

**ARKANSAS BUDGET SYSTEM
AGENCY PROGRAM COMMENTARY
2001 - 2003**

The Division of Administrative Services is requesting unfunded appropriation for Maintenance and General Operations to cover anticipated increases in rent and equipment repair in the amount of \$136,059 for SFY 2002 and \$143,464 in SFY 2003. Also requested is \$3,367,550 for SFY02 and \$3,357,550 for SFY03 of appropriation for Capital Outlay that includes a General Revenue funding request of \$1,559,292 for SFY 2002 and \$1,552,937 for SFY 2003. This request will cover anticipated equipment upgrades for the new Arkansas Administrative Statewide Information System (AASIS) implementation and normal replacement of obsolete computers and equipment. The Division is also requesting unfunded appropriation in Conference Fees and Travel to provide staff training on AASIS. The request is for \$42,150 in SFY 2002 and \$27,150 in SFY 2003. Unfunded Salary appropriation is requested to cover the cost of reclassifications and the addition of more accounting and financial positions to the Career Ladder Incentive Program (CLIP). The Regular Salaries request is for \$151,646 in SFY 2002 and \$155,585 in SFY 2003. Additional unfunded Personal Services Matching appropriation is also requested in the amount of \$30,506 in SFY 2002 and \$31,296 in SFY 2003. An unfunded appropriation change level of \$6,000,700 for SFY 2002 and SFY 2003 in Appropriation 1DE is requested for the purpose of construction, renovation, maintenance, repair and equipping facilities for the Division of Mental Health Services, Developmental Disabilities Services and the Division of Youth Services.

AGENCY Department of Human Services Division of Administrative Services	DIRECTOR 	AGENCY PROGRAM COMMENTARY BR21	PAGE 121
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ARKANSAS BUDGET SYSTEM DEPARTMENT APPROPRIATION SUMMARY

AGENCY TITLE DHS-Division of Administrative Services		1999-01 Expenditures				2001-03 Biennium Request				2001-03 Executive Recommendation			
Appropriations		Actual	No. of	Budgeted	No. of	Year 1	No. of	Year 2	No. of	Year 1	No. of	Year 2	No. of
Code	Name	1999-00	Pos.	2000-01	Pos.	2001-02	Pos.	2002-03	Pos.	2001-02	Pos.	2002-03	Pos.
C99	Client Specific Emergency Services-Cash	0	0	120,000	0	120,000	0	120,000	0	120,000	0	120,000	0
1DE	Various Building Construction	2,799,678	0	3,198,816	0	9,199,516	0	9,199,516	0	9,199,516	0	9,199,516	0
414	Consolidated Costs	3,443,350	0	3,679,724	0	3,679,724	0	3,679,724	0	3,679,724	0	3,679,724	0
870	Administration	\$25,554,063	408	\$33,764,503	421	\$37,743,968	421	\$38,128,427	421	\$37,564,094	421	\$37,943,881	421
872	Social Services Block Grant	12,909,178	0	15,030,747	0	15,030,747	0	15,030,747	0	15,030,747	0	15,030,747	0
Appropriations Not Requested													
1TU	Office of Systems & Technology	2,100,592	0	700,000	0								
TOTALS		\$46,806,861	408	\$56,493,790	421	\$65,773,955	421	\$66,158,414	421	\$65,594,081	421	\$65,973,868	421
Funding Sources			% of Total		% of Total		% of Total		% of Total		% of Total		% of Total
Fund Balances		\$7,098,758	13.5%	\$5,792,894	9.9%	\$1,794,670	3.1%	\$11,995	0.1%	\$1,794,670	3.5%	\$11,995	0.1%
General Revenues		9,862,114	18.7%	13,713,206	23.5%	15,473,834	26.7%	15,628,906	27.7%	13,870,542	25.5%	14,031,969	26.4%
Special Revenues													
Federal Funds		27,442,090	52.2%	31,404,511	53.8%	33,206,734	57.3%	33,422,186	58.9%	31,432,026	57.5%	31,641,123	59.6%
Const. & Fiscal Agency Fund													
State Central Services Fund													
Merit Adjustment Fund													
Cash Funds				120,000	0.2%	120,000	0.2%	120,000	0.2%	120,000	0.2%	120,000	0.2%
Revolving Fund/Fund Transfers/Cost Allocation		8,196,793	15.8%	7,357,257	12.6%	7,329,835	12.7%	7,355,333	13.1%	7,273,835	13.3%	7,299,333	13.7%
Total Funding		52,599,755	100.2%	58,387,868	100.0%	57,925,073	100.0%	56,538,420	100.0%	54,491,073	100.0%	53,104,420	100.0%
Excess Appro./ (Funding)		(5,792,894)		(1,894,078)		7,848,882		9,619,994		11,103,008		12,869,448	
TOTAL		\$46,806,861		\$56,493,790		\$65,773,955		\$66,158,414		\$65,594,081		\$65,973,868	
DEPARTMENT				DIRECTOR					DEPARTMENT APPROPRIATION SUMMARY				
Department of Human Services Division of Administrative Services				KURT KNICKREHM					BR 40				

The variance in the actual number of positions between the Appropriation Summary (BR40) and the Program Summary (BR22) is due to positions that have been paid in more than one cost center.
Fund Balances of Construction Fund and Cash carry forward

ARKANSAS BUDGET SYSTEM DEPARTMENT PROGRAM SUMMARY

AGENCY TITLE	1999-01 Expenditures				2001-03 Biennium Request				2001-03 Executive Recommendation			
	Actual 1999-00	No. of Pos.	Budgeted 2000-01	No. of Pos.	Year 1 2001-02	No. of Pos.	Year 2 2002-03	No. of Pos.	Year 1 2001-02	No. of Pos.	Year 2 2002-03	No. of Pos.
DHS- Division of Administrative Services												
Deputy Director	\$621,335	3	\$714,296	4	\$650,556	4	\$657,882	4	\$650,555	4	\$657,881	4
Contract Support	16,488,244	86	18,931,897	80	19,054,956	80	19,137,833	80	19,052,283	80	19,135,093	80
MCC Cost Centers-Consolidated Costs	3,443,509	0	3,679,724	0	3,679,724	0	3,679,724	0	3,679,724	0	3,679,724	0
General Operations	2,363,995	67	3,025,938	73	3,263,227	73	3,306,872	73	3,144,616	73	3,185,188	73
Managerial Accounting	2,683,301	68	3,339,304	74	3,379,520	74	3,452,665	74	3,373,205	74	3,446,185	74
Human Resources and Support Services	4,437,596	121	5,182,872	125	5,386,290	125	5,494,942	125	5,368,172	125	5,476,345	125
Employee Relations	406,225	9	507,076	11	507,580	11	518,296	11	502,409	11	512,990	11
Communications Services	96,238	2	109,611	2	111,396	2	113,351	2	111,396	2	113,351	2
Information Systems	13,466,740	55	17,804,256	52	20,541,190	52	20,597,333	52	20,512,205	52	20,567,595	52
Construction	2,799,678	0	3,198,816	0	9,199,516	0	9,199,516	0	9,199,516	0	9,199,516	0
TOTALS	\$46,806,861	411	\$56,493,790	421	\$65,773,955	421	\$66,158,414	421	\$65,594,081	421	\$65,973,868	421
Funding Sources		% of Total		% of Total		% of Total		% of Total		% of Total		% of Total
Fund Balances	\$7,098,758	13.5%	\$5,792,894	9.9%	\$1,794,670	3.1%	\$11,995	0.1%	\$1,794,670	3.5%	\$11,995	0.1%
General Revenues	9,862,114	18.7%	13,713,206	23.5%	15,473,834	26.7%	15,628,906	27.7%	13,870,542	25.5%	14,031,969	26.4%
Special Revenues												
Federal Funds	27,442,090	52.2%	31,404,511	53.8%	33,206,734	57.3%	33,422,186	58.9%	31,432,026	57.5%	31,641,123	59.6%
Const. & Fiscal Agency Fund												
State Central Services Fund												
Merit Adjustment Fund												
Cash Funds			120,000	0.2%	120,000	0.2%	120,000	0.2%	120,000	0.2%	120,000	0.2%
Revolving Fund/Fund Transfers/Cost Allocation	8,196,793	15.6%	7,357,257	12.6%	7,329,835	12.7%	7,355,333	13.1%	7,273,835	13.3%	7,299,333	13.7%
Total Funding	52,599,755	100.0%	58,387,868	100.0%	57,925,073	100.0%	56,538,420	100.0%	54,491,073	100.0%	53,104,420	100.0%
Excess Appro./ (Funding)	(5,792,894)		(1,894,078)		7,848,882		9,619,994		11,103,008		12,869,448	
TOTAL	\$46,806,861		\$56,493,790		\$65,773,955		\$66,158,414		\$65,594,081		\$65,973,868	
DEPARTMENT					DIRECTOR							
Department of Human Services					KURT KNICKREHM							
Division of Administrative Services									BR 22			

The variance in the actual number of positions between the Appropriation Summary (BR40) and the Program Summary (BR22) is due to positions that have been paid in more than one cost center.
Fund Balances of Construction Fund and Cash carry forward

**ARKANSAS BUDGET SYSTEM
ANALYSIS OF BUDGET REQUEST
2001 - 2003**

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 FY00 and \$120,000 is budgeted in FY01. The Division requests to continue the authorization of \$120,000 each year of the 2001-03 Biennium.

The Executive Recommendation provides for the Agency Request.

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF	PAGE
Name: DHS-Division of Administrative Services	Name: Administrative Services Client Specific Emerg. Svcs.-Cash	Name: DHS-Client Specific Emer. Svcs. - Cash	BUDGET REQUEST	124
Code: 710	Code: C99	Code: 120	BR20	

ARKANSAS BUDGET SYSTEM

CHARACTER TITLE	-----EXPENDITURES-----			-----01-02 FISCAL YEAR-----			-----02-03 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	99-00	00-01	00-01	BASE	CHANGE	TOTAL	BASE	CHANGE	TOTAL	EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	APPRO							01-02	02-03	01-02	02-03
PURCHASE OF SERVICES	0	120,000	120,000	120,000	0	120,000	120,000	0	120,000	120,000	120,000		
TOTAL	0	120,000	120,000	120,000	0	120,000	120,000	0	120,000	120,000	120,000		
PROPOSED FUNDING SOURCES			*****										
FUND BALANCES	11,995	11,995	*****	11,995		11,995	11,995		11,995	11,995	11,995		
GENERAL REVENUES			*****										
SPECIAL REVENUES			*****										
FEDERAL FUNDS			*****										
STATE CENTRAL SERVICES FUND			*****										
NON-REVENUE RECEIPTS			*****										
CASH FUNDS		120,000	*****	120,000		120,000	120,000		120,000	120,000	120,000		
OTHER			*****										
TOTAL FUNDING	11,995	131,995	*****	131,995		131,995	131,995		131,995	131,995	131,995		
EXCESS APPRO/ (FUNDING)	(11,995)	(11,995)	*****	(11,995)		(11,995)	(11,995)		(11,995)	(11,995)	(11,995)		
TOTAL		120,000	*****	120,000		120,000	120,000		120,000	120,000	120,000		

DEPT 019 DEPARTMENT OF HUMAN SERVICES
 AGY 710 DEPARTMENT OF HUMAN SERVICES
 APPRO C99 ADMINISTRATION - ADMIN SVS - CLIENT SPEC EMERG SERV -- CASH
 FUND 120 DHS-(710)CLIENT SPEC EM SERV CASH

APPROPRIATION SUMMARY

BR 215

**ARKANSAS BUDGET SYSTEM
ANALYSIS OF BUDGET REQUEST
2001 - 2003**

The DHS Renovation appropriation is for the purpose of construction, acquiring, renovation, maintenance, repair and equipping facilities of the Department of Human Services and for paying disallowance's cited by the federal government. Facilities are those operated by the Divisions of Developmental Disabilities-Human Development Centers; Mental Health-State Hospital and Benton Services Center; and Youth Services-Youth Services Centers and Wilderness Camps. Funding for this appropriation is derived from federal reimbursement and General Revenue transferred from these three (3) divisions. Other funds may be utilized as determined to be available and certified by the Director of the Department of Human Services. 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. There is a carry forward provision that limits the amount of funding available for carry forward to the next year to a maximum of \$5,000,000. This is reflected in the Fund Balance in FY02. This appropriation is centralized within the DHS Director's purview in order that needs of the Department can be prioritized, however, maintained by the Division of Administrative Services.

Change Levels total \$6,000,700 in each year of the biennium. The Departmental request will provide for a total appropriation of \$9,199,516 in FY02 and FY03. Expenditures for this appropriation are contingent upon available funding provided from within the Department.

The Executive Recommendation provides for the Agency Request.

AGENCY Name: DHS-Division of Administrative Services Code: 710	APPROPRIATION Name: Admin.-Various Building Construction Code: 1DE	TREASURY FUND Name: DHS-Renovation Code: DHR	ANALYSIS OF BUDGET REQUEST BR20	PAGE 126
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01 02 03 04 05 06 07 08 09 10 11 12 13 14

CHARACTER TITLE	-----EXPENDITURES-----			-----01-02 FISCAL YEAR-----			-----02-03 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	99-00	00-01	00-01	BASE	CHANGE	TOTAL	BASE	CHANGE	TOTAL	EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED							01-02	02-03	01-02	02-03
CONSTRUCTION	2,799,678	3,198,816	20,000,000	3,198,816	6,000,700	9,199,516	3,198,816	6,000,700	9,199,516	9,199,516	9,199,516		
TOTAL	2,799,678	3,198,816	20,000,000	3,198,816	6,000,700	9,199,516	3,198,816	6,000,700	9,199,516	9,199,516	9,199,516		
PROPOSED FUNDING SOURCES			XXXXXXXXXXXX										
FUND BALANCES	4,106,763	4,981,491	XXXXXXXXXXXX	1,782,675		1,782,675				1,782,675			
GENERAL REVENUES			XXXXXXXXXXXX										
SPECIAL REVENUES			XXXXXXXXXXXX										
FEDERAL FUNDS			XXXXXXXXXXXX										
STATE CENTRAL SERVICES FUND			XXXXXXXXXXXX										
NON-REVENUE RECEIPTS			XXXXXXXXXXXX										
CASH FUNDS			XXXXXXXXXXXX										
FUND TRANSFERS	3,594,406		XXXXXXXXXXXX										
TOTAL FUNDING	7,781,169	4,981,491	XXXXXXXXXXXX	1,782,675		1,782,675				1,782,675			
EXCESS APPRO/ (FUNDING)	(4,981,491)	(1,782,675)	XXXXXXXXXXXX	1,416,141	6,000,700	7,416,841	3,198,816	6,000,700	9,199,516	7,416,841	9,199,516		
TOTAL	2,799,678	3,198,816	XXXXXXXXXXXX	3,198,816	6,000,700	9,199,516	3,198,816	6,000,700	9,199,516	9,199,516	9,199,516		

DEPT 019 DEPARTMENT OF HUMAN SERVICES
 AGY 710 DEPARTMENT OF HUMAN SERVICES
 APPRO 1DE ADMIN. -- VARIOUS BUILDING CONSTRUCTION
 FUND DHR DHS-RENOVATION-(710)

APPROPRIATION SUMMARY

BR 215

ARKANSAS BUDGET SYSTEM
PROGRAM/SERVICE INFORMATION LIST
RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	EXPENDITURES		-----2001 - 03 BIENNIUM REQUESTS-----						RECOMMENDATIONS					
					ACTUAL	BUDGETED	FY 2001 - 02			FY 2002 - 03			EXECUTIVE		LEGISLATIVE			
					99-00	00-01	REQUEST			REQUEST			2001-02	2002-03	2001-02	2002-03		
000		DHR	710 IDE	B	2,799,678	3,198,816	3,198,816 0			3,198,816 0			3,198,816	3,198,816				
000		DHR	710 IDE 500 01 OFFICE OF THE DEPUTY DIRECTOR	C01			6,000,700 0			6,000,700 0			6,000,700	6,000,700				
<p>FY00 fund balance totaled \$4,981,491 with total expenditures of \$2,799,678. The fund balance in FY01 is expected to be \$4,100,400 with a budgeted amount of \$3,198,816. Anticipated change levels total \$6,000,700 in FY02 and FY03. The Departmental request will provide for a total appropriation of \$9,199,516 for each year of the biennium. Expenditures for this appropriation will be contingent upon available funding provided from within the Department. The DHS Renovation Appropriation is for the purpose of construction, renovation, maintenance, repair and equipping facilities of the Department of Human Services and for paying disallowance's cited by the federal government.</p>																		

DEPT 019 DEPARTMENT OF HUMAN SERVICES
AGY 710 DEPARTMENT OF HUMAN SERVICES
APPRO IDE ADMIN. -- VARIOUS BUILDING CONSTRUCTION

FUND DHR DHS-RENOVATION-(710)

RANK BY APPROPRIATION
BR 264

**ARKANSAS BUDGET SYSTEM
ANALYSIS OF BUDGET REQUEST
2001 - 2003**

Accounts Receivable.

Office of Systems and Technology

Technical Services, Program Applications, Support Services and Administrative Services related to Information/Data Systems is provided through staff and a contractual arrangement. The Division of Administrative Services is the responsible agent of the Department for ensuring that the Department has the necessary hardware, software, programming and deployment expertise required to assist Divisions identify information technology needs, track clients, income, expenditures, employees and contractual obligations in an effective and efficient manner.

Funding for the Division includes General Revenues, Federal and Other Funds. The Federal funds are derived from support services provided to various DHS divisions/offices based on time studies and Other funds are derived from Client Fees and Patient Collections. The Agency is requesting Base Level and total Appropriation authority of \$37,743,968 and General Revenue of \$15,429,834 in FY02 and \$38,128,427 with General Revenue of \$15,584,906 in FY03. Base Level includes a payplan increase of 2.6% each year over FY01 fiscal year salary levels for all incumbents plus appropriate Personal Services Matching costs. Base Level positions which were authorized by the 82nd General Assembly for the Career Ladder Incentive Program (CLIP) are reflected at the maximum authorized classification with additional appropriation only and in accordance with CLIP guidelines.

Change Levels submitted include additional Appropriation of \$3,778,036 and General Revenue of \$1,559,292 in FY02 and \$3,766,473 with General Revenue of \$1,552,937. The specific Change Level requests include:

- A Three Tiered Salary Pay Plan for unclassified positions below the Division Director level has been submitted by the Department to better align job duties, complexities and responsibilities of the job to a commensurate salary level. Additional appropriation is requested to accommodate the line item maximum for each of these positions. There are four (4) positions within the Division of Administrative Services to which this request applies – one Chief Administrative Officer; one DHS Assistant Deputy Director for Financial Support Systems; one DHS Assistant Deputy Director for Managerial Accounting; and one DHS Assistant Deputy Director

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF	PAGE
Name: DHS-Division of Administrative Services	Name: Administration - Administrative Services	Name: DHS-Administrative Paying	BUDGET REQUEST	133
Code: 710	Code: 870	Code: PWP	BR20	

**ARKANSAS BUDGET SYSTEM
ANALYSIS OF BUDGET REQUEST
2001 - 2003**

Human Resources.

- Salary and Personal Services Matching costs for various position reclassifications and Career Ladder Incentive Program (CLIP) requests;
- Maintenance and Operations costs to include such items as computer software for necessary programming in the division, increases in rent in anticipation of moving to a new building, equipment repair/maintenance costs for older pieces of equipment to avoid the purchase of new equipment, official business travel for employee training required for the implementation of AASIS;
- Conference Fees and Travel for employee training for Office Systems and Technology staff to keep abreast of the constantly changing needs in the technology field;
- Capital Outlay for scheduled replacement/purchase of computer equipment. This request assumes a replacement of 1,200 personal computers per fiscal year that are capable of running more current applications needed by the various divisions and also includes the purchase of 50 network printers. The Capital increase also includes outlay for expenditures related to implementation of AASIS. This is the largest of the change requests submitted, includes department offices statewide. The General Revenue request of \$1,559,292 and \$1552,937 each year respectively is included in this request.

The Executive Recommendation provides for the Agency Request for Appropriation only for Operating Expenses, Conference Fees and Travel and Capital Outlay as well as various additional positions added to the Career Ladder Incentive Program.

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF	PAGE
Name: DHS-Division of Administrative Services	Name: Administration - Administrative Services	Name: DHS-Administrative Paying	BUDGET REQUEST	134
Code: 710	Code: 870	Code: PWP	BR20	

CHARACTER TITLE	-----EXPENDITURES-----			-----01-02 FISCAL YEAR-----			-----02-03 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	99-00	00-01	00-01	BASE	CHANGE	TOTAL	BASE	CHANGE	TOTAL	EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED							01-02	02-03	01-02	02-03
REGULAR SALARIES	10,598,359	12,645,356	12,981,755	12,922,139	197,144	13,119,283	13,258,120	202,265	13,460,385	12,965,073	13,302,167		
NUMBER OF POSITIONS	408	421	423	421	0	421	421	0	421	421	421		
EXTRA HELP	48,098	71,800	93,216	71,800	0	71,800	71,800	0	71,800	71,800	71,800		
NUMBER OF POSITIONS	11	20	20	20	0	20	20	0	20	20	20		
PERSONAL SERV MATCHING	2,996,121	3,533,910	3,825,061	3,558,556	35,133	3,593,689	3,618,597	36,044	3,654,641	3,568,025	3,628,313		
OVERTIME	6,387	20,000	49,912	20,000	0	20,000	20,000	0	20,000	20,000	20,000		
OPERATING EXPENSES	2,503,920	2,698,177	2,612,646	2,698,177	136,059	2,834,236	2,698,177	143,464	2,841,641	2,834,236	2,841,641		
CONF FEES & TRAVEL	61,643	107,511	202,281	107,511	42,150	149,661	107,511	27,150	134,661	149,661	134,661		
PROF FEES & SERVICES	7,353,448	12,587,749	9,859,034	12,587,749	0	12,587,749	12,587,749	0	12,587,749	12,587,749	12,587,749		
CAPITAL OUTLAY	70,937	100,000	100,000	0	3,367,550	3,367,550	0	3,357,550	3,357,550	3,367,550	3,357,550		
DATA PROCESSING SERVICES	1,915,150	2,000,000	2,000,000	2,000,000	0	2,000,000	2,000,000	0	2,000,000	2,000,000	2,000,000		
TOTAL	25,554,063	33,764,503	31,723,905	33,965,932	3,778,036	37,743,968	34,361,954	3,766,473	38,128,427	37,564,094	37,943,881		
PROPOSED FUNDING SOURCES			*****										
FUND BALANCES			*****										
GENERAL REVENUES	9,749,609	13,713,206	*****	13,870,542	1,559,292	15,429,834	14,031,969	1,552,937	15,584,906	13,870,542	14,031,969		
SPECIAL REVENUES			*****										
FEDERAL FUNDS	15,499,913	17,891,858	*****	17,919,373	1,774,708	19,694,081	18,128,470	1,781,063	19,909,533	17,919,373	18,128,470		
STATE CENTRAL SERVICES FUND			*****										
NON-REVENUE RECEIPTS			*****										
CASH FUNDS			*****										
VARIOUS PROGRAM SUPPORT	304,541	2,159,439	*****	2,176,017		2,176,017	2,201,515		2,201,515	2,176,017	2,201,515		
TOTAL FUNDING	25,554,063	33,764,503	*****	33,965,932	3,334,000	37,299,932	34,361,954	3,334,000	37,695,954	33,965,932	34,361,954		
EXCESS APPRO/ (FUNDING)			*****		444,036	444,036		432,473	432,473	3,598,162	3,581,927		
TOTAL	25,554,063	33,764,503	*****	33,965,932	3,778,036	37,743,968	34,361,954	3,766,473	38,128,427	37,564,094	37,943,881		

DEPT 019 DEPARTMENT OF HUMAN SERVICES
 AGY 710 DEPARTMENT OF HUMAN SERVICES
 APPRO 870 ADMINISTRATION - ADMINISTRATIVE SERVICES
 FUND PMP DHS-(710)ADMIN PAYING

LINE ITEMS IN WHICH ACTUAL OR BUDGETED AMOUNTS EXCEED THE AUTHORIZED LEVELS HAVE BEEN INCREASED THROUGH THE TRANSFER AUTHORITY GRANTED TO THE DEPARTMENT IN SECTION 84, ACT 1537 OF 1999.

VARIOUS PROGRAM SUPPORT INCLUDES FUNDING FROM DHS COST ALLOCATION/ COLLECTIONS FROM FOOD STAMPS AND AFDC/M & R PROCEEDS

APPROPRIATION SUMMARY
 BR 215

ARKANSAS BUDGET SYSTEM

PROGRAM/SERVICE INFORMATION LIST

RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	-----EXPENDITURES-----		-----2001 - 03 BIENNIAL REQUESTS-----				-----RECOMMENDATIONS-----							
					---ACTUAL--- 99-00	---BUDGETED--- 00-01	-----FY 2001 - 02-----		-----FY 2002 - 03-----		-----EXECUTIVE-----		-----LEGISLATIVE-----					
							REQUEST	REQUEST	REQUEST	REQUEST	2001-02	2002-03	2001-02	2002-03				
000		PWP	710 870	B	25,554,063 408	33,764,503 421	33,965,932 421		34,361,954 421		34,018,335 421	34,415,717 421						
001		PWP	710 870 500 01 OFFICE OF THE DEPUTY DIRECTOR	C10			0 0		0 0									
<p>This request is to change the title of an unclassified position to more appropriately indicate the work of this position.</p>																		
001		PWP	710 870 500 02 CONTRACT SUPPORT SECTION	C01			10,124 0		10,529 0		10,124	10,529						
<p>This change is to cover anticipated replacement of old computers and other equipment.</p>																		
					SFY 2002	SFY 2003												
Total					\$10,124	\$10,529												

DEPT 019 DEPARTMENT OF HUMAN SERVICES
 AGY 710 DEPARTMENT OF HUMAN SERVICES
 APPRO 870 ADMINISTRATION - ADMINISTRATIVE SERVICES
 FUND PWP DHS-(710)ADMIN PAYING

RANK BY APPROPRIATION
 BR 264

ARKANSAS BUDGET SYSTEM
PROGRAM/SERVICE INFORMATION LIST
RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19										
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	EXPENDITURES		2001 - 03 BIENNIUM REQUESTS		RECOMMENDATIONS																			
					ACTUAL 99-00	BUDGETED 00-01	FY 2001 - 02 REQUEST	FY 2002 - 03 REQUEST	EXECUTIVE		LEGISLATIVE																	
														2001-02	2002-03	2001-02	2002-03											
001		PWP	710 870 500 04 GENERAL OPERATIONS	C01			75,000 0	55,000 0	75,000	55,000																		
<p>This request is to cover anticipated rent increases and equipment repairs. The request also includes training to staff in order to implement the new statewide accounting system. The request will also replace outdated computers with computers for the implementation of AASIS.</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: right;">SFY 2002</td> <td style="text-align: right;">SFY 2003</td> </tr> <tr> <td style="text-align: right;">\$20,000</td> <td style="text-align: right;">\$25,000</td> </tr> <tr> <td style="text-align: right;">25,000</td> <td style="text-align: right;">10,000</td> </tr> <tr> <td style="text-align: right;">30,000</td> <td style="text-align: right;">20,000</td> </tr> <tr> <td style="text-align: right;"><u>\$75,000</u></td> <td style="text-align: right;"><u>\$55,000</u></td> </tr> </table>																			SFY 2002	SFY 2003	\$20,000	\$25,000	25,000	10,000	30,000	20,000	<u>\$75,000</u>	<u>\$55,000</u>
SFY 2002	SFY 2003																											
\$20,000	\$25,000																											
25,000	10,000																											
30,000	20,000																											
<u>\$75,000</u>	<u>\$55,000</u>																											
001		PWP	710 870 500 05 MANAGERIAL ACCOUNTING	C01			10,000 0	12,000 0	10,000	12,000																		
<p>This request of unfunded appropriation is to cover anticipated rent increases and equipment repair.</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">SFY-02 \$10,000</td> <td style="text-align: right;">SFY-03 \$12,000</td> </tr> </table>																			Total	SFY-02 \$10,000	SFY-03 \$12,000							
Total	SFY-02 \$10,000	SFY-03 \$12,000																										
001		PWP	710 870 500 06 HUMAN RESOURCES AND SUPPORT SERVICES	C01			38,434 0	38,434 0	38,434	38,434																		
<p>This change is to cover anticipated rent increases and equipment repair and to also provide training to staff in order to implement the new AASIS system.</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: right;">SFY 2002</td> <td style="text-align: right;">SFY 2003</td> </tr> <tr> <td style="text-align: right;">\$25,434</td> <td style="text-align: right;">\$25,434</td> </tr> <tr> <td style="text-align: right;">13,000</td> <td style="text-align: right;">13,000</td> </tr> <tr> <td style="text-align: right;"><u>\$38,434</u></td> <td style="text-align: right;"><u>\$38,434</u></td> </tr> </table>																			SFY 2002	SFY 2003	\$25,434	\$25,434	13,000	13,000	<u>\$38,434</u>	<u>\$38,434</u>		
SFY 2002	SFY 2003																											
\$25,434	\$25,434																											
13,000	13,000																											
<u>\$38,434</u>	<u>\$38,434</u>																											

DEPT 019 DEPARTMENT OF HUMAN SERVICES
AGY 710 DEPARTMENT OF HUMAN SERVICES
APPRO 870 ADMINISTRATION - ADMINISTRATIVE SERVICES
FUND PWP DHS-(710)ADMIN PAYING

RANK BY APPROPRIATION
BR 264

ARKANSAS BUDGET SYSTEM

PROGRAM/SERVICE INFORMATION LIST

RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19										
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	EXPENDITURES		2001 - 03 BIENNIIUM REQUESTS		RECOMMENDATIONS																			
					ACTUAL	BUDGETED	FY 2001 - 02	FY 2002 - 03	EXECUTIVE		LEGISLATIVE																	
					99-00	00-01	REQUEST	REQUEST	2001-02	2002-03	2001-02	2002-03																
001		PWP	710 870 500 07 EMPLOYEE RELATIONS	C01			5,548 0	5,548 0	5,548	5,548																		
<p>This request is to cover anticipated rent increases and equipment repairs. The request also includes training to staff in order to implement the new statewide accounting system. The request will also replace outdated computers with computers for the implementation of AASIS.</p> <table border="0"> <tr> <td>SFY 2002</td> <td>SFY 2003</td> </tr> <tr> <td>\$1,848</td> <td>\$1,848</td> </tr> <tr> <td>150</td> <td>150</td> </tr> <tr> <td>3,500</td> <td>3,500</td> </tr> <tr> <td><u>\$5,548</u></td> <td><u>\$5,548</u></td> </tr> </table>																			SFY 2002	SFY 2003	\$1,848	\$1,848	150	150	3,500	3,500	<u>\$5,548</u>	<u>\$5,548</u>
SFY 2002	SFY 2003																											
\$1,848	\$1,848																											
150	150																											
3,500	3,500																											
<u>\$5,548</u>	<u>\$5,548</u>																											
001		PWP	710 870 500 30 INFORMATION SYSTEMS	C01			72,653 0	72,653 0	72,653	72,653																		
<p>Twenty-three OST employees currently are housed in the Lafayette and Cokesbury Buildings, and their rent is paid by DCFS and DCO. In the biennium, all of these employees will move to Donaghey Plaza North. This change reflects the increased rent charges for housing these employees. OST's travel budget has been drastically under funded since its inception in FY99. Although actual travel expenses in the last two fiscal years have been light, we anticipate the need or more education and training to keep abreast of the rapidly changing information technology environment.</p> <table border="0"> <tr> <td>SFY 2002</td> <td>SFY 2003</td> </tr> <tr> <td>\$68,653</td> <td>\$68,653</td> </tr> <tr> <td>4,000</td> <td>4,000</td> </tr> <tr> <td><u>\$72,653</u></td> <td><u>\$72,653</u></td> </tr> </table> <p>Total Change Requested:</p>																			SFY 2002	SFY 2003	\$68,653	\$68,653	4,000	4,000	<u>\$72,653</u>	<u>\$72,653</u>		
SFY 2002	SFY 2003																											
\$68,653	\$68,653																											
4,000	4,000																											
<u>\$72,653</u>	<u>\$72,653</u>																											
002		PWP	710 870 500 02 CONTRACT SUPPORT SECTION	C10			8,341 0	8,557 0																				
<p>A comprehensive salary structure reclassification request of unfunded appropriation for DHS, Grade 99, Unclassified Positions. Although the proposal increases the Maximum Line Item Salaries, the plan will be without cost. Incumbent Salaries are limited to COLA increases only. Current Grade 99 salaries evolved from the salary of the incumbents at the time these positions were converted from Classified to Unclassified rather than being determined by position responsibility. The intent of this three tiered plan is to establish a Line Item Maximum salary that will reflect actual position responsibilities. Future hires will be made at the mid-point salary level of the position. Should any exception to this rule be requested, it will require the DHS Director's approval after consultation with the Chief Fiscal Officer of the State.</p> <table border="0"> <tr> <td>SFY 2002</td> <td>SFY2003</td> </tr> <tr> <td>\$8341</td> <td>\$8557</td> </tr> </table>																			SFY 2002	SFY2003	\$8341	\$8557						
SFY 2002	SFY2003																											
\$8341	\$8557																											

DEPT 019 DEPARTMENT OF HUMAN SERVICES
 AGY 710 DEPARTMENT OF HUMAN SERVICES
 APPRO 870 ADMINISTRATION - ADMINISTRATIVE SERVICES
 FUND PWP DHS-(710)ADHIN PAYING

RANK BY APPROPRIATION

BR 264

ARKANSAS BUDGET SYSTEM

PROGRAM/SERVICE INFORMATION LIST

RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	EXPENDITURES		2001 - 03 BIENNIUM REQUESTS		RECOMMENDATIONS										
					ACTUAL 99-00	BUDGETED 00-01	FY 2001 - 02 REQUEST	FY 2002 - 03 REQUEST	EXECUTIVE		LEGISLATIVE								
002		PWP	710 870 500 07 EMPLOYEE RELATIONS	C10			5,171 0	5,306 0											
<p>This request is to reclassify positions in the Employee Relations Section to job Classifications that more appropriately indicate the work being performed by these positions. Appropriation without funding is requested.</p> <p style="text-align: center;">SFY 2002 SFY 2003 \$5,171 \$5,306</p>																			
002		PWP	710 870 500 30 INFORMATION SYSTEMS	C08			3,334,000 0	3,334,000 0	3,334,000	3,334,000									
<p>In an effort to improve client service and to support Governor Huckabee's Initiative for Statewide Technology Advancement (GISTA) program, we must maintain personal computers (PCs) that are capable of running up-to-date applications. PCs have a useful life of approximately three years. This necessitates a 33% replacement rate in each fiscal year. Although DHS has ~5200 PCs currently in use, we believe we can address most critical needs in the biennium by replacing only 1200 per fiscal year at \$2000 per unit, for a total of \$2,400,000. This effort also necessitates the purchase of 50 network printers per year at \$2000 per unit, for a total of \$100,000. The additional request is for unexpected expenses with implementation of the AASIS interfaces and to ensure effective and efficient network connectivity.</p> <p style="text-align: center;">SFY 2002 SFY 2003 State: \$1,559,292 \$1,552,937 Federal: 1,774,708 1,781,063 Total Change Requested: \$3,334,000 \$3,334,000</p>																			
003		PWP	710 870 500 04 GENERAL OPERATIONS	C10			24,449 0	25,084 0											
<p>This request for unfunded appropriation only is for the reclassification of various positions to implement the CLIP Program.</p> <p style="text-align: center;">SFY 2002 SFY 2003 \$24,449 \$25,084</p>																			

DEPT 019 DEPARTMENT OF HUMAN SERVICES
 AGY 710 DEPARTMENT OF HUMAN SERVICES
 APPRO 870 ADMINISTRATION - ADMINISTRATIVE SERVICES
 FUND PWP DHS-(710)ADMIN PAYING

RANK BY APPROPRIATION
 BR 264

PROGRAM/SERVICE INFORMATION LIST

RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	2001 - 03 BIENNIUM REQUESTS				RECOMMENDATIONS									
					---ACTUAL---		---BUDGETED---		---FY 2001 - 02---		---FY 2002 - 03---		---EXECUTIVE---		---LEGISLATIVE---			
					99-00	00-01	REQUEST	REQUEST					2001-02	2002-03	2001-02	2002-03		
003		PWP	710 870 500 30 INFORMATION SYSTEMS	C09			20,948 0	21,492 0										
<p>This is a request for unfunded appropriation to implement CLIP.</p> <p style="margin-left: 150px;">SFY 2002 SFY 2003</p> <p style="margin-left: 150px;">\$20,948 \$21,492</p>																		
004		PWP	710 870 500 30 INFORMATION SYSTEMS	C10			38,602 0	39,602 0										
<p>This request is for unfunded appropriation to reclassify positions to more appropriately indicate performed duties.</p> <p style="margin-left: 150px;">SFY 2002 SFY 2003</p> <p style="margin-left: 150px;">\$38,602 \$39,602</p>																		

DEPT 019 DEPARTMENT OF HUMAN SERVICES
 AGY 710 DEPARTMENT OF HUMAN SERVICES
 APPRO 870 ADMINISTRATION - ADMINISTRATIVE SERVICES
 FUND PWP DHS-(710)ADMIN PAYING

RANK BY APPROPRIATION

BR 264

**ARKANSAS BUDGET SYSTEM
ANALYSIS OF BUDGET REQUEST
2001 - 2003**

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. Funding is provided under the annual Social Security Block Grant (Omnibus Budget Reconciliation Act of 1981, P. L. 97-35). 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 Base Level totals \$15,030,747 each year and represents the Agency request for the biennium.

The Executive Recommendation provides for the Agency Request.

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF	PAGE
Name: DHS-Division of Administrative Services	Name: Admin. Svs. - Social Services Block Grant Federal	Name: DHS - Federal	BUDGET REQUEST	142
Code: 710	Code: 872	Code: FWF	BR20	

ARKANSAS BUDGET SYSTEM

01 02 03 04 05 06 07 08 09 10 11 12 13 14

CHARACTER TITLE	-----EXPENDITURES-----			-----01-02 FISCAL YEAR-----			-----02-03 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	99-00	00-01	00-01	BASE	CHANGE LEVEL	TOTAL REQUEST	BASE	CHANGE LEVEL	TOTAL REQUEST	EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED APPRO							01-02	02-03	01-02	02-03
PURCHASE OF SERVICES	12,909,178	15,030,747	27,485,571	15,030,747	0	15,030,747	15,030,747	0	15,030,747	15,030,747	15,030,747		
TOTAL	12,909,178	15,030,747	27,485,571	15,030,747	0	15,030,747	15,030,747	0	15,030,747	15,030,747	15,030,747	15,030,747	
PROPOSED FUNDING SOURCES			*****										
FUND BALANCES			*****										
GENERAL REVENUES	112,505		*****										
SPECIAL REVENUES			*****										
FEDERAL FUNDS	11,942,177	13,512,653	*****	13,512,653		13,512,653	13,512,653		13,512,653	13,512,653	13,512,653		
STATE CENTRAL SERVICES FUND			*****										
NON-REVENUE RECEIPTS			*****										
CASH FUNDS			*****										
TITLE XX -FEDERAL FUNDS	854,496	1,518,094	*****	1,518,094		1,518,094	1,518,094		1,518,094	1,518,094	1,518,094		
TOTAL FUNDING	12,909,178	15,030,747	*****	15,030,747		15,030,747	15,030,747		15,030,747	15,030,747	15,030,747		
EXCESS APPRO/ (FUNDING)			*****										
TOTAL	12,909,178	15,030,747	*****	15,030,747		15,030,747	15,030,747		15,030,747	15,030,747	15,030,747		

DEPT 019 DEPARTMENT OF HUMAN SERVICES
 AGY 710 DEPARTMENT OF HUMAN SERVICES
 APPRO 872 ADMINISTRATION - ADMIN SVS - SOC SVS BLOCK GRANT -- FEDERAL
 FUND FWF DHS-(710)FEDERAL

APPROPRIATION SUMMARY

BR 215

ARKANSAS BUDGET SYSTEM

01 02 03 04 05 06 07 08 09 10 11 12 13 14

CHARACTER TITLE	-----EXPENDITURES-----			-----01-02 FISCAL YEAR-----			-----02-03 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	99-00	00-01	00-01							EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED APPRO	BASE	CHANGE LEVEL	TOTAL REQUEST	BASE	CHANGE LEVEL	TOTAL REQUEST	01-02	02-03	01-02	02-03
OPERATING EXPENSES	157,901	100,000	650,000	0	0	0	0	0	0	0	0	0	0
PROF FEES & SERVICES	1,394,619	250,000	1,300,000	0	0	0	0	0	0	0	0	0	0
CAPITAL OUTLAY	548,072	350,000	950,000	0	0	0	0	0	0	0	0	0	0
THIS APPROPRIATION IS NOT REQUESTED FOR THE NEW BIENNIUM													
TOTAL	2,100,592	700,000	2,900,000	0	0	0	0	0	0	0	0	0	0
PROPOSED FUNDING SOURCES			*****										
FUND BALANCES	2,900,000	799,408	*****										
GENERAL REVENUES			*****										
SPECIAL REVENUES			*****										
FEDERAL FUNDS			*****										
STATE CENTRAL SERVICES FUND			*****										
NON-REVENUE RECEIPTS			*****										
CASH FUNDS			*****										
OTHER			*****										
TOTAL FUNDING	2,900,000	799,408	*****										
EXCESS APPRO/ (FUNDING)	(799,408)	(99,408)	*****										
TOTAL	2,100,592	700,000	*****										

DEPT 019 DEPARTMENT OF HUMAN SERVICES
 AGY 710 DEPARTMENT OF HUMAN SERVICES
 APPRO 1TU ADMINISTRATIVE SERVICES -- OFFICE OF SYSTEMS & TECHNOLOGY
 FUND DAS DHS-(710)ADMINISTRATIVE

APPROPRIATION SUMMARY

BR 215