

DHS - Director's Office

Employment Summary

	Male	Female	Total	%
White Employees	918	3256	4174	58 %
Black Employees	478	2413	2891	40 %
Other Racial Minorities	32	86	118	2 %
Total Minorities			3,009	42 %
Total Employees			7,183	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				
Arkansas Department of Human Services (SFY) Statistical Report	Act 414, Section 24 of 1961	Y	Y	15	Law requires. Distribution has decreased from 200 to 15 published copies. Outside requestors will be informed to access the web. Data is used for trending analysis, research and/or studies.	0	0.00

ARKANSAS PLANNING BUDGETING & ADMINISTRATIVE SYSTEM
STATE CONTRACTS OVER \$50,000 AWARDED TO MINORITY OWNED BUSINESSES
 Fiscal Year 2018
 Required by A.C.A. 25-36-104

AGENCY: 0710 DHS - Director's Office

Minority Business	Total Contract Awarded	Minority Type per A.C.A. 15-4-303 (2)					
		African American	Hispanic American	American Indian	Asian American	Pacific Islander American	Disabled Veteran
BETTER COMMUNITY DEVELOPMENT INC	\$75,000	X					

TOTAL NUMBER OF MINORITY CONTRACTS AWARDED	<u>1</u>
TOTAL EXPENDITURES FOR CONTRACTS AWARDED	<u>\$14,937</u>
% OF MINORITY CONTRACTS AWARDED	<u>0.19 %</u>

Department Appropriation Summary

Appropriation	Historical Data						Agency Request and Executive Recommendation							
	2017-2018		2018-2019		2018-2019		2019-2020				2020-2021			
	Actual	Pos	Budget	Pos	Authorized	Pos	Agency	Pos	Executive	Pos	Agency	Pos	Executive	Pos
1DE Various Building Construction	3,476,965	0	12,195,560	0	11,623,203	0	12,414,729	0	12,414,729	0	12,414,729	0	12,414,729	0
414 Consolidated Cost	814,241	0	821,500	0	821,500	0	821,500	0	821,500	0	821,500	0	821,500	0
896 Director's Office	1,147,568	7	1,330,547	6	1,335,543	7	1,257,071	7	1,257,071	7	1,258,035	7	1,258,035	7
896 DHS-Admin Paying Account	493,218	8	538,985	6	538,985	7	622,760	7	622,760	7	623,624	7	623,624	7
896 DHS-Admin Paying Account	329,347	3	489,969	4	427,439	5	1,420,340	21	1,420,340	21	1,420,463	21	1,420,463	21
896 Office of Chief Counsel	11,972,624	173	12,066,524	159	12,412,196	171	12,114,226	154	12,114,226	154	12,122,496	154	12,122,496	154
896 Division of Administrative Services	13,868,972	232	18,674,906	225	22,476,573	202	18,813,345	253	18,813,345	253	18,822,438	253	18,822,438	253
896 DHS-Admin Paying Account	4,273,102	79	4,251,557	69	4,251,557	81	4,620,471	73	4,620,471	73	4,621,953	73	4,621,953	73
896 DHS-Admin Paying Account	17,324,721	77	15,187,117	79	14,273,146	99	19,860,418	98	19,860,418	98	19,863,501	98	19,863,501	98
896 DHS-Admin Paying Account	3,999,147	77	4,352,721	65	4,185,387	80	4,476,060	65	4,476,060	65	4,478,900	65	4,478,900	65
896 Community Svcs/Non-Profit Support	1,966,553	27	2,228,764	23	2,271,039	27	1,851,657	23	1,851,657	23	1,852,521	23	1,852,521	23
898 AmeriCorps Grants	1,473,471	0	2,510,704	0	2,510,704	0	2,510,704	0	2,510,704	0	2,510,704	0	2,510,704	0
898 Social Svcs Blk Grant-Fed	0	0	129,084	0	129,084	0	129,084	0	129,084	0	129,084	0	129,084	0
935 Community Srv/Non-Profit Support - Cash	375	0	11,030	0	11,030	0	11,030	0	11,030	0	11,030	0	11,030	0
C99 Client Specific Emergency Services-Cash	0	0	111,600	0	111,600	0	111,600	0	111,600	0	111,600	0	111,600	0
Total	61,140,304	683	74,900,568	636	77,378,986	679	81,034,995	701	81,034,995	701	81,062,578	701	81,062,578	701

Funding Sources		%		%		%		%		%	
Fund Balance	4000005	11,882,278	15.8	13,854,237	15.9	12,195,560	13.2	12,195,560	13.2	12,195,560	13.2
General Revenue	4000010	20,992,150	28.0	22,429,064	25.8	23,961,086	26.0	23,961,086	26.0	23,970,969	26.0
Federal Revenue	4000020	22,629,784	30.2	23,973,884	27.5	25,631,976	27.8	25,631,976	27.8	25,621,228	27.8
Cash Fund	4000045	375	0.0	11,030	0.0	11,030	0.0	11,030	0.0	11,030	0.0
Performance Fund	4000055	435,000	0.6	1,537,924	1.8	0	0.0	0	0.0	0	0.0
Reimbursement	4000425	5,448,924	7.3	10,536,883	12.1	12,414,729	13.5	12,414,729	13.5	12,414,729	13.4
Various Program Support	4000730	13,606,030	18.1	14,753,106	16.9	18,071,902	19.6	18,071,902	19.6	18,095,267	19.6
Total Funds		74,994,541	100.0	87,096,128	100.0	92,286,283	100.0	92,286,283	100.0	92,308,783	100.0
Excess Appropriation/(Funding)		(13,854,237)		(12,195,560)		(11,251,288)		(11,251,288)		(11,246,205)	
Grand Total		61,140,304		74,900,568		81,034,995		81,034,995		81,062,578	

Variance in fund balance is due to unfunded appropriation in FC 896.

Analysis of Budget Request

Appropriation: 1DE - Various Building Construction

Funding Sources: DHR - Human Services Renovation Fund

The Various Building Construction appropriation is for the purpose of construction, acquisition, renovation, maintenance, repair and equipping facilities of the Department of Human Services and for paying disallowances cited by the federal government. Facilities are those operated by the Divisions of Developmental Disabilities-Human Development Centers; Aging, Adult, and Behavioral Health-Arkansas State Hospital and Arkansas Health Center; and Youth Services-Juvenile Treatment Centers.

Funding for this appropriation is from the Human Services Renovation Fund and is derived from three sources. Federal reimbursement received by the Department. General revenue transferred from these three (3) Divisions with an annual maximum of five million dollars. Other funds may be utilized as determined to be available. At the request of the Director of the Department of Human Services and upon certification of the availability of such funds, the Chief Fiscal Officer of the State shall initiate the necessary transfer documents to reflect the transfer on the books of record of the Treasurer of State, the Auditor of State, the Chief Fiscal Officer of the State and the Department. 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 the needs of the Department can be prioritized, however, maintained by the Division of Administrative Services. Expenditures for this appropriation are contingent upon available funding provided from within the Department.

The Agency is requesting \$12,414,729 in FY20 and FY21.

The Agency Request includes the following change for both years:

- The Division of Aging, Adult, and Behavioral Health is requesting to increase appropriation by \$791,526 for each year of the biennium. The division budgeted this amount in FY19 by means of a Reallocation of Resources. Because of the facilities' aging condition and equipment, and the requirement to protect the health and safety of the facilities' residents, the division must have capacity to meet unanticipated facility needs to protect the health and safety of facility residents.
- Division of Developmental Disabilities & Division of Youth Services request to maintain previously authorized appropriation to meet unanticipated facility needs to protect the health and safety of the residents.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 1DE - Various Building Construction

Funding Sources: DHR - Human Services Renovation Fund

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
Construction	5090005	3,476,965	12,195,560	11,623,203	12,414,729	12,414,729	12,414,729	12,414,729
Total		3,476,965	12,195,560	11,623,203	12,414,729	12,414,729	12,414,729	12,414,729
Funding Sources								
Fund Balance	4000005	11,882,278	13,854,237		12,195,560	12,195,560	12,195,560	12,195,560
Reimbursement	4000425	5,448,924	10,536,883		12,414,729	12,414,729	12,414,729	12,414,729
Total Funding		17,331,202	24,391,120		24,610,289	24,610,289	24,610,289	24,610,289
Excess Appropriation/(Funding)		(13,854,237)	(12,195,560)		(12,195,560)	(12,195,560)	(12,195,560)	(12,195,560)
Grand Total		3,476,965	12,195,560		12,414,729	12,414,729	12,414,729	12,414,729

Budget exceeds Authorized Appropriation in Construction by authority of a Reallocation of Resources.

Analysis of Budget Request

Appropriation: 414 - Consolidated Cost

Funding Sources: MCC - Consolidated Cost Revolving Fund

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 transferred from the respective Divisions to the Consolidated Cost Revolving Fund.

Funding for this appropriation, as indicated as various program support, is revenue transferred based on cost allocation derived from the program to which funds are assigned and can be a mix of funding sources such as general revenue, federal revenue, other revenue and/or a combination of each.

The Division is requesting \$821,500 in FY20 and FY21.

The Division is requesting previous authorized appropriation.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 414 - Consolidated Cost
Funding Sources: MCC - Consolidated Cost Revolving Fund

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
Operating Expenses	5020002	616,038	821,500	821,500	821,500	821,500	821,500	821,500
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0
Professional Fees	5060010	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0
Capital Outlay	5120011	198,203	0	0	0	0	0	0
Total		814,241	821,500	821,500	821,500	821,500	821,500	821,500
Funding Sources								
Various Program Support	4000730	814,241	821,500		821,500	821,500	821,500	821,500
Total Funding		814,241	821,500		821,500	821,500	821,500	821,500
Excess Appropriation/(Funding)		0	0		0	0	0	0
Grand Total		814,241	821,500		821,500	821,500	821,500	821,500

Analysis of Budget Request

Appropriation: 896 - DHS–Admin Paying Account

Funding Sources: PWP - Administration Paying

Shared Services combines the core business functions of the agency including: Office of Finance, Office of Procurement, Office of Chief Counsel, Office of Information & Technology, Office of Human Relations, Office of Legislative & Intergovernmental Affairs, Office of Communications & Community Engagement, and Office of the Director. Shared Services continues to refine business operations and to reorganize internal agency resources to better serve DHS and its mission. Budgets, expenses, and resource needs have re-aligned to perform the requirements and tasks of the agency while positions and programs continue to be reorganized as Shared Services has evolved.

Funding for this appropriation consists of a mix of revenue sources which includes general revenue, federal funds, and other. Federal and other funding is determined by the Department's Cost Allocation Plan (CAP).

The Division is requesting \$65,036,348 in FY20 and \$65,063,931 in FY21.

The Agency Request includes the following changes for both years:

- Increase in Salary and Match by \$1,987,536 in FY20 and \$1,989,783 in FY20. With the creation of new divisions and in keeping with the Agency's efficiency, the division requests to transfer 77 positions from other divisions, (20) positions out, and surrendering (35) positions to meet the overall goals of the department. The Division requests \$1,979,766 in General Revenue to be transferred from various divisions in support of the positions transferred in.
- Reallocate appropriation between funds to better utilize appropriation in other areas to include the unique building, equipment, or technology demands addressed by the division. The division is also requesting to reduce appropriation to be more aligned with actual expenditures.
 - Extra Help reduced by (\$154,502) in both years.
 - Overtime reduced by (2,617) in both years.
 - Operating Expenses reduced by (\$380,785) in both years.
 - Conference & Travel reduced by (\$1,252,791) in both years.
 - Data Processing Services increased by \$27,100 in both years.
- The Foster Grandparent Program and appropriation of (\$340,135) to be reallocated to the Division of Aging, Adult, and Behavioral Health Services (DAABHS) to allow Shared Services to focus more fully on the agency's business operations and DAABHS to improve service to clients.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 896 - DHS--Admin Paying Account

Funding Sources: PWP - Administration Paying

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	29,382,817	31,577,591	31,086,981	35,453,393	35,453,393	35,474,693	35,474,693
	#Positions	683	636	679	701	701	701	701
Extra Help	5010001	266,943	448,139	448,139	293,637	293,637	293,637	293,637
	#Extra Help	27	19	30	30	30	30	30
Personal Services Matching	5010003	9,738,004	10,625,630	10,950,488	11,883,719	11,883,719	11,890,002	11,890,002
Overtime	5010006	7,621	11,000	11,000	8,383	8,383	8,383	8,383
Operating Expenses	5020002	5,130,218	6,036,308	6,036,308	5,655,523	5,655,523	5,655,523	5,655,523
Conference & Travel Expenses	5050009	59,953	229,523	229,523	63,083	63,083	63,083	63,083
Professional Fees	5060010	8,784,393	7,698,164	10,914,691	9,661,900	9,661,900	9,661,900	9,661,900
Data Processing	5090012	0	0	0	0	0	0	0
Capital Outlay	5120011	70,241	165,000	165,000	0	0	0	0
Grandparent Foster Program	5900038	101,689	340,135	340,135	0	0	0	0
Data Processing Services	5900044	1,833,373	1,989,600	1,989,600	2,016,710	2,016,710	2,016,710	2,016,710
Total		55,375,252	59,121,090	62,171,865	65,036,348	65,036,348	65,063,931	65,063,931
Funding Sources								
General Revenue	4000010	20,992,150	22,429,064		23,961,086	23,961,086	23,970,969	23,970,969
Federal Revenue	4000020	21,156,313	21,222,496		22,880,588	22,880,588	22,869,840	22,869,840
Performance Fund	4000055	435,000	1,537,924		0	0	0	0
Various Program Support	4000730	12,791,789	13,931,606		17,250,402	17,250,402	17,273,767	17,273,767
Total Funding		55,375,252	59,121,090		64,092,076	64,092,076	64,114,576	64,114,576
Excess Appropriation/(Funding)		0	0		944,272	944,272	949,355	949,355
Grand Total		55,375,252	59,121,090		65,036,348	65,036,348	65,063,931	65,063,931

FY19 Budget amount in Regular Salaries exceeds the authorized amount due to salary and matching rate adjustments during the 2017-2019 Biennium.

Analysis of Budget Request

Appropriation: 898 - DHS-Grants Paying Account

Funding Sources: PWE - Grants Paying

Social Services Block Grant

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. 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 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/department and budget for utilization of these funds.

Funding for this appropriation is 100% federal funds and is provided under Title XX of the Social Security Act (Omnibus Budget Reconciliation Act of 1981 as amended, P.L. 97-35; Jobs Training Bill, P.L. 98-8; P.L. 98-473; Medicaid and Medicare Patient and Program Act of 1987; Omnibus Budget Reconciliation Act of 1987, P.L. 100-203; Family Support Act of 1988, P.L. 100-485; Omnibus Budget Reconciliation Act of 1993, P.L. 103-66; 42 U.S.C. 1397 et seq.).

The Division is requesting \$129,084 in FY20 and FY21.

The Division is requesting previous authorized appropriation.

The Executive Recommendation provides for the Agency Request.

AmeriCorps Grant

The Division also 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 disasters 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 Division is requesting \$2,510,704 in FY20 and FY21.

The Division is requesting previous authorized appropriation.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 898 - DHS-Grants Paying Account

Funding Sources: PWE - Grants Paying

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
Purchase of Services	5100004	0	129,084	129,084	129,084	129,084	129,084	129,084
AmeriCorps Grants	5100004	1,473,471	2,510,704	2,510,704	2,510,704	2,510,704	2,510,704	2,510,704
Total		1,473,471	2,639,788	2,639,788	2,639,788	2,639,788	2,639,788	2,639,788
Funding Sources								
Federal Revenue	4000020	1,473,471	2,639,788		2,639,788	2,639,788	2,639,788	2,639,788
Total Funding		1,473,471	2,639,788		2,639,788	2,639,788	2,639,788	2,639,788
Excess Appropriation/(Funding)		0	0		0	0	0	0
Grand Total		1,473,471	2,639,788		2,639,788	2,639,788	2,639,788	2,639,788

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 Division is requesting \$11,030 in FY20 and FY21.

The Division is requesting previous authorized appropriation. Expenditure of appropriation is contingent upon available funding.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

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

Funding Sources: NHS - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation		Agency Request and Executive Recommendation	
	2017-2018 Actual	2018-2019 Budget	2018-2019 Authorized	2019-2020 Agency	2019-2020 Executive	2020-2021 Agency	2020-2021 Executive
Operating Expenses 5020002	375	7,233	7,233	7,233	7,233	7,233	7,233
Conference & Travel Expenses 5050009	0	2,865	2,865	2,865	2,865	2,865	2,865
Professional Fees 5060010	0	932	932	932	932	932	932
Data Processing 5090012	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0
Total	375	11,030	11,030	11,030	11,030	11,030	11,030
Funding Sources							
Cash Fund 4000045	375	11,030		11,030	11,030	11,030	11,030
Total Funding	375	11,030		11,030	11,030	11,030	11,030
Excess Appropriation/(Funding)	0	0		0	0	0	0
Grand Total	375	11,030		11,030	11,030	11,030	11,030

Analysis of Budget Request

Appropriation: C99 - Client Specific Emergency Services–Cash

Funding Sources: 120 - Client Specific Emergency Services-Cash

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.

The Division is requesting to maintain previously authorized appropriation for FY20 and FY21 in the amount of \$111,600. Excess Appropriation needed as a contingency fund to be used for short term client assistance. DHS has not spent out of this fund for over a decade but needs the appropriation for flexibility in the event of a disaster.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: C99 - Client Specific Emergency Services–Cash

Funding Sources: 120 - Client Specific Emergency Services-Cash

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
Purchase of Services 5900043	0	111,600	111,600	111,600	111,600	111,600	111,600
Total	0	111,600	111,600	111,600	111,600	111,600	111,600
Funding Sources							
Federal Revenue 4000020	0	111,600		111,600	111,600	111,600	111,600
Total Funding	0	111,600		111,600	111,600	111,600	111,600
Excess Appropriation/(Funding)	0	0		0	0	0	0
Grand Total	0	111,600		111,600	111,600	111,600	111,600