

<b>Dept:</b>	Human Services	54	<b>DANE COUNTY</b>	<b>Fund Name:</b>	Human Services
<b>Prgm:</b>	Administration	301/39		<b>Fund No:</b>	2600

Mission:

Administration provides policy development, general management, program planning and evaluation, budgeting, fiscal services, information system oversight, and general administrative support for the Department.

Description:

The Administrative Unit reports to the Director and is responsible for Department-wide policy and management. Staff functions also help assure efficient day-to-day operations of the Department, planning, budgeting, information systems, and overall fiscal and clerical support. The Unit is also responsible for all fiscal contract management, State financial reporting, and collections. Additionally, the Unit includes personnel management oversight, facilities management, equal opportunities oversight, planning and policy coordination for Department support staff.

	Actual 2012	Adopted 2013	2012 Carry Forward	Board Transfers	Budget As Modified	2013 YTD	Estimated 2013	Department Request
<b>PROGRAM EXPENDITURES</b>								
Personal Services	\$2,792,595	\$3,085,200	\$0	\$0	\$3,085,200	\$785,119	\$3,085,200	\$3,180,100
Operating Expenses	\$575,244	\$570,422	\$44,835	\$0	\$615,257	\$167,226	\$615,257	\$620,674
Contractual Services	\$512,203	\$708,206	\$0	\$0	\$708,206	\$107,279	\$708,206	\$704,244
Operating Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$3,880,043</b>	<b>\$4,363,828</b>	<b>\$44,835</b>	<b>\$0</b>	<b>\$4,408,663</b>	<b>\$1,059,625</b>	<b>\$4,408,663</b>	<b>\$4,505,018</b>
<b>PROGRAM REVENUE</b>								
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	\$3,745,309	\$3,579,724	\$0	\$0	\$3,579,724	\$638,261	\$3,579,724	\$3,666,356
Licenses & Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fines, Forfeits & Penalties	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Charges for Services	\$0	\$100	\$0	\$0	\$100	\$0	\$100	\$100
Intergovernmental Charge for Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$1,507	\$0	\$0	\$0	\$0	\$496	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$3,746,816</b>	<b>\$3,579,824</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,579,824</b>	<b>\$638,757</b>	<b>\$3,579,824</b>	<b>\$3,666,456</b>
<b>GPR SUPPORT</b>	<b>\$133,227</b>	<b>\$784,004</b>			<b>\$828,839</b>			<b>\$838,562</b>
<b>F.T.E. STAFF</b>	<b>29.450</b>	<b>29.550</b>					<b>29.600</b>	<b>29.600</b>

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DI#	2014 Base	Net Decision Items							2014 Executive Budget	
		01	02	03	04	05	06	07		
<b>PROGRAM EXPENDITURES</b>										
Personal Services	\$3,180,100	(\$5,700)	\$83,800	\$0	\$0	\$0	\$0	\$0	\$3,258,200	
Operating Expenses	\$570,422	\$0	\$50,252	\$0	\$0	\$0	\$0	\$0	\$620,674	
Contractual Services	\$707,906	\$8,500	(\$7,162)	\$0	\$0	\$0	\$0	\$0	\$709,244	
Operating Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>TOTAL</b>	<b>\$4,458,428</b>	<b>\$2,800</b>	<b>\$126,890</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,588,118</b>	
<b>PROGRAM REVENUE</b>										
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Intergovernmental Revenue	\$3,579,724	\$76,554	\$93,478	\$0	\$0	\$0	\$0	\$0	\$3,749,756	
Licenses & Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Fines, Forfeits & Penalties	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Public Charges for Services	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100	
Intergovernmental Charge for Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>TOTAL</b>	<b>\$3,579,824</b>	<b>\$76,554</b>	<b>\$93,478</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,749,856</b>	
<b>GPR SUPPORT</b>	<b>\$878,604</b>	<b>(\$73,754)</b>	<b>\$33,412</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$838,262</b>	
<b>F.T.E. STAFF</b>	<b>29.600</b>	<b>0.000</b>	<b>1.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>30.600</b>	

NARRATIVE INFORMATION ABOUT DECISION ITEMS SHOWN ABOVE		Expenditures	Revenue	GPR Support
<b>2014 BUDGET BASE</b>		\$4,458,428	\$3,579,824	\$878,604
DI #	HUMS-ADMN-1			
DEPT	New Efficiencies			
This decision item reduces GPR by (\$73,454). Expense of \$3,500 is added to support the annual maintenance of tablet computers, and administrative revenues are reallocated based on anticipated earning formulas for a net revenue increase of \$76,954.		\$3,500	\$76,954	(\$73,454)
EXEC	Approve as requested. Also, adjust Health Insurance and related accounts to reflect a change in the County's health insurance that will no longer required an increased County contribution for individual Point of Service health plans. Add \$5,000 for Overture Center sponsorships to assist low income individuals in participating in Overture events.	(\$700)	(\$400)	(\$300)
ADOPTED				\$0
NET DI # HUMS-ADMN-1		\$2,800	\$76,554	(\$73,754)

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NARRATIVE INFORMATION ABOUT DECISION ITEMS SHOWN ON PREVIOUS PAGE			Expenditures	Revenues	GPR Support
DI #	HUMS-ADMN-2	Base Transfers, Reallocations and Resolutions			
DEPT	This item reflects a GPR increase of \$33,412. Expense reflects net transfers and resolution increases of \$43,090 and similar revenue activity increases of \$9,678. Offsetting entries are in other programs in the Department for no net GPR change.		\$43,090	\$9,678	\$33,412
EXEC	Add 1.0 FTE Information Tech Specialist II position effective 1/1/2014.		\$83,800	\$83,800	\$0
ADOPTED					\$0
NET DI #		HUMS-ADMN-2	\$126,890	\$93,478	\$33,412

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<b>2014 EXECUTIVE BUDGET</b>			\$4,588,118	\$3,749,856	\$838,262
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