



# Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

## Board Clerk Use Only

Meeting Date: \_\_\_\_\_

Agenda Item #: \_\_\_\_\_

Est. Start Time: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

**Agenda Title:** BUDGET MODIFICATION # DCHS-01-17: Implementing impacts of Federal, State, and Other funding for FY2017

**Requested Meeting Date:** 10/6/16

**Time Needed:** 10 minutes

**Department:** 25 - County Human Services

**Division:** Community Services and  
Joint Office of Homeless  
Services

**Contact(s):** Rob Kodiriy

**Phone:** 503-988-6569

**Ext.** \_\_\_\_\_

**I/O Address** \_\_\_\_\_

**Presenter Name(s) & Title(s):** Christian Elkin and Rob Kodiriy - Business Services / Finance  
JOHS and DCHS

## General Information

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

The Department of County Human Services (DCHS) and the Joint Office of Homeless Services (JOHS) are requesting from the Board appropriation of additional Federal/State revenues for FY2017 in the amounts listed below and add requested permanent positions:

Department/Division	Federal/State	Other	Current FTE	Annual FTE
Joint Office	\$881,260	---	---	---
DCHS	\$1,869,533	\$120,000	2.84	3.30

### 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.

DCHS and JOHS have been jointly awarded additional funds from the same source largely due to state rebalancing and allocation notifications were received during the last three months.

The Youth and Family Division (YF) received a one-time-only (OTO) allocation in two existing State grant awards for fiscal year 2017. The Emergency Housing Assistance (EHA) award via Oregon Housing and Community Services (OHCS) received a OTO increase of \$1,700,247 (\$1,275,185 allocated to the YF and \$425,062 allocated to the JOHS). The YF revenue will serve approximately 230 additional families at risk of homelessness. The OTO EHA revenue will be added to Program Offer 25139A - Multnomah Stability Initiative and Program Offer 25133A - Housing Stabilization for Vulnerable Populations. Also, \$425,062 of Emergency Housing Assistance (EHA) funds will be used to support the 90 beds at the newly opened Gresham Women's Shelter. These revenues will be added to program offer 10061A - Safety off the Streets - Existing Services.

The State Homeless Assistance Program (SHAP) provides state funds to help meet the emergency needs of homeless Oregonians by providing operational support for emergency shelters and related supportive services. The County received a one-time-only (OTO) increase of \$456,198 which will be allocated to the Joint Office of Homeless Services (JOHS); it will be used to expand domestic violence shelter capacity by 15 beds to master-lease apartments to expand shelter capacity for an individual or family attempting to flee domestic violence.

DDSD fiscal year 2017 budget will increase by \$207,488 in State Local Administration funds. This budget modification adds 2.00 FTE Program Specialist positions, effective September 1, 2016, and eliminates 1.00 FTE vacant Program Specialist Senior position, effective July 01, 2016. This budget modification affects Program Offer 25011 - DD Budget and Operations. This action will allow sufficient ongoing funding for the two permanent Program Specialist positions, which are located in the Comprehensive Services Plan of Care unit.

ADVSD (Program Offer 25020A) is adding \$105,000 from the new Oregon Money Management Program (OMMP). This will add a permanent 0.50 FTE Program Technician and fund a 0.50 FTE of an existing Program Coordinator position. The State of Oregon Department of Human Services (DHS) has awarded ADVSD a contract for \$105,000 to administer the OMMP in Multnomah County. In addition, Oregon Health and Science University is adding \$120,000 to continue the Care Transitions Program. The funding supports staff to carry out the program.

Director's Office (Program Offer 25000) will fund 1.00 FTE Administrative Specialist position using existing resources. In addition, the Director's Office received an award from the Oregon Department of Human Services for a demonstration project serving TANF and severely low-income families. The funding provides for a limited duration Family Independence Liaison position to facilitate the Family Independence Initiative. This award totals \$281,860 for 12 months.

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

The 2017 fiscal year budget for DCHS will increase by \$1,989,533. The additional funding will increase DCHS Personnel costs by \$468,781, which funds 2.84 new permanent FTE (3.30 FTE annualized) and 3 Limited Duration positions. Contracted Services will increase by \$1,382,900 (which includes \$103,744 of additional match funding). Material & Services expenses will increase by \$113,212, and total DCHS department and central indirect costs increase by \$44,933.

The 2017 fiscal year budget in the Joint Office for Homeless Services (JOHS) will increase by \$881,260. The temporary Personnel expense budget will increase by \$85,860, contracted Pass-Thru expense will increase by \$793,132, and Central Indirect will increase by \$2,268.

Service reimbursement to the risk management fund will increase by \$109,352 (Insurance). Service reimbursement from the Federal/State fund to the General fund will increase by \$15,934 (central indirect).

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

N/A

**5. Explain any citizen or other government participation.**

N/A

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**Budget Modification**

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**6. 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 DCHS Federal/State appropriation will increase by \$1,869,533, Other Funds appropriation will increase by \$120,000 and the JOHS Federal/State appropriation will increase by \$881,260. There is not a CFDA#.

**7. What budgets are increased/decreased?**

Program Offer #10061A -- Safety Off the Streets - Existing Services will increase by \$881,260: Personnel costs by \$85,860, Contracted Services by \$793,132 and by \$2,268 for Central indirect expenses.

Program Offer #25000 – Director’s Office will increase by \$395,925: Personnel costs by \$171,925, Contracted Services by \$167,600, Supplies by \$48,664 and indirect costs by \$7,736.

Program Offer #25002A – Business Services & Operations will decrease by \$82,798: Professional Services by \$62,505 and Supplies & Travel/Training by \$20,293.

Program Offer #25011 – DD Budget & Operations will increase by \$207,488: Personnel costs by \$148,990, Supplies by \$45,566 and Indirect costs by \$12,932.

Program Offer #25020A – ADVSD Access & Early Intervention will increase by \$225,000: Personnel costs by \$162,216, Contracted services by \$26,400, Supplies by \$22,304 and Indirect costs by \$14,080.

Program Offer #25133 – Housing Stabilization will increase by \$20,377: Travel & Training costs by \$18,750 and Indirect expense by \$1,627.

Program Offer #25139A – Multnomah Stability Initiative will increase by \$1,254,808: Personnel costs by \$89,394, Travel & Training costs by \$9,195, Pass-Thru expense by \$1,147,661 and Indirect expenses by \$8,558.

The service reimbursement to the risk management fund will increase by \$109,352 (insurance).

The service reimbursement to the general fund contingency will increase by \$15,934 (central indirect revenue).

**8. What do the changes accomplish?**

Finalizing the Federal/State and Other Funds midyear impacts for FY 2017.

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

Yes. This additional funding will increase personnel costs by \$554,641 to fund new permanent 2.84 FTE (3.30 FTE annualized) and 3 partial year Limited Duration positions.

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

Yes.

**11. 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 EHA and SHAP additional awards are one time only. Services and the position funding allocations will return to previously budgeted levels. The Family Independence Initiative is currently a one year pilot.

**12. 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 (e.g. cash match, in kind match, reporting requirements, etc)?**

N/A

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**Required Signature**

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<b>Elected Official or Dept. Director:</b>	_____	<b>Date:</b>	_____
<b>Budget Analyst:</b>	_____	<b>Date:</b>	_____
<b>Department HR:</b>	_____	<b>Date:</b>	_____
<b>Countywide HR:</b>	_____	<b>Date:</b>	_____