is being awarded a contract with the regional Veterans Administration Medical Center (VAMC) to provide a new program for veterans in Multnomah County. The new VD-HCBS program serves enrolled veterans of any age who are at risk of nursing home placement and provides relief for their unpaid caregivers. Services are provided without duplication of other available services. The grant supports the goal of Program Offer #25020 – ADSD Access and Early Intervention Services by promoting independent living for veterans by providing them the opportunity to receive home and community based services that enable them to continue to live in their homes and communities.

A portion of the new funding will be applied to hiring a new .25 FTE Case Manager 2 (.50 FTE annualized), who will be responsible for providing a full range of care and service management to veterans who are eligible for the VD-HCBS program.

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

The fiscal year 2011 ADSD budget for Access & Early Intervention Services will increase by a total of \$201,275. This additional funding will allow for an increase in the following expenses: Personnel costs by \$19,514, M&S by \$1,420, Pass Through by \$150,851, Professional Services by \$20,491 and Indirect costs by \$8,999 (department indirect \$5,730 and central indirect \$3,269).

Director's Office supplies budget will increase by \$5,730 (department indirect).

Service reimbursements from the Federal/State fund will increase as follows: Risk Management fund \$4,568, General Fund Contingency (central indirect) \$3,269, Telecommunications fund \$381, Motor Pool fund \$119, and Mail & Distribution fund \$175.

The grant award of \$201,275 covers fiscal year 2011, starting January 2011. Subsequent funding will be on-going and based on the number of clients served. The grant pays all indirect costs and the County is not obligated for any in-kind or CGF match funding.

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

ADSD will become a contracted provider for the regional Veterans Administration Medical Center (VAMC) and be held to requirements outlined in a provider agreement.

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

The project was planned and developed through a grant that the State of Oregon has with the US Administration on Aging. Ongoing funding for the program will be provided through a provider agreement with the VAMC, which has participated in the steering committee to develop the project.

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 DCHS11-20 will add an additional \$201,275 appropriation to the fiscal year 2011 ADSD Access & Early Intervention Services Federal/State budget. CFDA # 93-048.

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

The fiscal year 2011 budget for ADSD Access & Early Intervention Services will increase by \$201,275. The following expense categories will increase: Personnel costs by \$19,514, M&S by \$1,420, Pass Through by \$150,851, Professional Services by \$20,491 and Indirect costs by \$8,999 (department indirect \$5,730 and central indirect \$3,269).

Director's Office supplies budget will increase by \$5,730 (department indirect).

Service reimbursements from the Federal/State fund will increase as follows: Risk Management fund \$4,568, General Fund Contingency (central indirect) \$3,269, Telecommunications fund \$381, Motor Pool fund \$119, and Mail & Distribution fund \$175.

- **What do the changes accomplish?**

The increased funding will allow ADSD to implement a new Veterans Directed-Home and Community Based Services program in Multnomah County. In addition, a new .25 FTE Case Manager 2 position will be hired (.50 FTE annualized). A current Program Development Specialist Senior in ADSD will oversee the program.

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

This budget modification adds a new .25 FTE position (.50 FTE annualized) to provide a full range of care and service management to veterans who are eligible for the VD-HCBS program.

- **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?**

This is a new and on-going program with funding received monthly based on the numbers of eligible clients served at established VAMC approved rates.

- **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)?**

This grant covers fiscal year 2011, starting January 2011. Funding is on-going based on the number of clients served. No cash or in-kind match funding is required.

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

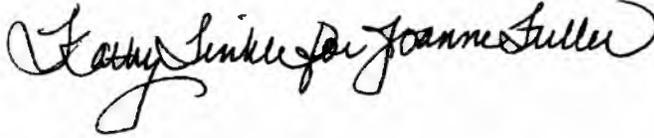
**Budget Modification APR
Submit to Board Clerk**

ATTACHMENT B

BUDGET MODIFICATION:

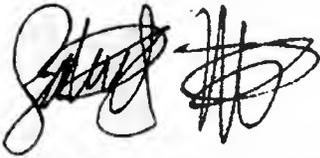
Required Signatures

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



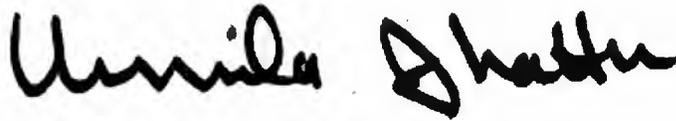
Date: 12/3/10

Budget Analyst:

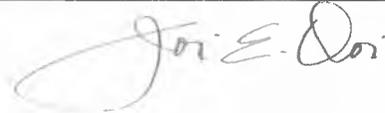


Date: 12/6/2010

**Department
HR:**



Date: 12/3/10



**December
3, 2010**

**Countywide
HR:**

Date: