

# SOCIAL WORK LICENSING BOARD

## State Contracts Over \$50,000 Awarded To Minority Owned Businesses Fiscal Year 2018

None

### Employment Summary

	Male	Female	Total	%
White Employees	0	1	1	50 %
Black Employees	0	1	1	50 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			1	50 %
Total Employees			2	100 %

### Publications

#### A.C.A. 25-1-201 et seq.

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution	Unbound Black & White Copies Produced During the Last Two Years	Cost of Unbound Copies Produced During the Last Two Years
		Governor	General Assembly				
Annual Report	ACA 17-103-203(6)	N	N	4	Required by Law for Public Use	0	0.00
Board Meeting Minutes	ACA 25-1-204	N	N	4	Required by Regulations for Public Use	0	0.00
Financial Report	ACA 17-103-203(8)	N	N	4	Required by Law for Public Use.	0	0.00

## **Analysis of Budget Request**

**Appropriation:** 2KZ - Social Work Licensing

**Funding Sources:** SSW - Social Work Licensing

The Social Work Licensing Board is responsible for administration of the Social Work Licensing Act (A.C.A. §17-103-201 et seq.), which requires individuals who practice social work or represent themselves to the public as social workers to be licensed. The operations of the Social Work Licensing Board are funded from special revenues derived by the collection of application and license renewal fees authorized by A.C.A. §17-103-205.

The Agency's request includes the following:

- Extra Help and Personal Services Matching of (\$3,232) each year to align with current Board expenses in the Commitment Item.
- Operating Expenses reallocation to move \$600 from Internet Service - Tech to Network Service Expense. The reallocation is needed due to a request from Office of Accounting - Service Bureau requesting the Board to no longer code expenses to the Internet Service - general ledger code.

The Agency's request to maintain appropriation above 10% of their actual FY18 expenditures includes the following justifications:

- Extra Help appropriation due to the utilization of the extra help position varying from year to year.
- Operating Expenses due to increased costs in the Board's copier lease and implementation of Office 365 as required by the Arkansas Department of Information Systems.
- Conference and Travel due to additional costs of attending conferences. In prior fiscal years, the costs were waived for one of the attendees due to being on the Board of Directors.
- Professional Fees due to the anticipation of hiring an investigator to review more complex complaints against social workers.
- Refunds and Reimbursements due to varying amounts the Board is required to refund due to mistakes made on an application.

The Executive Recommendation provides for the Agency Request with the following exceptions:

- Extra Help appropriation of \$6,000.
- Personal Services Matching appropriation of \$31,499.
- Operating Expenses appropriation of \$42,000.
- Professional Fees appropriation of \$7,000.

## Appropriation Summary

**Appropriation:** 2KZ - Social Work Licensing

**Funding Sources:** SSW - Social Work Licensing

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		2017-2018	2018-2019	2018-2019	2019-2020		2020-2021	
		Actual	Budget	Authorized	Agency	Executive	Agency	Executive
Regular Salaries	5010000	83,047	97,187	81,567	97,018	97,018	97,018	97,018
<b>#Positions</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
Extra Help	5010001	447	13,000	13,000	10,000	6,000	10,000	6,000
<b>#Extra Help</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
Personal Services Matching	5010003	27,775	31,992	28,224	31,807	31,499	31,807	31,499
Operating Expenses	5020002	35,500	50,150	50,150	50,150	42,000	50,150	42,000
Conference & Travel Expenses	5050009	3,617	6,000	6,000	6,000	6,000	6,000	6,000
Professional Fees	5060010	2,142	30,000	30,000	30,000	7,000	30,000	7,000
Data Processing	5090012	0	0	0	0	0	0	0
Refunds/Reimbursements	5110014	0	500	500	500	500	500	500
Capital Outlay	5120011	0	0	0	0	0	0	0
<b>Total</b>		<b>152,528</b>	<b>228,829</b>	<b>209,441</b>	<b>225,475</b>	<b>190,017</b>	<b>225,475</b>	<b>190,017</b>

Funding Sources								
Fund Balance	4000005	670,857	675,844		597,015	597,015	521,540	556,998
Special Revenue	4000030	157,515	150,000		150,000	150,000	150,000	150,000
<b>Total Funding</b>		<b>828,372</b>	<b>825,844</b>		<b>747,015</b>	<b>747,015</b>	<b>671,540</b>	<b>706,998</b>
Excess Appropriation/(Funding)		(675,844)	(597,015)		(521,540)	(556,998)	(446,065)	(516,981)
<b>Grand Total</b>		<b>152,528</b>	<b>228,829</b>		<b>225,475</b>	<b>190,017</b>	<b>225,475</b>	<b>190,017</b>

FY19 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2017-2019 Biennium. Regular Salaries appropriation includes board member stipend payments.