
Department of Corrections

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Description	FY 2011 Actual	FY 2012 Approved	FY 2013 Proposed	% Change from FY 2012
Operating Budget	\$142,973,992	\$136,287,501	\$139,604,240	2.4
FTEs	879.5	894.0	894.0	0.0

The mission of the Department of Corrections (DOC) is to provide a safe, secure, orderly, and humane environment for the confinement of pretrial detainees and sentenced inmates, while affording those in custody meaningful rehabilitative opportunities that will assist them to constructively re-integrate into the community.

Summary of Services

The DOC operates the Central Detention Facility (CDF) and houses inmates in the Correctional Treatment Facility (CTF) through a contract with the Corrections Corporation of America; both facilities are accredited by the American Correctional Association (ACA). The department has contracts with four private and independently operated halfway houses: Efforts for Ex-Convicts; Extended House, Inc.; Fairview; and Hope Village; these are often used as alternatives to incarceration. Like other municipal jails, 75 to 85 percent of inmates in DOC's custody have one or more outstanding legal matters that require detention, and median lengths of stay for released inmates are 31 days or less. Ninety percent of DOC's inmates are male. DOC also houses female inmates and a small number of juveniles charged as adults at the CTF. Each facility offers inmates a number of programs and services that support successful community re-entry. These include:

- Residential Substance Abuse Treatment (RSAT);
- Re-entry preparation (Re-Entry);
- Institutional Work Details and Community Work Squads; and
- Special education (through the District of Columbia Public Schools (DCPS)), adult education, and GED preparation provided by DOC.

ACA and National Commission on Correctional Health Care (NCCHC) accredited comprehensive health and mental health services are provided through Unity Health Care (contractual) and the Department of Mental Health. In addition, facilities provide inmate personal adjustment and support services, such as food services, laundry, visitation, law library, and an inmate grievance process. DOC facilities operate 24 hours a day, 365 days a year.

The agency's FY 2013 proposed budget is presented in the following tables:

FY 2013 Proposed Gross Funds Operating Budget, by Revenue Type

Table FL0-1 contains the proposed FY 2013 agency budget compared to the FY 2012 approved budget. It also provides FY 2010 and FY 2011 actual expenditures.

Table FL0-1
(dollars in thousands)

Appropriated Fund	Actual FY 2010	Actual FY 2011	Approved FY 2012	Proposed FY 2013	Change from FY 2012	Percent Change*
General Fund						
Local Funds	124,778	117,369	115,294	117,148	1,854	1.6
Special Purpose Revenue Funds	25,801	24,953	20,297	22,141	1,844	9.1
Total for General Fund	150,579	142,323	135,591	139,289	3,698	2.7
Federal Resources						
Federal Grant Funds	187	412	359	0	-359	-100.0
Total for Federal Resources	187	412	359	0	-359	-100.0
Intra-District Funds						
Intra-District Funds	1,008	239	337	315	-22	-6.5
Total for Intra-District Funds	1,008	239	337	315	-22	-6.5
Gross Funds	151,775	142,974	136,288	139,604	3,317	2.4

*Percent change is based on whole dollars.

Note: If applicable, for a breakdown of each Grant (Federal and Private), Special Purpose Revenue type and Intra-District agreement, please refer to Schedule 80 Agency Summary by Revenue Source in the FY 2013 Operating Appendices located on the Office of the Chief Financial Officer's website.

FY 2013 Proposed Full-Time Equivalents, by Revenue Type

Table FL0-2 contains the proposed FY 2013 FTE level compared to the FY 2012 approved FTE level by revenue type. It also provides FY 2010 and FY 2011 actual data.

Table FL0-2

Appropriated Fund	Actual FY 2010	Actual FY 2011	Approved FY 2012	Proposed FY 2013	Change from FY 2012	Percent Change
General Fund						
Local Funds	851.2	861.6	867.6	872.8	5.2	0.6
Special Purpose Revenue Funds	-13.9	12.0	20.0	20.0	0.0	0.0
Total for General Fund	837.4	873.6	887.6	892.8	5.2	0.6
Federal Resources						
Federal Grant Funds	0.0	4.3	5.0	0.0	-5.0	-100.0
Total for Federal Resources	0.0	4.3	5.0	0.0	-5.0	-100.0
Intra-District Funds						
Intra-District Funds	0.0	1.7	1.4	1.2	-0.2	-11.1
Total for Intra-District Funds	0.0	1.7	1.4	1.2	-0.2	-11.1
Total Proposed FTEs	837.4	879.5	894.0	894.0	0.0	0.0

FY 2013 Proposed Operating Budget, by Comptroller Source Group

Table FL0-3 contains the proposed FY 2013 budget at the Comptroller Source Group (object class) level compared to the FY 2012 approved budget. It also provides FY 2010 and FY 2011 actual expenditures.

Table FL0-3

(dollars in thousands)

Comptroller Source Group	Actual FY 2010	Actual FY 2011	Approved FY 2012	Proposed FY 2013	Change from FY 2012	Percent Change*
11 - Regular Pay - Continuing Full Time	39,552	42,464	41,305	47,905	6,600	16.0
12 - Regular Pay - Other	7,090	6,822	7,950	1,506	-6,444	-81.1
13 - Additional Gross Pay	4,294	4,212	3,719	4,000	281	7.5
14 - Fringe Benefits - Current Personnel	11,463	11,934	13,496	15,163	1,667	12.4
15 - Overtime Pay	3,817	2,937	2,500	2,500	0	0.0
99 - Unknown Payroll Postings	66	0	0	0	0	N/A
Subtotal Personal Services (PS)	66,282	68,369	68,970	71,073	2,103	3.0
20 - Supplies and Materials	2,485	5,405	6,506	7,250	744	11.4
30 - Energy, Comm. and Building Rentals	1,533	0	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc.	303	0	0	0	0	N/A
32 - Rentals - Land and Structures	2,770	2,770	2,904	2,926	22	0.8
33 - Janitorial Services	10	0	0	0	0	N/A
34 - Security Services	10	0	0	0	0	N/A
35 - Occupancy Fixed Costs	215	-12	0	0	0	N/A
40 - Other Services and Charges	2,180	1,527	2,717	3,571	854	31.4
41 - Contractual Services - Other	65,005	55,864	54,589	53,434	-1,156	-2.1
50 - Subsidies and Transfers	77	20	39	0	-39	-100.0
70 - Equipment and Equipment Rental	257	436	562	1,350	787	139.9
91 - Expense Not Budgeted Others	10,648	8,596	0	0	0	N/A
Subtotal Nonpersonal Services (NPS)	85,492	74,605	67,318	68,531	1,213	1.8
Gross Funds	151,775	142,974	136,288	139,604	3,317	2.4

*Percent change is based on whole dollars.

Division Description

The Department of Corrections operates through the following 5 divisions:

Inmate Services – provides the services necessary to ensure humane, hygienic, and constitutionally mandated care of inmates.

This division contains the following 3 activities:

- **Inmate Personal Services** – provides for inmates’ personal needs and ensures that each service is provided in a timely, accurate, and economical manner;
- **Inmate Adjustment and Development Support** – provides inmates with opportunities for personal development and facilitates adjustment to institutional custody; and
- **Inmate Health Services** – provides constitutionally mandated levels of health care to inmates in DOC custody.

Inmate Custody – detains pretrial defendants and sentenced misdemeanants safely, securely, and in accordance with constitutional requirements.

This division contains the following 3 activities:

- **Internal Security and Control Services** – provides effective management of the inmate population and ensures a safe and secure DOC-administered institutional environment;
- **External Security and Control Services** – provides contractual housing and transportation of inmates in a safe, secure, and cost-effective manner; and supports timely apprehension of violators; and
- **Community Corrections** – facilitates community support and involvement for sentenced misdemeanants and pretrial inmates awaiting adjudication of charges.

Institutional Support Services – provides direct support to the Inmate Custody and Inmate Services programs by providing life-safety, environmental and facility support services and documentation on each inmate’s security risk and legal status.

This division contains the following 2 activities:

- **Inmate Status Documentation** – provides direct support to the Inmate Custody and Inmate Services programs by providing life-safety, environmental and facility support services and documentation on each inmate’s security risk and legal status; and
- **Facility Services** – ensures that DOC facilities are kept in good, operable condition and that they meet building and life-safety codes. This activity also includes capital planning and construction management services.

Agency Management – provides for administrative support and the required tools to achieve operational and programmatic results. This division is standard for all agencies using performance-based budgeting.

Agency Financial Operations – provides comprehensive and efficient financial management services to, and on behalf of, District agencies so that the financial integrity of the District of Columbia is maintained. This division is standard for all agencies using performance-based budgeting.

Division Structure Change

The Department of Corrections has no division structure changes in the FY 2013 proposed budget.

FY 2013 Proposed Operating Budget and FTEs, by Division and Activity

Table FL0-4 contains the proposed FY 2013 budget by division and activity compared to the FY 2012 approved budget. It also provides the FY 2011 actual data.

Table FL0-4

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2011	Approved FY 2012	Proposed FY 2013	Change from FY 2012	Actual FY 2011	Approved FY 2012	Proposed FY 2013	Change from FY 2012
(100F) Agency Financial Operations								
(110F) Budget Operations	239	265	273	8	2.0	2.0	2.0	0.0
(120F) Accounting Operations	463	461	472	11	6.0	6.0	6.0	0.0
(130F) ACFO	166	186	190	4	1.0	1.0	1.0	0.0
Subtotal (100F) Agency Financial Operations	868	913	935	22	8.9	9.0	9.0	0.0
(1100) Agency Management Programs								
(1110) Executive Direction and Support	2,026	2,687	2,827	140	25.8	24.0	22.0	-2.0
(1120) Human Resources Management	1,938	2,100	2,036	-63	17.8	18.0	16.0	-2.0
(1130) Management Control	1,444	1,190	1,361	171	11.9	11.0	13.0	2.0
(1140) Information Technology	2,091	2,918	3,012	94	13.9	12.0	12.0	0.0
(1150) Agency Operations Support	2,387	2,378	2,394	15	8.9	11.0	9.0	-2.0
Subtotal (1100) Agency Management Programs	9,887	11,273	11,630	356	78.3	76.0	72.0	-4.0
(22IS) Inmate Services								
(2440) Inmate Personnel Services	910	0	0	0	0.0	0.0	0.0	0.0
Subtotal (22IS) Inmate Services	910	0	0	0	0.0	0.0	0.0	0.0
(2500) Inmate Services								
(2510) Inmate Personal Services	8,139	7,833	7,743	-89	24.8	25.0	25.0	0.0
(2520) Inmate Adjustment/Developmental Support	2,073	2,329	2,779	450	24.8	25.0	29.0	4.0
(2530) Inmate Health Services	39,985	33,603	33,160	-443	55.5	57.0	51.0	-6.0
Subtotal (2500) Inmate Services	50,197	43,764	43,682	-83	105.0	107.0	105.0	-2.0
(3600) Inmate Custody								
(3610) Internal Security and Control Services	41,889	41,062	44,147	3,085	542.8	550.0	547.0	-3.0
(3620) External Security and Control Services	27,583	25,801	24,834	-967	24.6	31.0	37.0	6.0
(3630) Community Corrections	3,264	3,542	3,277	-264	6.9	6.0	3.0	-3.0
Subtotal (3600) Inmate Custody	72,737	70,404	72,258	1,854	574.3	587.0	587.0	0.0
(4800) Institutional Support Services								
(4810) Inmate Status Documentation	5,556	6,186	6,142	-44	80.3	81.0	82.0	1.0
(4820) Facility Services	2,820	3,747	4,958	1,211	32.7	34.0	39.0	5.0
Subtotal (4800) Institutional Support Services	8,376	9,933	11,100	1,167	113.0	115.0	121.0	6.0
Total Proposed Operating Budget	142,974	136,288	139,604	3,317	879.5	894.0	894.0	0.0

(Change is calculated by whole numbers and numbers may not add up due to rounding)

Note: For more detailed information regarding the proposed funding for the activities within this agency's divisions, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2013 Operating Appendices** located on the Office of the Chief Financial Officer's website.

FY 2013 Proposed Budget Changes

The Department of Corrections' (DOC) proposed FY 2013 gross budget is \$139,604,240, which represents a 2.4 percent increase over the FY 2012 approved budget of \$136,287,501. The budget is comprised of \$117,148,138 of Local funds, \$22,140,851 of Special Purpose Revenue funds, and \$315,251 of Intra-District funds.

Current Services Funding Level

The Current Services Funding Level (CSFL) is a Local funds ONLY representation of the true cost of operating District agencies, before consideration of policy decisions. The CSFL reflects changes from the FY 2012 approved budget across multiple programs, and it estimates how much it would cost an agency to continue its current programs and operations into the following fiscal year. The initial adjustments in the budget proposal represent changes that should be compared to the FY 2013 CSFL budget and not necessarily changes made to the FY 2012 Local funds budget. The FY 2013 CSFL adjustments to the FY 2012 Local funds budget are described in table 5 of this agency's budget chapter. Please see the CSFL Development section within Volume 1: Executive Summary for more information regarding the methodology used and components that comprise the CSFL.

DOC's FY 2013 CSFL budget is \$117,727,032, which represents a \$2,432,801, or 2.1 percent, increase over the FY 2012 approved Local funds budget of \$115,294,231.

Initial Adjusted Budget

Eliminate: Due to the District's recent Immigration legislation, the jail is no longer allowed to document immigration status of inmates; therefore, DOC will not receive any direct federal grant funding in FY 2013 because of the elimination of the State Criminal Alien Assistance Program grant, which is based on the number of inmate-days that the agency houses illegal immigrants. This change results in a decrease of \$359,218 and 5.0 FTEs.

Cost Increase: In order to meet the obligations of the department, several areas of the Local funds budget were increased. The Equipment budget was increased by \$537,076 primarily for the purchase of maintenance equipment, computers that will replace outdated computers; and software updates to the JACCS, the prisoner information system, and Lotus Notes. The Local personal services budget was increased by \$310,638 and 5.2 FTEs for Fringe Benefits. The Supplies budget for clothing, toiletries, bedding, and sanitation supplies was increased by \$154,706, and Rent was increased by \$22,461 to cover the Corrections Corporation of America (CCA) lease agreement.

The Special Purpose Revenue funds budget for Contractual Services was increased by \$1,228,831 due to a higher revenue projection from the U.S. Marshals Fund, which requires less of the contract to fund. In accordance with the Special Purpose Revenue funds projections and prior year expenditures for the commissary fund, the budget was increased by \$480,000. Other Services and Charges increased by \$155,000 in the Inmate Welfare Fund, which will be used to fund additional programs for the general benefit of inmates, and \$24,379 was added to support step increases and higher fringe benefits costs.

Cost Decrease: Due to a reduction in the non-billable population at the CTE, \$760,553 of the housing cost was shifted from Local funds to Special Purpose Revenue Funds. Additionally, the budget was reduced by \$264,270 due to expected reductions in usage in postage, printing, software licensing, and books at the library as the information is now accessed online. Due to a lower Special Purpose Revenue projection for the inmate services program, the budget was decreased by \$50,000. The Intra-District budget was also decreased by \$22,261 and 0.2 FTE because of the decrease in funding available from the Residential Substance Abuse Treatment grant, which is managed by the Office of Justice Grant Administration.

Additionally Adjusted Budget

Technical Adjustment: Adjustment of Fringe Benefits to restore the District Government contribution for employee health insurance from 72 percent, implemented in the FY 2011 budget, to 75 percent in FY 2013, resulting in increases of \$317,000 in Local funds, \$6,000 in Special Purpose Revenue funds, and \$251 in Intra-District funds.

Policy Initiative

Cost Increase: The agency included additional \$900,000 in Local funds to purchase Equipment for the Inmate Processing center, \$300,000 to cover the cost of retrospective career ladder promotions, and \$10,000 to cover the cost of the evaluation of the Juvenile program (One-Time).

Cost Decrease: Local funds include the decreases of \$1,411,661 for the housing contract at the Corrections Treatment Facility and \$694,339 to adjust the food contract, both due to a decline of the inmate population.

FY 2012 Approved Budget to FY 2013 Proposed Budget, by Revenue Type

Table FL0-5 itemizes the changes by revenue type between the FY 2012 approved budget and the FY 2013 proposed budget.

Table FL0-5

(dollars in thousands)

	DIVISION	BUDGET	FTE
LOCAL FUNDS: FY 2012 Approved Budget and FTE		115,294	867.6
Fringe Benefit Rate Adjustment	Multiple Programs	916	0.0
Recurring Budget Items	Multiple Programs	372	0.0
Consumer Price Index	Multiple Programs	906	0.0
Personal Services Growth Factor	Multiple Programs	239	0.0
FY 2013 Current Services Funding Level Budget (CSFL)		117,727	867.6
Cost Increase: Nonpersonal services costs for jail maintenance, computer equipment, and software	Multiple Programs	537	0.0
Cost Increase: Align budget and FTE with personal service adjustment	Multiple Programs	311	5.2
Cost Increase: Inmate supplies for clothing, toiletries, bedding, and sanitation supplies for the Central Detention Facility	Multiple Programs	155	0.0
Cost Increase: Correctional Treatment Facility lease payment	Multiple Programs	22	0.0
Cost Decrease: Funding for CTF Housing shifted to Special Purpose Revenue Funds	Multiple Programs	-761	0.0
Cost Decrease: Postage, printing, and software licensing fees	Multiple Programs	-264	0.0
FY 2013 Initial Adjusted Budget		117,727	872.8
Technical Adjustment: Health insurance contribution	Multiple Programs	317	0.0
FY 2013 Additionally Adjusted Budget		118,044	872.8
FY 2013 Policy Initiatives			
Cost Increase: One-Time costs to purchase Equipment for the Inmate Processing center	Inmate Custody	900	0.0
Cost Increase: Retrospective funding adjustment to cover the cost of career ladder promotions	Inmate Custody	300	0.0
Cost Increase: Additional funding to cover the cost of the evaluation of the Juvenile program (One-Time)	Inmate Services	10	0.0
Cost Decrease: To adjust the cost of the housing contract at the Correction Treatment Facility due to population decline	Inmate Custody	-1,412	0.0
Cost Decrease: To adjust the cost of the agency's food contract due to a decline of the inmate population	Inmate Custody	-694	0.0
LOCAL FUNDS: FY 2013 Proposed Budget and FTE		117,148	872.8

(Continued on the next page)

Table FLO-5 (Continued)
(dollars in thousands)

	DIVISION	BUDGET	FTE
FEDERAL GRANT FUNDS: FY 2012 Approved Budget and FTE		359	5.0
Eliminate: Loss of grant for the State Criminal Alien Assistance Program	Multiple Programs	-359	-5.0
FY 2013 Initial Adjusted Budget		0	0.0
FEDERAL GRANT FUNDS: FY 2013 Proposed Budget and FTE		0	0.0
SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Approved Budget and FTE		20,297	20.0
Cost Increase: Contractual Services budget for inmate housing	Inmate Services Programs	1,229	0.0
Cost Increase: Adjust Special Purpose Revenue Funds budget to accurately reflect revenue projections for the Commissary Fund	Inmate Services Programs	480	0.0
Cost Increase: Align budget with projected revenue for the Inmate Welfare Fund	Inmate Services Programs	155	0.0
Cost Increase: Personal services budget for salary, step, and Fringe Benefits increases	Multiple Programs	24	0.0
Cost Decrease: Adjust budget to align with revenue projections	Inmate Services Programs	-50	0.0
FY 2013 Initial Adjusted Budget		22,135	20.0
Technical Adjustment: Health insurance contribution	Multiple Programs	6	0.0
FY 2013 Additionally Adjusted Budget		22,141	20.0
SPECIAL PURPOSE REVENUE FUNDS: FY 2013 Proposed Budget and FTE		22,141	20.0
INTRA-DISTRICT FUNDS: FY 2012 Approved Budget and FTE		337	1.4
Cost Decrease: Reduction in Intra-District arrangement for the Residential Substance Abuse Treatment grant from Office of Justice Grant Administration	Multiple Programs	-22	-0.2
FY 2013 Initial Adjusted Budget		315	1.2
Technical Adjustment: Health insurance contribution (less than \$500)	Multiple Programs	0	0.0
FY 2013 Additionally Adjusted Budget		315	1.2
INTRA-DISTRICT FUNDS: FY 2013 Proposed Budget and FTE		315	1.2
Gross for FLO - Department of Corrections		139,604	894.0

(Change is calculated by whole numbers and numbers may not add up due to rounding)

Agency Performance Plan

The agency's performance plan has the following objectives for FY 2013:

1. Agency Management Services

Objective 1: Improve economy, efficiency and effectiveness of agency operations.

Objective 2: Upgrade workforce.

Agency Management Services

Measure	FY 2010 Actual	FY 2011 Target	FY 2011 Actual	FY 2012 Projection	FY 2013 Projection	FY 2014 Projection
Federal Revenue Reimbursement Rate (dollars reimbursed divided by dollars billed)	99.18%	95%	80.62%	95%	95%	95%
Priority 1 Maintenance and Repair Completion Rate (Percentage of priority 1 maintenance and repair requests completed within 8 hours)	74.86%	85%	82.14%	80%	80%	80%

2. Inmate Custody

Objective 1: Foster an environment that promotes safety for inmates, staff, visitors and the community-at-large.

Objective 2: Provide timely and accurate inmate documents and risk assessments.

Inmate Custody

Measure	FY 2010 Actual	FY 2011 Target	FY 2011 Actual	FY 2012 Projection	FY 2013 Projection	FY 2014 Projection
Inmate on inmate assault rate (assaults per 10,000 inmate-days)	2.39	2.4	0.71	1.0	0.8	0.6
Inmate on staff assault rate (assaults per 10,000 inmate-days)	2.30	2.3	1.05	1.0	1.0	1.0
Percent of disciplinary reports adjudicated as charged	0.00%	75%	97.21%	90%	93%	95%
Percent of Inmate on staff assaults resulting in papered charges	0.00%	5%	3.35%	5%	5%	5%
Percent of contraband seizures resulting in papered charges	0.00%	25%	31.59%	30%	33%	40%
Delayed Release Rate	0.50%	0.50%	0.38%	0.35%	0.35%	0.35%
Erroneous Release Rate	0.02%	0.04%	0.10%	0.08%	0.06%	0.05%

3. Inmate Services

Objective 1: Improve inmate education and job skill levels and facilitate successful community re-integration.

Objective 2: Maintain/improve inmate physical and mental health.

Objective 3: Improve daily living conditions.

Inmate Services

Measure	FY 2010 Actual	FY 2011 Target	FY 2011 Actual	FY 2012 Projection	FY 2013 Projection	FY 2014 Projection
Inmates served by re-entry program	0.00	500	471	1,000	1,200	1,400
Inmates served by educational programs or receiving educational counseling services	0.00	500	3,621	2,000	2,250	2,500
Percentage of inmates released to community with required medications	96.58%	95%	98.71%	95%	95%	95%
Inmate pharmaceuticals expenditure variance	25%	15%	170.04%	15%	15%	15%
Inmates served by substance abuse treatment program	0.00	340	360	400	400	400
Number of unresolved inmate grievances outstanding more than 30 days	214	5	0.00	5	5	5
Inmates served by video-visitation program	0.00%	5%	90.47%	85%	87%	90%