

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
AGENCY PROGRAM COMMENTARY
2003 - 2005

The Division of Administrative Services is funded by General Revenue, Federal funds and Other fund sources. Federal Funds are received through the departmental Cost Allocation Plan.

The Division change level requests are as follows:

➤ Office of Administrative Services

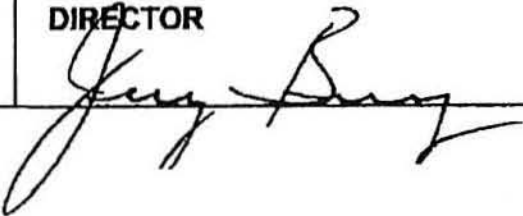
Restoration of seventeen (17) positions with appropriation only The positions are requested for support and to enhance the mission of the Office of Human Resources and Support Services.

➤ Office of Fiscal Management

Restoration of seven (7) positions in Managerial Accounting, two (2) in Payroll and eight (7) in General Operations with appropriation only. The positions are being requested for the management of necessary functions within the various offices of Fiscal Management. For payment processes, funds and budget management as well as payroll and benefit functions, sufficient staff is critical to the rapid response required to conduct the necessary research, locate specific detail and evaluate the material to determine if questions/issues are addressed thereby meeting the needs of the department divisions as well as vendors and providers of services. The Office of Fiscal Management is also requesting an increase in operating expenses for office supplies, printing costs for the annual statistical report, an increase for Brink's Security Services: the entity that provides financial courier services for the department, and computer and printer maintenance.

➤ Office of Systems & Technology

Restoration of fifteen (17) positions with appropriation only. These positions are requested to provide flexibility in meeting the information technology needs of the department. Additionally, OST is requesting additional appropriation each year of the biennium for the replacement of approximately 25% of the department's aging desktop computers as well as the replacement software. Failure to address the replacement needs will result in an increase in labor, repair parts and maintenance as well as decreased productivity due to downtime of the machines.

AGENCY	Department of Human Services Division of Administrative Services	DIRECTOR 	AGENCY PROGRAM COMMENTARY	PAGE 40
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CASH FUND BALANCE DESCRIPTION

AS OF JUNE 30, 2002

AGENCY: Department of Human Services/DAS

ACCOUNT INFORMATION				STATUTORY/OTHER RESTRICTIONS ON USE:
FUND ACCT.	BALANCE	TYPE	LOCATION	
none	\$0.00			Purchase of Services-immediate care, short-term, or emergency services to eligible clients.
				STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES:
				REVENUE RECEIPTS CYCLE:
				FUND BALANCE UTILIZATION:
ACCOUNT INFORMATION				STATUTORY/OTHER RESTRICTIONS ON USE:
FUND ACCT.	BALANCE	TYPE	LOCATION	
				STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES:
				REVENUE RECEIPTS CYCLE:
				FUND BALANCE UTILIZATION:

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
STATE AGENCY PUBLICATIONS

Fiscal Year 2002-2003

Required by: A.C.A. 25-1-204

AGENCY: DHS, Division of Administrative Services

NAME OF PUBLICATION	STATUTORY AUTHORIZATION	PUBLICATION REQUIRED FOR GOVERNOR AND/OR GENERAL ASSEMBLY ONLY	NUMBER OF COPIES PUBLISHED	REASON(S) FOR CONTINUED PUBLICATION AND DISTRIBUTION
DHS Annual Statistical Report	20-10-227		100 Printed Available on DHS Web Site	Organizations utilize data for trending information, college students utilize for research, and departmental employees utilize for historical information and trending.

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Department Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES, DIVISION OF ADMINISTRATIVE SERVICES
 Agency Code 710

Appropriation		2001-02		2002-03		Agency Request				Executive Recommendation			
Code	Name	Actual		Budget	Pos.	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
414	Consolidated Cost	2,127,263		271,500	0	271,500	0	271,500	0	271,500	0	271,500	0
898	Administrative Services - Operations	27,488,682		30,412,172	383	33,991,693	412	34,405,137	412	32,252,063	412	32,684,977	412
898	Social Services Block Grant - Federal	10,532,055		888,133	0	888,133	0	888,133	0	888,133	0	888,133	0
C99	Client Specific Emergency Services - Cash	0		120,000	0	120,000	0	120,000	0	120,000	0	120,000	0
1DE	Construction	540,068		2,813,060	0	2,813,060	0	2,813,060	0	2,813,060	0	2,813,060	0
Grand Total		40,688,048		34,504,865	383	38,084,386	412	38,497,830	412	36,344,758	412	36,757,670	412

Funding Sources			% of Total		% of Total		% of Total		% of Total		% of Total		% of Total
Name	Code												
General Revenue	4000010	10,857,224	26.7	10,697,057	31.0	10,816,523	31.0	10,949,074	31.1	10,816,523	31.0	10,949,074	31.1
Federal Revenue	4000020	25,050,326	61.8	19,974,196	57.9	20,169,900	58.0	20,387,034	57.9	20,169,900	58.0	20,387,034	57.9
Cash Funds	4000045	0	0.0	120,000	0.3	120,000	0.3	120,000	0.3	120,000	0.3	120,000	0.3
Various Program Support	4000060	5,450,031	13.4	3,713,812	10.8	3,738,093	10.7	3,765,254	10.7	3,738,093	10.7	3,765,254	10.7
Reallocation of Resources	4000075	(671,535)	(1.7)	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Total Funding		40,688,048	100.0	34,504,865	100.0	34,844,516	100.0	35,221,362	100.0	34,844,516	100.0	35,221,362	100.0
Excess Appro(Funding)		0		(0)		3,239,870		3,276,468		1,500,240		1,536,308	
Grand Total		40,688,048		34,504,865		38,084,386		38,497,830		36,344,758		36,757,670	

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
ANALYSIS OF BUDGET REQUEST
2003 - 2005

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 derived from the respective Divisions as they are made.

The agency Base Level and total request for this appropriation is \$271,500 each year of the 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 Consolidated Cost	Name: DHS-Consolidated Cost Revolving Fund	BUDGET REQUEST	44
Code: 710	Code: 414	Code: MCC		

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
Agency Code 710
Appropriation Name Consolidated Cost
Appropriation Code 414
Fund Name Consolidated Cost Revolving Fund
Fund Code MCC

Character Name	Expenditures					Agency Request														Recommendations			
	2001-02		2002-03		2002-03 Pos.	2003-04					2004-05					Executive							
	Actual	Budget	Pos.	Authorized		Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	2003-04	Pos.	2004-05	Pos.		
Operating Expenses	2,126,373	271,500	0	3,579,724	0	271,500	0	0	0	0	271,500	0	271,500	0	0	0	0	271,500	0	271,500	0		
Capital Outlay	890	0	0	100,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Grand Total	2,127,263	271,500	0	3,679,724	0	271,500	0	0	0	0	271,500	0	271,500	0	0	0	0	271,500	0	271,500	0		

Funding Source Name	2001-02	2002-03	2002-03	2003-04	2003-04	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05
	Actual	Budget	Pos.	Authorized	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	2003-04	Pos.	2004-05	Pos.
Revolving Fund	2,127,263	271,500	*****	*****	*****	271,500	*****	0	*****	271,500	*****	271,500	*****	0	*****	271,500	*****	271,500	*****	271,500	*****
Total Funding	2,127,263	271,500	*****	*****	*****	271,500	*****	0	*****	271,500	*****	271,500	*****	0	*****	271,500	*****	271,500	*****	271,500	*****
Excesses Appro(Funding)	(0)	0	*****	*****	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****
Grand Total	2,127,263	271,500	*****	*****	*****	271,500	*****	0	*****	271,500	*****	271,500	*****	0	*****	271,500	*****	271,500	*****	271,500	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM

Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
 Agency Code 710
 Appropriation Name Consolidated Cost
 Appropriation Code 414
 Fund Name Consolidated Cost Revolving Fund
 Fund Code MCC

Character		Expenditures				
		2001-02	2002-03		2002-03	
Name	Code	Actual	Budget	Pos.	Authorized	Pos.
Operating Expenses	5020002	2,126,373	271,500	0	3,579,724	0
Capital Outlay	5120011	890	0	0	100,000	0
Grand Total		2,127,263	271,500	0	3,679,724	0

Funding Sources							
Name	Code						
Revolving Fund	4000060	2,127,263	271,500	*****	*****	*****	*****
Total Funding		2,127,263	271,500	*****	*****	*****	*****
Excess Appro/(Funding)		(0)	0	*****	*****	*****	*****
Grand Total		2,127,263	271,500	*****	*****	*****	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
Agency Code 710
Appropriation Name Consolidated Cost
Appropriation Code 414
Fund Name Consolidated Cost Revolving Fund
Fund Code MCC

Character		Agency Request											
		2003-04						2004-05					
		Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.
Operating Expenses	5020002	271,500	0	0	0	271,500	0	271,500	0	0	0	271,500	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total		271,500	0	0	0	271,500	0	271,500	0	0	0	271,500	0

Funding Sources													
Name	Code	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.
Revolving Fund	4000060	271,500	*****	0	*****	271,500	*****	271,500	*****	0	*****	271,500	*****
Total Funding		271,500	*****	0	*****	271,500	*****	271,500	*****	0	*****	271,500	*****
Excess Appro/(Funding)		0	*****	0	*****	0	*****	0	*****	0	*****	0	*****
Grand Total		271,500	*****	0	*****	271,500	*****	271,500	*****	0	*****	271,500	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM

Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
 Agency Code 710
 Appropriation Name Consolidated Cost
 Appropriation Code 414
 Fund Name Consolidated Cost Revolving Fund
 Fund Code MCC

Character		Recommendations							
		Executive				Legislative			
		2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
Operating Expenses	5020002	271,500	0	271,500	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0
Grand Total		271,500	0	271,500	0	0	0	0	0

Funding Sources									
Name	Code								
Revolving Fund	4000060	271,500	*****	271,500	*****	0	*****	0	*****
Total Funding		271,500	*****	271,500	*****	0	*****	0	*****
Excess Appro/(Funding)		0	*****	0	*****	0	*****	0	*****
Grand Total		271,500	*****	271,500	*****	0	*****	0	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
ANALYSIS OF BUDGET REQUEST
2003 - 2005

The Division of Administrative Services was created by the combination of the Divisions of Management Services and 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; decreased positions in the Division and initial elimination of an entire section by contracting for data/information system needs. A growing need for local internal coordination of the information systems throughout the Department has resulted in a need to increase in employees in this area.

The Division of Administrative Services has three (3) distinct areas of designation: Administrative Services, Fiscal Management and Office Systems and Technology from which support services are provided to the other DHS Division staff, consumers and providers.

Office of Administrative Services

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. Contract Support Services encompasses grant development, purchase of services, maintenance and monitoring of contract and grant obligated funds, management of state owned/leased property as well as construction and maintenance.

Office of Fiscal Management

Responsibilities include Payroll, Accounts Payable, Budget/Banking, Cost Accounting/Research and Statistics, Reporting and Forecasting and 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.

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF	PAGE
Name: DHS-Division of Administrative Services	Name: Administrative Services - Operations	Name: Administration Paying - Administrative Services	BUDGET REQUEST	49
Code: 710	Code: 896	Code: PWP		

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
ANALYSIS OF BUDGET REQUEST
2003 - 2005

Funding for the Division includes General Revenues, Federal and Other Funds. The Federal funds are derived from support services allocated through cost allocation and Social Service Block Grant federal funds. Other funds are derived through cost allocation and from Client Fees and Patient Collections from Food Stamps/AFDC/Child Support and from M & R proceeds.

The agency Base Level request for this appropriation is \$30,751,623 in FY2004 and \$31,128,669 in FY2005 with 363 base level positions. This includes a payplan increase of 2.7% each year above the FY2003 salary levels for all incumbents plus appropriate Personal Services Matching costs. Included in Personal Services Matching is a \$33 per month increase in the monthly contribution for State employee's health insurance for a total state contribution of \$280 per month per budgeted employee.

The agency Change Level request for this appropriation is \$3,239,869 in FY2004 and \$3,276,468 in FY2005 with no additional General Revenue requested. The following delineates the agency request:

- Restoration of 49 position that are authorized but not budgeted with salary and matching appropriation to allow for flexibility.
- \$34,380 in FY2004 and \$34,910 in FY2005 is requested for the Operating Expenses line item for computers and printers, data processing supplies, office supplies and the Brink's financial courier service contract.
- \$250 each fiscal year for the Professional Fees and Services line item for drug screens.
- \$1,705,000 each fiscal year for the Data Processing Services line item for data processing supplies and desktop computers.

The Executive Recommendation provides for Base Level and restoration of the 49 positions with salary and matching appropriation.

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF	PAGE
Name: DHS-Division of Administrative Services	Name: Administrative Services - Operations	Name: Administration Paying - Administrative Services	BUDGET REQUEST	50
Code: 710	Code: 896	Code: PWP		

Agency Name	DEPARTMENT OF HUMAN SERVICES
Agency Code	710
Appropriation Name	Administrative Services - Operations
Appropriation Code	898
Fund Name	Administration Paying - Administrative Services
Fund Code	PWP

Fund Code	Character Name	Expenditures					Agency Request										Recommendations					
		2001-02		2002-03		Pos.	2003-04		Pos.	Total	Pos.	2004-05		Pos.	Total	Pos.	Executive					
		Actual	Budget	Base Level	Change Level		Base Level	Change Level				2003-04	2004-05									
												Pos.	Pos.									
	Regular Salaries	11,075,200	11,481,289	363	13,302,167	421	11,791,279	363	1,128,612	49	12,919,891	412	12,109,644	363	1,159,091	49	13,268,735	412	12,919,891	412	13,268,735	412
	Extra Help	20,550	69,480	20	71,800	20	69,480	20	0	0	69,480	20	69,480	20	0	0	69,480	20	69,480	20	69,480	20
	Personal Serv Match	3,007,419	3,195,406	0	3,628,313	0	3,367,106	0	371,627	0	3,758,733	0	3,445,586	0	377,217	0	3,822,803	0	3,758,733	0	3,822,803	0
	Overtime	2,279	10,000	0	20,000	0	10,000	0	0	0	10,000	0	10,000	0	0	0	10,000	0	10,000	0	10,000	0
	Operating Expenses	3,336,965	2,800,648	0	2,841,641	0	2,800,648	0	34,380	0	2,835,028	0	2,800,648	0	34,910	0	2,835,558	0	2,800,648	0	2,800,648	0
	Travel-Conferences	20,763	53,891	0	134,661	0	53,891	0	0	0	53,891	0	53,891	0	0	0	53,891	0	53,891	0	53,891	0
	Capital Outlay	7,022	162,038	0	3,357,550	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Prof. Fees & Serv.	9,419,592	10,542,660	0	12,567,749	0	10,542,660	0	250	0	10,542,910	0	10,542,660	0	250	0	10,542,910	0	10,542,660	0	10,542,660	0
	Data Processing Services	598,853	2,096,780	0	4,000,000	0	2,096,780	0	1,705,800	0	3,801,760	0	2,096,760	0	1,705,000	0	3,801,760	0	2,096,760	0	2,096,760	0
	Grand Total	27,486,062	30,412,172	383	39,943,681	441	30,751,623	383	3,239,869	49	33,991,693	432	31,128,669	383	3,276,468	49	34,405,137	432	32,252,063	432	32,664,977	432

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ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM

Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
 Agency Code 710
 Appropriation Name Administrative Services - Operations
 Appropriation Code 896
 Fund Name Administration Paying - Administrative Services
 Fund Code PWP

Character		Expenditures				
		2001-02	2002-03	2002-03	2002-03	2002-03
Name	Code	Actual	Budget	Pos.	Authorized	Pos.
Regular Salaries	5010000	11,075,200	11,481,289	363	13,302,167	421
Extra Help	5010001	20,550	69,480	20	71,800	20
Personal Serv Match	5010003	3,007,419	3,195,406	0	3,628,313	0
Overtime	5010006	2,279	10,000	0	20,000	0
Operating Expenses	5020002	3,336,985	2,800,648	0	2,841,641	0
Travel-Conferences	5050009	20,763	53,891	0	134,661	0
Capital Outlay	5120011	7,022	162,038	0	3,357,550	0
Prof. Fees & Serv.	5060010	9,419,592	10,542,660	0	12,587,749	0
Data Processing Services	5900044	596,853	2,096,760	0	4,000,000	0
Grand Total		27,486,662	30,412,172	383	39,943,881	441

Funding Sources							
Name	Code						
General Revenue	4000010	10,857,224	10,697,057	*****	*****	*****	*****
Federal Revenue	4000020	14,370,551	17,523,123	*****	*****	*****	*****
Various Program Support	4000060	2,930,422	2,191,992	*****	*****	*****	*****
Reallocation of Resources	4000075	(671,535)	0	*****	*****	*****	*****
Total Funding		27,486,662	30,412,172	*****	*****	*****	*****
Excess Appr/(Funding)		0	(0)	*****	*****	*****	*****
Grand Total		27,486,662	30,412,172	*****	*****	*****	*****

Various Program Support includes funding from DHS Cost
 Allocation, Collections from Food Stamps and AFDC, M & R
 proceeds

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
 Agency Code 710
 Appropriation Name Administrative Services - Operations
 Appropriation Code 896
 Fund Name Administration Paying - Administrative Services
 Fund Code PWP

Character		Agency Request											
		2003-04						2004-05					
		Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.
Regular Salaries	5010000	11,791,279	363	1,128,612	49	12,919,891	412	12,109,644	363	1,159,091	49	13,268,735	412
Extra Help	5010001	69,480	20	0	0	69,480	20	69,480	20	0	0	69,480	20
Personal Serv Match	5010003	3,387,105	0	371,627	0	3,758,733	0	3,445,586	0	377,217	0	3,822,803	0
Overtime	5010006	10,000	0	0	0	10,000	0	10,000	0	0	0	10,000	0
Operating Expenses	5020002	2,800,648	0	34,380	0	2,835,028	0	2,800,648	0	34,910	0	2,835,558	0
Travel-Conferences	5050009	53,891	0	0	0	53,891	0	53,891	0	0	0	53,891	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0	0	0	0
Prof. Fees & Serv.	5060010	10,542,660	0	250	0	10,542,910	0	10,542,660	0	250	0	10,542,910	0
Data Processing Services	5900044	2,096,760	0	1,705,000	0	3,801,760	0	2,096,760	0	1,705,000	0	3,801,760	0
Grand Total		30,751,823	383	3,239,869	49	33,991,693	432	31,128,669	383	3,276,468	49	34,405,137	432

Funding Sources													
Name	Code												
General Revenue	4000010	10,816,523	*****	0	*****	10,816,523	*****	10,949,074	*****	0	*****	10,949,074	*****
Federal Revenue	4000020	17,718,827	*****	0	*****	17,718,827	*****	17,935,961	*****	0	*****	17,935,961	*****
Various Program Support	4000060	2,216,473	*****	0	*****	2,216,473	*****	2,243,634	*****	0	*****	2,243,634	*****
Reallocation of Resources	4000075	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****
Total Funding		30,751,823	*****	0	*****	30,751,823	*****	31,128,669	*****	0	*****	31,128,669	*****
Excess Approl(Funding)		0	*****	3,239,869	*****	3,239,870	*****	(0)	*****	3,276,468	*****	3,276,468	*****
Grand Total		30,751,823	*****	3,239,869	*****	33,991,693	*****	31,128,669	*****	3,276,468	*****	34,405,137	*****

Various Program Support includes funding from DHS
 Cost Allocation, Collections from Food Stamps and
 AFDC, M & R proceeds

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM

Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
 Agency Code 710
 Appropriation Name Administrative Services - Operations
 Appropriation Code 896
 Fund Name Administration Paying - Administrative Services
 Fund Code PWP

Character		Recommendations							
		Executive				Legislative			
		2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
Regular Salaries	5010000	12,919,891	412	13,268,735	412	0	0	0	0
Extra Help	5010001	69,480	20	69,480	20	0	0	0	0
Personal Serv Match	5010003	3,758,733	0	3,822,803	0	0	0	0	0
Overtime	5010006	10,000	0	10,000	0	0	0	0	0
Operating Expenses	5020002	2,800,648	0	2,800,648	0	0	0	0	0
Travel-Conferences	5050009	53,891	0	53,891	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0
Prof. Fees & Serv.	5060010	10,542,660	0	10,542,660	0	0	0	0	0
Data Processing Services	5900044	2,096,760	0	2,096,760	0	0	0	0	0
Grand Total		32,252,063	432	32,664,977	432	0	0	0	0

Funding Sources									
Name	Code								
General Revenue	4000010	10,816,523	*****	10,949,074	*****	0	*****	0	*****
Federal Revenue	4000020	17,718,827	*****	17,935,961	*****	0	*****	0	*****
Various Program Support	4000060	2,216,473	*****	2,243,634	*****	0	*****	0	*****
Reallocation of Resources	4000075	0	*****	0	*****	0	*****	0	*****
Total Funding		30,751,823	*****	31,128,669	*****	0	*****	0	*****
Excess Appro/(Funding)		1,500,240	*****	1,536,308	*****	0	*****	0	*****
Grand Total		32,252,063	*****	32,664,977	*****	0	*****	0	*****

Various Program Support includes funding from DHS
 Cost Allocation, Collections from Food Stamps and
 AFDC, M & R proceeds

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Rank by Appropriation

Agency Name: DEPARTMENT OF HUMAN SERVICES
Agency Code: 710
Appropriation Name: Administrative Services - Operations
Appropriation Code: 890
Fund Name: Administration Paying - Administrative Services
Fund Code: PWP

Rank	Justification	Designation	Cost Center	2001-02			2002-03			Agency Request				Executive Recommendation				Legislative Recommendation			
				Actual	Budget	Pos.	Budget	Pos.	Pos.	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
		BL Base Level	Total	27,486,662	30,412,171	363				30,751,823	363	31,128,069	363	30,751,823	363	31,128,069	363	0	0	0	0
1	The grade 15 Accounting technician II positions were unbudgeted due to the shortfall in FY03 general revenue. The General Operations section is requesting that the positions be restored in order to insure proper staffing of the Payables Units. The positions are needed to process timely payments of cash accounts, travel reimbursements and invoices to vendors and clients. This request is for appropriation only.	C01	418821 Payables	0	0		0	0		109,130	4	111,714	4	109,130	4	111,714	4	0	0	0	0
1	The grade 15 Accounting technician II positions were unbudgeted due to the shortfall in FY03 general revenue. The General Operations section is requesting that the positions be restored in order to insure proper staffing of the payables Units. The positions are needed to process timely payments of cash accounts, travel reimbursements and invoices to vendors and clients. This request is for appropriation only.	C01	418822 PurchaseOrders	0	0		0	0		81,847	3	83,766	3	81,847	3	83,766	3	0	0	0	0
1	These positions are requested to be restored to continue to provide problem resolution and technical assistance for the payroll and benefits functions. Additionally, these positions provide the research and reporting associated with the management of employee benefits and payroll issues. This request is for appropriation only.	C01	418823 Payroll	0	0		0	0		64,494	2	66,053	2	64,494	2	66,053	2	0	0	0	0
1	These positions are necessary in the Funds Management area to maintain the accounting functions for the funding aspect of a \$3B departmental budget. AASIS provides far more detail than the AFGM system and staff is necessary to be able to extract the data on a daily basis to keep funds balanced, make appropriate fund draws and transfers. This request is for appropriation only.	C01	418851 ReportandForecast	0	0		0	0		91,426	3	93,622	3	91,426	3	93,622	3	0	0	0	0
1	The positions in Cost Allocation/Research & Statistics are requested to be restored with appropriation only, to process the materials required for the compilation of the departmental Cost Allocation Plan that includes time study data for each quarter from the county offices, verification of data received on the time studies, running reports, and converting the data in a reportable format.	C01	418852 CostActResearch&Stat	0	0		0	0		136,753	4	140,085	4	136,753	4	140,085	4	0	0	0	0
1	The positions in Accounts Receivables are necessary to process the funds received from overpayments to recipients, Quality Assurance Fees and Medicaid Fraud repayments, and processing Medicaid Match Transfer requests. This is for appropriation only.	C01	418854 AccountReceivable	0	0		0	0		53,108	2	54,301	2	53,108	2	54,301	2	0	0	0	0
1	This request for position restoration with appropriation only will provide flexibility in meeting the information technology needs of the department to include providing report creation (financial and customer data) that will assist division employees in monitoring daily activities of their respective divisions. Trends in expenditures as well as customer activities are required as justification by the federal oversight agencies in granting federal funding for DHS programs such as food stamps and protective services for children.	C01	418901 AdminServices	0	0		0	0		25,826	1	26,433	1	25,826	1	26,433	1	0	0	0	0
1	This request for position restoration with appropriation only will provide flexibility in meeting the information technology needs of the department to include providing report creation (financial and customer data) that will assist division employees in monitoring daily activities of their respective divisions. Trends in expenditures as well as customer activities are required as justification by the federal oversight agencies in granting federal funding for DHS programs such as food stamps and protective services for children.	C01	418902 FieldOpSup	0	0		0	0		458,239	12	469,525	12	458,239	12	469,525	12	0	0	0	0
1	This request for position restoration with appropriation only will provide flexibility in meeting the information technology needs of the department to include providing report creation (financial and customer data) that will assist division employees in monitoring daily activities of their respective divisions. Trends in expenditures as well as customer activities are required as justification by the federal oversight agencies in granting federal funding for DHS programs such as food stamps and protective services for children.	C01	418903 CHRIS	0	0		0	0		63,709	2	65,247	2	63,709	2	65,247	2	0	0	0	0

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Rank by Appropriation

Agency Name DEPARTMENT OF HUMAN SERVICES
Agency Code 710
Appropriation Name Administrative Services - Operations
Appropriation Code 898
Fund Name Administration Paying - Administrative Services
Fund Code PWP

Rank	Justification	Designation	Cost Center	2001-02	2002-03	Agency Request			Executive Recommendation			Legislative Recommendation		
				Actual	Budget	Pos.	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
1	This position will be transferred internally to re-establish an Asst Personnel Manager (Team Chief) position that supervises the team in direct support of several divisions. The team provides support through processing applications and divisional requests for lists of candidates available to fill vacant positions within the DHS. Request appropriation only.	C01	419010 HumanResourceSuppSer	0	0	0	40,565	1	41,570	1	40,565	1	41,570	1
1	This position will provide administrative support to the staff of the ten-person policy/admin program branch in the accomplishment of policy development, rules and regulation promulgation, and management of the department's administrative programs (drug screening, catastrophic leave, criminal record checks, and Family Medical Leave). Appropriation only is requested.	C01	419011 Policy&AdminProgMgmt	0	0	0	24,445	1	25,015	1	24,445	1	25,015	1
1	These positions with appropriation only will provide administrative support for the DHS Staff Development Unit in accomplishment of its mission of management and professional development training, computer training, and data entry for the new Personnel Development Module for AASIS.	C01	419012 StaffDev	0	0	0	61,974	2	63,468	2	61,974	2	63,468	2
1	This position will augment the capability for process and screening of the approximately 3000 applications per month for DHS employment that are received in the recruiting and placement unit and includes only appropriation.	C01	419014 RecruitPlacement	0	0	0	23,144	1	23,678	1	23,144	1	23,678	1
1	These positions will be used to support the Departments mail operations, printing and copying operations and the supply and inventory management within the DHS warehouse operations. Request is for appropriation only.	C01	419016 Material MgmtAdmin.	0	0	0	265,581	11	271,751	11	265,581	11	271,751	11
		C01	Total	0	0	0	1,500,239	49	1,536,308	49	1,500,239	49	1,536,308	49
1	Increases in Office Equipment Maintenance is requested because equipment is in use from the beginning of the work day to the end and the equipment is getting older and rather than purchase new equipment, we choose to repair and that cost will be higher over the next biennium. Office supplies are increasing due to utilization of more paper with the ability of employees to run more reports from the AASIS system never before available. These reports are far superior to those of the old AFGM system and provide employees with more and better detailed information with which to perform their job duties. The increase in Lab Diagnostic Services allows the office to process Drug Screen in Managerial Accounting when hiring new employees since all new hires must undergo drug screens for employment. This request is for appropriation only.	C03	418850 ManagerialActAsstDir	0	0	0	3,875	0	5,875	0	0	0	0	0
1	This change levels for appropriation allows for the purchase of routine office supplies.	C03	418851 ReportandForecast	0	0	0	1,500	0	1,500	0	0	0	0	0
1	This change levels allows for the purchase of office supplies such as copy paper required for use in the fax machine for receipt of time study information utilized for the department cost allocation, fuel for the daily courier trips to DFA, printing of the departmental annual statistical report required by law. This request is for appropriation only.	C03	418852 CostActResearch&Stat	0	0	0	6,340	0	4,770	0	0	0	0	0
1	The change will allow for an increase for Bink's - the financial courier service. We are requesting appropriation only.	C03	418853 Budget	0	0	0	2,000	0	2,000	0	0	0	0	0
1	This change level allows for the purchase of routine office supplies and includes appropriation only.	C03	418854 AccountReceivable	0	0	0	1,215	0	1,315	0	0	0	0	0
		C03	Total	0	0	0	14,930	0	15,460	0	0	0	0	0

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Rank by Appropriation

Agency Name DEPARTMENT OF HUMAN SERVICES
Agency Code 710
Appropriation Name Administrative Services - Operations
Appropriation Code 890
Fund Name Administration Paying - Administrative Services
Fund Code PWP

Rank	Justification	Designation	Cost Center	2001-02			2002-03			Agency Request				Executive Recommendation				Legislative Recommendation			
				Actual	Budget	Pos.	Budget	Pos.		2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
2	This change level for appropriation only is to replace outdated computers and printers.	C08 Technology	418820 GenOpsAsstDir	0	0	0	0	0	0	15,000	0	15,000	0	0	0	0	0	0	0	0	0
1	This change level for appropriation only, will provide for the purchase of routine data processing supplies.	C08 Technology	418851 ReportandForecast	0	0	0	0	0	0	2,000	0	2,000	0	0	0	0	0	0	0	0	0
1	This change level for appropriation will provide for routine data processing supplies.	C08 Technology	418853 Budget	0	0	0	0	0	0	700	0	700	0	0	0	0	0	0	0	0	0
1	This change level for appropriation will provide for the purchase of routine data processing supplies.	C08 Technology	418854 AccountReceivable	0	0	0	0	0	0	2,000	0	2,000	0	0	0	0	0	0	0	0	0
1	These requests are for appropriation only. \$1,320,000 is requested for DP supplies and \$385,000 represents the cost of replacing 1200 of the DHS aging fleet of desktop computers. This represents a hardware cost of \$1100 per unit plus \$350 per unit for desktop software. Failure to address this situation will result in significant increases in support costs for labor, repair parts, and maintenance as well as an increase in downtime will result in decreased productivity for DHS personnel.	C08 Technology	418900 AdminCIOOffice	0	0	0	0	0	0	1,705,000	0	1,705,000	0	0	0	0	0	0	0	0	0
		C08 Technology	Total	0	0	0	0	0	0	1,724,700	0	1,724,700	0	0	0	0	0	0	0	0	0
		Grand Total	Total	27,488,662	30,412,171	363				33,991,693	412	34,405,137	412	32,252,063	412	32,604,977	412	0	0	0	0

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
ANALYSIS OF BUDGET REQUEST
2003 - 2005

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 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; Department of Health, Alcohol and Drug Abuse Prevention 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 and budget for utilization of these funds.

The agency Base Level and total request for this appropriation is \$888,133 each year of the biennium.

The Executive Recommendation provides for the Agency Request.

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF	PAGE
Name: DHS-Division of Administrative Services	Name: Social Services Block Grant - Federal	Name: Grants Paying	BUDGET REQUEST	58
Code: 710	Code: 898	Code: PWE		

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
Agency Code 710
Appropriation Name Social Services Block Grant - Federal
Appropriation Code 898
Fund Name Grants Paying
Fund Code PWE

Character Name	Expenditures					Agency Request												Recommendations				
	2001-02		2002-03		2002-03		2003-04					2004-05							Executive			
	Actual	Budget	Pos.	Authorized	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	2003-04	Pos.	2004-05	Pos.	
Grants/Aid	10,532,055	888,133	0	15,030,747	0	888,133	0	0	0	888,133	0	888,133	0	0	0	888,133	0	888,133	0	888,133	0	
Grand Total	10,532,055	888,133	0	15,030,747	0	888,133	0	0	0	888,133	0	888,133	0	0	0	888,133	0	888,133	0	888,133	0	

Funding Sources Name																					
Federal Revenue	10,532,055	888,133	*****	*****	*****	888,133	*****	0	*****	888,133	*****	888,133	*****	0	*****	888,133	*****	888,133	*****	888,133	*****
Total Funding	10,532,055	888,133	*****	*****	*****	888,133	*****	0	*****	888,133	*****	888,133	*****	0	*****	888,133	*****	888,133	*****	888,133	*****
Excess Appro(Funding)	0	0	*****	*****	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****
Grand Total	10,532,055	888,133	*****	*****	*****	888,133	*****	0	*****	888,133	*****	888,133	*****	0	*****	888,133	*****	888,133	*****	888,133	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM

Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
 Agency Code 710
 Appropriation Name Social Services Block Grant - Federal
 Appropriation Code 898
 Fund Name Grants Paying
 Fund Code PWE

Character		Expenditures				
		2001-02	2002-03	2002-03		
Name	Code	Actual	Budget	Pos.	Authorized	Pos.
Grants/Aid	5100004	10,532,055	888,133	0	15,030,747	0
Grand Total		10,532,055	888,133	0	15,030,747	0

Funding Sources							
Name	Code						
Federal Revenue	4000020	10,532,055	888,133	*****	*****	*****	*****
Total Funding		10,532,055	888,133	*****	*****	*****	*****
Excess Appr/(Funding)		0	0	*****	*****	*****	*****
Grand Total		10,532,055	888,133	*****	*****	*****	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
Agency Code 710
Appropriation Name Social Services Block Grant - Federal
Appropriation Code 898
Fund Name Grants Paying
Fund Code PWE

Character		Agency Request											
		2003-04						2004-05					
		Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.
Grants/Aid	5100004	888,133	0	0	0	888,133	0	888,133	0	0	0	888,133	0
Grand Total		888,133	0	0	0	888,133	0	888,133	0	0	0	888,133	0

Funding Sources													
Name	Code	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.
Federal Revenue	4000020	888,133	*****	0	*****	888,133	*****	888,133	*****	0	*****	888,133	*****
Total Funding		888,133	*****	0	*****	888,133	*****	888,133	*****	0	*****	888,133	*****
Excess Appor/(Funding)		0	*****	0	*****	0	*****	0	*****	0	*****	0	*****
Grand Total		888,133	*****	0	*****	888,133	*****	888,133	*****	0	*****	888,133	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM

Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
 Agency Code 710
 Appropriation Name Social Services Block Grant - Federal
 Appropriation Code 898
 Fund Name Grants Paying
 Fund Code PWE

Character		Recommendations							
		Executive				Legislative			
		2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
Grants/Aid	5100004	888,133	0	888,133	0	0	0	0	0
Grand Total		888,133	0	888,133	0	0	0	0	0

Funding Sources									
Name	Code								
Federal Revenue	4000020	888,133	*****	888,133	*****	0	*****	0	*****
Total Funding		888,133	*****	888,133	*****	0	*****	0	*****
Excess Appro/(Funding)		0	*****	0	*****	0	*****	0	*****
Grand Total		888,133	*****	888,133	*****	0	*****	0	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
ANALYSIS OF BUDGET REQUEST
2003 - 2005

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 FY2002 and \$120,000 is budgeted in FY2003. The Division requests to continue the authorization of \$120,000 each year of the 2003-05 Biennium.

The Executive Recommendation provides for the Agency Request.

AGENCY	APPROPRIATION	CASH FUND	ANALYSIS OF	PAGE
Name: DHS-Division of Administrative Services Code: 710	Name: Client Specific Emergency Services-Cash Code: C99	Name: Client Specific Emergency Services - Cash Fund Code: 120	BUDGET REQUEST	63

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
Agency Code 710
Appropriation Name Client Specific Emergency Services - Cash
Appropriation Code C99
Fund Name Client Specific Emergency Services - Cash Fund
Fund Code 120

Character Name	Expenditures					Agency Request												Recommendations				
	2001-02		2002-03		2002-03		2003-04					2004-05							Executive			
	Actual	Budget	Pos.	Authorized	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	2003-04	Pos.	2004-05	Pos.	
Purchase of Services	0	120,000	0	120,000	0	120,000	0	0	0	120,000	0	120,000	0	0	0	120,000	0	120,000	0	120,000	0	
Grand Total	0	120,000	0	120,000	0	120,000	0	0	0	120,000	0	120,000	0	0	0	120,000	0	120,000	0	120,000	0	

Funding Sources																					
Name																					
Cash Funds	0	120,000	*****	*****	*****	120,000	*****	0	*****	120,000	*****	120,000	*****	0	*****	120,000	*****	120,000	*****	120,000	*****
Total Funding	0	120,000	*****	*****	*****	120,000	*****	0	*****	120,000	*****	120,000	*****	0	*****	120,000	*****	120,000	*****	120,000	*****
Excess Appro(Funding)	0	0	*****	*****	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****
Grand Total	0	120,000	*****	*****	*****	120,000	*****	0	*****	120,000	*****	120,000	*****	0	*****	120,000	*****	120,000	*****	120,000	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM

Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
 Agency Code 710
 Appropriation Name Client Specific Emergency Services - Cash
 Appropriation Code C99
 Fund Name Client Specific Emergency Services - Cash Fund
 Fund Code 120

Character		Expenditures				
		2001-02	2002-03	2002-03		
Name	Code	Actual	Budget	Pos.	Authorized	Pos.
Purchase of Services	5900043	0	120,000	0	120,000	0
Grand Total		0	120,000	0	120,000	0

Funding Sources						
Name	Code					
Cash Funds	4000045	0	120,000	*****	*****	*****
Total Funding		0	120,000	*****	*****	*****
Excess Appro/(Funding)		0	0	*****	*****	*****
Grand Total		0	120,000	*****	*****	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
Agency Code 710
Appropriation Name Client Specific Emergency Services - Cash
Appropriation Code C99
Fund Name Client Specific Emergency Services - Cash Fund
Fund Code 120

Character		Agency Request											
		2003-04						2004-05					
		Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.
Purchase of Services	5900043	120,000	0	0	0	120,000	0	120,000	0	0	0	120,000	0
Grand Total		120,000	0	0	0	120,000	0	120,000	0	0	0	120,000	0

Funding Sources													
Name	Code												
Cash Funds	4000045	120,000	*****	0	*****	120,000	*****	120,000	*****	0	*****	120,000	*****
Total Funding		120,000	*****	0	*****	120,000	*****	120,000	*****	0	*****	120,000	*****
Excess Appro/(Funding)		0	*****	0	*****	0	*****	0	*****	0	*****	0	*****
Grand Total		120,000	*****	0	*****	120,000	*****	120,000	*****	0	*****	120,000	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM

Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
 Agency Code 710
 Appropriation Name Client Specific Emergency Services - Cash
 Appropriation Code C99
 Fund Name Client Specific Emergency Services - Cash Fund
 Fund Code 120

Character		Recommendations							
		Executive				Legislative			
Name	Code	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
Purchase of Services	5900043	120,000	0	120,000	0	0	0	0	0
Grand Total		120,000	0	120,000	0	0	0	0	0

Funding Sources									
Name	Code								
Cash Funds	4000045	120,000	*****	120,000	*****	0	*****	0	*****
Total Funding		120,000	*****	120,000	*****	0	*****	0	*****
Excess Appro/(Funding)		0	*****	0	*****	0	*****	0	*****
Grand Total		120,000	*****	120,000	*****	0	*****	0	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
ANALYSIS OF BUDGET REQUEST
2003 - 2005

The DHS Renovation appropriation is for the purpose of construction, acquisition, 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. 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.

The agency Base Level and total request for this appropriation is \$2,813,060 each year of the biennium. Expenditures for this appropriation are contingent upon available funding provided from within the Department.

The Executive Recommendation provides for the Agency Request.

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF BUDGET REQUEST	PAGE
Name: DHS-Division of Administrative Services	Name: Various Building Construction	Name: DHS-Renovation Fund		68
Code: 710	Code: 1DE	Code: DHR		

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
Agency Code 710
Appropriation Name Various Building Construction
Appropriation Code 1DE
Fund Name DHS Renovation Fund
Fund Code DHR

Character Name	Expenditures					Agency Request												Recommendations			
	2001-02	2002-03	2002-03			2003-04						2004-05						Executive			
	Actual	Budget	Pos.	Authorized	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	2003-04	Pos.	2004-05	Pos.
Construction	540,066	2,813,060	0	8,199,516	0	2,813,060	0	0	0	2,813,060	0	2,813,060	0	0	0	2,813,060	0	2,813,060	0	2,813,060	0
Grand Total	540,066	2,813,060	0	8,199,516	0	2,813,060	0	0	0	2,813,060	0	2,813,060	0	0	0	2,813,060	0	2,813,060	0	2,813,060	0

Funding Sources Name	2001-02	2002-03	2002-03	2002-03	2002-03	2003-04	2003-04	2003-04	2003-04	2003-04	2003-04	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05	2004-05
	Actual	Budget	Pos.	Authorized	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	2003-04	Pos.	2004-05	Pos.
Federal Revenue	147,720	1,562,940	*****	*****	*****	1,562,940	*****	0	*****	1,562,940	*****	1,562,940	*****	0	*****	1,562,940	*****	1,562,940	*****	1,562,940	*****
Fund Transfers	392,346	1,250,120	*****	*****	*****	1,250,120	*****	0	*****	1,250,120	*****	1,250,120	*****	0	*****	1,250,120	*****	1,250,120	*****	1,250,120	*****
Total Funding	540,066	2,813,060	*****	*****	*****	2,813,060	*****	0	*****	2,813,060	*****	2,813,060	*****	0	*****	2,813,060	*****	2,813,060	*****	2,813,060	*****
Excess Appro(Funding)	0	0	*****	*****	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****
Grand Total	540,066	2,813,060	*****	*****	*****	2,813,060	*****	0	*****	2,813,060	*****	2,813,060	*****	0	*****	2,813,060	*****	2,813,060	*****	2,813,060	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM

Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
 Agency Code 710
 Appropriation Name Various Building Construction
 Appropriation Code 1DE
 Fund Name DHS Renovation Fund
 Fund Code DHR

Character		Expenditures				
		2001-02	2002-03	2002-03		
Name	Code	Actual	Budget	Pos.	Authorized	Pos.
Construction	5090005	540,066	2,813,060	0	8,199,516	0
Grand Total		540,066	2,813,060	0	8,199,516	0

Funding Sources						
Name	Code					
Federal Revenue	4000020	147,720	1,562,940	*****	*****	*****
Fund Transfers	4000060	392,346	1,250,120	*****	*****	*****
Total Funding		540,066	2,813,060	*****	*****	*****
Excess Appro/(Funding)		0	0	*****	*****	*****
Grand Total		540,066	2,813,060	*****	*****	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
Agency Code 710
Appropriation Name Various Building Construction
Appropriation Code 1DE
Fund Name DHS Renovation Fund
Fund Code DHR

Character		Agency Request											
		2003-04						2004-05					
		Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.
Construction	5090005	2,813,060	0	0	0	2,813,060	0	2,813,060	0	0	0	2,813,060	0
Grand Total		2,813,060	0	0	0	2,813,060	0	2,813,060	0	0	0	2,813,060	0

Funding Sources													
Name	Code												
Federal Revenue	4000020	1,562,940	*****	0	*****	1,562,940	*****	1,562,940	*****	0	*****	1,562,940	*****
Fund Transfers	4000060	1,250,120	*****	0	*****	1,250,120	*****	1,250,120	*****	0	*****	1,250,120	*****
Total Funding		2,813,060	*****	0	*****	2,813,060	*****	2,813,060	*****	0	*****	2,813,060	*****
Excess Appr/(Funding)		0	*****	0	*****	0	*****	0	*****	0	*****	0	*****
Grand Total		2,813,060	*****	0	*****	2,813,060	*****	2,813,060	*****	0	*****	2,813,060	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM

Biennial Appropriation Summary

Agency Name DEPARTMENT OF HUMAN SERVICES
 Agency Code 710
 Appropriation Name Various Building Construction
 Appropriation Code 1DE
 Fund Name DHS Renovation Fund
 Fund Code DHR

Character		Recommendations							
		Executive				Legislative			
		2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
Construction	5090005	2,813,060	0	2,813,060	0	0	0	0	0
Grand Total		2,813,060	0	2,813,060	0	0	0	0	0

Funding Sources									
Name	Code								
Federal Revenue	4000020	1,562,940	*****	1,562,940	*****	0	*****	0	*****
Fund Transfers	4000060	1,250,120	*****	1,250,120	*****	0	*****	0	*****
Total Funding		2,813,060	*****	2,813,060	*****	0	*****	0	*****
Excess Appro/(Funding)		0	*****	0	*****	0	*****	0	*****
Grand Total		2,813,060	*****	2,813,060	*****	0	*****	0	*****