

Supplemental Package Requests

Department 2000000 - FINANCE
 Package C - GRANTS / COMPLIANCE POSITIONS
 Program FINANCIAL OPERATIONS
 Priority 3
 One Time Cost Continuing Cost

Type of Request

New Program Expanded Program Growth Related New Mandate
 Revenue Enhancement Capital Other (explain in description)

	FY2005/06 Recommended	FY2006/07 Annualized	FY2007/08 Annualized	FY2008/09 Annualized	FY2009/10 Annualized
Personal Services	156,661	156,661	156,661	156,661	156,661
Supplies & Services	4,460	4,460	4,460	4,460	4,460
Capital	4,500	0	0	4,500	0
Total Expenditures	165,621	161,121	161,121	165,621	161,121
Total Revenues	0	0	0	0	0
Fund Balance Support	0	0	0	0	0
General Fund Support	165,621	161,121	161,121	165,621	161,121

Description

To comply with the requirements of the Board of Supervisors Policy D 22.6, Policy for Accepting and Administering Grants, and the proposed Applying for Grants Administrative Procedure. To provide the County with a comprehensive method to evaluate and monitor grant compliance in accordance with the Board of Supervisors Policies and various federal regulations, Financial Control and Reporting Division is requesting two full time positions: one Program Manager and one Principal Finance Accountant. These positions will work directly with the departments to provide training on federal regulations specific to grants as well as institute uniform accounting practices across the County. Finance is also requesting 1 Principal Finance Analyst to be used for 40% of an FTE to monitor the UPI - Juvenile contract expenses as spelled out in the contract and a 60% FTE to develop and track bond activity as it relates to private activity bonds.

Personal Services

One Program Manager, one Principal Finance Accountant and one Principal Finance Analyst.

Supplies & Services

Three desks and three computer workstations \$2,000, annual training for Financial Control and Reporting positions \$1,000, annual supplies for the positions \$300, software at \$600, two telephone lines at an annual cost of \$458 each and long distance cost of \$102.

Capital Request

Three computer monitors and printers \$4,500

Revenues

None

Impact if not Funded

The department will be unable to meet the requirements of the Board of Supervisors Policy D22.6, Policy for Accepting and Administering Grants, the conditions of the UPI - Juvenile Detention Center contract and the requirements related to IRS regulations on private activity bonds.

Source of Mandate

Board of Supervisors Policy D22.6, Policy for Accepting and Administering Grants

Goals & Objectives

- Ensure the County's grants are administered and accounted for in an efficient and effective manner
- Ensure the County complies with IRS regulations surrounding private activity bonds.

Performance Measure	FY2004/05 Estimated	FY2005/06 Planned	FY2006/07 Planned
establish written procedures for FC&R administrati	no	yes	yes
issue SEFA by March 31st	no	yes	yes
create centralized County database for grants	no	yes	yes
create centralized County database to monitor if b	no	yes	yes

Supplemental Package Recommended As Requested.