

<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 2021	Adopted 2022	2021 Carry Forward	Board Transfers	Budget As Modified	2022 YTD	Estimated 2022	Department Request
<b>PROGRAM EXPENDITURES</b>								
Personnel Costs	\$5,145,365	\$5,901,800	\$0	\$0	\$5,901,800	\$1,592,960	\$5,901,800	\$6,288,600
Operating Expenses	\$363,803	\$4,650,086	\$25,000	\$0	\$4,675,086	\$811,150	\$4,675,086	\$4,283,207
Contractual Services	\$8,914,573	\$2,106,987	\$221,574	\$58,700	\$2,387,261	\$299,661	\$2,387,261	\$1,915,203
Operating Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$14,423,742</b>	<b>\$12,658,873</b>	<b>\$246,574</b>	<b>\$58,700</b>	<b>\$12,964,147</b>	<b>\$2,703,770</b>	<b>\$12,964,147</b>	<b>\$12,487,010</b>
<b>PROGRAM REVENUE</b>								
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	\$7,614,341	\$7,273,928	\$0	\$0	\$7,273,928	\$986,152	\$7,273,928	\$7,414,328
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	\$32,687	\$11,100	\$0	\$58,700	\$69,800	\$84,776	\$69,800	\$11,100
Intergovernmental Charge for Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$31,891	\$13,050	\$0	\$0	\$13,050	\$13,586	\$13,050	\$13,050
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$7,678,919</b>	<b>\$7,298,078</b>	<b>\$0</b>	<b>\$58,700</b>	<b>\$7,356,778</b>	<b>\$1,084,514</b>	<b>\$7,356,778</b>	<b>\$7,438,478</b>
<b>GPR SUPPORT</b>	<b>\$6,744,822</b>	<b>\$5,360,795</b>			<b>\$5,607,369</b>			<b>\$5,048,532</b>
<b>F.T.E. STAFF</b>	<b>46.000</b>	<b>48.000</b>					<b>49.000</b>	<b>51.000</b>

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DI#	2023 Base	Net Decision Items							2023 Requested Budget
		01	02	03	04	05	06	07	
<b>PROGRAM EXPENDITURES</b>									
Personnel Costs	\$6,074,700	\$0	\$213,900	\$0	\$0	\$0	\$0	\$0	\$6,288,600
Operating Expenses	\$4,365,386	\$0	(\$72,546)	\$0	(\$9,633)	\$0	\$0	\$0	\$4,283,207
Contractual Services	\$2,101,987	\$0	(\$296,784)	\$110,000	\$0	\$0	\$0	\$0	\$1,915,203
Operating Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$12,542,073</b>	<b>\$0</b>	<b>(\$155,430)</b>	<b>\$110,000</b>	<b>(\$9,633)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,487,010</b>
<b>PROGRAM REVENUE</b>									
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	\$7,273,928	\$0	\$30,400	\$110,000	\$0	\$0	\$0	\$0	\$7,414,328
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	\$11,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,100
Intergovernmental Charge for Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$13,050	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,050
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$7,298,078</b>	<b>\$0</b>	<b>\$30,400</b>	<b>\$110,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,438,478</b>
<b>GPR SUPPORT</b>	<b>\$5,243,995</b>	<b>\$0</b>	<b>(\$185,830)</b>	<b>\$0</b>	<b>(\$9,633)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,048,532</b>
<b>F.T.E. STAFF</b>	<b>49.000</b>	<b>0.000</b>	<b>2.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>51.000</b>

NARRATIVE INFORMATION ABOUT DECISION ITEMS SHOWN ABOVE				Expenditures	Revenue	GPR Support
<b>2023 BUDGET BASE</b>				\$12,542,073	\$7,298,078	\$5,243,995
DI #	HUMN-ADMN-1	THERE IS NO DECISION ITEM				
DEPT				\$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 2022 that are continuing in 2023. This decision item reflects an expense decrease of (\$155,430), a revenue increase of \$30,400 for a net GPR decrease of (\$185,830).			(\$155,430)	\$30,400	(\$185,830)
EXEC					\$0	
ADOPTED					\$0	
NET DI # HUMN-ADMN-2			(\$155,430)	\$30,400	(\$185,830)	
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 the addition of new positions funded with offsetting revenue. This decision item reflects an expense increase of \$110,000, a revenue increase of \$110,000 for a net zero GPR impact.			\$110,000	\$110,000	\$0
EXEC					\$0	
ADOPTED					\$0	
NET DI # HUMN-ADMN-3			\$110,000	\$110,000	\$0	
DI #	HUMN-ADMN-4	Other Changes Impacting Operating				
DEPT	This decision item includes department-wide utility cost reallocations (e.g., internet, phone, utilities) to realign operating funding to program area spending. This decision item reflects an expense decrease of (\$9,633), no revenue change for a net GPR decrease of (\$9,633).			(\$9,633)	\$0	(\$9,633)
EXEC					\$0	
ADOPTED					\$0	
NET DI # HUMN-ADMN-4			(\$9,633)	\$0	(\$9,633)	
<b>2023 REQUESTED BUDGET</b>			<b>\$12,487,010</b>	<b>\$7,438,478</b>	<b>\$5,048,532</b>	