

Dept:	Human Services	54	DANE COUNTY	Fund Name:	Human Services
Prgm:	Administration	301/39		Fund No:	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 2011	Adopted 2012	2011 Carry Forward	Board Transfers	Budget As Modified	2012 YTD	Estimated 2012	Department Request
PROGRAM EXPENDITURES								
Personal Services	\$2,676,208	\$2,944,900	\$0	\$0	\$2,944,900	\$786,830	\$2,944,900	\$3,139,300
Operating Expenses	\$439,826	\$854,582	\$43,681	\$0	\$898,263	\$121,969	\$898,263	\$547,982
Contractual Services	\$496,258	\$699,706	\$0	\$0	\$699,706	\$115,401	\$699,706	\$700,806
Operating Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$3,612,292	\$4,499,188	\$43,681	\$0	\$4,542,869	\$1,024,199	\$4,542,869	\$4,388,088
PROGRAM REVENUE								
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	\$3,479,269	\$3,513,021	\$0	\$0	\$3,513,021	\$637,996	\$3,513,021	\$3,579,724
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	\$1,682	\$0	\$0	\$0	\$0	\$498	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$3,480,950	\$3,513,121	\$0	\$0	\$3,513,121	\$638,494	\$3,513,121	\$3,579,824
GPR SUPPORT	\$131,342	\$986,067			\$1,029,748			\$808,264
F.T.E. STAFF	29.450	29.450					29.450	30.350

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DI#	2013 Base	Net Decision Items							2013 Requested Budget	
		01	02	03	04	05	06	07		
PROGRAM EXPENDITURES										
Personal Services	\$3,058,300	\$88,000	\$0	(\$7,000)	\$0	\$0	\$0	\$0	\$3,139,300	
Operating Expenses	\$604,582	(\$59,100)	\$0	\$2,500	\$0	\$0	\$0	\$0	\$547,982	
Contractual Services	\$700,806	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$700,806	
Operating Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL	\$4,363,688	\$28,900	\$0	(\$4,500)	\$0	\$0	\$0	\$0	\$4,388,088	
PROGRAM REVENUE										
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Intergovernmental Revenue	\$3,513,021	\$66,703	\$0	\$0	\$0	\$0	\$0	\$0	\$3,579,724	
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	
TOTAL	\$3,513,121	\$66,703	\$0	\$0	\$0	\$0	\$0	\$0	\$3,579,824	
GPR SUPPORT	\$850,567	(\$37,803)	\$0	(\$4,500)	\$0	\$0	\$0	\$0	\$808,264	
F.T.E. STAFF	29.450	1.000	0.000	(0.100)	0.000	0.000	0.000	0.000	30.350	

NARRATIVE INFORMATION ABOUT DECISION ITEMS SHOWN ABOVE		Expenditures	Revenue	GPR Support
2013 BUDGET BASE		\$4,363,688	\$3,513,121	\$850,567
DI #	HUMS-ADMN-1			
DEPT	GPR Reductions			
This reflects expense additions for 1.0 FTE Business Analyst position \$88,000 & operating expense reductions of (\$59,100). Wisconsin Works (W2) revenue decreases of (\$365,200) are offset by revenue increases amounting to \$431,903 for a total GPR savings of (\$37,803).		\$28,900	\$66,703	(\$37,803)
EXEC				\$0
ADOPTED				\$0
NET DI # HUMS-ADMN-1		\$28,900	\$66,703	(\$37,803)

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NARRATIVE INFORMATION ABOUT DECISION ITEMS SHOWN ON PREVIOUS PAGE			Expenditures	Revenue	GPR Support
DI #	HUMS-ADMN-2	THERE IS NO DECISION ITEM			
DEPT			\$0	\$0	\$0
EXEC					\$0
ADOPTED					\$0
NET DI # HUMS-ADMN-2			\$0	\$0	\$0
DI #	HUMS-ADMN-3	Base Transfers, Reallocations and Resolutions			
DEPT	This item reflects a .10 FTE Clerk Typist base transfer from Administration to the Children, Youth and Families Division and the reallocation of operating costs to more accurately reflect current workload allocations between shared clerical staff and operating costs between divisions for no GPR change Department-wide.		(\$4,500)	\$0	(\$4,500)
EXEC					\$0
ADOPTED					\$0
NET DI # HUMS-ADMN-3			(\$4,500)	\$0	(\$4,500)

2013 REQUESTED BUDGET	\$4,388,088	\$3,579,824	\$808,264
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