

# DHS - Community Srvs/Nonprofit Support

## Audit Findings

DIVISION OF LEGISLATIVE AUDIT  
AUDIT OF :  
DEPARTMENT OF HUMAN SERVICES  
FOR THE YEAR ENDED JUNE 30, 2015

Findings

Recommendations

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Audit findings are reported under the DHS Director's Office/Office of Chief Counsel.

## **State Contracts Over \$50,000 Awarded To Minority Owned Businesses Fiscal Year 2015**

State Contracts over \$50,000 awarded to Minority Owned Businesses are reported under the DHS Director's Office/Office of Chief Counsel.

## Department Appropriation Summary

Appropriation	Historical Data						Agency Request and Recommendations					
	2014-2015		2015-2016		2015-2016		2016-2017					
	Actual	Pos	Budget	Pos	Authorized	Pos	Legislative Recommendation	Pos	Agency Request	Pos	Executive Recommendation	Pos
896 Community Svcs/Non-Profit Support	1,311,521	23	1,351,105	22	1,370,454	24	1,370,578	24	1,469,278	24	1,370,578	24
898 AmeriCorps Grants	2,085,539	0	2,510,704	0	2,510,704	0	2,510,704	0	2,510,704	0	2,510,704	0
935 Community Srv/Non-Profit Support – Cash in Treasury	736	0	7,140	0	12,000	0	12,000	0	12,000	0	12,000	0
<b>Total</b>	<b>3,397,796</b>	<b>23</b>	<b>3,868,949</b>	<b>22</b>	<b>3,893,158</b>	<b>24</b>	<b>3,893,282</b>	<b>24</b>	<b>3,991,982</b>	<b>24</b>	<b>3,893,282</b>	<b>24</b>

  

Funding Sources		%		%		%		%		%
General Revenue 4000010	471,293	13.9	470,220	12.2	475,802	12.2	574,502	14.4	475,802	12.2
Federal Revenue 4000020	2,626,297	77.3	3,092,422	79.9	3,103,147	79.8	3,103,147	77.8	3,103,147	79.8
Cash Fund 4000045	736	0.0	7,140	0.2	6,439	0.2	6,439	0.2	6,439	0.2
Various Program Support 4000730	299,470	8.8	299,167	7.7	302,333	7.8	302,333	7.6	302,333	7.8
<b>Total Funds</b>	<b>3,397,796</b>	<b>100.0</b>	<b>3,868,949</b>	<b>100.0</b>	<b>3,887,721</b>	<b>100.0</b>	<b>3,986,421</b>	<b>100.0</b>	<b>3,887,721</b>	<b>100.0</b>
Excess Appropriation/(Funding)	0		0		5,561		5,561		5,561	
<b>Grand Total</b>	<b>3,397,796</b>		<b>3,868,949</b>		<b>3,893,282</b>		<b>3,991,982</b>		<b>3,893,282</b>	

## **Analysis of Budget Request**

**Appropriation:** 896 - DHS–Admin Paying Account

**Funding Sources:** PWP - Administration Paying

The Arkansas Office of Volunteerism was created in 1974 by order of the Governor to implement and administer a statewide immunization program. In 1977, the Office was established by Act 865 to assess and recognize the needs of communities throughout Arkansas and recruit, train, and coordinate volunteers and volunteer organizations in meeting those needs, assist in special projects to meet community needs and provide greater public awareness and recognition of volunteer efforts. In 1983, the Office of Volunteer Services transferred from the Office of the Governor to the Department of Human Services. Act 186 of 1989 officially made the agency a Division of DHS. Act 42 of 2011 changed the name from the Division of Volunteerism to the Division of Community Service and Nonprofit Support. The Division of Community Service & Nonprofit Support (DCSNS) strengthens community resources, volunteerism and national service in Arkansas. The Division has been offering training, technical assistance, and information to all Arkansans since 1974 and is the oldest state office of volunteerism in the nation. This is accomplished through various programs and community service activities.

The agency is funded through general revenues (DAS - Department of Human Services Administration Fund Account). Federal funding is comprised of funding based on the Department's cost allocation plan as well as federal funding granted from the Department of Health and Human Services-Corporation for National and Community Service. Other revenues which are indicated as various program support also consists of funding distributed based on the Department's cost allocation plan.

The Agency Request reflects the FY17 requests from the 2014 Fall Budget Hearings Summary Manuals. The Legislative Recommendation and Executive Recommendation reflect the FY17 ALC/JBC recommendation from the 2014 Fall Budget Hearings Summary Manuals, any Governor's Letters adopted and member amendments.

## Appropriation Summary

**Appropriation:** 896 - DHS--Admin Paying Account

**Funding Sources:** PWP - Administration Paying

Appropriation		2014-2015	2015-2016	2015-2016	2016-2017		
		Actual	Budget	Authorized	Legislative Recommendation	Agency Request	Executive Recommendation
Regular Salaries	5010000	797,199	841,888	903,229	903,329	903,329	903,329
	<b>#Positions</b>	<b>23</b>	<b>22</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>
Extra Help	5010001	0	0	0	0	0	0
	<b>#Extra Help</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Personal Services Matching	5010003	301,416	304,411	331,106	331,130	331,130	331,130
Overtime	5010006	19	1,000	1,000	1,000	1,000	1,000
Operating Expenses	5020002	185,064	172,255	115,568	115,568	208,268	115,568
Conference & Travel Expenses	5050009	20,688	18,351	10,851	10,851	12,851	10,851
Professional Fees	5060010	144	5,000	500	500	1,500	500
Data Processing	5090012	0	0	0	0	0	0
AmeriCorps Grants	5100004	2,085,539	2,510,704	2,510,704	2,510,704	2,510,704	2,510,704
Capital Outlay	5120011	0	0	0	0	0	0
Data Processing Services	5900044	6,991	8,200	8,200	8,200	11,200	8,200
<b>Total</b>		<b>3,397,060</b>	<b>3,861,809</b>	<b>3,881,158</b>	<b>3,881,282</b>	<b>3,979,982</b>	<b>3,881,282</b>
<b>Funding Sources</b>							
General Revenue	4000010	471,293	470,220		475,802	574,502	475,802
Federal Revenue	4000020	2,626,297	3,092,422		3,103,147	3,103,147	3,103,147
Various Program Support	4000730	299,470	299,167		302,333	302,333	302,333
<b>Total Funding</b>		<b>3,397,060</b>	<b>3,861,809</b>		<b>3,881,282</b>	<b>3,979,982</b>	<b>3,881,282</b>
Excess Appropriation/(Funding)		0	0		0	0	0
<b>Grand Total</b>		<b>3,397,060</b>	<b>3,861,809</b>		<b>3,881,282</b>	<b>3,979,982</b>	<b>3,881,282</b>

Budget exceeds Authorized in Operating Expenses and Professional Fees due to a Reallocation of Resources.

## Analysis of Budget Request

**Appropriation:** 898 - DHS-Grants Paying Account

**Funding Sources:** PWE - Grants Paying

The Division of Community Service and Nonprofit Support (DCSNS) administers the AmeriCorps grant. The Edward M. Kennedy Serve America Act of 2009 focused AmeriCorps' efforts in six key areas:

- **Disaster Services:** AmeriCorps members respond to disaster from tornadoes and hurricanes to fire and floods.
- **Education:** AmeriCorps programs place tutors and mentors in low performing schools to help students improve academic performance and skills.
- **Environmental stewardships:** AmeriCorps members build trails, restore parks, run recycling programs and promote energy efficiency.
- **Healthy Futures:** AmeriCorps members provide education and outreach for healthier lifestyles. Arkansas' AmeriCorps members focus on healthy living and the programs provide students with opportunities to participate in healthy living activities to reduce obesity.
- **Economic opportunity:** AmeriCorps engages members each year to fight poverty by expanding access to technology, recruiting volunteers to teach literacy, and strengthening antipoverty groups.
- **Veterans and military families:** AmeriCorps supports the military community by engaging veterans in service, helping veterans readjust to civilian life, and providing support to military families.

Funding for this appropriation is federal funds provided from the Department of Health and Human Services to assist States in carrying out a national service program as authorized by the National and Community Service Act of 1990, as amended (42 U.S.C. §12501 et seq.)

The Agency Request reflects the FY17 requests from the 2014 Fall Budget Hearings Summary Manuals. The Legislative Recommendation and Executive Recommendation reflect the FY17 ALC/JBC recommendation from the 2014 Fall Budget Hearings Summary Manuals, any Governor's Letters adopted and member amendments.

## Appropriation Summary

**Appropriation:** 898 - DHS-Grants Paying Account

**Funding Sources:** PWE - Grants Paying

Appropriation	2014-2015	2015-2016	2015-2016	2016-2017		
	Actual	Budget	Authorized	Legislative Recommendation	Agency Request	Executive Recommendation
AmeriCorps Grants 5100004	2,085,539	2,510,704	2,510,704	2,510,704	2,510,704	2,510,704
<b>Total</b>	<b>2,085,539</b>	<b>2,510,704</b>	<b>2,510,704</b>	<b>2,510,704</b>	<b>2,510,704</b>	<b>2,510,704</b>
Funding Sources						
Federal Revenue 4000020	2,085,539	2,510,704		2,510,704	2,510,704	2,510,704
<b>Total Funding</b>	<b>2,085,539</b>	<b>2,510,704</b>		<b>2,510,704</b>	<b>2,510,704</b>	<b>2,510,704</b>
Excess Appropriation/(Funding)	0	0		0	0	0
<b>Grand Total</b>	<b>2,085,539</b>	<b>2,510,704</b>		<b>2,510,704</b>	<b>2,510,704</b>	<b>2,510,704</b>

## **Analysis of Budget Request**

**Appropriation:** 935 - Community Srv/Non-Profit Support – Cash in Treasury

**Funding Sources:** NHS - Cash in Treasury

This appropriation provides the Division of Community Service and Nonprofit Support authority for expenditure of fees and donations relating to various efforts established around the State. The funds are for training, volunteer recognition and special volunteer event expenses. These funds are interest income as well as honoraria from speaking engagements and donations.

The Agency Request reflects the FY17 requests from the 2014 Fall Budget Hearings Summary Manuals. The Legislative Recommendation and Executive Recommendation reflect the FY17 ALC/JBC recommendation from the 2014 Fall Budget Hearings Summary Manuals, any Governor's Letters adopted and member amendments.

Expenditure of appropriation is contingent upon available funding.

## Appropriation Summary

**Appropriation:** 935 - Community Srv/Non-Profit Support – Cash in Treasury

**Funding Sources:** NHS - Cash in Treasury

Appropriation		2014-2015	2015-2016	2015-2016	2016-2017		
		Actual	Budget	Authorized	Legislative Recommendation	Agency Request	Executive Recommendation
Operating Expenses	5020002	736	5,203	7,703	7,703	7,703	7,703
Conference & Travel Expenses	5050009	0	1,365	2,865	2,865	2,865	2,865
Professional Fees	5060010	0	572	1,432	1,432	1,432	1,432
Data Processing	5090012	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0
<b>Total</b>		736	7,140	12,000	12,000	12,000	12,000
Funding Sources							
Cash Fund	4000045	736	7,140		6,439	6,439	6,439
<b>Total Funding</b>		736	7,140		6,439	6,439	6,439
Excess Appropriation/(Funding)		0	0		5,561	5,561	5,561
<b>Grand Total</b>		736	7,140		12,000	12,000	12,000