

Department Appropriation Summary

Historical Data

Agency Request and Executive/Legislative Recommendation

Appropriation	2013-2014		2014-2015		2014-2015		2015-2016						2016-2017					
	Actual	Pos	Budget	Pos	Authorized	Pos	Agency	Pos	Executive	Pos	Legislative	Pos	Agency	Pos	Executive	Pos	Legislative	Pos
1DE Various Building Construction	2,195,402	0	7,172,900	0	7,648,900	0	9,877,613	0	9,877,613	0	9,877,613	0	9,877,613	0	9,877,613	0	9,877,613	0
414 Consolidated Cost	709,188	0	821,500	0	821,500	0	821,500	0	821,500	0	821,500	0	821,500	0	821,500	0	821,500	0
896 Division of Administrative Services	28,314,889	301	29,516,481	285	33,342,898	315	31,756,301	315	31,756,301	315	31,756,301	315	31,767,768	315	31,767,768	315	31,767,768	315
898 Social Srvs Blk Grant-Fed	0	0	129,084	0	139,733	0	129,084	0	129,084	0	129,084	0	129,084	0	129,084	0	129,084	0
C99 Client Specific Emergency Services-Cash	0	0	111,600	0	120,000	0	111,600	0	111,600	0	111,600	0	111,600	0	111,600	0	111,600	0
Total	31,219,479	301	37,751,565	285	42,073,031	315	42,696,098	315	42,696,098	315	42,696,098	315	42,707,565	315	42,707,565	315	42,707,565	315

Funding Sources		%		%		%		%		%		%		%		%	
Fund Balance	4000005	3,894,726	10.3	6,566,721	14.8	6,566,721	14.3	6,566,721	14.7	6,566,721	14.7	4,161,986	9.1	4,161,986	9.3	4,161,986	9.3
General Revenue	4000010	10,912,609	28.9	10,915,168	24.6	11,995,658	26.2	10,995,658	24.5	10,995,658	24.5	11,999,898	26.2	10,999,898	24.5	10,999,898	24.5
Federal Revenue	4000020	10,258,922	27.1	12,962,071	29.2	13,052,217	28.5	13,052,217	29.1	13,052,217	29.1	13,057,202	28.5	13,057,202	29.1	13,057,202	29.1
Cash Fund	4000045	0	0.0	111,600	0.3	111,600	0.2	111,600	0.2	111,600	0.2	111,600	0.2	111,600	0.2	111,600	0.2
Reimbursement	4000425	4,867,397	12.9	7,172,900	16.2	7,472,878	16.3	7,472,878	16.7	7,472,878	16.7	9,877,613	21.6	9,877,613	22.0	9,877,613	22.0
Various Program Support	4000730	7,852,546	20.8	6,589,826	14.9	6,618,873	14.4	6,618,873	14.8	6,618,873	14.8	6,621,115	14.4	6,621,115	14.8	6,621,115	14.8
Total Funds		37,786,200	100.0	44,318,286	100.0	45,817,947	100.0	44,817,947	100.0	44,817,947	100.0	45,829,414	100.0	44,829,414	100.0	44,829,414	100.0
Excess Appropriation/(Funding)		(6,566,721)		(6,566,721)		(3,121,849)		(2,121,849)		(2,121,849)		(3,121,849)		(2,121,849)		(2,121,849)	
Grand Total		31,219,479		37,751,565		42,696,098		42,696,098		42,696,098		42,707,565		42,707,565		42,707,565	

Variation in fund balance is due to unfunded appropriation in (896) Division of Administrative Services.

Analysis of Budget Request

Appropriation: 1DE - Various Building Construction

Funding Sources: DHR - Human Services Renovation Fund

The Various Building Construction appropriation is for the purpose of construction, acquisition, renovation, maintenance, repair and equipping facilities of the Department of Human Services and for paying disallowances cited by the federal government. Facilities are those operated by the Divisions of Developmental Disabilities-Human Development Centers; Behavioral Health-Arkansas State Hospital and Arkansas Health Center; and Youth Services-Youth Services Centers and Wilderness Camps.

Funding for this appropriation is from the Human Services Renovation Fund and is derived from three sources. Federal reimbursement received by the Department. General revenue transferred from these three (3) Divisions with an annual maximum of five million dollars. Other funds may be utilized as determined to be available. At the request of the Director of the Department of Human Services and upon certification of the availability of such funds, the Chief Fiscal Officer of the State shall initiate the necessary transfer documents to reflect the transfer on the books of record of the Treasurer of State, the Auditor of State, the Chief Fiscal Officer of the State and the Department. Arkansas Code Annotated §19-5-1020 was amended by Act 1537 of 1999 to require that transfers into the Renovation Fund must be submitted to and receive approval from the Chief Fiscal Officer of the State, the Governor and the Legislative Council prior to the effective date of the transfer. This appropriation is centralized within the DHS Director's purview in order that the needs of the Department can be prioritized, however, maintained by the Division of Administrative Services. Expenditures for this appropriation are contingent upon available funding provided from within the Department.

The Agency Base Level request for this appropriation is \$7,172,900 each year of the biennium.

The Agency Change Level request is \$2,704,713 each year of the biennium for additional repair and maintenance needs at DBHS and DYS facilities.

The Executive Recommendation provides for the Agency Request.

The Legislative Recommendation concurs with the Executive Recommendation.

Appropriation Summary

Appropriation: 1DE - Various Building Construction

Funding Sources: DHR - Human Services Renovation Fund

Commitment Item		2013-2014	2014-2015	2014-2015	2015-2016			2016-2017		
		Actual	Budget	Authorized	Agency	Executive	Legislative	Agency	Executive	Legislative
Construction	5090005	2,195,402	7,172,900	7,648,900	9,877,613	9,877,613	9,877,613	9,877,613	9,877,613	9,877,613
Total		2,195,402	7,172,900	7,648,900	9,877,613	9,877,613	9,877,613	9,877,613	9,877,613	9,877,613
Funding Sources										
Fund Balance	4000005	3,894,726	6,566,721		6,566,721	6,566,721	6,566,721	4,161,986	4,161,986	4,161,986
Reimbursement	4000425	4,867,397	7,172,900		7,472,878	7,472,878	7,472,878	9,877,613	9,877,613	9,877,613
Total Funding		8,762,123	13,739,621		14,039,599	14,039,599	14,039,599	14,039,599	14,039,599	14,039,599
Excess Appropriation/(Funding)		(6,566,721)	(6,566,721)		(4,161,986)	(4,161,986)	(4,161,986)	(4,161,986)	(4,161,986)	(4,161,986)
Grand Total		2,195,402	7,172,900		9,877,613	9,877,613	9,877,613	9,877,613	9,877,613	9,877,613

Reimbursements are from Other funds that may be utilized as determined to be available.

Analysis of Budget Request

Appropriation: 414 - Consolidated Cost

Funding Sources: MCC - Consolidated Cost Revolving Fund

The Division of Administrative Services is responsible for the centralized purchasing of postage, forms printing, and warehouse storage for the Department. Purchases are made through this appropriation with funding transferred from the respective Divisions to the Consolidated Cost Revolving Fund.

Funding for this appropriation, as indicated as various program support, is revenue transferred based on cost allocation derived from the program to which funds are assigned and can be a mix of funding sources such as general revenue, federal revenue, other revenue and/or a combination of each.

The Agency Base Level and total request for this appropriation is \$821,500 each year of the biennium.

The Executive Recommendation provides for the Agency Request.

The Legislative Recommendation concurs with the Executive Recommendation.

Appropriation Summary

Appropriation: 414 - Consolidated Cost

Funding Sources: MCC - Consolidated Cost Revolving Fund

Commitment Item		2013-2014	2014-2015	2014-2015	2015-2016			2016-2017		
		Actual	Budget	Authorized	Agency	Executive	Legislative	Agency	Executive	Legislative
Operating Expenses	5020002	706,888	821,500	821,500	821,500	821,500	821,500	821,500	821,500	821,500
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	2,300	0	0	0	0	0	0	0	0
Total		709,188	821,500	821,500	821,500	821,500	821,500	821,500	821,500	821,500
Funding Sources										
Various Program Support	4000730	709,188	821,500		821,500	821,500	821,500	821,500	821,500	821,500
Total Funding		709,188	821,500		821,500	821,500	821,500	821,500	821,500	821,500
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		709,188	821,500		821,500	821,500	821,500	821,500	821,500	821,500

Analysis of Budget Request

Appropriation: 896 - DHS–Admin Paying Account

Funding Sources: PWP - Administration Paying

The Division of Administrative Services was created by the combining of the Division of Management Services and the Division of Finance in the spring of 1994. The DHS Director merged the two Divisions for the purpose of streamlining administrative functions, reducing the administrative costs, aligning associated functions operating independently and strengthening internal controls. This configuration has provided the program divisions a central point of contact regarding administrative issues. The goal of the merger was improved communications, cooperation and coordination between administrative functions and decreased positions in the Division.

The Division of Administrative Services has two (2) distinct areas of designation: Finance and Administration and Office Systems and Technology from which support services are provided to the other DHS Division staff, consumers and providers.

Office of Finance and Administration

Responsibilities include employee recruitment, applicant testing, classification and compensation, personnel file maintenance and personnel policy development and interpretation. Staff development is provided through this office and offers professional and personal growth and development courses available to all employees. Financial support services encompasses grant development, purchase of services, maintenance and monitoring of contract and grant obligated funds, management of state owned/leased property, construction and maintenance, payroll, accounts payable, budget/banking, cost accounting/research and statistics, reporting and forecasting, funds and grants management and accounts receivable.

Office of Systems and Technology

Technical services, program applications, support services and administrative services related to information/data systems are provided through staff and a contractual arrangement.

Funding for this appropriation includes general revenues (DAS - Department of Human Services Administration Fund Account), federal and other funds. The federal funds are derived from support services allocated through cost allocation and social service block grant funds. Other funding which is indicated as various program support is derived through cost allocation and can also include M&R proceeds.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Agency Base Level request for this appropriation is \$29,665,116 in FY2016 and \$29,676,583 in FY2017 with general revenue funding of \$10,970,134 in FY2016 and \$10,974,374 in FY2017 and 285 budgeted Base Level positions.

The Agency Change Level request is \$2,091,185 each year of the biennium with \$1,000,000 each year in new general revenue and \$25,524 in general revenue transfer, and reflects the following:

- Regular Salaries and Personal Services Matching of \$1,040,137 each year for the restoration of twenty-nine (29) positions that are authorized but not budgeted due to internal needs and to assist program Divisions when there is a need to provide services to individuals.
- Regular Salaries and Personal Services Matching of \$51,048 with \$25,524 in transferred general revenue each year for the transfer of one (1) DHS/DCO Program Manager (C120) from the Division of County Operations to comply with the Internal Revenue Service's reporting guidelines.
- Professional Fees appropriation and new general revenue funding of \$1,000,000 each year due to an anticipated increase in the Information Support Services contract.

The Executive Recommendation provides for the Agency Request with the exception of the \$1,000,000 in Professional Fees which is recommended as appropriation only.

The Legislative Recommendation concurs with the Executive Recommendation in addition to the following:

- Title Change of one (1) DHS Director of Human Resources to DHS Director of Human Capital.
- Reclassification of two (2) Agency Human Resources Managers (C123) to Human Resources Administrators (C126).

Appropriation Summary

Appropriation: 896 - DHS-Admin Paying Account

Funding Sources: PWP - Administration Paying

Commitment Item		2013-2014	2014-2015	2014-2015	2015-2016			2016-2017		
		Actual	Budget	Authorized	Agency	Executive	Legislative	Agency	Executive	Legislative
Regular Salaries	5010000	10,768,363	11,319,820	12,446,388	12,175,400	12,175,400	12,175,400	12,184,700	12,184,700	12,184,700
#Positions		301	285	315	315	315	315	315	315	315
Extra Help	5010001	45,154	64,480	64,480	64,480	64,480	64,480	64,480	64,480	64,480
#Extra Help		7	20	20	20	20	20	20	20	20
Personal Services Matching	5010003	3,971,314	4,040,761	4,448,021	4,425,001	4,425,001	4,425,001	4,427,168	4,427,168	4,427,168
Overtime	5010006	6	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Operating Expenses	5020002	2,492,724	2,690,084	3,376,409	2,690,084	2,690,084	2,690,084	2,690,084	2,690,084	2,690,084
Conference & Travel Expenses	5050009	15,028	24,045	30,000	24,045	24,045	24,045	24,045	24,045	24,045
Professional Fees	5060010	8,954,020	9,399,691	11,000,000	10,399,691	10,399,691	10,399,691	10,399,691	10,399,691	10,399,691
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	68,874	0	0	0	0	0	0	0	0
Data Processing Services	5900044	1,999,406	1,967,600	1,967,600	1,967,600	1,967,600	1,967,600	1,967,600	1,967,600	1,967,600
Total		28,314,889	29,516,481	33,342,898	31,756,301	31,756,301	31,756,301	31,767,768	31,767,768	31,767,768

Funding Sources										
General Revenue	4000010	10,912,609	10,915,168		11,995,658	10,995,658	10,995,658	11,999,898	10,999,898	10,999,898
Federal Revenue	4000020	10,258,922	12,832,987		12,923,133	12,923,133	12,923,133	12,928,118	12,928,118	12,928,118
Various Program Support	4000730	7,143,358	5,768,326		5,797,373	5,797,373	5,797,373	5,799,615	5,799,615	5,799,615
Total Funding		28,314,889	29,516,481		30,716,164	29,716,164	29,716,164	30,727,631	29,727,631	29,727,631
Excess Appropriation/(Funding)		0	0		1,040,137	2,040,137	2,040,137	1,040,137	2,040,137	2,040,137
Grand Total		28,314,889	29,516,481		31,756,301	31,756,301	31,756,301	31,767,768	31,767,768	31,767,768

Analysis of Budget Request

Appropriation: 898 - DHS-Grants Paying Account

Funding Sources: PWE - Grants Paying

The Division of Administrative Services administers the social services block grant (SSBG). The Office of Community Services, Administration for Children and Families, U. S. Department of Health and Human Services is responsible for the administration of the grant program at the federal level with grants made directly to the State. Grant amounts are determined by a statutory formula based on individual state population. Up to 10 percent of block grant funds are allowed to be transferred to other block grant programs for support of health services, health promotion and disease prevention campaigns, and low-income home energy assistance.

Under the provisions of the block grant, each state has the authority to determine the most appropriate social services for the state's citizens. Included are services such as assistance to individuals and families to become more independent relative to financial support and personal care, family maintenance and avoidance of institutional care. These services are rendered through contracts with community programs across the state to provide services to people with developmental disabilities, mental illness, the elderly, and children. The agency has elected to allocate the majority of the SSBG funds to various divisions within the Department and other departments in state government - Workforce Education, Rehabilitation Services and Spinal Cord Commission thus eliminating the need for the majority of this appropriation. Each of the DHS divisions and other departments certify the funds in the respective division/department and budget for utilization of these funds.

Funding for this appropriation is 100% federal funds and is provided under Title XX of the Social Security Act (Omnibus Budget Reconciliation Act of 1981 as amended, P.L. 97-35; Jobs Training Bill, P.L. 98-8; P.L. 98-473; Medicaid and Medicare Patient and Program Act of 1987; Omnibus Budget Reconciliation Act of 1987, P.L. 100-203; Family Support Act of 1988, P.L. 100-485; Omnibus Budget Reconciliation Act of 1993, P.L. 103-66; 42 U.S.C. 1397 et seq.).

The Agency Base Level and total request for this appropriation is \$129,084 each year of the biennium.

The Executive Recommendation provides for the Agency Request.

The Legislative Recommendation concurs with the Executive Recommendation.

Appropriation Summary

Appropriation: 898 - DHS-Grants Paying Account

Funding Sources: PWE - Grants Paying

Commitment Item	2013-2014 Actual	2014-2015 Budget	2014-2015 Authorized	2015-2016			2016-2017		
				Agency	Executive	Legislative	Agency	Executive	Legislative
Purchase of Services 5100004	0	129,084	139,733	129,084	129,084	129,084	129,084	129,084	129,084
Total	0	129,084	139,733	129,084	129,084	129,084	129,084	129,084	129,084

Funding Sources									
Federal Revenue 4000020	0	129,084		129,084	129,084	129,084	129,084	129,084	129,084
Total Funding	0	129,084		129,084	129,084	129,084	129,084	129,084	129,084
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	0	129,084		129,084	129,084	129,084	129,084	129,084	129,084

Analysis of Budget Request

Appropriation: C99 - Client Specific Emergency Services–Cash

Funding Sources: 120 - Client Specific Emergency Services-Cash

This appropriation is a contingency for immediate, short term and specific client emergencies such as shelter, food or transportation. Federal social services block grant funds would be utilized should payments be necessary. There were no expenditures made under this appropriation in FY2014 and \$111,600 is budgeted in FY2015.

The Agency Base Level and total request for this appropriation is \$111,600 each year of the biennium.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

The Legislative Recommendation concurs with the Executive Recommendation.

Appropriation Summary

Appropriation: C99 - Client Specific Emergency Services–Cash

Funding Sources: 120 - Client Specific Emergency Services-Cash

Commitment Item	2013-2014 Actual	2014-2015 Budget	2014-2015 Authorized	2015-2016			2016-2017		
				Agency	Executive	Legislative	Agency	Executive	Legislative
Purchase of Services 5900043	0	111,600	120,000	111,600	111,600	111,600	111,600	111,600	111,600
Total	0	111,600	120,000	111,600	111,600	111,600	111,600	111,600	111,600

Funding Sources									
Cash Fund 4000045	0	111,600		111,600	111,600	111,600	111,600	111,600	111,600
Total Funding	0	111,600		111,600	111,600	111,600	111,600	111,600	111,600
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	0	111,600		111,600	111,600	111,600	111,600	111,600	111,600

Expenditure of appropriation is contingent upon available funding.