

<b>Dept:</b> Human Services	54	<b>DANE COUNTY</b>	<b>Fund Name:</b> Human Services
<b>Prgm:</b> HS Administration	301/39		<b>Fund No:</b> 2610

**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 assure efficient day-to-day operations of the Department. Functions include 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 staff.

	Actual 2020	Adopted 2021	2020 Carry Forward	Board Transfers	Budget As Modified	2021 YTD	Estimated 2021	Department Request
<b>PROGRAM EXPENDITURES</b>								
Personnel Costs	\$4,283,590	\$5,461,080	\$0	\$0	\$5,461,080	\$1,615,428	\$5,461,080	\$5,710,100
Operating Expenses	\$560,279	\$544,136	\$30,261	\$0	\$574,397	\$153,216	\$574,397	\$472,286
Contractual Services	\$13,136,628	\$9,157,665	\$167,297	\$6,000	\$9,330,962	\$1,280,010	\$9,330,962	\$5,954,657
Operating Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$17,980,497</b>	<b>\$15,162,881</b>	<b>\$197,559</b>	<b>\$6,000</b>	<b>\$15,366,440</b>	<b>\$3,048,654</b>	<b>\$15,366,440</b>	<b>\$12,137,043</b>
<b>PROGRAM REVENUE</b>								
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	\$7,513,094	\$6,638,732	\$0	\$0	\$6,638,732	\$1,029,848	\$6,638,732	\$7,273,928
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	\$16,955	\$12,100	\$0	\$12,000	\$24,100	\$20,753	\$24,100	\$11,100
Intergovernmental Charge for Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$21,056	\$12,050	\$0	\$0	\$12,050	\$3,521	\$12,050	\$13,050
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$7,551,105</b>	<b>\$6,662,882</b>	<b>\$0</b>	<b>\$12,000</b>	<b>\$6,674,882</b>	<b>\$1,054,122</b>	<b>\$6,674,882</b>	<b>\$7,298,078</b>
<b>GPR SUPPORT</b>	<b>\$10,429,392</b>	<b>\$8,499,999</b>			<b>\$8,691,558</b>			<b>\$4,838,965</b>
<b>F.T.E. STAFF</b>	<b>39.000</b>	<b>46.000</b>					<b>47.000</b>	<b>48.000</b>

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DI#	2022 Base	Net Decision Items							2022 Requested Budget
		01	02	03	04	05	06	07	
<b>PROGRAM EXPENDITURES</b>									
Personnel Costs	\$5,579,600	\$0	\$0	\$130,500	\$0	\$0	\$0	\$0	\$5,710,100
Operating Expenses	\$544,136	\$0	(\$6,000)	\$14,150	(\$80,000)	\$0	\$0	\$0	\$472,286
Contractual Services	\$5,731,565	\$0	\$7,092	\$237,000	(\$21,000)	\$0	\$0	\$0	\$5,954,657
Operating Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$11,855,301</b>	<b>\$0</b>	<b>\$1,092</b>	<b>\$381,650</b>	<b>(\$101,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,137,043</b>
<b>PROGRAM REVENUE</b>									
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	\$6,638,732	\$0	(\$6,836)	\$642,032	\$0	\$0	\$0	\$0	\$7,273,928
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	\$12,100	\$0	\$0	\$0	(\$1,000)	\$0	\$0	\$0	\$11,100
Intergovernmental Charge for Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$12,050	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$13,050
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$6,662,882</b>	<b>\$0</b>	<b>(\$6,836)</b>	<b>\$643,032</b>	<b>(\$1,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,298,078</b>
<b>GPR SUPPORT</b>	<b>\$5,192,419</b>	<b>\$0</b>	<b>\$7,928</b>	<b>(\$261,382)</b>	<b>(\$100,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,838,965</b>
<b>F.T.E. STAFF</b>	<b>47.000</b>	<b>0.000</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>48.000</b>

<b>NARRATIVE INFORMATION ABOUT DECISION ITEMS SHOWN ABOVE</b>				Expenditures	Revenue	GPR Support
<b>2022 BUDGET BASE</b>				\$11,855,301	\$6,662,882	\$5,192,419
DI #	HUMN-ADMN-1	Purchase of Service Contract Changes				
DEPT	This decision item reflects purchased service contract changes to current contract levels, changes due to grant drop-offs, RFP changes, services being brought in-house and program closures. This decision item reflects a zero levy impact.			\$0	\$0	\$0
EXEC						\$0
ADOPTED						\$0
NET DI # HUMN-ADMN-1				\$0	\$0	\$0

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NARRATIVE INFORMATION ABOUT DECISION ITEMS SHOWN ON PREVIOUS PAGE			Expenditures	Revenue	GPR Support	
DI #	HUMN-ADMN-2	Reallocations and Transfers				
DEPT	This decision item reflects reallocation of expenditures, expenditure/revenue adjustments between contractual & operating lines resulting from operational changes, resolutions or fund transfers made in 2021 that are continuing in 2022. This decision item reflects an expense increase of \$1,092, a revenue reduction of (\$6,836) for a net GPR increase of \$7,928.			\$1,092	(\$6,836)	\$7,928
EXEC					\$0	
ADOPTED					\$0	
NET DI # HUMN-ADMN-2			\$1,092	(\$6,836)	\$7,928	
DI #	HUMN-ADMN-3	New Expenditures and/or Revenue Changes				
DEPT	This decision item includes increased revenue where applicable and changes to adjust expense/revenue levels accordingly. This includes addition of new positions funded with offsetting revenue and the refunding/repurposing of positions left vacant in 2021 to achieve savings targets. This decision item reflects an expense increase of \$381,650, a revenue increase of \$643,032 for a net GPR savings of (\$261,382).			\$381,650	\$643,032	(\$261,382)
EXEC					\$0	
ADOPTED					\$0	
NET DI # HUMN-ADMN-3			\$381,650	\$643,032	(\$261,382)	
DI #	HUMN-ADMN-4	Other Changes Impacting Operating				
DEPT	This decision item includes increased revenue where applicable and changes to adjust expense/revenue levels accordingly to facilitate expanded operations. This decision item reflects an expense decrease of (\$101,000), a revenue reduction of (\$1,000) for net GPR savings of (\$100,000).			(\$101,000)	(\$1,000)	(\$100,000)
EXEC					\$0	
ADOPTED					\$0	
NET DI # HUMN-ADMN-4			(\$101,000)	(\$1,000)	(\$100,000)	
<b>2022 REQUESTED BUDGET</b>			\$12,137,043	\$7,298,078	\$4,838,965	