

EL DORADO COUNTY HEALTH AND HUMAN SERVICES AGENCY

MEMO

Date: September 26, 2019

To: Don Ashton

CAO

From: Don Semon

HHSA Director

Subject: Health and Human Services Agency Community Services Division Request to Process the

Attached Budget Transfer #2

The Health and Human Services Agency (HHSA), Community Services Division (CSD), is requesting a budget transfer to shift appropriations from Object 4300 to Objects 3000 and 5300, all within the Homeless Emergency Aid Program (HEAP). The transfer is due to the addition of a 1.0 Limited Term Housing Program Specialist I/II (HPS). Costs were originally budgeted under Professional & Specialized Services due to the original plan to contract out all services. The plan has been updated to bring some activities in house to better serve the program. This is funded through the California State grant California Emergency Housing Solutions (CESH). There is no impact to general fund.

Increase in Appropriations:

FENIX Org 5210110

Object 3000 – Perm Employees \$88,844

PL String: 52HOME0000-52HOMEOPX-50200-WS

FENIX Org 5210110

Object 5300 – Interfund Expenditure \$13,555

PL String: 52HOME0000-52HOMEOPX-50200-WS

Decrease in Appropriations:

FENIX Org 5210110

Object: 4300 – Professional & Specialized Services (\$102,399)

PL String: 52HOME0000-52HOMEOPX-50200-WS

Signature: <

Date

AUDITOR / CONTROLLER'S USE					EL DORADO COUNTY APPROPRIATION TRANSFER (29125 GOV. CODE)				
TRANSFER #			K 3 USE		1		•	TO BE COMPLETED BY THE DEPARTMENT	
					BODG		FER REQUEST #2	DOCUMENT TOTAL	_
DATE					HHSA - Community Services		NUMBER OF LINES	3	
CODE BY					DEPARTMENT OR AGENCY NAME			TRANSACTION	
I HEREBY REQUEST AND CERTIFY THAT THE TRANSFER OF APPROPRIATI			J NS AND/OR ESTIMATED REVENUES LISTED ON THIS FORM ARE BETWEEN INDEX CODES WITH TH ANGEED WILL NOT INCOLARS.			CODE TOTAL*	WITHIN THE SAME DEPARTMENT		
THIS TRANSFER WILL NOT INCREASE OR DECREASE THE TOTAL DEPARTMENTAL APPROVED BUDGET.									
	9/2	20/2019	1 /VC					PAGE 1 OF 1	
F	DATE			~		DEPARTMENT AUTHORIZATION SIGNATURE AND PHONE NUMBER			1,104 101 1
COMPLETE THE INFORMATION BELOW WITH JUSTIFICATION NARRATIVE OR ATTACH A MEMO. REMOVE THE GOLD COPY AND SUBMIT COMPLETE REQUEST TO THE AUDITOR / CONTROLLER'S OFFICE. A BUDGET TRANSFER MUST BE AT LEAST TWO LINES, NOT EXCEED TWENTY-SIX LINES AND USE AN "ODD AND EVEN" NUMBERED TRANSACTION CODE*									
* 002 = INCREASE ESTIMATED REVENUE * 013 = INCREASE IN APPROPRIATION / CAO APPROVED * 003 = DECREASE ESTIMATED REVENUE * 014 = DECREASE IN APPROPRIATION / CAO A APPROVED									
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2	D	5210110		3000	52HOME0000- 52HOMEOPX- 50200-WS	88,844	FY 19-20 Inc Exp CESH Grant		
3	D	5210110		5300	52HOME0000- 52HOMEOPX- 50200-WS	13,555	FY 19-20 Inc Exp CESH Grant		
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JOE HARN, C.P.A. AUDITOR/CONTROLLER					R	CHIEF ADMINISTRATIVE OFFICE			
REVIEWED FOR							ВУ		
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DATE							DATE		
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DISTRIBUTION: WHITE - BOS / YELLOW - AUDITOR / PINK - CHIEF ADMINISTRATIVE OFFICE / GOLD - DEPARTMENT

CHIEF ADMINISTRATIVE OFFICE - ANALYST