



**THE GOVERNMENT OF THE DISTRICT OF COLUMBIA**



**FY 2012 PROPOSED BUDGET AND FINANCIAL PLAN**

**VOLUME 3 AGENCY BUDGET CHAPTERS – PART II**

Public Education System, Human Support Services, Public Works, Financing and Other, and Enterprise and Other Funds



**ONE CITY RISING TO THE CHALLENGE**



Submitted to the **Congress of the United States**

by the **Government of the District of Columbia** | **August 10, 2011**

Government of the District of Columbia

# **FY 2012 Proposed Budget and Financial Plan**

**Volume 3**

## **Agency Budget Chapters - Part II**

**(Public Education System, Human Support Services, Public Works, Financing and Other,  
and Enterprise and Other Funds**

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# **One City Rising to the Challenge**

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Submitted to the  
**Congress of the United States**

by the

**Government of the District of Columbia**

August 10, 2011



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**District of Columbia Government**

For the Fiscal Year Beginning

**October 1, 2010**

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to District of Columbia Government, District of Columbia, for its annual budget for the fiscal year beginning October 1, 2010. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The award is the eleventh in the history of the District of Columbia. The Office of Budget and Planning will submit this FY 2012 Budget and Financial Plan for consideration by GFOA, and believes the FY 2012 Proposed Budget and Financial Plan continues to conform to the GFOA's requirements.

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A special thank you to the analysts from other District agencies who assisted the Office of Budget and Planning during the preparation of the budget.

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FY 2012 Proposed Budget and Financial Plan

Volume 3

**Agency Budget Chapters - Part II**  
*(by Appropriation Title)*

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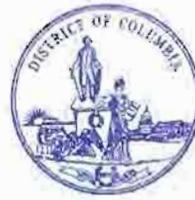
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Volume 6 - FY 2012 Proposed Budget and Financial Plan - *FY 2012 - FY 2017 Capital Improvements Plan (Including Highway Trust Fund)*

# **Transmittal Letters**





VINCENT C. GRAY  
MAYOR

August 4, 2011

The Honorable Barack H. Obama  
President of the United States  
1600 Pennsylvania Avenue, NW  
Washington, DC 20500

Dear Mr. President:

On behalf of the residents of the District of Columbia, I submit to you the District of Columbia Fiscal Year 2012 Budget and Financial Plan entitled "One City, Rising to the Challenge."

The \$9.1 billion general operating budget, including \$2.6 billion in Federal funds, is the District of Columbia's sixteenth consecutive balanced budget. As you know, the District of Columbia economy has not been immune to the national economic recession; indeed, the District faced a \$322 million gap for Fiscal Year 2012 as this budget was being formulated. Despite this challenge, the budget which I proposed and which was adopted by the Council maintains fiscal stability and continues to provide investments in key areas of priority, including: continuation and enhancement of a birth-to-age-24 quality education system; economic development and training programs that lead to jobs for District of Columbia residents; and provision of a responsive, effective public safety program that keeps our neighborhoods and businesses safe.

Mr. President, we appreciate that your FY 2012 Federal budget proposed \$235.7 million for improvements to the Saint Elizabeths campuses, including \$18 million in the District's budget for the east campus and in the budget of the U.S. General Services Administration, \$20.4 million in additional infrastructure improvements at the Saint Elizabeths east campus, \$55.4 million for improvements to a major interchange, \$41.9 for infrastructure improvements at the Saint Elizabeths west campus, and \$100 million for general improvements. The \$38.4 million for the east campus provides a critical match to the District's local capital budget request for infrastructure investments that are critical to facilitate the redevelopment of the west campus by the U.S. Department of Homeland Security. Without this Federal commitment, it will not be possible for the District of Columbia to fully provide the infrastructure improvements needed for this Federal presence and to catalyze further Federal and private economic development of the east campus.

We also appreciate the statement, included in your Federal budget proposal, which supports a change in the Home Rule Charter to establish local budget autonomy for the District of Columbia. There is absolutely no reason for the District of Columbia's local funds budget to be part of the Federal budget process. The District raises over \$5.5 billion in local funds annually, which should be subject to the decision-making authority of only the District's locally elected

representatives. We look forward to your advocacy on behalf of budget autonomy and other matters of basic self-determination and democracy for the residents of the District of Columbia.

The District's FY 2012 budget represents the outcome of difficult choices that were required to build a fiscally sound budget and financial plan. Our intention was to strike a balance between cost savings, program realignments, and new sources of revenues so that we could maintain services and make strategic investments while meeting our economic challenges. The budget proposal is balanced, structurally sound, and formulated in a spirit of fiscal discipline. It is a product of thorough analysis of every District government agency and vigorous Council oversight. We believe we can continue to improve delivery of services while securing the District's fiscal sustainability.

I look forward to prompt and favorable Federal consideration of the District's Fiscal Year 2012 Budget and Financial Plan.

Sincerely,  
  
Vincent C. Gray

# How to Read the Budget and Financial Plan

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# How to Read the Budget and Financial Plan

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The District of Columbia's FY 2012 Proposed Budget and Financial Plan is a communications tool that presents and explains policy priorities, agency operations, including programmatic/organizational structures, and performance measures in the context of the Financial Plan, which shows the District's sources of revenue and planned expenditures. The Budget and Financial Plan include forecasts of economic and financial conditions, current and planned long-term debt financing, policy decisions, and other important financial information for the District's government, all of which are essential elements for accurate financial reporting and sound management of public resources.

This chapter, *How to Read the Budget and Financial Plan*, is a guide for understanding the sections of this budget volume that define the budget priorities for the District. These sections are consistent with the National Advisory Council on State and Local Budgeting's recommended budget practices, which call for a presentation of information to provide readers with a guide to government programs and organizational structure. Additionally, these sections are consistent with the standards of the Government Finance Officers Association for the Distinguished Budget Presentation Award.

The FY 2012 Budget and Financial Plan is presented in six volumes summarized as follows:

**Executive Summary (Volume 1)** - provides a high-level summary of the budget and financial information, including sections describing new initiatives within the District's proposed budget, the transmittal

letter from the Mayor, information on the strategic budgeting process, the District's five-year financial plan, detailed information on the District's projected revenues and expenditures, and summary information about the Capital Improvements Plan. In addition, this volume includes information about the District's budgetary and financial management policies, including grant match and maintenance of effort data, policies, a glossary of budget terms, budget summary tables by agency and fund type, and the Budget Request Act legislation that serves as the basis for the District's federal appropriations act.

**Agency Budget Chapters (Volumes 2 and 3)** - describes by appropriation title the operating budgets for each of the District's agencies. Appropriation titles categorize the general areas of services provided by the District on behalf of its citizens and are listed on the table of contents. Examples are Public Education System and Human Support Services.

**Operating Appendices (Volumes 4 and 5)** - includes detailed supporting tables displaying the proposed expenditures and full-time equivalents in the operating budgets that are described in Volumes 2 and 3. **Note:** These volumes are available exclusively on the Government of the District of Columbia website at <http://cfo.dc.gov/>.

**Capital Improvements Plan (Including Highway Trust Fund) (Volume 6)** - describes the District's proposed six-year Capital Improvements Plan for all of the District's agencies. The Highway Trust Fund describes the District's proposed FY 2012 to 2017 planned projects.

Detailed information on the chapter contents of each volume include:

## **Volume 1: Executive Summary**

Includes the following sections:

### **Introduction: FY 2012 Proposed Budget and Financial Plan**

This chapter is a narrative and graphic summary of the proposed budget and financial plan. It describes the overall proposed budget, including the sources and uses of public funds, and compares the prior year's approved budget to the current one. The chapter also explains the budget development process and calendar for FY 2012.

### **Strategic Budgeting**

This chapter describes the initiatives that the District is undertaking to improve budgeting and management of resources. It includes a description of the District's continued efforts in and progress toward Performance-Based Budgeting (PBB), which is the District's initiative to align resources with results through benchmarking, performance measurement, performance planning, and service-level budgeting. PBB greatly improves the District's ability to make policy and funding decisions based on anticipated results and improve the District's ability to hold program managers accountable to achieve quantifiable results.

## **Financial Plan**

The Financial Plan summarizes planned revenues and expenditures from FY 2012 through FY 2015. This chapter includes financing sources and uses and the assumptions used to derive the District's short-term and long-term economic outlook.

## **Revenue**

This chapter shows current revenue projections for each revenue type as certified by the Office of the Chief Financial Officer. It also details the District's revenue sources, provides an overview of the District's and regional economy and economic trends, and summarizes the revenue outlook from FY 2012 through FY 2015.

## **Operating Expenditures**

This chapter describes the District's recent Local funds expenditures. It includes analysis of expenditures between FY 2007 and FY 2010, both by agency and by expense category, e.g. personnel, supplies, and fixed costs.

## **Capital Improvements Plan (CIP)**

This chapter describes the overall CIP, including the sources and uses of Capital funds.

## **Appendices**

The last section of the Executive Summary includes explanations of specific items to the District's budget:

- The D.C. Comprehensive Financial Management Policy provides a framework for fiscal decision-making by the District to ensure that financial resources are available to meet the present and future needs of District citizens;
- The Grant Match and Maintenance of Effort section includes a table by agency and grant number that provides the required grant match and maintenance of effort contributions for federal and private grants received by the District;

- The Basis of Budgeting and Accounting section describes the basis of budgeting and accounting, enabling the readers to understand the presentation methods of the District's finances;
- The Glossary of Budget Terms section describes unique budgeting, accounting, and District terms that may not be known by the general reader;
- The Summary Tables detail the District's proposed operating budget by agency and fund type for both budgeted dollars and positions; and
- The Budget Request Act section is the legislation that the District uses to enact the District's budget via local law, and serves as the basis for the District's federal appropriations act to be enacted into law by the United States Congress and President through the federal appropriations process.

## Volumes 2 and 3: Agency Budget Chapters - Part I & II

These volumes include agency chapters that describe available resources, their use and the achieved and anticipated outcomes as a result of these expenditures. Chapters in these volumes are grouped by appropriation title, and each chapter contains the following sections, as applicable:

### Header Information:

- Agency name and budget code;
- Website address and telephone; and
- FY 2012 proposed operating budget table.

### Introduction:

- Agency mission; and
- Summary of Services

### Financial and Program Information:

- Proposed Funding by Source table;
- Proposed Full-Time Equivalents table;
- Proposed Expenditure by Comptroller Source Group table;
- Division/Program descriptions;
- Proposed Expenditure by Division/Program table;

- FY 2012 Proposed Budget Changes; and
- FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type.

### Performance Measures Information

- Agency Performance Plan Objectives; and
- Agency Performance Measures table.

The FY 2012 Proposed Budget Changes section provides a comprehensive explanation of the changes in the "FY 2011 Approved Budget and the FY 2012 Proposed Budget, by Revenue Type" table that appears in nearly every chapter. This section includes major changes within the agency budget by program and from the initial request through the policy decisions made by the Mayor. The FY 2012 Proposed Budget Changes section uses the following terms to describe budgetary or programmatic changes:

- **Re-Directions:** Describes any redirections of funding that result in the enhancement of a program and or activity;
- **Transfer:** Describes the movement of function, and associated expenditures and FTEs, from one agency to another;
- **Shift:** Describes the movement of an existing program or operation from one appropriated fund type to another;
- **Intra-Agency Adjustments:** Describes changes within the agency across programs, activities and/or object classes;
- **Operational Adjustments:** Describes Personal Services increases, fixed costs changes, fleet costs, assessments, debt service, increase or decrease in cost of supplies and materials and other Nonpersonal Services items;
- **Cost Savings:** Describes reductions that offset operational costs and cost increases.
- **Enhance:** Provides more funding to improve the quality or quantity of an existing service;
- **Cost Increases:** Describes funding increases that continue services at current levels; and
- **Policy Initiatives:** Describes new programs or enhancements to existing programs that are not related to increases in operational costs but also represent a change in the delivery of services.

The descriptions shown within the “FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type” table use the following 11 budget adjustment types:

**I. Actions with an impact on services:**

- **Create:** New funding for new programs that previously didn’t exist (e.g., Establish Permanent Supportive Housing program to transition vulnerable individuals from homeless to stable housing);
- **Enhance:** More funding to improve the quality or quantity of an existing service (e.g., Increase Summer Youth Employment Program to connect youth with jobs);
- **Eliminate:** Total elimination of an existing service, with no anticipation of the service being provided by another entity (e.g. Eliminate funding for Motor Vehicle Theft Prevention Commission);
- **Reduce:** Reduction, but not elimination, of an existing service (e.g., Close Service Center and provide services at other locations; Realign staffing in the Fleet Management division; and
- **Optimize:** Increase service while decreasing cost (e.g. Transition service provision from contracted providers).

**II. Actions with no service impact**

- **Cost Increase:** Additional funds necessary to continue service at current levels (e.g., Fund annual contract escalator);
- **Cost Decrease:** Reduction in cost without a service impact (e.g. Align energy budget with revised estimate);
- **Transfer In:** Shift of an existing program or operation from another District agency (e.g., Transfer video monitoring personnel from other agencies to VIPS center);
- **Transfer Out:** Shift an existing program or operation to another District agency (e.g., Transfer 911 call center to OUC);
- **Shift:** Shift an existing program or operation from one Fund type to another (e.g. Shift eligible administrative expenses to Federal grant); and

- **Correct:** Make a change with no dollar impact (e.g. such as eliminate unfunded FTE positions).

Please see an example of an agency narrative at the end of this chapter to see how to navigate the Agency Budget Chapter volume. The example shows an agency with a performance plan. Callout boxes highlight the features discussed above.

## Volumes 4 and 5: Operating Appendices - Part I and II

These two volumes provide supporting tables to each agency's proposed operating budget. The tables generally include FY 2010 actual expenditures, FY 2011 approved budgets, the FY 2012 proposed budget, and the change from FY 2011 to FY 2012 (unless noted). The following tables are provided:

**Schedule 30-PBB** - dollars summarized by program, activity, and governmental fund (governmental fund breakout is for FY 2012 only and includes general fund detail);

**Schedule 40-PBB** - dollars summarized by program, comptroller source group and governmental fund;

**Schedule 40G-PBB** - dollars summarized by program, comptroller source group and appropriated fund within the General Fund;

**Schedule 41** - dollars and FTEs summarized by comptroller source group and governmental fund;

**Schedule 41G** - dollars and FTEs summarized by comptroller source group and appropriated fund within the General Fund; and

**Schedule 80** - dollars and FTEs summarized by revenue type, appropriated fund, and revenue source (for the FY 2012 Proposed Budget only).

## Volume 6: Capital Improvements Plan (Including Highway Trust Fund)

This volume covers the District's FY 2012 - FY 2017 Capital Improvements Plan (CIP) and the Highway Trust Fund.

**Capital Improvements Plan** section includes:

- An **Introduction** chapter that describes the overall CIP, including the sources and uses of capital funds, the District's policies and procedures for its capital budget and debt, and the FY 2012 planning process;
- **Project Description Forms** that comprise the major portion of the capital appendices volume. The project description forms provide details on capital projects funded by general obligation bonds, pay-as-you-go (PAYGO) capital, the Master Equipment Lease program, and the Local Transportation Fund. Each page shows one sub-project's planned allotments for FY 2012 through FY 2017, including a description, its annual operating impact, milestone data, and its location; and
- **Appendices** that provide supporting tables and a glossary about the District's capital budget, including:
  - The FY 2012 Appropriated Budget Authority Request table that summarizes proposed new projects and changes (increase or decrease) for ongoing projects by agency, subproject, and funding source;
  - The FY 2012 - FY 2017 Planned Expenditures from New Allotments table that summarizes the new allotments planned FY 2012 - FY 2017 expenditures by agency, project, and subproject;
  - The FY 2012 - FY 2017 Planned Funding table that summarizes the FY 2012 and six-year funding sources for all new allotments by agency, subproject, and funding source;

- The Balance of Capital Budget Authority, All Projects table that summarizes the lifetime budget authority, life-to-date expenditures, total commitments, and balance of budget authority for all ongoing capital projects by agency, project, and authority (District versus federal);
- The Capital Project Cost Estimate Variance table displays changes to project costs since the FY 2012 Budget;
- Rescissions, Redirections, and Reprogrammings; and
- An overview of the District of Columbia's Water and Sewer Authority's FY 2010 - FY 2019 capital improvements plan.

**Highway Trust Fund** section includes:

- An **Introduction** chapter describes the Highway Trust Fund program, including the sources and uses of the funds, the District's policies and procedures for the trust fund, and the FY 2012 planning process; and
- The **Project Description Forms**, which comprise the majority of the Highway Trust Fund volume. Each page shows planned allotments for FY 2012 through FY 2017, description, annual operating impact, milestone data, and location.

Agency name

Agency budget code

(AA0)

# Office of the Mayor

www.dc.gov  
Telephone: 202-727-1000

This shows the agency's FY 2010 actual expenditures, FY 2011 approved budget, the FY 2012 proposed budget, and the variance from FY 2012 to FY 2011. This includes the agency's operating budget and FTEs.

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$1,337,503	\$12,982,503	\$12,770,380	-1.6
FTEs	409	905	875	-3.3

Agency Website address and Telephone number

This section describes the agency's mission and purpose.

The mission of the Office of the Mayor is to serve the public by leading the District government and ensuring residents are served with efficiency, accountability, and transparency.

## Summary of Services

The Executive Office of the Mayor (EOM) provides District agencies with vision and policy direction and provides agencies with the leadership, support, and oversight to implement specific policy goals and objectives. To discharge these duties, EOM is divided into the following core offices: Office of the Mayor, Scheduling and Advance Unit, Office of General Counsel, Office of Communications, Mayor's Correspondence Unit, Office of Boards and Commissions, Office of Policy and Legislative Affairs, Mayor's Office of Budget and Finance, Office of Community Affairs, Office of Support Services, and Serve DC.

The agency's FY 2012 proposed budget is presented in the following table:

A Summary of Services is a concise explanation of the agency's key functions.

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table AA0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides the FY 2009 and FY 2010 actual expenditures.

**Table AA0-1**  
(dollars in thousands)

Appropriated Funds	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Funds</b>						
Local Funds	5,215	4,333	8,681	8,241	-440	-5.1
<b>Total for General Funds</b>	<b>5,215</b>	<b>4,333</b>	<b>8,681</b>	<b>8,241</b>	<b>-440</b>	<b>-5.1</b>
<b>Federal Resources</b>						
Federal Grant Funds	0	0	4,301	4,093	-208	-4.8
<b>Total for Federal Resources</b>	<b>0</b>	<b>0</b>	<b>4,301</b>	<b>4,093</b>	<b>-208</b>	<b>-4.8</b>
<b>Private Funds</b>						
Private Donations	19	0	0	0	0	N/A
<b>Total for Private Funds</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Intra-District Funds</b>						
Intra-District Funds	47	5	0	436	436	N/A
<b>Total for Intra-District Funds</b>	<b>47</b>	<b>5</b>	<b>0</b>	<b>436</b>	<b>436</b>	<b>N/A</b>

This table presents the agency's total operating budget from each funding source (Local, Dedicated Taxes, Special Purpose Revenue, Federal Payments, Federal Grants, Medicaid, Private Grants, and Intra-District sources). It shows a comparison of the FY 2009 actual, FY 2010 actual, FY 2011 approved, and FY 2012 proposed budgets.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table AA0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table AA0-2**

Appropriated Funds	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Funds</b>						
Local Funds	46.5	49.9	80.9	77.9	-3.0	-3.7
<b>Total for General Fund</b>	<b>46.5</b>	<b>49.9</b>	<b>80.9</b>	<b>77.9</b>	<b>-3.0</b>	<b>-3.7</b>
<b>Federal Resources</b>						
Federal Grant Funds	0.0	0.0	4.1	4.1	0.0	0.0
<b>Total for Federal Resources</b>	<b>0.0</b>	<b>0.0</b>	<b>4.1</b>	<b>4.1</b>	<b>0.0</b>	<b>0.0</b>
<b>Intra-District Funds</b>						
		0.0	5.5	5.5	0.0	0.0
		<b>0.0</b>	<b>5.5</b>	<b>5.5</b>	<b>0.0</b>	<b>0.0</b>
		<b>49.9</b>	<b>90.5</b>	<b>82.5</b>	<b>-3.0</b>	<b>-3.3</b>

This table lists the agency's FTEs for two prior years, the current year, and upcoming fiscal year by revenue type.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table AA0-3 contains the proposed FY 2012 budget at the Comptroller Source Group level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual data.

**Table AA0-3**

(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Civil FullTime	3,069	2,704	6,032	6,312	281	4.7
12 - Regular Pay - Other	455	254	701	581	-120	-17.0
13 - Additional Gross Pay	50	19	0	0	0	N/A
14 - Fringe Benefits - Civil Personnel	627	522	1,432	1,570	138	9.7
15 - Overtime Pay	1	0	0	0	0	N/A
<b>Subtotal Personal Services (PS)</b>	<b>4,202</b>	<b>3,529</b>	<b>8,165</b>	<b>8,463</b>	<b>299</b>	<b>3.7</b>
20 - Supplies and Materials	50	27	94	100	6	6.5
30 - Energy, Comm. and Bldg Rentals	179	33	0	0	0	N/A
31 - Telephones, Telegraph, Telegram, Etc.	270	264	0	0	0	N/A
32 - Rentals - Land and Structures	5	0	0	0	0	N/A
35 - Occupancy/Fixed Costs	26	0	0	0	0	N/A
40 - Other Services and Charges	376	385	1,011	770	-241	-24.0
41 - Contractual Services - Other	117	0	0	0	0	N/A
50 - Subsites and Transfers	0	0	3,649	3,388	-261	-7.2
70 - Equipment and Equipment Rental	7	18	31	34	3	10.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>1,018</b>	<b>709</b>	<b>4,815</b>	<b>4,304</b>	<b>-511</b>	<b>-10.6</b>
<b>Gross Funds</b>	<b>5,220</b>	<b>4,238</b>	<b>12,983</b>	<b>12,767</b>	<b>-216</b>	<b>-1.6</b>

This table lists the agency's total operating expenditures for FY 2009, FY 2010, FY 2011 Approved Budget, and FY 2012 Proposed Budget at the Comptroller Source Group level.

## Program Description

The Office of the Mayor operates through the following 7 programs:

**Executive Office of the Mayor** - provides staff support to the Mayor in leading the government and community.

This program contains the following 6 activities:

- **Office of the Mayor** - provides leadership, strategic direction, and policy guidance to EOM, Deputy Mayors, and agencies;
- **Scheduling and Advance Unit** - processes scheduling requests and correspondence for the Mayor and provides oversight of the Mayor's public engagements;
- **Office of Communications** - provides strategic communication directions, media relations, public information dissemination, agency communications review and coordination, government wide communication standards, and guidance to and training opportunities for agency public information officers;
- **Mayor's Correspondence Unit** - responds to written correspondence sent to the Mayor in a timely, thoughtful, and helpful manner;
- **Office of the General Counsel** - advises the Mayor, and other activities of the Executive Office of the Mayor without legal counsel, on legal matters; and
- **Office of Support Services** - provides operational support to the EOM, Deputy Mayors, the Office of the City Administrator, Criminal Justice Coordination Council, Office on Latino Affairs, Veterans Affairs, Asian and Pacific Islanders, Office of the Senior Management.

**Office of Policy and Legislative Affairs** - provides the policy decision-making analysis and advice to the Mayor's legislative and policy agenda. Responsibilities include: Council relations, policy development, federal relations, and legislative support.

**Office of Boards and Commissions** - provides assistance to the Mayor in appointing citizens to boards and commissions by recruiting quality candidates,

timely processing of appointments, and providing excellent customer service and support to each participant in the mayoral appointment process.

**Mayor's Office of Budget and Finance** - advises the Mayor on financial and budgetary operations of the District government, assists the Mayor in the formulation of the annual operating and capital budgets for the District government, and monitors agency budget performance during the fiscal year.

**Office of Community Affairs** - provides coordinated leadership and administrative support to the following 8 activities:

- **Office of Community Relations and Services** - provides constituent support through accessibility and coordination by resolving neighborhood obstacles and complaints, improving delivery of scheduled services, distributing educational materials, and attending community meetings;
- **Office of African Affairs** - provides constituent services and information to the African communities through programmatic activities and outreach material; serves as a liaison between the Mayor, African communities, and District government agencies, and briefs the Mayor and District government agencies about needs and interests of the African residents of the District of Columbia;
- **Office of Women's Policy and Initiatives (Commission for Women)** - provides constituent services and information to women through programmatic activities and outreach materials; serves as a liaison between the Mayor, women, and District government agencies; and briefs the Mayor and District government agencies about needs and interests of the women of the District of Columbia;
- **Office of Lesbian, Gay, Bisexual and Transgender Affairs** - provides constituent services and information to the LGBT communities through programmatic activities and outreach materials; serves as a liaison between the Mayor, LGBT communities, and District government agencies; and briefs the Mayor and District government agencies about the needs and interests of the LGBT residents of the District of Columbia;

**This indicates the specific programs (or divisions) and activities within an agency. It contains detailed descriptions of their purpose and how they contribute to the lives of District residents and visitors.**

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table AA0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table AA0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1010) Personnel	68	0	0	0	0.0	0.0	0.0	0.0
(1020) Contracting and Procurement	20	0	0	0	0.0	0.0	0.0	0.0
(1030) Property Management	267	70	0	-70	0.0	0.0	0.0	0.0
(1040) Information Technology	68	75	0	-75	0.0	0.0	0.0	0.0
(1050) Legal	317	0	0	0	4.3	0.0	0.0	0.0
(1070) Fleet Management	23	97	141	44	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Agency Management Program</b>	<b>784</b>	<b>182</b>	<b>141</b>	<b>-41</b>	<b>4.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(2000) Executive Office of the Mayor</b>								
(2011) Office of the Mayor	1,711	1,104	719	556	12.3	4.0	4.0	0.0
(2021) Scheduling Unit	185	775	307	147	3.7	4.0	4.0	0.0
(2030) Office of Communications	0	401	625	189	0.0	7.0	6.0	-1.0
(2040) Boards and Commissions	0	0	0	0	0.0	3.0	0.0	-3.0
(2040) Office of Support Services	256	478	412	-66	4.3	2.5	4.3	2.0
(2050) Mayor's Correspondence Unit	29	505	360	149	0.0	5.0	5.0	5.0
(2060) Office of the Animal Control	0	407	407	19	0.0	5.0	5.0	0.0
(2070) Commission to NCS	0	170	0	170	0.0	0.0	0.0	0.0
(2080) Office of Communications	152	0	0	0	7.0	0.0	0.0	0.0
(2080) Policy and Legislative Affairs	675	0	0	0	8.1	0.0	0.0	0.0
(2090) Office of Support Services	155	0	0	0	1.9	0.0	0.0	0.0
(2100) Mayor's Correspondence Unit	658	0	0	0	5.0	0.0	0.0	0.0
<b>Subtotal (2000) Executive Office of the Mayor</b>	<b>3,353</b>	<b>3,574</b>	<b>2,968</b>	<b>-604</b>	<b>45.6</b>	<b>26.5</b>	<b>26.5</b>	<b>-2.0</b>
<b>(3000) Office of Policy and Legislative Affairs</b>								
(3001) Office of Policy and Legislative Affairs	0	810	810	-21	0.0	9.0	9.0	0.0

This provides an overall budgeted funding level and number of approved FTEs for FY 2010 actuals, approved FY 2011 and FY 2012 proposed budgets for specific programs (or divisions) and activities.

## FY 2012 Proposed Budget Changes

**Intra-Agency Adjustments:** The FY 2012 budget of the Office of the Mayor reflects the reorganization of its budget to better serve the residents and visitors of the District of Columbia. The FY 2011 Revised budget consolidated part or all of three agencies and reorganized certain programs. The FY 2012 budget reflects the continuation of the EOM reorganization and the reduction of its overall budget ensuring that the District government delivers services efficiently and effectively.

The reorganization of the agency accounts for much of the Local funds reduction, which represents a decrease of \$374,692 and 3.0 FTEs. The changes include the elimination of vacant positions and miscellaneous adjustments to office administration, equipment and salary costs. Separate from these changes was an increase of \$9,450 due to an adjustment of the Office of the Chief Technology (OCTO)

IT as agency program, the Service Initiatives, appear

budget. The FY 2012 budget corrects this discrepancy by providing \$436,288 in funding, to continue to support the Serve DC program.

**Policy Initiatives:** A decrease of \$75,450 represents the transfer of the Local fund portion of the IT assessment to OCTO.

The FY 2012 Proposed Budget Changes section provides a comprehensive explanation of Table 5; it includes major internal changes within the budget including initial agency adjustments, cost savings, policy initiatives, protected programs, and use of federal stimulus funding.

This table describes the changes made to an agency during the overall budget formulation process by fund and by program (or divisions).

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table AA0-5 identifies the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table AA0-5**  
(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>			
		<b>8,681</b>	<b>80.9</b>
Cost Increase: OCTO IT Assessment	Agency Management Program	9	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>8,691</b>	<b>80.9</b>
Transfer Out: Local portion of IT assessment to OCTO	Agency Management Program	75	0.0
Cost Decrease: Agency reorganization adjustments	Multiple Programs	374	3.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>			
		<b>8,241</b>	<b>77.9</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>			
		<b>4,301</b>	<b>4.1</b>
Cost Decrease: Reduction of a grant	Office of the Mayor	-138	0.0
Cost Increase: Reorganization of program, transferred in FY 2011 to EOM	Serve DC	41	0.0
Cost Decrease: Reorganization of program, reduction of grant allocations	Serve DC	116	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>4,093</b>	<b>4.1</b>
<b>FEDERAL GRANT FUNDS: FY 2012</b>		<b>4,093</b>	<b>4.1</b>

Describes policy changes that are the result of proposed cost-saving initiatives, transfers of funding or function from one agency to another, and other budget changes.

## Agency Performance Plan

The agency's performance plan has the following objectives for FY 2012:

**Objective 1:** Ensure that the city focuses on core priorities including education, public safety, healthcare, human services, environment and infrastructure, and economic development and affordable housing.

**Objective 2:** Effectively communicate updates, goals, and accomplishments of the Executive Office of the Mayor through a variety of relevant media in an effort to provide quality public services to residents and stakeholders.

**Objective 3:** Provide responsive action to new and persistent neighborhood issues and constituent service inquiries.

**Objective 4:** Ensure that District boards and commissions have the most qualified and appropriate number of members.

**Objective 5:** Develop strong policy initiatives and forge relationships with the Council of the District of Columbia, the United States Congress, and other government stakeholders.

## Agency Performance Measures

Table AA0-6

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of FY 2011 agency initiatives fully achieved	58%	75%	64.44%	75%	75%	
Number of public information events held by the Office of Communications	308	300	284	300	300	
Number of days to successfully close new cases received by the Mayor's Correspondence Unit	20.9	20	/	19	18	

Describes specific agency performance objectives from FY 2009 actual through FY 2013 projected result.

# D

## Public Education System

District of Columbia Public Schools (GA) .....	D-1
Teachers' Retirement System (GX).....	D-21
Office of the State Superintendent of Education (GD).....	D-25
District of Columbia Public Charter Schools (GC) .....	D-47
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Non-Public Tuition (GN).....	D-95
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# District of Columbia Public Schools

www.k12.dc.us

Telephone: 202-442-5635

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$791,510,420	\$748,933,813	\$826,942,935	10.4
FTEs	7,175.5	7,807.1	7,928.2	1.6

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The mission of the District of Columbia Public Schools (DCPS) is to educate all children in the District of Columbia, providing the knowledge and skills they need to achieve academic success and choose a rewarding professional path.

## Summary of Services

DCPS delivers all services required to provide students with a quality education. These include:

- Operating schools that provide a consistent foundation in academics, strong support for social/emotional needs, and challenging themes and programs;
- Hiring, developing, and rewarding teachers, principals, aides, and other staff;
- Developing and implementing academic tools that provide all students with meaningful options for life;
- Collecting data and providing decision and policy-makers with accurate information about how our students and the school district are performing;

- Providing schools the administrative and operational support they need to foster student achievement; and
- Creating forums for interaction and continued dialogue between DCPS, families and community members.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table GA0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GA0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	576,049	517,674	544,819	611,817	66,998	12.3
Special Purpose Revenue Funds	3,362	5,153	4,490	11,680	7,190	160.1
<b>Total for General Fund</b>	<b>579,411</b>	<b>522,828</b>	<b>549,309</b>	<b>623,497</b>	<b>74,188</b>	<b>13.5</b>
<b>Federal Resources</b>						
Federal Payments	40,823	43,280	42,116	44,500	2,384	5.7
Federal Grant Funds	8,106	10,788	8,238	9,045	807	9.8
<b>Total for Federal Resources</b>	<b>48,929</b>	<b>54,068</b>	<b>50,354</b>	<b>53,545</b>	<b>3,191</b>	<b>6.3</b>
<b>Private Funds</b>						
Private Grant Funds	6,307	21,416	3,992	21,251	17,259	432.3
Private Donations	126	97	0	16	16	N/A
<b>Total for Private Funds</b>	<b>6,433</b>	<b>21,512</b>	<b>3,992</b>	<b>21,267</b>	<b>17,275</b>	<b>432.7</b>
<b>Intra-District Funds</b>						
Intra-District Funds	103,356	193,102	145,279	128,634	-16,645	-11.5
<b>Total for Intra-District Funds</b>	<b>103,356</b>	<b>193,102</b>	<b>145,279</b>	<b>128,634</b>	<b>-16,645</b>	<b>-11.5</b>
<b>Gross Funds</b>	<b>738,129</b>	<b>791,510</b>	<b>748,934</b>	<b>826,943</b>	<b>78,009</b>	<b>10.4</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table GA0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table GA0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change</b>
<b>General Fund</b>						
Local Funds	5,531.8	4,760.5	6,620.7	6,721.8	101.0	1.5
Special Purpose Revenue Funds	10.1	15.9	13.0	17.5	4.5	34.6
<b>Total for General Fund</b>	<b>5,541.9</b>	<b>4,776.5</b>	<b>6,633.7</b>	<b>6,739.2</b>	<b>105.5</b>	<b>1.6</b>
<b>Federal Resources</b>						
Federal Payments	56.4	192.2	151.8	265.4	113.6	74.9
Federal Grant Funds	52.7	126.2	34.2	83.1	48.9	142.8
<b>Total for Federal Resources</b>	<b>109.0</b>	<b>318.4</b>	<b>186.0</b>	<b>348.5</b>	<b>162.5</b>	<b>87.4</b>
<b>Private Funds</b>						
Private Grant Funds	12.5	11.1	31.2	123.4	92.1	294.8
<b>Total for Private Funds</b>	<b>12.5</b>	<b>11.1</b>	<b>31.2</b>	<b>123.4</b>	<b>92.1</b>	<b>294.8</b>
<b>Intra-District Funds</b>						
Intra-District Funds	408.2	2,069.5	956.2	717.1	-239.1	-25.0
<b>Total for Intra-District Funds</b>	<b>408.2</b>	<b>2,069.5</b>	<b>956.2</b>	<b>717.1</b>	<b>-239.1</b>	<b>-25.0</b>
<b>Total Proposed FTEs</b>	<b>6,071.6</b>	<b>7,175.5</b>	<b>7,807.1</b>	<b>7,928.2</b>	<b>121.1</b>	<b>1.6</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table GA0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GA0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	389,467	413,077	419,194	474,225	55,031	13.1
12 - Regular Pay - Other	60,805	66,902	41,858	31,304	-10,554	-25.2
13 - Additional Gross Pay	22,197	35,855	34,383	15,684	-18,699	-54.4
14 - Fringe Benefits - Curr Personnel	56,469	61,386	68,770	84,828	16,058	23.4
15 - Overtime Pay	2,927	2,938	1,701	1,175	-526	-30.9
90 - Expense Not Budgeted Personnel	0	-786	0	0	0	N/A
99 - Unknown Payroll Postings	1,480	0	0	0	0	N/A
<b>Subtotal Personal Services (PS)</b>	<b>533,346</b>	<b>579,371</b>	<b>565,906</b>	<b>607,216</b>	<b>41,310</b>	<b>7.3</b>
20 - Supplies and Materials	11,921	15,826	13,514	10,823	-2,691	-19.9
30 - Energy, Comm. and Bldg Rentals	36,523	34,821	29,440	30,877	1,437	4.9
31 - Telephone, Telegraph, Telegram, Etc	3,651	2,746	3,448	3,099	-349	-10.1
32 - Rentals - Land and Structures	7,675	3,820	5,577	6,463	886	15.9
33 - Janitorial Services	0	309	0	196	196	N/A
34 - Security Services	0	340	235	463	229	97.3
35 - Occupancy Fixed Costs	0	257	52	395	344	664.5
40 - Other Services and Charges	25,341	16,759	15,036	13,052	-1,984	-13.2
41 - Contractual Services - Other	95,390	109,736	96,298	117,425	21,128	21.9
50 - Subsidies and Transfers	11,148	8,030	10,617	26,731	16,113	151.8
70 - Equipment and Equipment Rental	12,842	16,549	8,812	10,202	1,390	15.8
91 - Expense Not Budgeted Others	292	2,945	0	0	0	N/A
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>204,783</b>	<b>212,139</b>	<b>183,028</b>	<b>219,727</b>	<b>36,699</b>	<b>20.1</b>
<b>Gross Funds</b>	<b>738,129</b>	<b>791,510</b>	<b>748,934</b>	<b>826,943</b>	<b>78,009</b>	<b>10.4</b>

\*Percent change is based on whole dollars.

## Division Description

The District of Columbia Public Schools operates through the following 8 divisions:

**School System Management** – provides leadership, management and operational support to schools.

This division contains the following 4 activities:

- **School Leadership** – provides support to principals and assistant principals;
- **School Administrative Support** – provides support to school-based administration, including business managers, clerks, registrars, and other positions;
- **School Operations Support** – provides support to schools to improve operational efficiency; and
- **Management, Direction and Oversight** - provides the oversight and management of day-to-day operations.

**Instructional Programs** – provides the foundation and resources that comprise the District of Columbia Public Schools’ core curriculum.

This division contains the following 12 activities:

- **General Education** – includes teachers who provide and support general education teaching and learning;
- **Alternative Education** – provides educational programs and services to students outside of the general education classroom;
- **Substitute Teachers** – provides for a central pool of substitute teachers to support educational programs;
- **Gifted and Talented** – provides services for students who demonstrate exceptional ability;
- **Early Childhood Education** – includes preschool, pre-kindergarten programs, and the Head Start program;
- **ESL/Bilingual Education** – assists students whose primary language is not English or who are bilingual;
- **Vocational Education** – provides vocational technical education programs;
- **After-school Programs** – operates programs for students after-school hours;
- **Summer School Programs** – operates summer school;
- **Textbook Program** – procures and distributes textbooks;

- **Library and Media** – provides procurement for the operations of school-based libraries; and
- **Instructional Tech and System Support** – provides technical support services to teachers.

**Special Education Local** - provides special education and related services in accordance with local and federal law for students with disabilities so that they will be able to benefit from their education and maximize their ability to be full and active members of society.

This division contains the following 12 activities:

- **Special Education Instruction** – provides teachers and resources to assist special education students;
- **OSE Strategic Management** – leads the Office of Special Education's (OSE) efforts to provide strategy and support to schools in accordance with District goals to increase achievement for students with disabilities;
- **OSE Operations** – provides direct management of OSE operations;
- **OSE Financial Management** – leads financial operations in OSE by providing highly actionable budget information regarding spending, return on investments, costs, and budget performance;
- **OSE Information Management** – directs information management and codification of data in OSE;
- **OSE Resolution** – directs efforts to resolve active litigation and prevent further litigation;
- **OSE Non-Public Placements** – manages placement, outreach, monitoring, student services, transitions and returns to DCPS for students in non-public placements as determined by a student’s Individual Education Plan (IEP), court order, or Hearing Officer Determination;
- **OSE Related Services** – provides behavioral, psychological, and socio-emotional assessments and direct services for DCPS students;
- **OSE Inclusive Academic Programs** – provides instructional support and professional development for teachers and schools to continue implementation of best practices of serving all students in inclusive settings;
- **OSE Central Office Support** – provides support across programs in the central office to improve special education instruction and programs;
- **OSE School Support** – manages hiring and placement of paraprofessionals serving as dedicat-

ed aides for DCPS students, and provides financial support to schools so that all schools can meet the needs of children for whom they are the school of right; and

- **OSE Early Stages** – manages and directs early childhood evaluation and child-find activities for DCPS.

**Instructional Support Services** – provides support to major activities leading to improved curriculum and instructional quality. These activities improve the curriculum for teachers to follow and offer teachers and staff opportunities for professional training and development.

This division contains the following 5 activities:

- **Curriculum Development and Implementation** – provides assistance with improving the school curriculum;
- **Professional Development Programs** – provides training to teachers and other school-based staff;
- **Transportation** – provides transportation for field trips;
- **Local Grants Administration** – assists with administration of federal and private grants received by DCPS; and
- **Educational Assessment and Accountability** – provides student data systems and testing.

**Student Support Services** – provides direction and support to schools and serves as a resource to students, parents, and community-based organizations.

This division contains the following 11 activities:

- **Student Hearings** – provides student suspension hearings;
- **Student Support Services** – provides support services to students;
- **School Social and Psychological Services** - provides social worker and school psychologist services to the students;
- **Health Services** – provides school nurse services to students;
- **Youth Engagement** – works to engage youth in comprehensive services;
- **Transitory Services** – provides support for homeless students and families;
- **Athletics** – operates the student athletics program;

- **Curriculum/Extra Curriculum** – provides additional curriculum resources;
- **Parent Resource Centers** – funds parent resource centers in the communities to engage parents in the education process;
- **School-Based Partnerships** – provides oversight and administration to program partnerships with schools and outside entities; and
- **Student Attendance** – provides services that work to increase student attendance at school.

**Non-Instructional Support Services** – comprises activities essential to the operation of the school system, providing resources for a safe and healthy educational environment.

This division contains the following 5 activities:

- **Custodial Services** – provides custodians and cleaning supplies;
- **Food Services** – operates the school nutrition program to ensure students receive healthy meals;
- **Security Services** – provides security services to ensure schools are safe;
- **Public Utilities** – holds the utility costs for school and other DCPS buildings; and
- **Logistics** – Mail, Printing and Duplicating - provides mail and printing 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 division-based budgeting.

**Agency Financial Operations** – provides comprehensive 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 division-based budgeting.

### **Division Structure Change**

The District of Columbia Public Schools has no division structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table GA0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides FY 2010 actual data.

**Table GA0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1010) Personnel	13,679	15,778	9,417	-6,361	62.3	90.0	76.5	-13.5
(1015) Training/Employee Development (Central)	201	614	0	-614	0.0	0.0	0.0	0.0
(1017) Labor Management and Partnerships	220	19	887	868	1.0	0.0	10.5	10.5
(1030) Property Management	171	0	0	0	0.0	0.0	0.0	0.0
(1045) Contracting and Procurement	2,368	1,964	2,084	120	18.3	17.5	23.0	5.5
(1050) Purchase Reports	786	0	1,300	1,300	0.0	0.0	0.0	0.0
(1055) Property Management	8	0	0	0	0.0	0.0	0.0	0.0
(1060) Lease Administration	6,677	0	5,500	5,500	0.0	0.0	0.0	0.0
(1080) Communications	1,113	1,357	8,647	7,290	8.7	7.5	8.0	0.5
(1085) Customer Service	-59	3	0	-3	1.9	0.0	0.0	0.0
(1090) Performance Management	2,504	2,059	4,287	2,228	8.7	9.0	8.0	-1.0
(1095) Financial Services/Business Operations	2,193	2,184	776	-1,408	0.0	6.0	4.0	-2.0
(1110) Risk Management	628	672	678	5	9.4	7.0	5.0	-2.0
(1120) Legal	1,654	0	0	0	0.0	0.0	0.0	0.0
(1160) Communications	-4	0	0	0	0.0	0.0	0.0	0.0
(1200) Customer Service	154	0	0	0	0.0	0.0	0.0	0.0
(1220) Performance Management	-386	0	0	0	0.0	0.0	0.0	0.0
(1400) Special Education-Local Funded	-2	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Agency Management Program</b>	<b>31,906</b>	<b>24,649</b>	<b>33,575</b>	<b>8,925</b>	<b>110.3</b>	<b>137.0</b>	<b>135.0</b>	<b>-2.0</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Budget Operations	1,821	1,903	1,888	-15	22.1	15.0	14.0	-1.0
(120F) Accounting Operations	2,873	3,414	2,177	-1,237	35.4	37.0	30.0	-7.0
(130F) ACFO Operations	250	0	795	795	0.0	0.0	8.0	8.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>4,944</b>	<b>5,317</b>	<b>4,860</b>	<b>-457</b>	<b>57.5</b>	<b>52.0</b>	<b>52.0</b>	<b>0.0</b>
<b>(1500) School System Management</b>								
(1501) School Leadership	24,395	25,154	23,121	-2,033	49.0	224.8	206.5	-18.4
(1502) School Administrative Support	25,030	24,187	21,783	-2,404	420.2	452.0	382.0	-70.0
(1510) School Based Administration	3,232	0	0	0	0.0	0.0	0.0	0.0
(1520) School Operations Support	3,129	1,773	4,616	2,843	11.6	13.1	23.0	9.9
(1530) Governance	14	0	0	0	0.0	0.0	0.0	0.0
(1540) Management, Direction and Oversight	4,483	2,379	9,729	7,350	16.3	14.0	66.9	52.9
(1550) School Transformation	2,078	3,147	0	-3,147	22.0	17.5	0.0	-17.5
<b>Subtotal (1500) School System Management</b>	<b>62,360</b>	<b>56,639</b>	<b>59,249</b>	<b>2,609</b>	<b>519.0</b>	<b>721.5</b>	<b>678.4</b>	<b>-43.1</b>

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**Table GA0-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(2000) Instructional Programs</b>								
(2010) Vocational Education- Carl D. Perkins	-29	6	0	-6	0.0	0.1	0.0	-0.1
(2100) General Education	276,206	228,278	294,735	66,456	3,533.5	2,599.0	3,063.3	464.3
(2120) Alternative Education	8,054	10,973	7,424	-3,549	85.6	166.8	112.1	-54.6
(2130) Differentiated Instruction	0	0	0	0	1.0	0.0	0.0	0.0
(2140) Substitute Teachers	4,231	4,575	2,029	-2,546	0.0	32.4	56.5	24.1
(2150) Gifted and Talented	556	1,983	1,132	-851	4.8	5.0	0.0	-5.0
(2200) Early Childhood Education	38,855	53,525	49,818	-3,708	564.8	861.8	764.6	-97.3
(2300) ESL/Bilingual Education	20,309	19,269	25,369	6,100	233.0	248.2	287.7	39.6
(2400) Vocational Education	2,651	2,024	2,170	146	9.0	6.0	8.5	2.5
(2500) Afterschool Programs	18,184	11,661	10,567	-1,093	0.0	182.7	127.4	-55.3
(2600) Summer School Programs	8,386	13,882	4,596	-9,286	57.7	132.5	78.5	-54.0
(2700) Textbook Program	1,472	4,029	2,946	-1,083	1.9	0.0	0.0	0.0
(2750) Library and Media	456	232	727	494	0.0	0.0	1.0	1.0
(2900) Instructional Tech and System Support	15,040	7,619	8,628	1,009	22.2	0.0	0.0	0.0
(SUPT) Superintendent Initiatives	-1	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (2000) Instructional Programs</b>	<b>394,369</b>	<b>358,055</b>	<b>410,139</b>	<b>52,084</b>	<b>4,513.4</b>	<b>4,234.5</b>	<b>4,499.6</b>	<b>265.1</b>
<b>(2008) School Based Support</b>								
(2882) Together Everyone Achieves More (Team)	1,649	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (2008) School Based Support</b>	<b>1,649</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(3000) Special Education Local</b>								
(3010) Special Education- Idea	191	0	0	0	0.0	0.0	0.0	0.0
(3020) Special Education- Preschool	64	0	0	0	129.9	0.0	0.0	0.0
(3030) Special Education Instruction	48,856	72,454	123,185	50,731	885.5	1,141.4	1,599.1	457.7
(3040) Special Education Classroom Support	1,696	0	0	0	33.7	0.0	0.0	0.0
(3050) Special Education Supplemental Instruction	0	0	0	0	0.0	0.0	0.0	0.0
(3070) OSE Strategic Management	3,497	2,060	3,369	1,309	0.0	20.0	7.0	-13.0
(3080) OSE Operations	760	840	1,551	711	0.0	8.5	12.0	3.5
(3090) OSE Financial Management	6,636	1,387	1,455	68	0.0	19.0	11.0	-8.0
(3100) Special Ed Local Program and Services	-389	0	0	0	0.0	0.0	0.0	0.0
(3200) Special Education Local Administration	205	0	0	0	0.0	0.0	0.0	0.0
(3300) OSE Information Management	2,625	919	1,105	186	0.0	6.0	6.0	0.0
(3310) OSE Resolution	4,137	2,219	7,466	5,247	0.0	34.0	39.0	5.0
(3320) OSE Non-Public Placements	706	2,914	4,665	1,751	0.0	32.0	11.0	-21.0
(3330) OSE Related Services	45,184	26,914	7,404	-19,509	0.0	248.9	38.0	-210.9
(3340) OSE Inclusive Academic Programs	1,667	1,891	2,535	644	0.0	25.0	20.0	-5.0
(3350) OSE Central Office Support	2,867	3,780	1,155	-2,626	0.0	40.5	11.0	-29.5
(3370) OSE School Support	7,748	8,757	481	-8,276	0.0	262.7	13.1	-249.6
(3380) OSE Early Stages	3,637	3,962	6,563	2,601	0.0	55.0	81.0	26.0
(3440) OSE Resolution - RAC	150	503	0	-503	0.0	0.0	0.0	0.0
<b>Subtotal (3000) Special Education Local</b>	<b>130,238</b>	<b>128,601</b>	<b>160,934</b>	<b>32,333</b>	<b>1,049.1</b>	<b>1,893.0</b>	<b>1,848.2</b>	<b>-44.8</b>

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**Table GAO-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(4000) Instructional Support Services</b>								
(4200) Curriculum Development and Implementation	2,982	4,687	1,390	-3,298	13.6	5.5	14.0	8.5
(4300) Professional Development Programs	11,283	13,556	13,354	-202	197.5	57.0	50.7	-6.3
(4400) Transportation	1,800	303	399	96	0.0	0.0	0.0	0.0
(4500) Local Assessment and Accountability Programs	1	0	0	0	0.0	0.0	0.0	0.0
(4600) Local Grants Administration	10,576	16,092	4,970	-11,122	74.9	30.5	27.5	-3.0
(4620) Educational Assessment and Accountability	2,562	6,290	7,008	718	25.0	9.0	26.5	17.5
(4700) Parental Engagement	5	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (4000) Instructional Support Services</b>	<b>29,209</b>	<b>40,928</b>	<b>27,121</b>	<b>-13,807</b>	<b>311.0</b>	<b>102.0</b>	<b>118.7</b>	<b>16.7</b>
<b>(4004) Title 4 Grants</b>								
(4450) Administration- Lea Programs	1	0	0	0	0.0	0.0	0.0	0.0
(4455) Safe and Drug Free Schools Parma-Parochial Schools	-1	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (4004) Title 4 Grants</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(4011) Title 1 Sea Set-Aside</b>								
(4060) School Improvement Program Sea Grants	2,182	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (4011) Title 1 Sea Set-Aside</b>	<b>2,182</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(4021) Title 1 Part B</b>								
(4070) Reading First	15	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (4021) Title 1 Part B</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(4101) Title 1 Grant</b>								
(4025) Neglected and Delinquent Youth Reserve	1	0	0	0	0.0	0.0	0.0	0.0
(4030) School Improvement Program Reserve	2	0	0	0	0.0	0.0	0.0	0.0
(4040) Professional Development Reserves	0	0	0	0	0.0	0.0	0.0	0.0
(4045) Supplemental Services Reserve	-4	0	0	0	0.0	0.0	0.0	0.0
(4055) Educational Programs-Schools	1	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (4101) Title 1 Grant</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(5000) Student Support Services</b>								
(5050) Student Services	1	0	0	0	0.0	0.0	0.0	0.0
(5060) Student Hearings	220	359	552	192	0.0	0.0	3.5	3.5
(5070) Student Support Services	2,247	1,970	1,460	-510	8.6	0.0	16.0	16.0
(5100) Guidance Counseling	-2	0	0	0	0.0	0.0	0.0	0.0
(5120) School Social and Psychological Services	85	533	368	-166	0.0	0.0	4.0	4.0
(5200) Health Services	1,413	918	1,309	391	3.5	0.0	10.0	10.0
(5350) Youth Engagement	2,623	4,134	435	-3,700	13.5	26.5	4.0	-22.5
(5400) Transitory Services	-10	0	167	167	0.0	0.0	1.0	1.0
(5500) Athletics	3,961	4,563	3,268	-1,294	13.5	13.5	17.0	3.5
(5700) Curriculum/Extra-Curricular Activities	2,677	2,551	2,928	377	35.2	13.0	28.0	15.0
(5800) Student Affairs	-81	0	0	0	0.0	0.0	0.0	0.0
(5900) Student Hearings	140	0	0	0	0.0	0.0	0.0	0.0
(5910) Parent Resource Centers	1,359	1,202	955	-247	18.3	16.5	7.0	-9.5
(5920) School-Based Partnerships	2,354	6,312	1,274	-5,038	3.7	14.0	10.6	-3.4
(5930) Student Attendance	171	125	411	286	0.0	0.0	4.0	4.0
<b>Subtotal (5000) Student Support Services</b>	<b>17,158</b>	<b>22,668</b>	<b>13,126</b>	<b>-9,542</b>	<b>96.4</b>	<b>83.5</b>	<b>105.1</b>	<b>21.6</b>

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**Table GA0-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(6000) Non-Instructional Support Services</b>								
(6100) Custodial Services	27,170	23,128	22,439	-688	458.9	464.1	426.2	-37.9
(6300) Food Services	25,292	28,501	31,505	3,003	4.8	3.0	11.0	8.0
(6400) Security Services	16,818	17,404	15,590	-1,814	24.3	110.5	41.0	-69.5
(6600) Public Utilities	42,246	38,023	44,074	6,051	0.0	0.0	0.0	0.0
(6700) Data Integrity and Business Systems Improv.	67	0	0	0	0.0	0.0	0.0	0.0
(6800) Logistics- Mail, Printing and Duplicating	3,659	4,859	4,331	-528	30.8	6.0	13.0	7.0
<b>Subtotal (6000) Non-Instructional Support Services</b>	<b>115,252</b>	<b>111,915</b>	<b>117,939</b>	<b>6,025</b>	<b>518.9</b>	<b>583.6</b>	<b>491.2</b>	<b>-92.4</b>
<b>(7000) Special Education State</b>								
(7200) Special Education State Program and Services	-3	0	0	0	0.0	0.0	0.0	0.0
(7300) Special Education Transportation	0	0	0	0	0.0	0.0	0.0	0.0
(7400) Special Education Tuition Payments	-8	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (7000) Special Education State</b>	<b>-11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(8000) Other State Functions</b>								
(8100) Assessment and Accountability Programs	-108	0	0	0	0.0	0.0	0.0	0.0
(8300) Correction System Instructional Programs	2,282	0	0	0	0.0	0.0	0.0	0.0
(8400) General Education Tuition Payments	30	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (8000) Other State Functions</b>	<b>2,204</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(9090) Non-Programmatic Departments</b>								
(9093) Pass Throughs and Sub-Grants to Charter/Pry.	70	161	0	-161	0.0	0.0	0.0	0.0
(9900) Non-Programmatic Departments	-1	0	0	0	0.0	0.0	0.0	0.0
(9960) Year End Close	-172	0	0	0	0.0	0.0	0.0	0.0
(9980) Payroll Default Program	1	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (9090) Non-Programmatic Departments</b>	<b>-102</b>	<b>161</b>	<b>0</b>	<b>-161</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(9960) Year End Close</b>								
No Activity Assigned	-3	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (9960) Year End Close</b>	<b>-3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(9980) Payroll Default Program</b>								
No Activity Assigned	-1	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (9980) Payroll Default Program</b>	<b>-1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
	142	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal</b>	<b>142</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>791,510</b>	<b>748,934</b>	<b>826,943</b>	<b>78,009</b>	<b>7,175.5</b>	<b>7,807.1</b>	<b>7,928.2</b>	<b>121.1</b>

(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 programs, please see Schedule 30-PBB Program Summary By Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Budget Changes**

### **Cost Increases**

#### **Local Funds:**

The District of Columbia Public Schools (DCPS) budget proposal for Local funds for Fiscal Year 2012 is \$611,817,320, which is an increase of \$66,997,926 or 12.3 percent from the approved FY 2011 Local funds.

The School Year (SY) 2011-2012 projected total enrollment for DCPS is 47,247 students. The increase in Local funding of \$66,997,926 accounts for the increased enrollment (\$15,752,443), an increase in the per student foundation (\$11,169,380), a change in special education weightings (\$30,219,430), and additional funding for Special Education legal compliance costs (\$9,856,674).

DCPS receives Local funding via the Uniform Per Student Funding Formula (UPSFF), which funds the DCPS system on a per-pupil basis. Funding is tied to enrollment and has to be uniform for all students. The UPSFF sets a minimum per pupil foundation for general education and overhead costs, and applies add-on percentage weights for higher cost special needs and grade levels, producing the bottom-line DCPS budget total for Local funds.

The UPSFF foundation was \$8,770 in FY 2009 and FY 2010. In FY 2011, the original budget was raised to \$8,945, but in December 2010 it was lowered to \$8,770. The Local funds eliminated were replaced by Federal Stimulus funds, keeping the effective foundation at \$8,945. The FY 2012 budget keeps the foundation at \$8,945, requiring an increase in Local funds to offset the loss of Federal Stimulus funds. The D.C. Code provides that the UPSFF foundation level increases annually by 4 percent or the prior year's Consumer Price Index, whichever was less, to keep up with increasing costs of providing an education in an urban setting.

A breakdown of the projected enrollment number by grade and special populations can be found in the UPSFF table at the end of this chapter.

#### **Federal Payments:**

Federal payments pursuant to the Congressional "three-sector" school choice program and education reform initiatives are anticipated to be raised from \$42,115,600 in FY 2011 to \$44,500,000 in FY 2012, a net increase of \$2,384,400.

#### **Federal Grant Funds:**

Federal Grant funds, which flow directly from federal agencies to DCPS, are expected to be increased by \$806,931, from \$8,238,000 in FY 2011 to \$9,044,931 in FY 2012.

#### **Private Grant Funds:**

The proposed budget is \$21,250,779, an increase of \$17,258,779 over the FY 2011 approved budget of \$3,992,000. The increase is to support the performance pay pursuant to the FY 2008 - FY 2012 Washington Teachers' Union contract.

#### **Private Donations:**

The FY 2012 proposed budget anticipates an increase of \$15,959 in private donations.

#### **Special Purpose Revenue Funds:**

The proposed budget is \$11,679,909, which is a net increase of \$7,190,090 over the FY 2011 approved budget of \$4,489,819. This increase reflects the addition of E-rate education funding.

### **Cost Decrease/Adjustments:**

#### **Intra-District Funds:**

The proposed budget is \$128,634,038, a decrease of \$16,644,962 from the FY 2011 approved budget of \$145,279,000. This funding supports 717.1 FTEs representing a decrease of 239.1 FTEs from the FY 2011 approved level 956.2 FTEs. The large decrease is due primarily to the elimination of the Federal Education Jobs Fund Program, which was used in FY 2011 to replace Local funds when the December 2010 gap-closing measures lowered the UPSFF foundation from \$8,945 to \$8,770.

The intra-District funds are largely DCPS' share of federal entitlement grants received by the Office of the State Superintendent of Education. These include Department of Education grants under No Child Left Behind (NCLB) and the Individuals with Disabilities Education Act (IDEA), and Department of Agriculture funding for free and reduced-price lunch and breakfast. Other important intra-District funds are Temporary Assistance for Needy Families (TANF) funds supporting out-of-school time programs and Medicaid reimbursement for certain special education services.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table GA0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table GA0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>544,819</b>	<b>6,620.7</b>
<b>FY 2012 Initial Adjusted Budget</b>		<b>544,819</b>	<b>6,620.7</b>
No change: No change	Multiple Programs	0	0.0
Cost Increase: Projected enrollment increase	Multiple Programs	15,752	101.0
Cost Increase: Per-student foundation weight increase	Multiple Programs	11,169	0.0
Cost Increase: Increase in Special Education weightings	Multiple Programs	30,219	0.0
Cost Increase: Funding for legal compliance costs	Multiple Programs	9,857	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>611,817</b>	<b>6,721.8</b>
<b>FEDERAL PAYMENTS: FY 2011 Approved Budget and FTE</b>		<b>42,116</b>	<b>151.8</b>
Cost Increase: Adjusting nonpersonal services	Agency Management Program	884	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>43,000</b>	<b>151.8</b>
Cost Decrease: 2% rescission to all of the District's federal payments	Agency Management Program	-884	0.0
Cost Increase: Anticipated appropriation increase	Multiple Programs	2,384	113.6
<b>FEDERAL PAYMENTS: FY 2012 Proposed Budget and FTE</b>		<b>44,500</b>	<b>265.4</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>8,238</b>	<b>34.2</b>
Cost Increase: Increase in FTEs	Multiple Programs	3,294	48.9
Cost Decrease: Decrease funds for additional gross pay	Non-Instructional Support Services	-1,875	0.0
Cost Decrease: Decrease funding for nonpersonal services	Multiple Programs	-612	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>9,045</b>	<b>83.1</b>
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>9,045</b>	<b>83.1</b>
<b>PRIVATE GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>3,992</b>	<b>31.2</b>
Cost Increase: Increase in FTEs	Multiple Programs	8,503	92.1
Cost Increase: Increase funds for additional gross pay	Instructional Programs	10,387	0.0
Cost Decrease: Decrease funding for nonpersonal services	Instructional Programs	-1,631	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>21,251</b>	<b>123.4</b>
<b>PRIVATE GRANT FUND: FY 2012 Proposed Budget and FTE</b>		<b>21,251</b>	<b>123.4</b>
<b>PRIVATE DONATIONS: FY 2011 Approved Budget and FTE</b>		<b>0</b>	<b>0.0</b>
Cost Increase: Increase funding for nonpersonal services	Instructional Programs	16	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>16</b>	<b>0.0</b>
<b>PRIVATE DONATIONS: FY 2011 Approved Budget and FTE</b>		<b>16</b>	<b>0.0</b>

(Continued on next page)

**Table GA0-5 (continued)**  
(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>4,490</b>	<b>13.0</b>
Cost Increase: Increase funding for E-RATE Education	Agency Management Program	7,589	0.0
Cost Increase: Increase funding for DHHS Afterschool Copayment	Instructional Programs	500	0.0
Cost Increase: Increase funding for vending machine sale	Non-Instructional Support Services	1	0.0
Cost Increase: Increase funding for nonresident program	School System Management	14	0.0
Cost Decrease: Decrease funding for ROTC	Student Support Services	-464	4.5
Cost Decrease: Decrease funding for PEPCO	Student Support Services	-52	0.0
Cost Decrease: Decrease funding for custodial	Agency Management Program	-125	0.0
Cost Decrease: Decrease funding for security	Non-Instructional Support Services	-204	0.0
Cost Decrease: Decrease funding for cafeteria	Non-Instructional Support Services	-69	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>11,680</b>	<b>17.5</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>11,680</b>	<b>17.5</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>145,279</b>	<b>956.2</b>
Cost Decrease: A decrease in personal and nonpersonal services	Multiple Programs	-16,645	-239.1
<b>FY 2012 Initial Adjusted Budget</b>		<b>128,634</b>	<b>717.1</b>
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>128,634</b>	<b>717.1</b>
<b>Gross for GA0 - District of Columbia Public Schools</b>		<b>826,943</b>	<b>7,928.2</b>

(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 2012:

1. **Overall.** D.C. Public Schools identified six objectives central to carrying out the agency's mission. Each Division's performance is focused on one or more of these objectives. They include:

1. Ensure that schools provide a consistent foundation in academics, strong support for social/emotional needs, and a variety of challenging themes and programs.
2. Develop and retain the most highly effective and highly compensated educators in the country, and recognize and reward their work.
3. Implement a rigorous, relevant, college preparatory curriculum that gives all students meaningful options for life.
4. Provide schools with the central office support they need to foster student achievement.
5. Support decision-making with accurate information about how our students and the school district are performing.
6. Partner with families and community members who demand better schools.

### **2. Office of the Chief Academic Officer**

**Objective 1:** Ensure that schools provide a consistent foundation in academics, strong support for social/emotional needs, and a variety of challenging themes and programs.

**Objective 2:** Develop and retain the most highly effective and highly compensated educators in the country, and recognize and reward their work.

**Objective 3:** Implement a rigorous, relevant, college preparatory curriculum that gives all students meaningful options for life.

## Office of the Chief Academic Officer

<b>Measure</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Target</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Projection</b>	<b>FY 2013 Projection</b>
Average elementary daily attendance rate	95%	97%	97%	95%	95%	95%
Average secondary daily attendance rate	73%	90%	89%	90%	90%	90%
Student enrollment	44,681	Not Available	44,467	45,881	TBD	TBD
Percentage of elementary students proficient or advanced in reading on DC CAS	49%	54%	44%	47%	50%	53%
Percentage of elementary students proficient or advanced in math on DC CAS	49%	54%	43%	46%	49%	52%
Percentage of secondary students proficient or advanced in reading on DC CAS	41%	46%	43%	46%	49%	52%
Percentage of secondary students proficient or advanced in math on DC CAS	40%	45%	44%	46%	49%	52%
Reading achievement gap (percent proficient or advanced) between black and white students	49	44	51	48	45	42
Math achievement gap (percent proficient or advanced) between black and white students	49	44	51	48	45	42
Percentage of HS students taking at least 1 AP exam	13%	17%	14%	17%	20%	25%
Percentage of AP exams passed	33%	35%	29%	18%	21%	25%
Percentage of 9-11th grade students taking the PSAT	72%	75%	67%	80%	80%	80%
Four-year graduation rate	72%	74%	Not Available	TBD	TBD	TBD
Percentage of parents satisfied with schools' academic progress	Not Available	100%	Not Available	TBD	TBD	TBD

DCCAS: D.C. Comprehensive Assessment System  
 PSAT: Preliminary SAT

### 3. Office of Human Capital

**Objective 1:** Develop and retain the most highly effective and highly compensated educators in the country, and recognize and reward their work.

**Objective 2:** Provide schools with the central office support they need to foster student achievement.

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## Office of Human Capital

<b>Measure</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Target</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Projection</b>	<b>FY 2013 Projection</b>
Retention rate of teachers rated highly effective on IMPACT	Not Available	Not Available	94%	TBD	TBD	TBD
Percentage of teachers Highly Qualified <sup>1</sup>	60%	75%	78%	85%	85%	85%
Number of HR constituent cases open 50 plus days	0	0	4	0	0	0

IMPACT: The DCPS effectiveness assessment system for school-based personnel.

### 4. Office of Special Education

**Objective 1:** Ensure that schools provide a consistent foundation in academics, strong support for social/emotional needs, and a variety of challenging themes and programs.

**Objective 2:** Implement a rigorous, relevant, college preparatory curriculum that gives all students meaningful options for life.

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## Office of Special Education

<b>Measure</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Target</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Projection</b>	<b>FY 2013 Projection</b>
Percentage of elementary students proficient or advanced in reading on DC CAS	49%	54%	44%	47%	50%	53%
Percentage of elementary students proficient or advanced in math on DC CAS	49%	54%	43%	46%	49%	52%
Percentage of secondary students proficient or advanced in reading on DC CAS	41%	46%	43%	46%	49%	52%
Percentage of secondary students proficient or advanced in math on DC CAS	40%	45%	44%	46%	49%	52%
Percentage of parents satisfied with schools' academic programs and opportunities for engagement	Not Available	Not Available	Not Available	TBD	TBD	TBD

## 5. Office of the Chief Operating Officer

**Objective 1:** Ensure that schools provide a consistent foundation in academics, strong support for social/emotional needs, and a variety of challenging themes and programs.

**Objective 4:** Provide schools with the central office support they need to foster student achievement.

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### Office of the Chief Operating Officer

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of principals certifying that their schools have the necessary textbooks and instructional materials	Not Available	100%	100%	100%	100%	100%

## 6. Office of Data and Accountability

**Objective 1:** Ensure that schools provide a consistent foundation in academics, strong support for social/emotional needs, and a variety of challenging themes and programs.

**Objective 2:** Retain the most highly effective and highly compensated educators in the country.

**Objective 3:** Support decision-making with accurate information about how our students and the school district are performing.

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### Office of Data and Accountability

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of elementary students proficient or advanced in reading on DC CAS	49%	54%	44%	47%	50%	53%
Percentage of elementary students proficient or advanced in math on DC CAS	49%	54%	43%	46%	49%	52%
Percentage of secondary students proficient or advanced in reading on DC CAS	41%	46%	43%	46%	49%	52%
Percentage of secondary students proficient or advanced in math on DC CAS	40%	45%	44%	46%	49%	52%
Percentage of teachers with value-added data	Not Available	Not Available	13%	TBD	TBD	TBD
Percentage of schools receiving benchmark data within 3 days	96%	96%	99%	100%	100%	100%

## 7. Office of Family and Public Engagement

Objective 6: Partner with families and community members who demand better schools.

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### Office of Family and Public Engagement

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of parents satisfied with schools' academic programs and opportunities for engagement	Not Available	100%	Not Available	TBD	TBD	TBD
Number of page views on DCPS website	6,238,458	10,000,000	9,518,760	9,994,698	10,294,539	10,500,430

#### Performance Plan Endnotes:

1. Highly Qualified is defined in the legislation authorizing No Child Left Behind as a teacher holding a bachelor's degree and holding a state certification and demonstrating subject matter knowledge.

## District of Columbia Public Schools FY 2012 Proposed Budget Per Pupil Funding Allocation Analysis

**Uniform Per Student Funding Formula (D.C. Official Code § 38-2901 et. seq.)  
and Local Funds Appropriation**

<b>UPSFF Foundation Level Per Pupil    \$8,945</b>
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	Weighting Factor	FY 2012 Budgeted Enrollment	Per Pupil Allocation (Rounded)	Total Budget (Rounded)
<b>General Education</b>				
Pre-Kindergarten 3	1.34	2,236	\$11,986	\$26,801,000
Pre-Kindergarten 4	1.30	3,336	\$11,629	\$38,793,000
Kindergarten	1.30	3,952	\$11,629	\$45,956,000
Grades 1-3	1.00	10,193	\$8,945	\$91,176,000
Grades 4-5	1.00	6,328	\$8,945	\$56,604,000
Grades 6 -8	1.03	6,973	\$9,213	\$64,245,000
Grades 9 -12	1.16	11,690	\$10,376	\$121,298,000
Alternative	1.17	98	\$10,466	\$1,026,000
Special Education School	1.17	400	\$10,466	\$4,186,000
Adult	0.75	2,041	\$6,709	\$13,693,000
<b>Subtotal General Education</b>		<b>47,247</b>		<b>\$463,778,000</b>
<b>Special Education</b>				
Level 1	0.58	2,633	\$5,188	\$13,660,000
Level 2	0.81	2,333	\$7,245	\$16,903,000
Level 3	1.58	399	\$14,133	\$5,639,000
Level 4	3.10	1,522	\$27,730	\$42,205,000
Special Education Capacity Fund	0.40	6,887	\$3,578	\$24,642,000
Special Education Compliance Fund	0.16	6,887	\$1,431	\$9,855,000
<b>Subtotal for Special Education</b>		<b>20,661</b>		<b>\$112,904,000</b>
<b>Other Categories</b>				
LEP/NEP	0.45	4,418	\$4,025	\$17,784,000
Summer School	0.17	10,867	\$1,521	\$16,525,000
ESY Allowance				\$826,320
<b>Subtotal for Other Categories</b>		<b>15,285</b>		<b>\$35,135,320</b>
<b>Total FY 2012 Proposed Local Budget</b>				<b>\$611,817,320</b>

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# Teachers' Retirement System

[www.dcrb.dc.gov](http://www.dcrb.dc.gov)

Telephone: 202-343-3200

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change
				from FY 2011
Operating Budget	\$2,999,691	\$3,000,000	\$3,000,000	0.0

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The Teachers' Retirement System provides the District's required contribution to this retirement plan, which is administered by the District of Columbia Retirement Board (DCRB).

Under provisions of the Police Officers, Firefighters, and Teachers Retirement Benefit Replacement Plan Act of 1998 ("the Act"), the federal government assumed the District's unfunded pension liability to date for the retirement plans for teachers, police officers, firefighters and judges. Pursuant to the Act, the federal government will pay the retirement and death benefits, and a defined share of disability benefits, for employees for service accrued prior to July 1, 1997. The costs for benefits earned after June 30, 1997 are the responsibility of the Government of the District of Columbia. This budget reflects the required annu-

al District contribution to fund these earned benefits. Pursuant to District Code section 1-907.02(a), (2006 Repl.), the District is required to budget the pension contribution at an amount equal to or greater than the amount certified by the DCRB on the basis of a prescribed actuarial study and formula calculation that is set forth in section 1-907.03. On January 5, 2011, DCRB transmitted the certified contribution for inclusion in the District's FY 2012 proposed budget as reflected in this chapter.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table GX0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GX0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	-3	3,000	3,000	3,000	0	0.0
<b>Total for General Fund</b>	<b>-3</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>-3</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table GX0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GX0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	-3	3,000	3,000	3,000	0	0.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>-3</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>-3</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0</b>

\*Percent change is based on whole dollars.

### Program Description

The Teachers' Retirement System operates through the following program:

**Teachers' Retirement System** - D.C. Code section 1-907.02(a) requires the District to appropriate funds that are equal to, or greater than, the actuarially determined amount as the District's annual payment to the District of Columbia Retirement Board.

### Program Structure Change

The Teachers' Retirement System has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table GX0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table GX0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Teachers' Retirement System</b>								
(1100) Teachers' Retirement System	3,000	3,000	3,000	0	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Teachers' Retirement System</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

### FY 2012 Proposed Budget Changes

The Teachers' Retirement System has no changes from the FY 2011 Approved Budget to the FY 2012 Proposed Budget.

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# Office of the State Superintendent of Education

[www.osse.dc.gov](http://www.osse.dc.gov)

Telephone: 202-727-6436

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$466,419,887	\$416,405,360	\$399,489,907	-4.1
FTEs	336.4	319.9	332.5	3.9

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The Office of the State Superintendent of Education sets high expectations, provides resources and support, and exercises accountability to ensure that all residents receive an excellent education.

## Summary of Services

The Office of the State Superintendent of Education (OSSE) serves as the District of Columbia's State Education Agency (SEA), thereby granting OSSE oversight responsibility over all federal education programs and related grants administered in the District of Columbia. OSSE is responsible for developing state-level standards aligned with school, college, and workforce readiness expectations; providing the resources and supports to assist childcare, pre-kindergarten, and adult education providers, as well as Local Education Agencies (LEAs), in achieving these objectives; ensuring the state collects and reports accurate and reliable data; and administering meaningful state-level sanctions and interventions to ensure quality and compliance with both State and Federal Law.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table GD0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GD0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	111,750	106,370	112,374	90,856	-21,518	-19.1
Dedicated Taxes	0	0	0	4,266	4,266	N/A
Special Purpose Revenue Funds	192	3,492	10,325	8,810	-1,515	-14.7
<b>Total for General Fund</b>	<b>111,941</b>	<b>109,862</b>	<b>122,698</b>	<b>103,932</b>	<b>-18,766</b>	<b>-15.3</b>
<b>Federal Resources</b>						
Federal Payments	60,945	42,392	54,990	55,100	110	0.2
Federal Grant Funds	150,900	276,349	200,859	202,599	1,740	0.9
<b>Total for Federal Resources</b>	<b>211,845</b>	<b>318,742</b>	<b>255,849</b>	<b>257,699</b>	<b>1,850</b>	<b>0.7</b>
<b>Private Funds</b>						
Private Donations	-2	0	0	0	0	N/A
<b>Total for Private Funds</b>	<b>-2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Intra-District Funds</b>						
Intra-District Funds	40,047	37,816	37,858	37,859	1	0.0
<b>Total for Intra-District Funds</b>	<b>40,047</b>	<b>37,816</b>	<b>37,858</b>	<b>37,859</b>	<b>1</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>363,832</b>	<b>466,420</b>	<b>416,405</b>	<b>399,490</b>	<b>-16,915</b>	<b>-4.1</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table GD0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table GD0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change</b>
<b><u>General Fund</u></b>						
Local Funds	221.2	228.6	218.0	205.1	-12.9	-5.9
Dedicated Taxes	0.0	0.0	0.0	6.0	6.0	N/A
Special Purpose Revenue Funds	5.2	3.0	1.0	0.0	-1.0	-100.0
<b>Total for General Fund</b>	<b>226.3</b>	<b>231.6</b>	<b>219.0</b>	<b>211.1</b>	<b>-7.9</b>	<b>-3.6</b>
<b><u>Federal Resources</u></b>						
Federal Payments	13.5	14.9	29.7	25.5	-4.2	-14.0
Federal Grant Funds	67.8	89.8	71.2	95.5	24.3	34.1
<b>Total for Federal Resources</b>	<b>81.3</b>	<b>104.7</b>	<b>100.9</b>	<b>121.0</b>	<b>20.1</b>	<b>19.9</b>
<b><u>Intra-District Funds</u></b>						
Intra-District Funds	1.7	0.0	0.0	0.4	0.4	N/A
<b>Total for Intra-District Funds</b>	<b>1.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.4</b>	<b>0.4</b>	<b>N/A</b>
<b>Total Proposed FTEs</b>	<b>309.3</b>	<b>336.4</b>	<b>319.9</b>	<b>332.5</b>	<b>12.6</b>	<b>3.9</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table GD0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GD0-3**

(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
11 - Regular Pay - Cont Full Time	11,058	9,659	11,573	13,458	1,885	16.3
12 - Regular Pay - Other	7,280	12,685	11,640	10,421	-1,219	-10.5
13 - Additional Gross Pay	874	893	0	0	0	N/A
14 - Fringe Benefits - Curr Personnel	4,376	4,446	4,468	5,132	664	14.9
15 - Overtime Pay	16	4	0	0	0	N/A
<b>Subtotal Personal Services (PS)</b>	<b>23,604</b>	<b>27,688</b>	<b>27,681</b>	<b>29,011</b>	<b>1,330</b>	<b>4.8</b>
20 - Supplies and Materials	528	127	306	416	110	36.0
30 - Energy, Comm. and Bldg Rentals	79	105	87	6	-80	-92.8
31 - Telephone, Telegraph, Telegram, Etc.	265	54	485	402	-83	-17.2
32 - Rentals - Land and Structures	3,205	4,344	3,582	3,929	347	9.7
33 - Janitorial Services	46	21	2	53	52	2,713.5
34 - Security Services	93	-64	2	2	0	7.6
35 - Occupancy Fixed Costs	169	128	37	23	-15	-39.4
40 - Other Services and Charges	9,136	14,030	4,457	5,952	1,495	33.5
41 - Contractual Services - Other	36,383	21,999	19,070	19,932	862	4.5
50 - Subsidies and Transfers	289,922	397,315	360,409	336,748	-23,661	-6.6
70 - Equipment and Equipment Rental	400	674	287	3,016	2,729	950.2
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>340,228</b>	<b>438,732</b>	<b>388,724</b>	<b>370,479</b>	<b>-18,245</b>	<b>-4.7</b>
<b>Gross Funds</b>	<b>363,832</b>	<b>466,420</b>	<b>416,405</b>	<b>399,490</b>	<b>-16,915</b>	<b>-4.1</b>

\*Percent change is based on whole dollars.

## Division Description

The Office of the State Superintendent of Education operates the following 10 divisions:

**Office of the Director** – supports the mission of the Office of the State Superintendent of Education.

This division contains the following 3 activities:

- **Office of the State Superintendent** – provides executive leadership to the agency;
- **Office of the Chief of Staff** – establishes policy, programmatic, and public relations priorities and strategies for the agency, and oversees the performance metrics of all programs within OSSE; and
- **Office of Public Charter School Financing and Support** – serves external customers by managing several federally funded programs to provide facility funding to the District’s charter schools. In addition, this activity leverages federal and Local funds to provide technical assistance and grants to improve public charter school quality.

**Office of the Chief Operating Officer** – provides comprehensive oversight related to the operations, structure, and day-to-day functions of the agency including procurement, facilities management, general operations and correspondence, tuition processing, organizational development, workforce development, and Student Hearing Office administration.

This division contains the following 4 activities:

- **Office of the Chief Operations Officer** – oversees general agency operations, including Purchase/Travel Cards, Local, Small, and Disadvantaged Business Enterprises (LSDBE) reporting, tuition processing, fleet management, and customer service;
- **Student Hearing Office** – responsible for overseeing docketing and scheduling of all special education due process hearings;
- **Human Resources** – provides employee and employment support to OSSE, including labor relations, response to Office of the Inspector General (OIG) and D.C. Department of Human Resources complaints, executive recruitment, and internal investigations. In addition, this division is responsible for all employee relations, including timekeeping, payroll, Family and Medical Leave Act (FMLA) requests, reorganizations, and e-Performance measurement; and

- **Procurement** – responsible for facilitating and managing the annual acquisition of goods and services through contracts and procurement, maintains all contract and procurement files, and liaisons with District’s Office of Contracting and Procurement.

**Office of the Chief Information Officer (OCIO)** – serves internal customers through the deployment and management of technological applications and systems as well as external customers through the administration of a call center.

This division contains the following 5 activities:

- **Chief Information Officer** – develops and enforces policies and standards for information technology within OSSE. This division identifies where and how technology can systematically support the business processes of the agency and assesses new and emerging technologies to determine their potential application to OSSE’s programs and services;
- **Knowledge Management** – provides content management for the agency’s internet and intranet sites, knowledge management tool support, data quality and cleansing, and agency-wide document management that includes document scanning, meta-data tagging, archival, tracking, and data integrity;
- **Applications** – responsible for ensuring the availability, continuity, and security of the agencies databases and applications. The division maintains development code, test scripts, change management, and tier 2-3 support for the agency’s applications;
- **Infrastructure** – responsible for backup and recovery, monitoring and alerting, network management, storage management, and asset and configuration management; and
- **Project Management** – responsible for coordinating the technical and business activities of the OCIO and providing direction and guidance to OCIO staff.

**Office of Elementary and Secondary Education** – provides guidance and assistance to LEAs in their efforts to meet state standards for K-12 programs; oversees the administration of federal grants for K-12 programs, school accountability, student testing, and

accreditation of teacher preparation programs at post-secondary institutions in the District of Columbia; and issues state licensure of teachers and maintains data on highly qualified teachers.

This division contains the following 8 activities:

- **Assessments and Accountability** – provides oversight and management of the state’s testing program, development and implementation of student standards, and annual determinations of adequate yearly progress (AYP);
- **Teaching and Learning** – provides oversight and management of federal grant programs under Elementary and Secondary Education (ESE) for grades K through 12 that provide services to students during school hours, programs for English Language Learners (ELL), programs for teacher professional development, and school improvement activities and functions;
- **School Support Services** – provides oversight and management of federal grant programs under ESE for public schools offering educational services to students in grades K through 12 before or after school programs that support school initiatives for technology, school safety, and services to private schools;
- **Educator Licensure and Program Accreditation** – issues state educator licenses and credentials to qualified individuals, and approves and accredits educator preparation programs in the District;
- **Grants Management and Program Coordination** – provides cross-program and unit coordination and management of grant administrative functions and responsibilities, including grant monitoring, technical assistance, training, allocations, sub-grantee reimbursements, reporting, data collection, and tracking grant compliance;
- **Community Learning** – provides oversight and management of federal grant programs under ESE for educational services that may occur outside the regular school program, including programs and services for homeless students and neglected and delinquent youth, and home-based instruction of students;
- **Wellness and Nutrition Services** – provides oversight, management, and administration of the United States Department of Agriculture’s food service programs for students and families, including school breakfast, lunch, and dinner

programs, commodity program, and nutrition assistance for day care, after school, and summer programs; and

- **Elementary and Secondary Assistant Superintendents Office** – provides oversight and coordination of policies and guidance developed across the division’s units and areas of responsibility; and ensures other major program areas are involved in and aware of policies affecting LEAs, teachers, parents and students.

**Special Education** – responsible for ensuring the delivery of timely, legally compliant, and high-quality services to children with disabilities from birth through age 22 who reside in the District of Columbia. The division ensures LEA compliance with Part B of the Individuals With Disabilities Education Act (IDEA) and serves as the lead agency for implementation of Part C of the IDEA, the Early Intervention Program for Infants and Toddlers with Disabilities program. As such, this division oversees the development and promulgation of District (state) policy governing special education; monitors LEAs, nonpublic, and early intervention providers to ensure their compliance with law; monitors the allocation and administration of IDEA grant funds to LEAs; provides training and technical assistance to LEAs and providers; and investigates and helps resolve District complaints relating to special education.

This division contains the following 8 activities:

- **Special Education Assistant Superintendent** – provides general oversight and supports the mission of OSSE’s special education programs;
- **Training and Technical Assistance Unit** – responsible for providing training and technical assistance to LEAs and other public agencies serving students with disabilities to ensure staff of those agencies are equipped to meet the needs of students and ensure compliance with all aspects of IDEA;
- **IDEA Part C Early Intervention Program** – responsible for the implementation and oversight of a statewide, comprehensive, coordinated, multidisciplinary, and interagency system of early intervention services for infants and toddlers with disabilities and their families;
- **Policy and Systems Initiatives** – responsible for developing and revising special education policies

and regulations, coordinating with internal District government agencies and community partners to ensure that all District students receive FAPE, and developing and administering procedures to ensure that students are educated in the least restrictive environment appropriate to meet their needs;

- **Fiscal Policy and Grants Management** – responsible for developing and implementing Parts B and C of IDEA’s fiscal grant policies and procedures, developing and managing the application process and the allocation of flow-through grant funds to IDEA sub-recipients, resolving past federal A-133 audit findings, and developing and managing the DSE’s local, court ordered, and federal funds;
- **Blackman Jones** – responsible for adhering to the Blackman-Jones Consent Decree and Alternative Dispute Resolution (ADR) agreements related to federal civil class actions No. 97-1692 & 97-2402, Mikeisha Blackman, et al., v. District of Columbia, et al. The division is responsible for managing the expenditure of these funds;
- **Incarcerated Youth** – ensures that funds for Incarcerated Youth are administered through an intra-District agreement with the District of Columbia Public Schools. These funds are used to ensure compliance with IDEA for incarcerated students attending the DC Jail School and continued compliance with the J.C. vs Vance case civil class action; and
- **Monitoring and Compliance Unit** – responsible for ensuring full implementation of Individuals with Disabilities Education Act requirements (IDEA) in all LEAs, through the establishment of a system of monitoring.

**Early Childhood Education** – provides leadership and coordination to ensure access to high-quality early childhood development programs for all District of Columbia children from birth to kindergarten. This division works to develop an effective early childhood education system by implementing high standards for programs and professionals, creating supports to meet standards, adhering to rigorous accountability measures, engaging community stakeholders, and securing strong financial supports.

This division includes the following 5 activities:

- **ECE Assistant Superintendent’s Office** - Develops early childhood education policy agenda, program standards, communication strategies, and budgetary and accountability systems including data management and regulatory functions;
- **ECE Child Care Subsidy Program** – administers the subsidy provider payments for early child care services provided to eligible children;
- **Early Childhood Support Services** – inspects and licenses child development facilities; receives and investigates complaints and unusual incidents against child development facilities; monitors child care subsidy providers and grantees; provides administrative and management activities to support ECE programs; and administers the Head Start State Collaboration program;
- **Professional Development Assistance** – administers and manages the District-wide ECE professional development system to comply with the Federal Child Care and Development Fund Block Grant requirements; and
- **Pre-K Expansion Program** – administers and manages the Pre-Kindergarten program in accordance with the Pre-Kindergarten Expansion and Enhancement Act of 2008.

**Post-Secondary Education and Workforce Readiness** – assists District of Columbia residents in acquiring the skills and credentials needed to be productive workers, family members, and citizens.

This division contains the following 6 activities:

- **Power Assistant Superintendent’s Office** – oversees and coordinates all state-level policy development and programs associated with post-secondary education and workforce readiness in the District of Columbia;
- **Higher Education Financial Services and Preparatory Programs** – provides comprehensive information, services, and resources to ensure that District learners are fully prepared to gain access and achieve success in post-secondary education. The division manages the following grants: DC College Tuition Assistance Grant (DC TAG), DC Leveraging Educational Assistance Partnership (DC LEAP), DC Adoption Scholarship Program, Mayoral Valedictorian Program (MVP), Robert C. Byrd Honors Scholarship Program, United

States Senate Youth Program (USSYP), Advanced Placement Test Fee Program, the Early College Grant, and the College Access Challenge Grant;

- **Adult and Family Education** – expands access to high-quality education by providing the re-granting of federal and Local dollars through the independent competitive granting process for the provision of adult education services including Adult Basic Education (ABE), English Literacy Programs (ESL), High School Equivalency (GED) preparation and testing, Workplace Literacy, and Family Literacy services;
- **Career and Technical Education** – uses federal funds available under the Carl D. Perkins Act to foster the rebirth and renewal of career-technical education in the District of Columbia;
- **Graduate Equivalency Diploma (GED)** – an official center under the GED Testing Service that serves as the single source for administering the Official GED Tests and issuing authentic GED credentials in the District of Columbia; and
- **Education Licensure Commission** – consists of five Mayoral appointed members according to regulatory authority whose primary function is to establish standards of quality for post-secondary educational institutions in the District of Columbia. The Commission is responsible for ensuring that institutions under its jurisdiction meet and adhere to set laws and regulations.

**State Board of Education** – advises the State Superintendent of Education on education-related matters and approves specific education standards and rules. The State Board was established pursuant to Title IV of the *Public Education Reform Amendment Act of 2007*.

**General Education Tuition** – funds in this program provide general education tuition payments for children who are wards of the District of Columbia but who are enrolled in non-DC Public Schools based on the location of their foster home.

**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 division-based budgeting.

## **Division Structure Change**

The Office of the State Superintendent of Education has no division structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table GD0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table GD0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1040) Information Technology	-1	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Agency Management Program</b>	<b>-1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Accounting Operations	0	818	878	60	0.0	0.0	12.0	12.0
(110F) Budget Operations	0	0	0	0	0.0	7.0	0.0	-7.0
(120F) Accounting Operations	0	0	0	0	0.0	9.0	0.0	-9.0
(120F) Budget Operations	0	750	551	-199	0.0	0.0	5.2	5.2
(130F) ACFO Operations	0	195	249	55	0.0	2.0	2.0	0.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>0</b>	<b>1,762</b>	<b>1,679</b>	<b>-84</b>	<b>0.0</b>	<b>18.0</b>	<b>19.2</b>	<b>1.2</b>
<b>(2000) Nutrition Services</b>								
(0200) Nutrition Services - Activity	27	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (2000) Nutrition Services</b>	<b>27</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(3000) Higher Education Financial Services</b>								
(0300) Higher Education Financial Services	110	0	0	0	0.0	0.0	0.0	0.0
(0302) DC Tuition Assistance Grant	-90	0	0	0	0.0	0.0	0.0	0.0
(0303) DC Leveraging Education Assistance Partnership	0	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (3000) Higher Education Financial Services</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(4000) Policy, Research, and Analysis</b>								
(0400) Policy, Research, and Analysis-Activity	-160	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (4000) Policy, Research, and Analysis</b>	<b>-160</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(6000) Education Programs</b>								
(0600) Educational Licensure	51	0	0	0	0.0	0.0	0.0	0.0
(0601) State Higher Education Executive Office	-20	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (6000) Education Programs</b>	<b>31</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(7000) Educational Facilities and Partnerships</b>								
(0700) Public Charter Schools Finance and Support	1,251	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (7000) Educational Facilities and Partnerships</b>	<b>1,251</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

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**Table GDO-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(A100) Superintendent Office</b>								
(A110) State Superintendent Support	1,945	0	0	0	6.2	0.0	0.0	0.0
(A120) State Board of Education	278	0	0	0	0.0	0.0	0.0	0.0
(A130) Transition Team	-1	0	0	0	0.0	0.0	0.0	0.0
(A140) Special Ed Reform-Blackman Jones	14,660	0	0	0	6.1	0.0	0.0	0.0
(A141) Special Ed-Incarcerated Youth	868	0	0	0	0.0	0.0	0.0	0.0
(A180) Policy Research and Analysis	-2	0	0	0	0.0	0.0	0.0	0.0
(A190) Planning and Performance	1,182	0	0	0	3.1	0.0	0.0	0.0
<b>Subtotal (A100) Superintendent Office</b>	<b>18,930</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(A200) Deputy Superintendent - Business and Support</b>								
(A210) Deputy Superintendent Business and Support Svcs.	671	0	0	0	3.1	0.0	0.0	0.0
(A220) Human Resources	777	0	0	0	10.3	0.0	0.0	0.0
(A225) Facilities and Maintenance	4,231	0	0	0	0.0	0.0	0.0	0.0
(A230) Procurement	651	0	0	0	5.1	0.0	0.0	0.0
(A235) Administration and Facilities Management	903	0	0	0	7.2	0.0	0.0	0.0
(A240) Nutrition Services	35,490	0	0	0	16.0	0.0	0.0	0.0
(A245) Public Charter Financing and Support	13,830	0	0	0	6.5	0.0	0.0	0.0
(A260) Residency Coordination	3,535	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (A200) Deputy Super - Business and Support</b>	<b>60,088</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(A400) Teaching and Learning</b>								
(A410) Education Excellence	33	0	0	0	0.0	0.0	0.0	0.0
(A430) Early Care and Education Administration	73,893	0	0	0	1.0	0.0	0.0	0.0
(A431) Childcare Program Development	10,600	0	0	0	40.7	0.0	0.0	0.0
(A432) Pre-K and School Readiness	6,707	0	0	0	6.1	0.0	0.0	0.0
(A450) Standards and Accountability	19	0	0	0	0.0	0.0	0.0	0.0
(A470) Post Secondary Education and Workforce Readines	1,379	0	0	0	2.0	0.0	0.0	0.0
(A471) Career and Technical Education	3,529	0	0	0	5.6	0.0	0.0	0.0
(A472) Adult and Family Education	4,553	0	0	0	5.1	0.0	0.0	0.0
(A473) Education Licensure Commission	419	0	0	0	5.2	0.0	0.0	0.0
(A474) Gear Up	238	0	0	0	5.7	0.0	0.0	0.0
(A475) DC Tag	32,914	0	0	0	10.8	0.0	0.0	0.0
(A476) Leap	3,718	0	0	0	0.0	0.0	0.0	0.0
(A477) Adult Scholarship	-1	0	0	0	0.0	0.0	0.0	0.0
(A479) Ged Testing	309	0	0	0	3.1	0.0	0.0	0.0
(A480) K-12 Services	1,332	0	0	0	19.5	0.0	0.0	0.0
(A481) Federal Grant Programs	163,629	0	0	0	4.7	0.0	0.0	0.0
(A482) Special Populatns and Competitive Programs	7,712	0	0	0	2.0	0.0	0.0	0.0

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**Table GDO-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
(A484) Reading First	522	0	0	0	2.7	0.0	0.0	0.0
(A485) Accountability and Testing	5,531	0	0	0	12.2	0.0	0.0	0.0
(A486) Curriculum and Instruction	165	0	0	0	5.1	0.0	0.0	0.0
(A487) Educator Quality	14,187	0	0	0	5.3	0.0	0.0	0.0
(A488) English Language Learners	1,258	0	0	0	0.0	0.0	0.0	0.0
(A490) Special Education	33,209	0	0	0	45.3	0.0	0.0	0.0
(A491) Special Education Compliance and Monitoring	0	0	0	0	0.0	0.0	0.0	0.0
(A493) Special Education Training and Tech Assistance	399	0	0	0	0.0	0.0	0.0	0.0
(A495) Special Education Attorney Fees	8,891	0	0	0	0.0	0.0	0.0	0.0
(A496) Special Education-Infants and Toddlers	1,452	0	0	0	25.0	0.0	0.0	0.0
<b>Subtotal (A400) Teaching and Learning</b>	<b>376,593</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>207.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(A500) Chief Financial Officer</b>								
(A510) Chief Financial Officer	160	0	0	0	2.0	0.0	0.0	0.0
(A520) Budget	646	0	0	0	4.0	0.0	0.0	0.0
(A530) Financial Grants Management	0	0	0	0	5.8	0.0	0.0	0.0
(A540) Accounting	1,018	0	0	0	16.4	0.0	0.0	0.0
<b>Subtotal (A500) Chief Financial Officer</b>	<b>1,824</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(A600) Chief Information Officer</b>								
(A610) Chief Information Officer	2,402	0	0	0	3.1	0.0	0.0	0.0
(A620) Knowledge Management	440	0	0	0	1.0	0.0	0.0	0.0
(A630) Applications	778	0	0	0	6.1	0.0	0.0	0.0
(A640) Infrastructure	465	0	0	0	5.1	0.0	0.0	0.0
(A650) Project Management	301	0	0	0	2.1	0.0	0.0	0.0
(A660) Data Management	195	0	0	0	7.2	0.0	0.0	0.0
<b>Subtotal (A600) Chief Information Officer</b>	<b>4,583</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(A800) Compliance</b>								
(A840) Student Hearing Office	3,233	0	0	0	9.3	0.0	0.0	0.0
(A850) Records Management	0	0	0	0	3.1	0.0	0.0	0.0
<b>Subtotal (A800) Compliance</b>	<b>3,233</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(A900) Plan, Perf and Public Engage</b>								
(A960) Community Outreach and Communications	-2	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (A900) Plan, Perf and Public Engage</b>	<b>-2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(D100) Office of the Director</b>								
(D101) Office of the State Superintendent	0	203	283	80	0.0	2.0	2.0	0.0
(D102) Office of the Chief of Staff	0	20,030	34,223	14,192	0.0	12.0	20.0	8.0
(D103) Office of Public Charter Financing and Support	0	29,631	31,763	2,132	0.0	10.0	7.6	-2.4
<b>Subtotal (D100) Office of the Director</b>	<b>0</b>	<b>49,864</b>	<b>66,268</b>	<b>16,404</b>	<b>0.0</b>	<b>24.0</b>	<b>29.6</b>	<b>5.6</b>

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**Table GD0-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(D200) General Education Tuition</b>								
(D201) Foster Care General Education	0	3,224	2,733	-492	0.0	0.0	0.0	0.0
<b>Subtotal (D200) General Education Tuition</b>	<b>0</b>	<b>3,224</b>	<b>2,733</b>	<b>-492</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(D300) Office of the Chief Operation Officer</b>								
(D301) Office of the Chief Operation Officer	0	5,700	5,664	-36	0.0	13.0	11.0	-2.0
(D302) Transportation	0	15	0	-15	0.0	0.0	0.0	0.0
(D303) Student Hearing Office	0	2,683	2,689	5	0.0	11.0	11.0	0.0
(D304) Human Resources	0	693	637	-56	0.0	9.0	8.0	-1.0
(D305) Procurement	0	199	204	6	0.0	2.0	2.0	0.0
<b>Subtotal (D300) Office of the Chief Operation Officer</b>	<b>0</b>	<b>9,290</b>	<b>9,194</b>	<b>-96</b>	<b>0.0</b>	<b>35.0</b>	<b>32.0</b>	<b>-3.0</b>
<b>(D400) Office of the Chief Information Officer</b>								
(D401) Chief Information Officer	0	179	270	91	0.0	1.0	1.0	0.0
(D402) Knowledge Management	0	454	466	13	0.0	6.0	6.0	0.0
(D403) Applications	0	1,160	1,131	-29	0.0	7.0	6.6	-0.4
(D404) Infrastructure	0	845	543	-302	0.0	4.0	4.0	0.0
(D405) Project Management	0	437	346	-91	0.0	4.0	3.0	-1.0
(D406) Data Management	0	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (D400) Office of the Chief Information Officer</b>	<b>0</b>	<b>3,075</b>	<b>2,756</b>	<b>-319</b>	<b>0.0</b>	<b>22.0</b>	<b>20.6</b>	<b>-1.4</b>
<b>(D600) Elementary and Secondary Education</b>								
(D601) Elem. and Second. Asst. Superintendent's Office	0	1,668	231	-1,437	0.0	2.0	2.0	0.0
(D602) Assessments and Accountability	0	7,136	7,112	-24	0.0	6.0	7.0	1.0
(D603) Teaching and Learning	0	86,529	59,474	-27,055	0.0	8.0	10.1	2.1
(D604) School Support Services	0	9,211	182	-9,029	0.0	3.0	2.8	-0.2
(D605) Educator Licensure and Prgm. Accreditation	0	5,252	805	-4,447	0.0	9.0	9.0	0.0
(D606) Grants Mgmt. and Program Coordination	0	825	352	-473	0.0	6.0	4.0	-2.0
(D607) Community Learning	0	824	10,313	9,489	0.0	3.0	3.2	0.2
(D608) Wellness and Nutrition Services	0	39,334	47,002	7,668	0.0	24.5	27.5	3.0
<b>Subtotal (D600) Elementary and Secondary Education</b>	<b>0</b>	<b>150,778</b>	<b>125,470</b>	<b>-25,308</b>	<b>0.0</b>	<b>61.5</b>	<b>65.5</b>	<b>4.0</b>
<b>(D700) Post Secondary Education and Workforce Readiness</b>								
(D701) Power Assistant Superintendent's Office	0	705	1,391	685	0.0	2.0	3.0	1.0
(D702) Higher Educ. Financial Svcs. and Prep. Prgms.	0	36,918	39,719	2,801	0.0	20.0	20.0	0.0
(D703) Adult and Family Education	0	5,232	5,106	-127	0.0	4.0	4.0	0.0
(D704) Career and Technical Education	0	5,629	6,115	486	0.0	5.0	5.0	0.0
(D705) GED Testing	0	439	334	-105	0.0	3.0	3.0	0.0
(D706) Education Licensure Commission	0	460	478	18	0.0	4.0	4.0	0.0
(D707) Correctional Education	0	133	0	-133	0.0	1.0	0.0	-1.0
<b>Subtotal (D700) Post Sec. Educ. and Workforce Readiness</b>	<b>0</b>	<b>49,517</b>	<b>53,142</b>	<b>3,626</b>	<b>0.0</b>	<b>39.0</b>	<b>39.0</b>	<b>0.0</b>

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**Table G0-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(D800) Early Childhood Education</b>								
(D801) ECE Assistant Superintendent's Office	0	913	1,029	116	0.0	8.0	6.3	-1.7
(D802) ECE Child Care Subsidy Program	0	70,140	80,084	9,944	0.0	14.0	16.0	2.0
(D803) Out of School Time Program	0	8,990	0	-8,990	0.0	0.0	0.0	0.0
(D804) Early Childhood Support Services	0	4,896	6,537	1,641	0.0	21.0	20.4	-0.6
(D805) Professional Development Assistance	0	2,858	2,751	-107	0.0	0.3	0.0	-0.3
(D806) Pre-K Expansion Program	0	7,218	8,952	1,734	0.0	7.7	10.8	3.1
<b>Subtotal (D800) Early Childhood Education</b>	<b>0</b>	<b>95,014</b>	<b>99,353</b>	<b>4,338</b>	<b>0.0</b>	<b>51.0</b>	<b>53.6</b>	<b>2.6</b>
<b>(D900) Special Education</b>								
(D901) Special Education Asst. Superintendent	0	4,449	1,301	-3,147	0.0	5.0	6.0	1.0
(D902) Training and Technical Assistance Unit	0	1,241	1,533	292	0.0	8.0	9.0	1.0
(D903) IDEA Part C Early Intervention Prgm EIP	0	3,314	2,617	-697	0.0	15.0	18.0	3.0
(D904) Policy and System Initiative	0	1,317	1,378	60	0.0	8.6	9.0	0.4
(D905) Fiscal Policy and Grants Management	0	16,682	21,169	4,488	0.0	6.0	6.0	0.0
(D907) Monitoring and Compliance Unit	0	1,413	1,355	-59	0.0	14.8	13.0	-1.8
(D908) Blackman Jones	0	16,956	8,228	-8,728	0.0	0.0	0.0	0.0
(D909) Incarcerated Youth	0	900	900	0	0.0	0.0	0.0	0.0
(D910) Petties	0	0	0	0	0.0	0.0	0.0	0.0
(D911) Other Court Obligations	0	7,091	0	-7,091	0.0	0.0	0.0	0.0
<b>Subtotal (D900) Special Education</b>	<b>0</b>	<b>53,363</b>	<b>38,481</b>	<b>-14,882</b>	<b>0.0</b>	<b>57.4</b>	<b>61.0</b>	<b>3.6</b>
<b>(H400) Early Childhood Development</b>								
(4020) Child Care Services	3	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (H400) Early Childhood Development</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(SB00) State Board of Education</b>								
(SB01) State Board of Education	0	518	414	-104	0.0	12.0	12.0	0.0
<b>Subtotal (SB00) State Board of Education</b>	<b>0</b>	<b>518</b>	<b>414</b>	<b>-104</b>	<b>0.0</b>	<b>12.0</b>	<b>12.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>466,420</b>	<b>416,405</b>	<b>399,490</b>	<b>-16,915</b>	<b>336.3</b>	<b>319.9</b>	<b>332.5</b>	<b>12.6</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Budget Changes**

**Intra-Agency Adjustments:** The Office of the State Superintendent of Education's FY 2012 proposed budget reflects a \$3,000 cost reduction and 6.9 FTE vacancy decrease to align the personal services budget to the actual number of FTEs and support step increases.

**Transfers In/Out:** The proposed budget includes a transfer from OSSE to the Office of the Chief Technology Officer (OCTO) in the amount of \$319,000 for IT functions on behalf of OSSE.

**Cost Savings:** OSSE proposes a \$500,000 Local fund reduction in General Education Tuition payments due to a downward trend in the number of Child and Family Services Agency (CFSA) students being billed in the current year. The agency also proposes Local fund savings of \$193,000 in pay and benefits, and a \$431,000 savings from a realignment of contractual services. The Adult and Family Education Grants program will achieve a savings of \$472,495 in Local funds, through greater emphasis placed on awarding grantees with demonstrated positive outcomes. A \$2,627,000 reduction to Elementary and Secondary Education subsidies is also proposed. The savings are achieved through the elimination of the Teach for America state payment for training and administrative costs and the Healthy Schools Act charter school breakfast subsidy, which is a payment to charter schools in addition to the school breakfast funds already provided. In addition, a reduction in Healthy Schools Act funding for recycling is included in this savings. OSSE also proposes a savings of \$11,816,000 in Local fund Special Education Subsidies and Transfers previously provided to DCPS for special education activities, which are now funded through the Unified Per Student Funding Formula (UPSFF), provided to both the District of Columbia Public Schools and the District of Columbia Public Charter Schools under the categories of "Special Education Capacity Fund" and "Special Education Compliance Fund." Special education services and compliance will not be negatively affected by the reduction to OSSE's budget.

Finally, an adjustment to the Child Care Subsidy Division to reflect current expenditure rates yields savings of \$2,200,000 in Local funds in FY 2012. Child care subsidy payments have decreased in recent years in part because of the increase in quality Pre-Kindergarten 3 and 4 year old slots in District Public Schools and Community-Based Organizations.

**Protected Programs:** In FY 2012, OSSE will begin to implement the 'birth to 24' education vision by prioritizing early childhood education, special education reform, and higher education and workforce readiness. OSSE will continue to offer important services for college-bound students, nutrition and wellness programs, and training and technical assistance for LEAs. Special Purpose Revenues will be reduced by over \$1,770,000 to align resources with estimates.

**Policy Initiatives:** In FY 2012, the proposed Local funds budget includes an additional \$1,100,000 for the Career and Technical Education Fund to support 24-hour vocational education programs that were previously funded from Neighborhood Investment Funds. Also, \$4,266,000 and 6.0 FTEs of Local funds are being transferred to Dedicated Taxes as a nonlapsing fund to account for the Healthy Schools Act for the establishment of local nutritional standards for schools meals. This fund is administered by the Office of the State Superintendent of Education. All funds deposited into the fund, and any interest earned on those funds, shall not revert to the unrestricted fund balance of the General Fund of the District of Columbia at the end of the fiscal year. OSSE anticipates a net increase of 20.1 FTEs from Federal funds (Federal Payment and Federal Grant Funds) and a \$1,740,000 increase in its Federal grant budget for salaries and fringe benefits. The agency's budget also accounts for a projected \$462,000 increase in Special Purpose Revenue funds, which is dedicated to Post Secondary Education and Workforce Readiness expenses related to its Education Licensure Commission.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table GD0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table GD0-5**  
(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>112,374</b>	<b>218.0</b>
Cost Decrease: Decrease in contracts and subsidies and decrease regular pay - other to fund increases in fringe benefits, fixed costs, and other services	Multiple Programs	-3	-6.9
Cost Increase: Adjust for increases in salary and fringe benefits to include step increases	Multiple Programs	3	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>112,374</b>	<b>211.1</b>
Transfer Out: Transfer to dedicated tax to establish the Healthy Schools Fund	Elementary and Secondary Education	-4,266	-6.0
Enhance: Increase of a Career and Technical Education Fund as a new initiative to support 24-hour vocational education programs that were funded from Neighborhood Investment Funds	Post Secondary Education and Workforce Readiness	1,100	0.0
Cost Decrease: Decrease in Regular pay and fringe benefits	Elementary and Secondary Education	-193	0.0
Cost Decrease: Decrease in Subsidies and Transfers	Elementary and Secondary Education	-2,627	0.0
Cost Decrease: Decrease in Other and Contractual Services	Multiple Programs	-431	0.0
Cost Decrease: Decrease in Subsidies and Transfers	Special Education	-11,816	0.0
Transfer Out: Transfer Local portion of IT assessment to OCTO	Office of the Chief Information Officer	-319	0.0
Transfer In: Transfer of SPR to Local funds	Multiple Programs	207	0.0
Cost Decrease: Decrease in Subsidies and Transfers	Early Childhood Education	-2,200	0.0
Cost Decrease: Decrease in Subsidies and Transfers	Post Secondary Education and Workforce Readiness	-472	0.0
Cost Decrease: Decrease of Subsidies and Transfers	General Education Tuition	-500	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>90,856</b>	<b>205.1</b>
<b>DEDICATED TAXES: FY 2011 Approved Budget and FTE</b>		<b>0</b>	<b>0.0</b>
Transfer In: To establish annually into the Healthy Schools Fund from revenues derived from the collection of taxes imposed upon all vendors by 47-2002 of the D.C. Official Code	Elementary and Secondary Education	4,266	6.0
<b>DEDICATED TAXES: FY 2012 Proposed Budget and FTE</b>		<b>4,266</b>	<b>6.0</b>
<b>FEDERAL PAYMENTS: FY 2011 Approved Budget and FTE</b>		<b>54,990</b>	<b>29.7</b>
Cost Increase: Increase to realign resources to implement FTE reduction and other adjustments	Multiple Programs	110	-4.2
<b>FEDERAL PAYMENTS: FY 2012 Proposed Budget and FTE</b>		<b>55,100</b>	<b>25.5</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>200,859</b>	<b>71.2</b>
Cost Increase: Increase for Regular pay and fringe benefits, increase in Other Services, Contracts and Equipment	Multiple Programs	1,740	24.3
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>202,599</b>	<b>95.5</b>

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**Table GDO-5 (Continued)**  
(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>10,325</b>	<b>1.0</b>
Transfer Out: Reduction in Special Purpose Revenue fund balance	Multiple Programs	-1,770	-1.0
Cost Increase: Increase in Other services, Subsidies and Equipment	Post Secondary Education and Workforce Readiness	462	0.0
Transfer Out: Transfer of SPR to Local funds	Multiple Programs	-206	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>8,810</b>	<b>0.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>37,858</b>	<b>0.0</b>
Cost Increase: Increase in regular pay and fringe benefits	Post Secondary Education and Workforce Readiness	35	0.4
Cost Decrease: Decrease in Subsidies and Transfers	Multiple Programs	-34	0.0
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>37,859</b>	<b>0.4</b>
<b>Gross for GDO - Office of the State Superintendent of Education</b>		<b>399,490</b>	<b>332.5</b>

(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 2012:

### 1. Early Childhood Education

**Objective 1:** Provide access to high-quality early learning opportunities for all eligible children from birth through kindergarten entrance.<sup>1</sup>

**Objective 2:** Administer assurance and compliance programs to ensure safe, high-quality early learning environments.

**Objective 3:** Gather and report high-quality educational data for internal and external consumers.

**Objective 4:** Ensure accurate and timely disbursement and/or reimbursement of funds to sub grantees.

## Early Childhood Education

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of Pre-K programs that meet high-quality program requirements <sup>2</sup> as defined by the 2007 Pre-K Enhancement and Expansion Amendment Act of 2008 Legislation <sup>3</sup>	91.3%	20%	96.7%	85%	85%	85%
Percentage of Pre-K teachers who meet the revised early childhood teacher qualifications <sup>4</sup>	67%	50%	100%	100%	100%	100%
Percentage of licensed child care centers improving at least one rating level (measured annually) <sup>5</sup>	2.7%	+5%	4.5%	+5%	+5%	+5%
Percentage of licensed child care providers participating in Quality Rating System	45%	50%	60%	+5%	+5%	+5%
Percentage of grant funds reimbursed to providers within 35 days of invoice receipt <sup>6</sup>	Not Available	85%	93.2%	90%	95%	98%

## 2. Post-Secondary Education and Workforce Readiness

**Objective 1:** Promote a college-going culture and reduce financial barriers to higher education.

**Objective 2:** Ensure that quality post-secondary institutions are available to District of Columbia consumers.

**Objective 3:** Provide educational and career advancement opportunities for adult learners with varying literacy levels.

### Post-Secondary Education and Workforce Readiness

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of award letters provided to high school students during the semi-annual school events	289	400	555	500	600	700
Average number of counseling hours provided to District residents per completed DC OneApp and FAFSA application	Not Available	3 hours per person	3 hours per person	2 hours per person	1 hour per person	1 hour per person
Percentage of DCPS and DCPCS graduates who complete a DC OneApp by June 30th	41%	30%	41%	40%	50%	60%
Percentage of Education Licensure applications processed and presented to the Education Licensure Commission within 60 days of receipt <sup>7</sup>	65%	80%	93.1%	85%	90%	90%
Percentage of post-secondary institutions evaluated every five years	69%	75%	75%	80%	85%	90%
Percentage of complaints received by the Education Licensure Commission investigated and resolved within 90 days	43% <sup>8</sup>	70%	50% (2 complaints received)	75%	80%	85%
Number of adult learners served annually in OSSE-funded literacy programs completing a valid pre-test and 12+ hours of instruction	3,920	4,116 (5% increase)	4,247	4,322 (5% increase)	4,538 (5% increase)	4,765 (5% increase)
Percentage of enrolled adult learners who complete an educational functional literacy level	29.9%	33%	32%	36%	39%	42%
Percentage of grant funds reimbursed to sub-grantees within 35 days of receiving a complete reimbursement request <sup>9</sup>	Not Available	Baseline	85%	5% increase	5% increase	5% increase

FAFSA: Free Application for Federal Student Aid

### 3. Special Education

**Objective 1:** Ensure accurate and timely disbursement and/or reimbursement of funds to sub-grantees.

**Objective 2:** Ensure sub-grantee compliance with federal grant requirements.

**Objective 3:** Gather and report high-quality special education data for internal and external consumers to ensure that meaningful data serve as the foundation for continued special reform efforts.

**Objective 4:** Develop and issue high-quality special education policy that ensures the delivery of effective specialized instruction for children with disabilities.

## Special Education

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of sub-grantee respondents reporting that technical assistance significantly improved their content knowledge	Not Available	Baseline	95%	95% or above	95% or above	95% or above
Percentage of grant funds reimbursed to sub-grantees within 45 days of receipt of a complete reimbursement request <sup>10</sup>	Not Available	85%	74%	90%	95%	95%
Percentage of Local Education Agency (LEA) findings of noncompliance identified and resolved within one year (IDEA Part B) <sup>11</sup>	Not Available	100%	100%	100%	100%	100%
Percentage of youth with IEPs graduating from high school with a regular diploma	Not Available <sup>12</sup>	70%	Not Available <sup>13</sup>	80%	90%	95%
Percentage timely completion of state complaint investigations <sup>14</sup>	Not Available	100%	55.6%	100%	100%	100%
Percentage completion of monitoring visits and related reports for nonpublic programs (day and residential) serving DC children that must be monitored within the year <sup>15</sup>	95%	100% of nonpublic programs identified for monitoring	95%	100% of nonpublic programs identified for monitoring	100% of nonpublic programs identified for monitoring	100% of nonpublic programs identified for monitoring

IDEA: Individuals with Disabilities Education Act

IEP: Individual Education Plan

#### 4. Elementary and Secondary Education

Objective 1: Improve teacher quality.

Objective 2: Increase information and options for parents.

Objective 3: Improve implementation of school-wide services to increase overall student achievement.

Objective 4: Ensure sub-grantee compliance with federal requirements.

Objective 5: Ensure accurate and timely disbursement and/or reimbursement of funds to sub-grantees.

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### Elementary and Secondary Education

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of core subject classes taught by highly qualified teachers <sup>16</sup>	66%	100%	76.5%	100%	100%	100%
Percentage of paraprofessionals deemed highly qualified <sup>17</sup>	67%	100%	91.6%	100%	100%	100%
Percentage of applicable grantees meeting the SES and choice requirements	50%	60%	73%	70%	75%	90%
Percentage of sub-grantees meeting School-wide Program compliance requirements	Not Available	Baseline	93%	50%	65%	90%
Percentage of grants who expend 80 percent or more of their grant funds within the initial period of funding availability	Not Available	70%	59%	80%	90%	100%
Percentage of grant funds reimbursed to sub-grantees within 35 days of receipt of a complete reimbursement request <sup>18</sup>	Not Available	90%	25%	95%	100%	100%

## 5. Office of the Director

**Objective 1:** Ensure that high-quality public charter schools have access to affordable facilities suitable for learning.

**Objective 2:** Provide effective and efficient operational support services to achieve program goals.

**Objective 3:** Attract and retain a qualified workforce.

**Objective 4:** Provide quality goods and service to OSSE customers through a streamlined procurement process that is responsive to the needs of its customers and suppliers.

**Objective 5:** Support and administer special education administrative due process hearings.

**Objective 6:** Ensure the day-to-day availability and operability of OSSE systems.

**Objective 7:** Assist all OSSE departments in deploying technology that reduces their costs and expands their service delivery capacity.

### Office of the Director

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of square feet financed by the Office of Public Charter School Financing and Support (OPCSFS)	Not Available	100,000	365,811	100,000	100,000	TBD
Amount of facility debt and capital funds leveraged by OPCSFS	Not Available	\$25,000,000	\$38,373,557	\$29,000,000	\$32,000,000	TBD
Rate of OPCSFS' timely interest and principal repayments	Not Available	85%	76.4%	90%	95%	TBD
Percentage of available facility grant funding committed during the given fiscal year	Not Available	80%	77.0%	90%	100%	TBD
Percentage of vendor invoices paid within 30 calendar days of receipt	Not Available	80%	65.9%	85%	90%	TBD
Average number of highly-qualified applicants (as deemed by DCHR standards) per OSSE position hired	2	5	3	8	10	12
OSSE's employee retention rate	Not Available	60%	83.8%	70%	80%	90%
Percentage timely issuance of Hearing Officer Determinations/ Orders	91.5%	92%	98.2%	93%	95%	TBD
Percentage of Student Hearing Office document/information requests processed within 30 calendar days	86%	96%	91%	97%	98%	TBD
Average annual printing cost per OSSE employee	Not Available	\$350	\$75	\$300	\$280	\$275
Percentage of IT help desk calls answered within service level agreement	Not Available	90%	93.30%	92%	94%	95%
Percentage of subgrantee's budget spent on programmatic costs <sup>19</sup>	Not Available	Not Available	Not Available	65%	65%	65%
Percentage of scheduled monitoring reports as defined in agency monitoring plan completed for each grant award <sup>20</sup>	Not Available	Not Available	Not Available	100%	100%	100%

## Performance Plan Endnotes:

1. The Child Care Subsidy Program also serves children with special needs through age eighteen.
2. Requirements include: Low Adult-to-Child ratio; comprehensive curricula that is aligned with the District of Columbia aligned with Early Learning Standards; accreditation by a national accrediting body approved by OSSE; minimum hours and days of operation; valid and reliable assessments that meet accepted standards of technical adequacy to measure education objectives and outcomes; highly-qualified teachers; professional development and training; parental support and involvement; coordinated support services; inclusion of children with disabilities; facilities requirements; licensure requirements.
3. This number reflects the number of Community-based programs currently meeting this requirement.
4. The projections for this number included an adjustment period to bring teachers into compliance with qualification requirements. However, due to the already high standards in place in all sectors, all teachers are currently meeting these requirements.
5. The Quality Rating System (QRS), called "Going for the Gold," features three ascending levels of quality: bronze, silver, and gold. These tiers are tied to quality indicators, and participants are awarded higher rates based on their ability to meet specified quality criteria for each of three tiers.
6. OSSE changed the definition of "timely" from 25 to 35 days because sub-recipients reimbursed with federal funds are subject to different payment guidelines and timelines than vendors paid from local funds. Revised guidance clarified that OSSE is not required to process reimbursements to Federal grant sub-recipients within 30 days. In turn, OSSE has revised internal expectations to pay this subset of sub-recipients within 35 days. The longer timeframe is required because grant managers take additional steps (reviews for allow ability and to prevent deficiencies) to review and approve Federal reimbursements.
7. Fewer staff resources and training were available in FY 2009 and impacted application processing, evaluations and complaint investigations.
8. Fewer staff resources and training were available in FY 2009 and impacted application processing, evaluations and complaint investigations.
9. OSSE changed the definition of "timely" from 25 to 35 days because sub-recipients reimbursed with Federal funds are subject to different payment guidelines and timelines than vendors paid from local funds. Revised guidance clarified that OSSE is not required to process reimbursements to federal grant sub-recipients within 30 days. In turn, OSSE has revised internal expectations to pay this subset of sub-recipients within 35 days. The longer timeframe is required because grant managers take additional steps (reviews for allowability and to prevent deficiencies) to review and approve federal reimbursements.
10. For DSE, OSSE changed the definition of "timely" from 35 calendar days to 45 business days because sub-recipients reimbursed with federal funds are subject to different payment guidelines and timelines than vendors paid from local funds. Revised guidance clarified that OSSE is not required to process reimbursements to federal grant sub-recipients within 35 calendar days. In turn, OSSE has revised internal expectations to pay this subset of sub-recipients within 45 business days. A longer timeframe is required because grant managers have to take additional steps (reviews for allowability and to prevent deficiencies) to review and approve Federal reimbursement requests.
11. Per the U.S. Department of Education's Office of Special Education Programs (OSEP), LEAs must correct identified noncompliance as soon as possible, but in no case later than one year from identification. Therefore, reported correction of noncompliance is based on findings of noncompliance made in the previous year. Further, the identification and correction of noncompliance is aligned with OSEP's fiscal year (July 1-June 30).
12. These data are calculated at the end of each school year annually and reported to OSEP in the following year. Preliminary FY 2009 data related to this measure was calculated for OSSE's Annual Performance Report submitted to OSEP in February, 2011, and final data will be published in April 2011, after OSEP's review and clarification period.
13. These Data are calculated at the end of each school year annually and reported to OSEP in the following year. Preliminary FY 2010 data related to this measure will be calculated for OSSE's Annual Performance Report submitted to OSEP in February 2012 and published in April 2012, after OSEP's review and clarification period.
14. Per IDEA, OSSE must investigate all state complaints and issue letters of findings within 60 days of receipt.
15. Per DC law, all nonpublic programs (residential and day) serving District children must be monitored once every three years. The DSE will monitor one-third of all nonpublic programs annually after establishing a baseline in 2009-2010 via monitoring of all placement sites.
16. Numbers will vary each school year.
17. "Percentage of teachers deemed highly qualified" was replaced with "percentage of paraprofessionals deemed highly qualified" to match Federal reporting requirements outlined amended by No Child Left Behind. States are required to have 100 percent compliance. Data is based on the number of classes taught as opposed to the number of teachers because one teacher can be highly qualified in one subject of class, but not in another.
18. OSSE changed the definition of "timely" from 25 to 35 days because sub-recipients reimbursed with federal funds are subject to different payment guidelines and timelines than vendors paid from local funds. Revised guidance clarified that OSSE is not required to process reimbursements to federal grant sub-recipients within 30 days. In turn, OSSE has revised internal expectations to pay this subset of sub-recipients within 35 days. The longer timeframe is required because grant managers take additional steps (reviews for allowability and to prevent deficiencies) to review and approve federal reimbursements.
19. The Wise Giving Alliance of the Better Business Bureau identifies 65 percent to be an industry standard for this measure <http://www.bbb.org/us/Charity-Standards/>. This metric measures all subgrantees' programmatic costs as a percentage of their overall costs.
20. Pursuant to section 11.4 of the Grants Manual and Source Book, all District agencies must complete monitoring reports. All District agencies should be in compliance with this standard. The standard is 100 percent.

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# District of Columbia Public Charter Schools

[www.dcpubliccharter.com](http://www.dcpubliccharter.com)

Telephone: 202-328-2660

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$410,004,555	\$432,839,121	\$489,953,241	13.2

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The mission of the District of Columbia Public Charter Schools (DCPCS) is to provide an alternative free education for students who reside in the District of Columbia.

The District of Columbia Public Charter School Board is authorized to grant charters. Each charter school is a private, non-profit corporation. This agency includes the District of Columbia appropriations to the DCPCS system. Payments from this agency to individual charter schools are made quarterly on the basis of enrollment as set forth in the District of Columbia Official Code, Section 38-2906.02.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table GC0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GC0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	385,896	375,845	427,839	483,667	55,828	13.0
<b>Total for General Fund</b>	<b>385,896</b>	<b>375,845</b>	<b>427,839</b>	<b>483,667</b>	<b>55,828</b>	<b>13.0</b>
<b>Intra-District Funds</b>						
Intra-District Funds	0	34,159	5,000	6,286	1,286	25.7
<b>Total for Intra-District Funds</b>	<b>0</b>	<b>34,159</b>	<b>5,000</b>	<b>6,286</b>	<b>1,286</b>	<b>25.7</b>
<b>Gross Funds</b>	<b>385,896</b>	<b>410,005</b>	<b>432,839</b>	<b>489,953</b>	<b>57,114</b>	<b>13.2</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table GC0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GC0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	385,896	410,005	432,839	489,953	57,114	13.2
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>385,896</b>	<b>410,005</b>	<b>432,839</b>	<b>489,953</b>	<b>57,114</b>	<b>13.2</b>
<b>Gross Funds</b>	<b>385,896</b>	<b>410,005</b>	<b>432,839</b>	<b>489,953</b>	<b>57,114</b>	<b>13.2</b>

\*Percent change is based on whole dollars.

### Program Description

Public charter schools in the District of Columbia are authorized under the provisions of law set forth in Division VI, Title 38, Subtitle IV, Chapter 17 of the District of Columbia Official Code. Public charter schools are private, non-profit corporations that operate under the terms and conditions set forth in their charters and as approved by the District of Columbia

Public Charter School Board, the chartering authority. The public charter schools are autonomous, non-sectarian institutions that cannot charge tuition to District resident students. Additionally, public charter schools cannot impose discriminatory admissions policies or tests on District resident students.

Public charter schools receive the same level of District funding for their enrolled students as students enrolled in the District of Columbia Public Schools, pursuant to the District's Uniform Per Student Funding Formula (refer to District of Columbia Official Code Section 38-29). Public charter schools also receive a facilities allowance to maintain and operate their buildings. In addition to D.C. Government funding, public charter schools are eligible to receive Federal and Private Grants funding and may engage in private fund-raising.

The District of Columbia Public Charter Schools operate under these goals:

- Public charter schools will abide by the provisions set forth in their individual charters;
- Individual public charter schools will comply with all reporting requirements set forth by the chartering authority;

- Public charter schools will provide students with exposure to career pathways and focus on particular areas of study to further enhance students' academic experiences;
- Public charter schools will meet all academic performance goals set forth in their individual charter agreements; and
- The chartering authority will monitor and evaluate performance of public charter schools based on the provisions set forth in each school's charter.

### Program Structure Change

D.C. Public Charter Schools has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table GC0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table GC0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) D.C. Charter Schools</b>								
(1001) Administrative Expense	100	0	0	0	0.0	0.0	0.0	0.0
(1100) D.C. Charter Schools	409,905	432,839	489,953	57,114	0.0	0.0	0.0	0.0
<b>Subtotal (1000) D.C. Charter Schools</b>	<b>410,005</b>	<b>432,839</b>	<b>489,953</b>	<b>57,114</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>410,005</b>	<b>432,839</b>	<b>489,953</b>	<b>57,114</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Policy Initiatives:** The FY 2012 Proposed Budget includes a \$55,828,000, or 13.0 percent, increase in Local funds. Part of this increase is due to: (1) the absence of Federal funding used in FY 2011 to maintain the Uniform Per Student Funding Formula (UPSFF) at the \$8,770 per student level; (2) a 2.0 percent increase in the UPSFF to \$8,945 per student; and (3) a projected increase in the District of Columbia Public Charter School's (DCPCS) enrollment. The FY 2012 proposed budget anticipates that charter school enrollment will increase by 2,073 students, or 7.0 percent, from the FY 2011 proposed enrollment of 29,695 to 31,768 in FY 2012. The budget increase due to these three factors is \$31,519,599.

Research and practice demonstrate that supplemental funding is required to provide appropriate educational services to students with special needs, consistent with best practices and federal law. All public schools must strive to serve students with different levels of special needs in neighborhood classrooms. To meet this challenge and provide appropriate resources to all public schools for students with the highest levels of special needs, the proposed budget supports an increase in supplemental weights for the most seriously challenged special education students. These students are categorized as Levels 1 through 4, and the UPSFF supports an increase to the four levels. In FY 2012, this represents additional funding of \$2,278,513 for students with the greatest needs. In addition, the FY 2012 budget includes a projected increase in Special Education Capacity of \$11,564,096 and an increase in the amount of \$4,624,992 to cover costs related to Blackman-Jones compliance and Attorney Fees Supplement.

**Protected Programs:** The District of Columbia's Public Schools receive Local funding through the UPSFF. This system of funding was established by the District of Columbia School Reform Act of 1995 and was designed to ensure that all public schools across the District received the same level of funding on a per-student basis, regardless of what neighborhood the school is in or where students live. This formula was estimated to be derived from a market basket of goods and services determined by analysis that uses local, regional, and national education funding research and practices to develop a foundation. The

percentage allocation of the market basket dollars has not changed in FY 2012. The UPSFF is intended to cover all local education agency operational costs for District public schools, including school-based instruction, student classroom support, utilities, administration, custodial services, and instructional support such as curriculum and testing. The UPSFF is based on a foundation amount, which is then enhanced according to different weights for higher cost grade levels and supplemental funding weights for students with special needs.

In FY 2012, the District will use \$6,286,000 of Federal funds for school improvement to increase the Uniform Non-Residential Facilities Allotment from \$2,800 to \$3,000. Because of increased enrollment, this is a \$1,286,000 increase over the FY 2011 \$5,000,000 funding for the same purpose. These funds will be distributed by the Office of the Chief Financial Officer (OCFO) to each D.C. Public Charter School on the basis of audited enrollment with verified residency. The Residential Facilities Allotment will remain at \$8,395. Finally, Local funds increased, because of the effect of the enrollment increase on the facility allotment, by an additional \$5,840,800.

Each public charter Local Education Agency (LEA) receives its UPSFF funding directly from the OCFO.

**Additional Resources Available to Charters:** The FY 2012 budget continues to support several existing financial programs that meet the unique facility needs of the public charter school community. The Office of the State Superintendent of Education (OSSE) manages four programs designed to provide financial support for charter schools facility costs:

- (1) **Credit Enhancement Fund:** The Credit Enhancement fund provides support for public charter schools in the form of loan guarantees, collateral, lease guarantees, debt service reserves, and other financing assistance.
- (2) **Direct Loan Fund:** The Direct Loan fund provides loans to public charter schools for acquisition, construction, renovation, tenant improvement, and maintenance of public charter school facilities.

(3) **City Build Grants:** The City Build program is a joint education and neighborhood development initiative that promotes community revitalization with a particular emphasis on strengthening public education through public charter schools. The aim of City Build stretches beyond excellence in academics. It also focuses on encouraging the creation of partnerships between public charter schools and community organizations. For FY 2012, up to \$4 million may be available through the City Build program.

(4) **Incubator Facilities:** OSSE entered into a partnership with Building Hope to develop incubator facilities in the District of Columbia. The Incubator Initiative is funded from two sources: (1) the Credit Enhancement Grant awarded by the U.S. Department of Education; and (2) federal appropriations.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table GC0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table GC0-4**  
(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>427,839</b>	<b>0.0</b>
No Change: No change	D.C. Charter Schools	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>427,839</b>	<b>0.0</b>
Enhance: To Increase the Uniform Per Student Funding Formula to \$8,945, to account for projected increases in student enrollment, and to provide extra funding for Special Education	D.C. Charter Schools	55,828	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>483,667</b>	<b>0.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>5,000</b>	<b>0.0</b>
Enhance: Non-Residential Facilities Allotment from \$2,800 to \$3,000 (Federal Payment for school improvement via OSSE)	D.C. Charter Schools	1,286	0.0
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>6,286</b>	<b>0.0</b>
<b>Gross for GC0 - D.C. Public Charter Schools</b>		<b>489,953</b>	<b>0.0</b>

# District of Columbia Public Charter Schools (GC0)

## Per Pupil Funding Analysis (D.C. Code Section 38-2901 et seq.)

### Total for 56 Schools

#### FY 2012 PROPOSED BUDGET

<b>Foundation level per pupil</b>	<b>\$8,945</b>
<b>Non-Residential Facilities Allotment:</b>	<b>\$3,000</b>
<b>Residential Facilities Allotment:</b>	<b>\$8,395</b>

Grade Level	Weighting	Budgeted Enrollment	Per Pupil Allocation	Total Funding Dollars
<b>General Education</b>				
Pre-School	1.34	2,292	\$11,986	\$27,471,912
Pre-Kindergarten	1.30	2,620	\$11,629	\$30,467,980
Kindergarten	1.30	2,378	\$11,629	\$27,653,762
Grades 1-3	1.00	5,692	\$8,945	\$50,914,940
Grades 4-5	1.00	3,555	\$8,945	\$31,799,475
Grades 6-8	1.03	6,247	\$9,213	\$57,553,611
Grades 9-12	1.16	5,866	\$10,376	\$60,865,616
Alternative	1.17	574	\$10,466	\$6,007,484
Special Education Schools	1.17	248	\$10,466	\$2,595,568
Adult	0.75	2,296	\$6,709	\$15,403,864
<b>Subtotal General Education</b>		<b>31,768</b>		<b>\$310,734,212</b>
<b>Special Education</b>				
Level 1	0.58	883	\$5,188	\$4,581,004
Level 2	0.81	1,206	\$7,245	\$8,737,470
Level 3	1.58	524	\$14,133	\$7,405,692
Level 4	3.10	619	\$27,730	\$17,164,870
Special Education Capacity	0.40	3,232	\$3,578	\$11,564,096
<b>Subtotal for Special Education</b>				<b>\$49,453,132</b>
Blackman-Jones Compliance	0.07	3,232	\$626	\$2,023,232
Attorney's Fees Supplement	0.09	3,232	\$805	\$2,601,760
				<b>\$4,624,992</b>
<b>English As A Second Language</b>				
LEP/NEP	0.45	2,165	\$4,025	\$8,714,125
<b>Special Education-Residential</b>				
Level 1 Residential	0.374	4	\$3,345	\$13,380
Level 2 Residential	1.360	29	\$12,165	\$352,785
Level 3 Residential	2.941	12	\$26,307	\$315,684
Level 4 Residential	2.924	1	\$26,155	\$26,155
<b>Subtotal for Special Education Residential</b>		<b>46</b>		<b>\$708,004</b>
<b>English As A Second Language Residential</b>				
LEP/NEP Residential	0.68	0	\$6,083	\$0
<b>Residential Room and Board</b>				
Residential	1.70	338	\$15,207	\$5,139,966
<b>Summer School</b>	<b>0.17</b>	<b>8,007</b>	<b>\$1,521</b>	<b>\$12,180,541</b>
<b>Extended School Year Allowance</b>				<b>\$1,270,759</b>
<b>Total FY 2012 Instructional Dollars</b>				<b>\$392,825,731</b>
<b>Per Pupil Facilities Allowance</b>				
Non-Residential Facilities Allotment		31,430	\$3,000	\$94,290,000
Residential Facilities Allotment		338	\$8,395	\$2,837,510
<b>Total FY 2012 Facilities Allowance</b>				<b>\$97,127,510</b>
<b>Total FY 2012 Budget</b>				<b>\$489,953,241</b>

The Fiscal Year 2012 proposed budget funds the Uniform Per Student Formula allocation for the District of Columbia Public Charter Schools from two sources: \$483,667,241 from Local Funds, and Intra-District Funds transferred from the Office of the State Superintendent of Education, \$6,286,000 to enhance the Non-Residential Facilities, and to be distributed on the basis of audited enrollment with verified residency.

## FY 2012 District of Columbia Public Charter Schools Proposed Enrollment

	School Name	FY 2012 Budgeted Enrollment		School Name	FY 2012 Budgeted Enrollment
1	Achievement Preparatory	180	29	ImagineSE	615
<b>2</b>	<b>Inspired Teaching **</b>	<b>115</b>	<b>30</b>	<b>Shining Stars **</b>	<b>45</b>
3	Appletree (3 Campuses)	337	31	KIPP D.C. (7 Campuses)	2,643
4	ATA (Arts and Technology)	577	32	Latin American/LAMB	235
5	Booker T. Washington	340	33	Mary McLeod Bethune (1 Campuses)	305
6	Bridges	86	34	Maya Angelou (includes residential -3 Campuses)	685
7	Capital City (2 Campuses)	632	35	Meridian	521
8	Carlos Rosario	1,732	36	National Collegiate	190
9	Center City (6 Campus)	1,362	37	Next Step	170
10	Cesar Chavez (3 Campuses)	1,420	38	Nia Community	210
<b>11</b>	<b>Mundo Verde **</b>	<b>115</b>	39	Options	360
12	Community Academy (6 Campuses)	1,795	40	Paul	570
13	D.C. Bilingual	365	41	Potomac Lighthouse	282
14	D.C. Prep (3 Campuses)	1,046	42	Roots (2 campuses)	108
15	E.L. Haynes	757	43	SAIL	156
16	E.W. Stokes	348	44	SEED (includes residential)	338
17	Eagle Academy	595	45	Septima Clark	262
18	Early Childhood Academy (2 Campuses)	273	46	St. Colleta	248
19	Education Strengthens Families	325	47	Thea Bowman	105
20	Excel	384	48	Thurgood Marshall	385
21	Friendship Edison (6 Campuses)	4,010	49	Tree of Life	297
22	Hope Community (2 Campuses)	855	50	Two Rivers (2 campuses)	467
23	Hospitality	165	51	Washington Yu Ying	308
24	Howard Road (4 Campuses)	812	52	Washington Latin (2 Campuses)	525
25	Howard University	300	53	William E. Doar (2 Campuses)	567
26	Hyde Leadership	773	54	Washington Math, Science	372
27	IDEA	405	<b>55</b>	<b>Richard Wright **</b>	<b>115</b>
28	Ideal Academy (2 Campuses)	401	56	Youthbuild (LAYC)	179

**FY 2012 TOTAL PROPOSED ENROLLMENT FOR 56 SCHOOLS**

**31,768**

\*\*New Schools in FY 2012

# University of the District of Columbia Subsidy Account

www.udc.edu

Telephone: 202-274-5000

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$62,070,000	\$62,920,000	\$64,181,000	2.0

The University of the District of Columbia Subsidy Account reflects the total Local funds transfer to the University of the District of Columbia to fulfill its operational obligations during the fiscal year.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table GG0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GG0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	62,070	62,070	62,920	64,181	1,261	2.0
<b>Total for General Fund</b>	<b>62,070</b>	<b>62,070</b>	<b>62,920</b>	<b>64,181</b>	<b>1,261</b>	<b>2.0</b>
<b>Gross Funds</b>	<b>62,070</b>	<b>62,070</b>	<b>62,920</b>	<b>64,181</b>	<b>1,261</b>	<b>2.0</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table GG0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GG0-2**  
(dollars in thousands)

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>Comptroller Source Group</b>						
50 - Subsidies and Transfers	62,070	62,070	62,920	64,181	1,261	2.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>62,070</b>	<b>62,070</b>	<b>62,920</b>	<b>64,181</b>	<b>1,261</b>	<b>2.0</b>
<b>Gross Funds</b>	<b>62,070</b>	<b>62,070</b>	<b>62,920</b>	<b>64,181</b>	<b>1,261</b>	<b>2.0</b>

\*Percent change is based on whole dollars.

### Program Description

The University of the District of Columbia Subsidy Account operates through the following program:

**UDC Subsidy** - The University, as a component unit of the District of Columbia government, is a legally separate entity for which the elected officials of the District of Columbia are financially accountable. Accountability exists because the Mayor, with the consent of the Council, appoints members to the University's Board of Trustees, and pursuant to District of Columbia Official Code Section 38-1202.06(4), approves the University's budget. In addition, the District provides financial support to the University.

The operating budget of this component unit is shown as an enterprise fund to align the University's budgetary information with its financial reporting as reflected in the District's Comprehensive Annual Financial Report, in which the University's financial data is reported separately from that of the District government. Accordingly, details of the University's operating budget are provided in its chapter in the Enterprise and Other Funds section of the budget. In FY 2005, a subsidy account for this component was created to show the annual transfer of Local funds support from the District government to the University.

### Program Structure Change

The University of the District of Columbia Subsidy Account has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table GG0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table GG0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) UDC Subsidy</b>								
(1100) UDC Subsidy	62,070	62,920	64,181	1,261	0.0	0.0	0.0	0.0
<b>Subtotal (1000) UDC Subsidy</b>	<b>62,070</b>	<b>62,920</b>	<b>64,181</b>	<b>1,261</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>62,070</b>	<b>62,920</b>	<b>64,181</b>	<b>1,261</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

### FY 2012 Proposed Budget Changes

**Policy Initiatives:** The FY 2012 budget for the University of the District of Columbia Subsidy Account includes increased funding to support critical and innovative programs that will continue the improvement of UDC and Community College

operations. Included in this amount, UDC will receive \$500,000 in one-time funding to implement the plan for the separation of the Community College from the University.

### FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table GG0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table GG0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>62,920</b>	<b>0.0</b>
Enhance: Increase Local funding for UDC and the Community College	UDC Subsidy	1,261	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>64,181</b>	<b>0.0</b>
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>64,181</b>	<b>0.0</b>
<b>Gross for GG0 - University of the District of Columbia Subsidy Account</b>		<b>64,181</b>	<b>0.0</b>

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# District of Columbia Public Library

**www.dclibrary.org**  
**Telephone: 202-727-1101**

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<b>Description</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Approved</b>	<b>FY 2012 Proposed</b>	<b>% Change from FY 2011</b>
Operating Budget	\$40,786,571	\$37,036,978	\$36,517,672	-1.4
FTEs	458.6	440.9	428.8	-2.7

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The mission of the District of Columbia Public Library (DCPL) is to provide access to materials, information, programs, and services that, when combined with expert staff, enables every resident access to life-long learning and an enhanced quality of life that helps to build a thriving city.

## **Summary of Services**

The District of Columbia Public Library supports children and adults with books and other library materials that foster success in school, reading and personal growth. The Library system includes a Central Library and 24 Neighborhood Libraries that provides services to children, youth, teens, and adults. “Library as community space” provides clean, safe and available places for community use. “Library Resources” provides books and other library materials, programs and special services for children and adults. “Library Technology” helps bridge the digital divide with public access computers and free WiFi access at all libraries, as well as access to databases, downloadable books and music, and library information via the library’s website, [www.dclibrary.org](http://www.dclibrary.org).

The agency’s FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table CE0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table CE0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	44,760	39,186	35,166	34,465	-700	-2.0
Special Purpose Revenue Funds	456	387	932	584	-348	-37.3
<b>Total for General Fund</b>	<b>45,216</b>	<b>39,573</b>	<b>36,097</b>	<b>35,049</b>	<b>-1,048</b>	<b>-2.9</b>
<b>Federal Resources</b>						
Federal Grant Funds	1,263	1,192	940	948	8	0.9
<b>Total for Federal Resources</b>	<b>1,263</b>	<b>1,192</b>	<b>940</b>	<b>948</b>	<b>8</b>	<b>0.9</b>
<b>Private Funds</b>						
Private Grant Funds	-36	0	0	0	0	N/A
<b>Total for Private Funds</b>	<b>-36</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Intra-District Funds</b>						
Intra-District Funds	290	21	0	520	520	N/A
<b>Total for Intra-District Funds</b>	<b>290</b>	<b>21</b>	<b>0</b>	<b>520</b>	<b>520</b>	<b>N/A</b>
<b>Gross Funds</b>	<b>46,733</b>	<b>40,787</b>	<b>37,037</b>	<b>36,518</b>	<b>-519</b>	<b>-1.4</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Full-Time Equivalents, by Revenue Type**

Table CE0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table CE0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change</b>
<b><u>General Fund</u></b>						
Local Funds	414.5	448.5	432.9	422.8	-10.1	-2.3
Special Purpose Revenue Funds	1.0	1.0	1.0	0.0	-1.0	-100.0
<b>Total for General Fund</b>	<b>415.5</b>	<b>449.5</b>	<b>433.9</b>	<b>422.8</b>	<b>-11.1</b>	<b>-2.6</b>
<b><u>Federal Resources</u></b>						
Federal Grant Funds	7.0	9.1	7.0	6.0	-1.0	-14.3
<b>Total for Federal Resources</b>	<b>7.0</b>	<b>9.1</b>	<b>7.0</b>	<b>6.0</b>	<b>-1.0</b>	<b>-14.3</b>
<b>Total Proposed FTEs</b>	<b>422.5</b>	<b>458.6</b>	<b>440.9</b>	<b>428.8</b>	<b>-12.1</b>	<b>-2.7</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table CE0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table CE0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	20,188	20,136	20,370	20,555	185	0.9
12 - Regular Pay - Other	2,913	2,625	2,620	1,821	-799	-30.5
13 - Additional Gross Pay	867	1,082	572	572	0	0.0
14 - Fringe Benefits - Curr Personnel	4,749	5,037	4,826	5,170	344	7.1
15 - Overtime Pay	493	308	222	222	0	0.0
<b>Subtotal Personal Services (PS)</b>	<b>29,210</b>	<b>29,187</b>	<b>28,611</b>	<b>28,341</b>	<b>-270</b>	<b>-0.9</b>
20 - Supplies and Materials	740	369	428	468	40	9.3
30 - Energy, Comm. and Bldg Rentals	3,028	2,705	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc.	422	345	0	0	0	N/A
32 - Rentals - Land and Structures	427	433	0	0	0	N/A
33 - Janitorial Services	8	0	0	0	0	N/A
34 - Security Services	4	0	0	0	0	N/A
35 - Occupancy Fixed Costs	18	1	0	0	0	N/A
40 - Other Services and Charges	4,481	2,427	2,144	2,852	708	33.0
41 - Contractual Services - Other	1,858	1,113	1,273	1,531	257	20.2
50 - Subsidies and Transfers	47	71	75	75	0	0.0
70 - Equipment and Equipment Rental	6,489	4,136	4,506	3,252	-1,254	-27.8
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>17,523</b>	<b>11,600</b>	<b>8,426</b>	<b>8,177</b>	<b>-249</b>	<b>-3.0</b>
<b>Gross Funds</b>	<b>46,733</b>	<b>40,787</b>	<b>37,037</b>	<b>36,518</b>	<b>-519</b>	<b>-1.4</b>

\*Percent change is based on whole dollars.

### Division Description

The District of Columbia Public Library operates through the following 5 divisions:

**Office of the Chief Librarian** – provides executive direction to the Chief Business Officer, the Director of Library Services, and the directors of communications and information technology. With the Board of Trustees, the Chief Librarian develops and then implements the long-range facilities and services plan.

This division contains the following 2 activities:

- **Inter-governmental Affairs** – performs liaison services on behalf of the Library to community groups, civic associations, advisory neighborhood commissions, and elected officials; and
- **Executive Management Office** – coordinates with the Board of Library Trustees, monitors customer service matters, tracks library transformation – the strategic changes to the operations of the Library to improve the way library services are delivered to District residents - and monitors innovation in library systems outside of the District.

**Library Services** – selects all materials available in libraries; conducts story hours, summer reading and book clubs; provides information and research to residents; provides training to use library resources and technology; and communicates programs and news to the residents and the elected leadership of the District.

This division contains the following 9 activities:

- **Children and Young Adult Services** – promotes reading to children from birth to age 19 to build a foundation of reading, a love of the library, and, most importantly, a love of reading; and encourages school retention and graduation through homework help and other educational supports and instills in youth a lifelong love of learning;
- **Martin Luther King, Jr. Memorial Library** – serves as the Central Library, hosts District-wide programs of interest, including volunteer services and the award winning “Teens of Distinction” program, and provides a broad range of books and library materials, large meeting rooms for Library and public use and more than 100 public-access computers;
- **Neighborhood Libraries** – offers story-telling and summer reading for children, activities for youth and teens and book clubs, and computer training assistance at 24 neighborhood-oriented libraries ranging in size from 5,000 to 20,000 square feet;
- **Adaptive Services** – supports outreach and library services to blind and physically disabled patrons; supports include access to specialized technology such as large font computer screens, Braille, audio or recorded books, and programs in American Sign Language;
- **Literacy Resources** – assists adult learners in finding tutors, supplies, and appropriate learning resources, and administers a practice General Equivalency Diploma (GED) test;
- **Teens of Distinction Program** – provides an employment program for high-achieving District teens ages 14 to 20;
- **Volunteers** – coordinates the many volunteers serving the Library by recruiting and training them;
- **Collections** – acquires all of the books and magazines, media, and movies made available in the libraries to District residents; and

- **Library Program Information** – promotes Library programs and services to District residents and keeps the public up-to-date on library construction projects through community meetings, bulletins, and web cameras.

**Business Operations** – provides effective support services that facilitate customers’ access to materials, information, programs, and services that position the Library system as an employer of distinction. The division is committed to making a positive difference to District residents and has the responsibility to provide clean, safe, and inviting environments to attract residents to the libraries through building and maintaining state-of-the-art facilities with capacities for new and emerging technologies that will bridge the digital divide. The division also strives to position the D.C. Public Library agency as an employer of distinction through our hiring and training process, fiscal accountability, standards of excellence, and innovative business practices.

This division contains the following 5 activities:

- **Custodial and Maintenance** – supports all library locations (central and neighborhood libraries) by maintaining a clean and inviting environment for District residents;
- **Public Safety** – supports security staff that provides public oversight and accountability, resulting in improved safety in libraries;
- **Asset Management** - is accountable for all District government Library properties, including their use and disposal;
- **Public Service Technology** – manages the network connecting the Library’s 25 facilities, maintains the Library’s catalog and website, and creates new library applications for smart phones and other portable devices; and
- **21st Century Capital Projects** – is responsible for rebuilding and reconstructing neighborhood libraries in the District.

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

**Agency Financial Operations** – provides comprehensive 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 division-based budgeting.

### Division Structure Change

The District of Columbia Public Library has no division structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table CE0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides FY 2010 actual data.

**Table CE0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1010) Personnel	704	674	693	19	8.5	7.0	7.0	0.0
(1015) Training and Employee Development	451	215	106	-109	3.0	1.0	1.0	0.0
(1020) Contracting and Procurement	576	403	414	10	3.8	4.0	3.0	-1.0
(1030) Property Management	4,496	1,024	1,019	-5	4.0	3.0	3.0	0.0
(1040) Information Technology	963	1,073	1,142	69	5.8	6.0	6.0	0.0
(1060) Legal Services	201	163	205	42	1.8	2.0	1.0	-1.0
(1070) Fleet Management	474	411	390	-21	5.9	6.0	6.0	0.0
(1080) Communications	978	1,198	710	-488	10.8	16.0	8.5	-7.5
(1085) Customer Service	478	299	342	43	4.9	5.0	4.0	-1.0
(1087) Language Access	6	6	6	0	0.0	0.0	0.0	0.0
(1090) Performance Management	608	670	691	20	2.3	3.0	3.0	0.0
<b>Subtotal (1000) Agency Management Program</b>	<b>9,936</b>	<b>6,136</b>	<b>5,717</b>	<b>-419</b>	<b>50.8</b>	<b>53.0</b>	<b>42.5</b>	<b>-10.5</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Budget Operations	297	289	299	10	2.5	2.5	2.5	0.0
(120F) Accounting Operations	366	425	417	-8	4.4	4.5	4.5	0.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>664</b>	<b>714</b>	<b>715</b>	<b>2</b>	<b>6.9</b>	<b>7.0</b>	<b>7.0</b>	<b>0.0</b>
<b>(5000) Library Services</b>								
(5010) Children's Services	3,079	0	0	0	40.8	0.0	0.0	0.0
(5020) Young Adult Services	795	0	0	0	19.4	0.0	0.0	0.0
(5030) Adult Services	8,755	0	0	0	119.4	0.0	0.0	0.0
(5040) Support Unit Services	5,243	0	0	0	108.7	0.0	0.0	0.0
(5050) Library Transformation Services	141	0	0	0	0.0	0.0	0.0	0.0
(5060) Public Service Technology	1,771	0	0	0	4.8	0.0	0.0	0.0
<b>Subtotal (5000) Library Services</b>	<b>19,783</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>293.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(Continued on next page)

**Table CE0-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(6000) Outreach Services</b>								
(6010) Adaptive Services	1,303	0	0	0	15.0	0.0	0.0	0.0
(6020) Mobile Libraries	28	0	0	0	0.0	0.0	0.0	0.0
(6030) Special Collections	335	0	0	0	4.0	0.0	0.0	0.0
<b>Subtotal (6000) Outreach Services</b>	<b>1,666</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(7000) Books and Media</b>								
(7010) Children	1,562	0	0	0	6.4	0.0	0.0	0.0
(7020) Young Adult	712	0	0	0	2.2	0.0	0.0	0.0
(7030) Adult	2,086	0	0	0	15.4	0.0	0.0	0.0
<b>Subtotal (7000) Books and Media</b>	<b>4,360</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(8000) Public Service Support</b>								
(8010) Custodial	1,521	0	0	0	27.6	0.0	0.0	0.0
(8020) Security	1,267	0	0	0	21.0	0.0	0.0	0.0
(8030) Maintenance	1,590	0	0	0	16.2	0.0	0.0	0.0
<b>Subtotal (8000) Public Service Support</b>	<b>4,378</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>64.8</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(L200) Chief Librarian</b>								
(L210) Inter-governmental Affairs	0	112	116	4	0.0	1.0	1.0	0.0
(L220) Executive Management Office	0	259	265	5	0.0	1.0	1.0	0.0
<b>Subtotal (L200) Chief Librarian</b>	<b>0</b>	<b>371</b>	<b>380</b>	<b>9</b>	<b>0.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>
<b>(L300) Library Services</b>								
(L310) Children and Young Adult Services	0	1,282	1,254	-28	0.0	11.0	11.0	0.0
(L320) Martin Luther King Jr. Memorial Library	0	4,257	3,965	-292	0.0	59.1	51.5	-7.6
(L330) Neighborhood Libraries	0	11,441	11,671	230	0.0	194.6	201.0	6.4
(L340) Adaptive Services	0	509	531	22	0.0	7.0	7.0	0.0
(L350) Literacy Resources	0	1,210	1,227	17	0.0	10.0	9.0	-1.0
(L360) Teens of Distinction Program	0	302	207	-95	0.0	9.7	8.8	-0.9
(L370) Volunteers	0	59	61	2	0.0	1.0	1.0	0.0
(L380) Collections	0	4,468	2,900	-1,569	0.0	18.5	18.0	-0.5
(L390) Library Program Information	0	24	24	0	0.0	0.0	0.0	0.0
<b>Subtotal (L300) Library Services</b>	<b>0</b>	<b>23,553</b>	<b>21,840</b>	<b>-1,713</b>	<b>0.0</b>	<b>310.9</b>	<b>307.3</b>	<b>-3.6</b>
<b>(L400) Business Operations</b>								
(L410) Custodial and Maintenance	0	3,062	3,720	658	0.0	44.0	44.0	0.0
(L420) Public Safety	0	1,080	1,158	78	0.0	18.0	18.0	0.0
(L430) Asset Management	0	15	15	0	0.0	1.0	1.0	0.0
(L440) 21st Century Capital Projects	0	152	385	233	0.0	0.0	2.0	2.0
(L450) Public Service Technology	0	1,955	2,587	632	0.0	5.0	5.0	0.0
<b>Subtotal (L400) Business Operations</b>	<b>0</b>	<b>6,263</b>	<b>7,865</b>	<b>1,602</b>	<b>0.0</b>	<b>68.0</b>	<b>70.0</b>	<b>2.0</b>
<b>Total Proposed Operating Budget</b>	<b>40,787</b>	<b>37,037</b>	<b>36,518</b>	<b>-519</b>	<b>458.6</b>	<b>440.9</b>	<b>428.8</b>	<b>-12.1</b>

(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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Budget Changes**

**Cost Increases:** DCPL's personal services costs in the Local funds budget will be increased by \$208,588 to account for salary step increases and fringe benefits changes. The agency's Local funds budget will be increased by an additional \$233,326 as a result of the conversion of FTEs from Capital to Operating funds. With three new libraries opening in FY 2012, DCPL's Local budget for contractual services, other services and charges, and supplies and materials will increase by \$644,735 to support additional operational needs related to custodial services and public service technology in the new libraries. A total of \$4,000 of Local funds is provided as one-time funding for the Library Services program.

DCPL's Federal grants budget increases by \$99,876 for other services and charges, and by \$5,331 for supplies and materials based on allocations for the FY 2012 award of the Library Services and Technology Act grant.

In FY 2012, DCPL will increase its services by leveraging Special Purpose Revenue funds and Federal Grants. The Special Purpose Revenue budget has been adjusted for increases of \$100,000 in other services and charges, \$95,000 in equipment, \$5,000 in contractual services, \$3,356 in supplies and materials, and \$2,971 in personal services costs.

The Intra-District budget reflects an increase of \$520,316 due to DCPL's Memorandum of Understanding (MOU) with the Office of the Chief Technology Officer (OCTO). The Sustainable Broadband Adoption MOU with OCTO is based on Federal stimulus funding related to the Broadband Technology Opportunity Program (BTOP).

**Cost Decreases:** Adjustments in personal services include a reduction of 6.6 Locally-funded FTEs, which accounts for a decrease of \$208,588. DCPL has reallocated \$16,794 for miscellaneous contractual services to offset increased costs in supplies and other services and charges. Furthermore, a net reduction of \$452,324 in personal services is due to a staffing realignment, resulting in a net decrease of 6.5 Locally-funded FTEs. DCPL reduced its acquisition of equipment by \$1,440,000.

DCPL's Federal Grants funds budget includes a decrease in personal services costs by \$51,411 and 1.0 FTE, a decrease of \$2,672 to align steps and fringe benefit changes, and a decrease in equipment costs by \$42,811. DCPL's Special Purpose Revenue funds will be reduced by \$240,000 to align with revenue estimates and the agency's fund balance.

**Shift:** DCPL shifted a total of \$314,000 and 1.0 FTE previously funded with Special Purpose Revenue to Local funds.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table CE0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table CE0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>35,166</b>	<b>432.9</b>
Cost Decrease: Reduction in FTEs	Multiple Programs	-209	-6.6
Cost Decrease: Decrease funding for Contractual Services	Agency Management Program	-17	0.0
Cost Increase: Align personal services and fringe benefits based on historical growth and planned step increases	Multiple Programs	209	0.0
Cost Increase: Conversion of Capital FTEs to Operating	Business Operations	233	2.0
Cost Increase: Increase funding for Other Services and Supplies	Agency Management Program	17	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>35,399</b>	<b>428.3</b>
Eliminate: Eliminate FTEs	Multiple Programs	-452	-6.5
Cost Decrease: Decrease funding for equipment	Multiple Programs	-1,440	0.0
Cost Increase: Increase funding for Supplies and Materials	Business Operations	31	0.0
Cost Increase: Increase funding for Other Services and Charges	Multiple Programs	564	0.0
Cost Increase: Increase funding for Contractual Services	Business Operations	50	0.0
Shift: FTE from Special Purpose Revenue funds	Agency Management Program	87	1.0
Shift: Convert Special Purpose Revenue funds to Local funds	Agency Management Program	223	0.0
Shift: One-time assessment	Library Services	4	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>34,465</b>	<b>422.8</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>940</b>	<b>7.0</b>
Cost Decrease: Reduction in FTE	Library Services	-51	-1.0
Cost Decrease: Align personal services and fringe benefits based on historical growth and planned step increases	Library Services	-3	0.0
Cost Decrease: Decrease funding for equipment	Library Services	-43	0.0
Cost Increase: Increase funding for Supplies and Materials	Library Services	5	0.0
Cost Increase: Increase funding for Other Services and Charges	Library Services	100	0.0
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>948</b>	<b>6.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>932</b>	<b>1.0</b>
Cost Increase: Align personal services and fringe benefits based on historical growth rate and planned step increases	Agency Management Program	3	0.0
Cost Increase: Increase funding for Supplies and Materials	Agency Management Program	3	0.0
Cost Increase: Increase funding for Other Services and Charges	Agency Management Program	100	0.0
Cost Increase: Increase funding for Contractual Services	Business Operations	5	0.0
Cost Increase: Increase funding for equipment	Library Services	95	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>1,138</b>	<b>1.0</b>
Shift: FTE to Local funds	Agency Management Program	-87	-1.0
Shift: Convert Special Purpose Revenue funds to Local funds	Multiple Programs	-227	0.0
Cost Decrease: Reduce Special Purpose Revenue funds to align with revenue estimate/fund balance	Multiple Programs	-240	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>584</b>	<b>0.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>0</b>	<b>0.0</b>
Cost Increase: Increase funding for Contractual Services	Business Operations	212	0.0
Cost Increase: Increase funding for equipment	Business Operations	309	0.0
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>520</b>	<b>0.0</b>
<b>Gross for CEO - District of Columbia Public Library</b>		<b>36,518</b>	<b>428.8</b>

(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 2012:

### 1. Office of the Chief Librarian

**Objective 1:** Strategically manage the resources and operations of the Library.

**Objective 2:** Develop a strategic plan for future Library facilities, programs and services.

### 2. Library Services and Business Operations

**Objective 1:** Library as community space.

**Objective 2:** Library resources for the public.

**Objective 3:** Technology: Access to the online world is critical in the 21st century.

## Agency Performance Measures

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Annual circulation of books and other library materials	2,337,536	2,571,290	2,712,775	+10% 2,984,052	+10% 3,282,457	+10% 3,610,703
Cardholders as a percent of total population	35.82%	39%	36.32%	40%	40%	40%
Number of card holders	230,968	237,897	288,636	+3% 300,000	+3% 309,000	+3% 318,270
Number of website user visits	973,684	1,071,052	1,997,524	+10 % 2,197,276	+10 % 2,417,004	+10 % 2,658,704
Number of attendees at library-sponsored programs	194,240	200,000	197,282	+3% 203,200	+3% 209,296	+3% 215,575
Number of participants at community-sponsored meetings	148,791	140,000	153,471	+3% 158,075	+3% 162,817	+3% 167,702
Number of library renovations/constructions on schedule for design phase	100%	100%	100%	100%	100%	100%
Number of library renovations/constructions on schedule for construction phase	71.43%	100%	88.89%	100%	100%	100%
Number of libraries re-opened in accordance with schedule	100%	100%	83.33%	100%	100%	100%
Percent increase in circulation of children's materials	604,336	664,770	662,601	+10 % 728,861	+10 % 801,747	+10 % 881,922
Percent increase in the number of new library cards for children	6,414	7,055	8,958	+3% 9,226	+3% 9,503	+3% 9,788
Increase participation and completion rates in summer reading for pre-school and elementary school age children	27,674	28,382	9,440	+3% 9,723	+3% 10,014	+3% 10,315
Percent increase in attendance at programs for children in their first five years	83,952	85,000	89,342	+3% 92,022	+3% 94,783	+3% 97,626
Percent increase in the number of story hours for children	2,588	2,847	2,497	+3% 2,571	+3% 2,649	+3% 2,728
Number of people using on-line homework help	2,652	2,747	3,169	+10 % 3,485	+10 % 3,834	+10 % 4,217
Participation in teen summer reading programs	4,126	4,500	2,057	+3 % 2,118	+3 % 2,182	+3 % 2,247

(Continued on next page)

## Performance Measures

(Continued)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percent increase in the number of new library cards for teens	10,891	11,980	14,242	+3 % 14,669	+3 % 15,109	+3 % 15,562
Percent increase in number of books downloaded	14,123	15,535	27,794	+10 % 30,573	+10 % 33,630	+10 % 36,993
Percent increase in number of adult learners seeking assistance	2,637	2,901	2,542	+10 % 2,796	+10 % 3,075	+10 % 3,383
Percent increase in number of GED practice tests administered	1,048	1,153	1,169	+10 % 1,285	+10 % 1,414	+10 % 1,555
Circulation per capita	3.97	4.37	4.52	4.65	4.79	4.93
Increase in the number of public access computers	594	644	679	700	750	800
Percent increase in the number of sessions on public access computers by children	148,749	163,624	139,626	+10 % 153,588	+10 % 168,947	+10 % 185,842
Percent increase in the number of sessions on public access computers by teens and adults	363,935	400,328	530,733	+10 % 583,806	+10 % 642,186	+10 % 706,405
Percent increase in the number of sessions of remote access to Library's electronic resources	125,444	137,988	182,021	+10 % 200,223	+10 % 220,245	+10 % 242,269
Percent computers are available ("Uptime") to the public	91%	90%	90%	90%	90%	90%
Percentage of sub-grantee budget spent on programmatic costs <sup>1</sup>	Not Available	Not Available	Not Available	90%	90%	90%
Percentage of monitoring reports completed for each grant award <sup>2</sup>	Not Available	Not Available	Not Available	100%	100%	100%

### Performance Plan Endnotes:

1. The Wise Giving Alliance of the Better Business Bureau identifies 65 percent to be an industry standard for this measure <http://www.bbb.org/us/Charity-Standards/>. This metric measures all subgrantees' programmatic costs as a percentage of their overall costs.
2. Pursuant to section 11.4 of the Grants Manual and Source Book, all District agencies must complete monitoring reports. All District agencies should be in compliance with this standard. The standard is 100 percent.

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# District of Columbia Public Charter School Board

[www.dcpubliccharter.com](http://www.dcpubliccharter.com)  
Telephone: 202-328-2660

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$1,605,245	\$3,490,251	\$3,490,251	0.0
FTEs	11.1	23.0	23.0	0.0

*Please Note: D.C. PCSB does not use the District's financial system. As such, actual data for FY 2010 show only Local funds. For gross funds agency actual expenditures, please refer to the D.C. PCSB's annual financial report located on the agency website at <http://www.dcpubliccharter.com/PCSB-Accountability/Fiscal-Audits.aspx>*

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The D.C. Public Charter School Board's (PCSB) mission is to provide quality public school options for D.C. students, families, and communities.

### Summary of Services

PCSB has four key functions: 1) ensuring that only highest quality applicants are approved to open charter schools through a comprehensive application review process, 2) using effective oversight in holding schools to high standards for results and making oversight decisions in the interests of students, 3) providing meaningful support including clear feedback, rewards, and consequences, and 4) actively engaging stakeholders - being transparent and accountable, providing information, and soliciting feedback about community impacts and preferences.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table GB0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GB0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	1,660	1,605	1,321	1,076	-245	-18.5
Special Purpose Revenue Funds	0	0	2,169	2,414	245	11.3
<b>Total for General Fund</b>	<b>1,660</b>	<b>1,605</b>	<b>3,490</b>	<b>3,490</b>	<b>0</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>1,660</b>	<b>1,605</b>	<b>3,490</b>	<b>3,490</b>	<b>0</b>	<b>0.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table GB0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table GB0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	0.0	11.1	0.0	0.0	0.0	N/A
Special Purpose Revenue Funds	0.0	0.0	23.0	23.0	0.0	0.0
<b>Total for General Fund</b>	<b>0.0</b>	<b>11.1</b>	<b>23.0</b>	<b>23.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed FTEs</b>	<b>0.0</b>	<b>11.1</b>	<b>23.0</b>	<b>23.0</b>	<b>0.0</b>	<b>0.0</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table GB0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GB0-3**  
(dollars in thousands)

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>Comptroller Source Group</b>						
11 - Regular Pay - Cont Full Time	0	45	110	96	-14	-12.9
14 - Fringe Benefits - Curr Personnel	0	4	10	29	19	185.8
<b>Subtotal Personal Services (PS)</b>	<b>0</b>	<b>49</b>	<b>120</b>	<b>124</b>	<b>4</b>	<b>3.6</b>
50 - Subsidies and Transfers	1,660	1,556	3,370	3,366	-4	-0.1
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>1,660</b>	<b>1,556</b>	<b>3,370</b>	<b>3,366</b>	<b>-4</b>	<b>-0.1</b>
<b>Gross Funds</b>	<b>1,660</b>	<b>1,605</b>	<b>3,490</b>	<b>3,490</b>	<b>0</b>	<b>0.0</b>

\*Percent change is based on whole dollars.

### Program Description

The PCSB does not use the District's financial system. For budget presentation, its budget is shown as operating through the District's standard administrative program:

**D.C. Public Charter School Board** - is responsible for the organizational development, administration, and workforce management for the agency in addition to the periodic review of PCSB's academic, financial and governance platforms. The agency's operations are funded by an annual Local funds appropriation, as well as Special Purpose Revenue funds derived from an administrative fee of one half of one percent of each charter school's annual Local funds appropriation [refer to the District of Columbia Public Charter Schools budget chapter] that is authorized under Section 38-1802.11(b)(2) of the District of Columbia Official Code. This program serves as the PCSB's Agency Management program.

### Program Structure Change

The District of Columbia Public Charter School Board has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table GB0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table GB0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(0010) D.C. Public Charter Schools Board</b>								
(1000) Agency Management Program	1,605	3,490	3,490	0	11.1	23.0	23.0	0.0
<b>Subtotal (0010) D.C. Public Charter Schools Board</b>	<b>1,605</b>	<b>3,490</b>	<b>3,490</b>	<b>0</b>	<b>11.1</b>	<b>23.0</b>	<b>23.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>1,605</b>	<b>3,490</b>	<b>3,490</b>	<b>0</b>	<b>11.1</b>	<b>23.0</b>	<b>23.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Shift:** Special Purpose Revenue funds are projected to increase by \$245,000 in FY 2012. PCSB will shift Local funds oversight expenditures to Special Purpose Revenue funds for a Local fund savings of \$245,000. The proposed shift has no impact on the PCSB's current service level.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table GB0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table GB0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>1,321</b>	<b>0.0</b>
No Change: No change	D.C. Public Charter Schools Board	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>1,321</b>	<b>0.0</b>
Shift: Shift program expenditures on oversight activity to Special Purpose Revenue funds	D.C. Public Charter Schools Board	-245	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>1,076</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>2,169</b>	<b>23.0</b>
No Change: No change	D.C. Public Charter Schools Board	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>2,169</b>	<b>23.0</b>
Shift: Shift program expenditures funded through projected increase in Special Purpose Revenue funds from Local funds	D.C. Public Charter Schools Board	245	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>2,414</b>	<b>23.0</b>
<b>Gross for GB0 - D.C. Public Charter School Board</b>		<b>3,490</b>	<b>23.0</b>

## Agency Performance Plan

The agency's performance plan has the following objectives for FY 2012:

**Objective 1:** Employ a portfolio management system that bases PCSB decisions for resource allocations and board actions using consistent definitions of school performance.

**Objective 2:** Increase stakeholder engagement and board transparency.

**Objective 3:** Improve collection, analysis and reporting of school performance data for oversight purposes.

**Objective 4:** Continue to develop and expand financial resources.

## Agency Performance Measures

Table GB0-6

Measure <sup>1</sup>	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of new items posted to the website (weekly)	Not Available	10	6	10	10	10
Number of community member subscriptions for email updates	600	900	2,000	1,500	2,000	2,200
Number of PCSB events on Twitter	Not Available	Not Available	8	16	20	20
Number of Twitter followers	Not Available	Not Available	79	100	150	200
Average number of community members participating and/or attending PCSB meetings and hearings	14	20	20	30	30	30
Number of meetings or hearings held by the PCSB each year	14	16	20	20	20	20
Number of community meetings or events hosted or participated in by PCSB members or staff	6	8	8	8	10	10
PCSB community-oriented publications distributed	2	6	5	8	8	8
Number of campuses passing initial compliance screen	Not Available	Not Available	54	87	93	99
Number of campuses passing initial governance screening	Not Available	Not Available	50 <sup>2</sup>	77	82	89
Number of campuses requiring a targeted Program Development Review	Not Available	Not Available	Not Available	36	31	26
Number of campuses requiring a full Program Development Review	Not Available	Not Available	Not Available	41	36	32
Number of performance measures to demonstrate charter school performance <sup>3</sup>	Not Available	19	19	40	40	40
Number of PMF Review Reports by September 15	Not Available	99	Not Available	102	103	105

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## Agency Performance Measures (Continued)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Donors identified to support MODMS/technology <sup>4</sup>	1	1	1	1	Not Available	Not Available
Donors identified to support MASP initiative <sup>5</sup>	1	1	0	1	Not Available	Not Available
Donors identified to support PCS oversight	2	1	1	1	1	1

DCCAS: D.C. Comprehensive Assessment System

MASP: Monitoring and Accountability for School Performance

MODMS: Mission Oriented Data Management Solution

PMF: Performance Management Framework

### Performance Plan Endnotes:

1. Please note that many of these standards are particular to PCSB, as PCSB is the only charter authorizer using the PMF, which allows for not only transparent results of school performance, but also clear PCSB responses as a result. Likewise, no other districts or states are using anything similar to PMF.
2. New schools and those that participated in Governance Review Pilot did not participate in the Governance Review in FY 2010.
3. The total number of measures does not reflect the number of measures being held for each school. Rather, these numbers reflect the total of all schools; there are standard schools (grades 3 – 12), where the measures are mostly the same with little variation. There are also non-standard schools (early childhood, adult/GED, special needs) where because of the lack of DCCAS data, there are very individualized performance measures--often different from the standard schools. Further, each school will have mission-specific measures that speak to their unique programs. As a result, the increase in the number of measures is more reflective of schools adding mission-specific measures over time, plus new schools with new mission-specific measures.
4. The PCSB will no longer seek funding for this initiative in FY 2012 and FY 2013.
5. The PCSB will no longer seek funding for this initiative in FY 2012 and FY 2013.

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# Office of the Deputy Mayor for Education

<http://dme.dc.gov>

Telephone: 202-727-3636

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$1,987,065	\$1,227,108	\$1,912,273	55.8
FTEs	6.6	8.0	11.0	37.5

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The Office of the Deputy Mayor for Education (DME) supports the Mayor in developing and implementing a world class education system that enables children, youth, and adults to compete locally and globally.

## Summary of Services

The function of the DME is to plan, coordinate, and supervise all public education and education-related policies and activities under its jurisdiction, including development and support of programs to improve the delivery of educational services and opportunities, from early childhood to the post-secondary education level; to innovate new programs and strategies for addressing the needs of children and families; and to coordinate interagency initiatives targeted at supporting students and schools.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table GW0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GW0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	4,479	823	1,227	1,912	685	55.8
<b>Total for General Fund</b>	<b>4,479</b>	<b>823</b>	<b>1,227</b>	<b>1,912</b>	<b>685</b>	<b>55.8</b>
<b>Intra-District Funds</b>						
Intra-District Funds	448	1,164	0	0	0	N/A
<b>Total for Intra-District Funds</b>	<b>448</b>	<b>1,164</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Gross Funds</b>	<b>4,926</b>	<b>1,987</b>	<b>1,227</b>	<b>1,912</b>	<b>685</b>	<b>55.8</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table GW0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table GW0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	19.9	6.6	8.0	11.0	3.0	37.5
<b>Total for General Fund</b>	<b>19.9</b>	<b>6.6</b>	<b>8.0</b>	<b>11.0</b>	<b>3.0</b>	<b>37.5</b>
<b>Total Proposed FTEs</b>	<b>19.9</b>	<b>6.6</b>	<b>8.0</b>	<b>11.0</b>	<b>3.0</b>	<b>37.5</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table GW0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GW0-3**  
(dollars in thousands)

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>Comptroller Source Group</b>						
11 - Regular Pay - Cont Full Time	1,512	1,079	747	1,043	296	39.7
12 - Regular Pay - Other	164	239	0	0	0	N/A
13 - Additional Gross Pay	2	13	0	0	0	N/A
14 - Fringe Benefits - Curr Personnel	282	288	187	283	97	51.8
15 - Overtime Pay	4	0	0	0	0	N/A
<b>Subtotal Personal Services (PS)</b>	<b>1,964</b>	<b>1,619</b>	<b>933</b>	<b>1,326</b>	<b>393</b>	<b>42.1</b>
20 - Supplies and Materials	5	0	8	8	0	0.0
31 - Telephone, Telegraph, Telegram, Etc.	17	32	0	0	0	N/A
40 - Other Services and Charges	2,031	336	267	360	92	34.6
41 - Contractual Services - Other	909	0	19	219	200	1,068.1
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>2,962</b>	<b>368</b>	<b>294</b>	<b>586</b>	<b>292</b>	<b>99.5</b>
<b>Gross Funds</b>	<b>4,926</b>	<b>1,987</b>	<b>1,227</b>	<b>1,912</b>	<b>685</b>	<b>55.8</b>

\*Percent change is based on whole dollars.

### Program Description

The Office of the Deputy Mayor for Education operates through the following program:

**Department of Education** – carries out the functions of the Deputy Mayor for Education.

This program contains the following 2 activities:

- **Agency Oversight and Support** – encompasses all of the staffing necessary to carry out core functions, including development, analysis, and oversight of education strategy initiatives; coordinates inter-agency initiatives and strategies, including the Inter-agency Collaboration and Service Integration Commission, that support schools and youth development; and monitors District agency performance indicators and progress toward meeting performance goals for education and youth development; and

- **Office of Public Education Facilities Planning (OPEFP)** – responsible for the development of the Master Facilities Plan, including detailed analysis of the citywide education facility portfolio and recommendations for the location, planning, use, re-use, and design of the District's education facilities and campuses.

### Program Structure Change

The Office of the Deputy Mayor for Education has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table GW0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table GW0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(2000) Department of Education</b>								
(2010) Agency Oversight and Support	856	1,018	1,550	532	6.6	8.0	10.0	2.0
(2015) ICSIC	1,150	209	0	-209	0.0	0.0	0.0	0.0
(2020) Office of the Ombudsman for Public Education	-19	0	0	0	0.0	0.0	0.0	0.0
(2025) Office of Public Education Facilities Planning	0	0	362	362	0.0	0.0	1.0	1.0
<b>Subtotal (2000) Department of Education</b>	<b>1,987</b>	<b>1,227</b>	<b>1,912</b>	<b>685</b>	<b>6.6</b>	<b>8.0</b>	<b>11.0</b>	<b>3.0</b>
<b>Total Proposed Operating Budget</b>	<b>1,987</b>	<b>1,227</b>	<b>1,912</b>	<b>685</b>	<b>6.6</b>	<b>8.0</b>	<b>11.0</b>	<b>3.0</b>

(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 agency's activities within this agency's programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

### FY 2012 Proposed Budget Changes

**Transfer Out:** The Deputy Mayor for Education (DME) Local funds budget decreased by \$4,728 due to the transfer of the Local portion of the information technology assessment to the Office of Chief Technology Officer (OCTO).

**Cost Savings:** In FY 2012, the Interagency Collaboration and Services Integration Commission will implement innovations and strategies to support the needs of children and families with a savings of \$77,225.

**Policy Initiatives:** DME will establish the Office of Public Education Facilities Planning activity funded at \$362,480 of Local funds with 1.0 FTE, to develop a Master Facilities Plan. The agency's Local fund budget will also be increased by \$404,638 and 2 FTEs to enhance the Agency Support and Oversight activity to develop, analyze, and provide oversight of education strategy and coordination of interagency initiatives. Of the \$404,638 increase, \$150,000 will be one-time funding for the independent adult literacy gap analysis program, and \$50,000 will fund the Public Finance Reform Commission.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table GW0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table GW0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>1,227</b>	<b>8.0</b>
No Change: No change	Agency Management Program	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>1,227</b>	<b>8.0</b>
Transfer Out: Transfer IT assessment to OCTO	Agency Management Program	-5	0.0
Cost Increase: Interagency initiatives	Department of Education	205	2.0
Cost Increase: Public Finance Reform Commission	Department of Education	50	0.0
Cost Decrease: Interagency Collaboration and Services Integration Commission costs	Department of Education	-77	0.0
Cost Increase: Establishment of OPEFP activity	Department of Education	362	1.0
Cost Increase: One-time funding for independent adult literacy gap analysis	Department of Education	150	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>1,912</b>	<b>11.0</b>
<b>Gross for GW0 - Deputy Mayor for Education</b>		<b>1,912</b>	<b>11.0</b>

## Agency Performance Plan

The agency's performance plan has the following objectives for FY 2012:

**Objective 1:** Execute a District-wide educational strategy that addresses the needs of students, parents, and the community at all stages of the education life cycle (from early childhood to adult education). As the Mayor's chief advisor on education issues, the Office of the Deputy Mayor for Education provides guidance and direction to and fosters collaboration and alignment among the other education agencies in order to move the Mayor's reform agenda forward. Facilitate the execution of District-wide education strategies by all education-related agencies in order to expand and maximize educational opportunities available to residents at all stages of the education life cycle.

**Objective 2:** Coordinate high-quality services and programs that reach across city agencies and educational institutions to improve child and youth outcomes. Stimulate innovation and use of evidence-based practices to transform services for children and

families, extending the reach of the Mayor's education reforms beyond the classroom and supporting schools with the full resources of the government and community.<sup>1</sup>

**Objective 3:** Provide leadership, oversight, and support for the Office of the State Superintendent of Education (OSSE) and the schools construction program within the Department of General Services, and coordinate with District of Columbia Public Schools (DCPS), the Public Charter School Board, and public charter schools, the University of the District of Columbia and the Community College of the District of Columbia.

**Objective 4:** Establish the Office of Public Education Facilities Planning within the DME. The DME will be responsible for the development of the Master Facilities Plan, including detailed analysis of the city-wide education facility portfolio and recommendations for the location, planning, use, re-use, and design of the District's education facilities and campuses.

## Agency Performance Measures

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of special education-related performance targets met by both DCPS and OSSE	Not Available	75%	75%	80%	85%	85%
Decrease in the non-public education budget	Not Available	Not Available	Not Available	4%	3%	3%
Percentage of eligible staff trained in TCI and utilizing the program with fidelity <sup>2</sup>	Not Available	Not Available	Not Available	60%	Not Applicable	Not Applicable
Percentage of youth development primary indicators moving in positive direction	Not Available	Not Available	Not Available	65%	70%	75%
Increase in the number of adult CTE training programs available <sup>3</sup>	Not Available	2	2	3	Not Applicable	Not Applicable
Number of students served by ICSIC evidence-based programs <sup>4</sup>	13,560	14,916	14,801	+10%	Not Applicable	Not Applicable
Number of school-based staff trained through ICSIC evidence-based programs <sup>5</sup>	639	703	742	+10%	Not Applicable	Not Applicable
Percentage of LEAs engaged by the DME regarding the delivery of District government provided services	Not Available	Not Available	Not Available	Not Available	70%	75%

CTE: Continuing Technical Education

EBP: Evidence-Based Program

ICSIC: Interagency Collaboration and Services Integration Commission

LEA: Local Education Agency

TCI: Therapeutic Crisis Intervention

**Performance Plan Endnotes:**

1. DME is in the process of transitioning successful evidence-based programs (EBPs) to lead agencies. By the start of FY 2011, DME transitioned all but two of the Interagency Collaboration and Services Integration Commission (ICSIC) EBPs. By FY 2012, DME will no longer be providing funding or oversight for EBPs.
2. In FY 2010 and FY 2011, DME provided funding and transitional oversight for TCI. Beginning in FY 2012, this EBP will be managed by DCPS.
3. Beginning in FY 2011, the DME will no longer provide funding and oversight for adult CTE training programs. The Department of Employment Services has assumed this function.
4. DME is in the process of transitioning successful evidence-based programs (EBPs) to lead agencies. By the start of FY 2011, DME transitioned all but two of the ICSIC EBPs. By FY 2012, DME will no longer provide funding or oversight for EBPs.
5. Ibid.

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# Office of Public Education Facilities Modernization

[www.opefm.dc.gov](http://www.opefm.dc.gov)  
Telephone: 202-698-7700

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<b>Description</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Approved</b>	<b>FY 2012 Proposed</b>	<b>% Change from FY 2011</b>
Operating Budget	\$33,797,840	\$27,641,001	\$0	-100.0
FTEs	269.5	251.8	0.0	-100.0

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In Fiscal Year 2012, the Office of Public Education Facilities Modernization (OPEFM) will be absorbed into the Department of General Services (DGS). All property, records, unexpended balances and other funds available to the agency will be transferred to DGS. The functions of OPEFM are shown in the DGS budget chapter within the Governmental Direction and Support appropriation title.

The agency's FY 2009 and FY 2010 actual expenditures and FY 2011 approved budget are presented in the following tables:

## **FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type**

Table GM0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GM0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	24,720	28,761	26,203	0	-26,203	-100.0
Special Purpose Revenue Funds	14,412	2,676	1,438	0	-1,438	-100.0
<b>Total for General Fund</b>	<b>39,133</b>	<b>31,437</b>	<b>27,641</b>	<b>0</b>	<b>-27,641</b>	<b>-100.0</b>
<b>Intra-District Funds</b>						
Intra-District Funds	2,632	2,360	0	0	0	N/A
<b>Total for Intra-District Funds</b>	<b>2,632</b>	<b>2,360</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Gross Funds</b>	<b>41,765</b>	<b>33,798</b>	<b>27,641</b>	<b>0</b>	<b>-27,641</b>	<b>-100.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Full-Time Equivalents, by Revenue Type**

Table GM0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table GM0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	336.7	267.3	250.8	0.0	-250.8	-100.0
Special Purpose Revenue Funds	0.0	2.2	1.0	0.0	-1.0	-100.0
<b>Total for General Fund</b>	<b>336.7</b>	<b>269.5</b>	<b>251.8</b>	<b>0.0</b>	<b>-251.8</b>	<b>-100.0</b>
<b>Total Proposed FTEs</b>	<b>336.7</b>	<b>269.5</b>	<b>251.8</b>	<b>0.0</b>	<b>-251.8</b>	<b>-100.0</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table GM0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GM0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	19,729	16,789	15,795	0	-15,795	-100.0
12 - Regular Pay - Other	310	180	130	0	-130	-100.0
13 - Additional Gross Pay	3,419	577	275	0	-275	-100.0
14 - Fringe Benefits - Current Personnel	3,921	3,403	2,950	0	-2,950	-100.0
15 - Overtime Pay	1,319	1,245	475	0	-475	-100.0
<b>Subtotal Personal Services (PS)</b>	<b>28,698</b>	<b>22,193</b>	<b>19,625</b>	<b>0</b>	<b>-19,625</b>	<b>-100.0</b>
20 - Supplies and Materials	2,189	1,675	1,533	0	-1,533	-100.0
30 - Energy, Comm. and Building Rentals	30	281	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc.	380	391	0	0	0	N/A
32 - Rentals - Land and Structures	279	281	323	0	-323	-100.0
33 - Janitorial Services	32	0	0	0	0	N/A
34 - Security Services	88	127	135	0	-135	-100.0
40 - Other Services and Charges	1,325	364	1,142	0	-1,142	-100.0
41 - Contractual Services - Other	7,056	8,197	4,763	0	-4,763	-100.0
70 - Equipment and Equipment Rental	1,687	288	120	0	-120	-100.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>13,067</b>	<b>11,604</b>	<b>8,016</b>	<b>0</b>	<b>-8,016</b>	<b>-100.0</b>
<b>Gross Funds</b>	<b>41,765</b>	<b>33,798</b>	<b>27,641</b>	<b>0</b>	<b>-27,641</b>	<b>-100.0</b>

\*Percent change is based on whole dollars.

### Division Description

Division descriptions are available in the budget chapter for the Department of General Services.

### Division Structure Change

The Office of Public Education Facilities Modernization will be absorbed into the Department of General Services.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table GM0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table GM0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management</b>								
(1010) Personnel	2,750	314	0	-314	12.9	3.0	0.0	-3.0
(1020) Contracting and Procurement	37	0	0	0	0.0	0.0	0.0	0.0
(1080) Communications	0	254	0	-254	0.0	2.0	0.0	-2.0
(1090) Performance Management	0	2,048	0	-2,048	0.0	5.0	0.0	-5.0
(1095) Agency Management Other	6	0	0	0	1.2	0.0	0.0	0.0
<b>Subtotal (1000) Agency Management Program</b>	<b>2,792</b>	<b>2,616</b>	<b>0</b>	<b>-2,616</b>	<b>14.1</b>	<b>10.0</b>	<b>0.0</b>	<b>-10.0</b>
<b>(3000) Facilities Modernization Support Program</b>								
(3010) Facilities Modernization Support Program	2,360	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (3000) Facilities Modernization Support Program</b>	<b>2,360</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(5000) Repairs and Maintenance</b>								
(5221) Planning, Design and Construction Division	859	0	0	0	3.5	0.0	0.0	0.0
<b>Subtotal (5000) Repairs and Maintenance</b>	<b>859</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(5001) Repairs and Maintenance/NPS</b>								
(5015) Repairs and Maintenance/NPS	2,440	1,196	0	-1,196	0.0	0.0	0.0	0.0
(5231) Operations and Maintenance Division	21,474	21,043	0	-21,043	221.7	214.8	0.0	-214.8
(5251) Logistic	489	0	0	0	1.0	0.0	0.0	0.0
No Activity Assigned	392	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (5001) Repairs and Maintenance/NPS</b>	<b>24,795</b>	<b>22,239</b>	<b>0</b>	<b>-22,239</b>	<b>222.7</b>	<b>214.8</b>	<b>0.0</b>	<b>-214.8</b>
<b>(5002) Business Operations/Financial Services</b>								
(5095) Business Operations/Financial Services	1,509	926	0	-926	14.3	11.0	0.0	-11.0
<b>Subtotal (5002) Business Operations/Financial Services</b>	<b>1,509</b>	<b>926</b>	<b>0</b>	<b>-926</b>	<b>14.3</b>	<b>11.0</b>	<b>0.0</b>	<b>-11.0</b>
<b>(6000) Agency OCFO</b>								
(6015) AFO - Other	230	128	0	-128	1.0	1.0	0.0	-1.0
(6050) AFO - Budget	261	281	0	-281	1.9	2.0	0.0	-2.0
(6055) AFO - Accounting	506	439	0	-439	5.0	4.0	0.0	-4.0
<b>Subtotal (6000) Agency OCFO</b>	<b>996</b>	<b>848</b>	<b>0</b>	<b>-848</b>	<b>7.9</b>	<b>7.0</b>	<b>0.0</b>	<b>-7.0</b>

(Continued on next page)

**Table GM0-4 (continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(7000) Realty Office</b>								
(7010) Realty Office	453	478	0	-478	7.0	5.0	0.0	-5.0
No Activity Assigned	33	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (7000) Realty Office</b>	<b>486</b>	<b>478</b>	<b>0</b>	<b>-478</b>	<b>7.0</b>	<b>5.0</b>	<b>0.0</b>	<b>-5.0</b>
<b>(8000) Environmental Programs Office</b>								
(8010) Environmental Programs	0	534	0	-534	0.0	4.0	0.0	-4.0
<b>Subtotal (8000) Environmental Programs Office</b>	<b>0</b>	<b>534</b>	<b>0</b>	<b>-534</b>	<b>0.0</b>	<b>4.0</b>	<b>0.0</b>	<b>-4.0</b>
<b>Total Proposed Operating Budget</b>	<b>33,798</b>	<b>27,641</b>	<b>0</b>	<b>-27,641</b>	<b>269.5</b>	<b>251.8</b>	<b>0.0</b>	<b>-251.8</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

**FY 2012 Proposed Budget Changes**

**Transfer Out:** For FY 2012, the divisions, activities, funding and functions of Office of Public Education Facilities Modernization will be transferred to the Department of General Services. All funding, func-

tions and positions of OPEFM will be transferred to DGS, which represents a Gross Funds reduction of \$27,641,001 and 251.8 FTEs from the FY 2011 Approved Budget.

**FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type**

Table GM0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table GM0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>26,203</b>	<b>251.8</b>
Transfer Out: Agency transferred to DGS	Multiple Programs	-26,203	-251.8
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>0</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>1,438</b>	<b>1.0</b>
Transfer Out: Agency transferred to DGS	Multiple Programs	-1,438	-1.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>0</b>	<b>0.0</b>
<b>Gross for GM0 - Office of Public Education Facilities Modernization</b>		<b>0</b>	<b>0.0</b>

## Agency Performance Plan

The OPEFM performance plan is presented below but will be carried out by the Department of General Services.

### 1. Office of the Executive Director (Agency Management)

Objective 1: Apply performance benchmarks to assess and monitor personnel capabilities.

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#### Office of the Executive Director

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of employees who completed 2011 goals and objectives	259	269	265	248	248	248
Number of employees who participated in mid-year review (based on set goals)	259	269	265	248	248	248
Number of employees whose managers completed evaluation reviews (year-end)	259	269	265	248	248	248

### 2. School Construction Program Division

Objective 2: Modernize existing DCPS schools and facilities and build new DCPS schools and facilities.

Objective 3: Continue partnership with Certified Businesses in the District.

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#### School Construction Division

Measure <sup>1</sup>	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of modernization projects underway on time within the project deadlines	23	18	19	15	25	22
Number of modernization projects underway within the budget	23	18	19	15	25	22
Number of School Improvement Teams established including new projects	20	17	17	15	18	22
Number of square feet modernized	929,829	1,200,000	2,131,010	1,277,000	1,596,000	1,362,500
Contract dollars spent with Certified Business Enterprises (CBE) (50 percent participation goal)	64%	50% <sup>2</sup>	65%	50%	50%	50%

### 3. Division of Maintenance and Operations

**Objective 4:** Maintain DCPS facilities in a way that extends the life of the building systems, protects capital investments, and ensures healthy, safe and comfortable learning environments for DCPS students.

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#### Maintenance and Operations Division

<b>Measure</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Target</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Projection</b>	<b>FY 2013 Projection</b>
Number of open work orders	5,414	< 5,000	4,658	< 5,000	< 5,000	< 5,000
Number of work orders cleared	19,830	17,000	21,381	17,000	15,000	15,000
Average days to complete new work orders	42	31	25	20% Improvement compared to prior year actual	15% Improvement compared to prior year actual	15% Improvement compared to prior year actual

### 4. Office of Realty

**Objective 5:** Generate sufficient revenue by utilizing accessible space of school buildings and grounds through various forms of agreements (use, lease and license agreements).

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#### Office of Realty

<b>Measure</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Target</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Projection</b>	<b>FY 2013 Projection</b>
Gross Revenue (in millions)	0	\$3.5	\$3.7	\$3.5	\$3.2	\$3.5

**Performance Plan Endnotes:**

1. Baseline data and projections are reported as of September 30, 2010
2. Overall average – committed amount by OPEFM

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# Non-Public Tuition

[www.osse.dc.gov](http://www.osse.dc.gov)

Telephone: 202-727-6436

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$166,567,540	\$158,016,909	\$150,236,796	-4.9
FTEs	0.0	11.0	11.0	0.0

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The primary mission of the Non-Public Tuition agency is to provide funding for required special education and related services for children with disabilities attending nonpublic special education schools and programs under the federal Individuals with Disabilities Education Act (IDEA).

Non-Public Tuition also provides funding for special education and related services for children who have been placed into nonpublic residential facilities by the Child and Family Services Agency (CFSA), the Department of Mental Health (DMH), and the Department of Youth Rehabilitation Services (DYRS). It also funds children with disabilities who attend public schools in surrounding jurisdictions because they have been placed in out-of-state foster homes by CFSA. Lastly, it provides funding for supplemental special education services payments to St.

Coletta's Public Charter School under an agreement pursuant to section 38-1804.01(b)(3)(D) of the D.C. official code. The Non-Public Tuition agency holds funding for the cost of specialized services for District students described above who have Individual Education Programs (IEPs) under IDEA. The agency is administered by the Office of the State Superintendent of Education.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table GN0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GN0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	165,911	166,568	158,017	150,237	-7,780	-4.9
<b>Total for General Fund</b>	<b>165,911</b>	<b>166,568</b>	<b>158,017</b>	<b>150,237</b>	<b>-7,780</b>	<b>-4.9</b>
<b>Gross Funds</b>	<b>165,911</b>	<b>166,568</b>	<b>158,017</b>	<b>150,237</b>	<b>-7,780</b>	<b>-4.9</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table GN0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table GN0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	0.0	0.0	11.0	11.0	0.0	0.0
<b>Total for General Fund</b>	<b>0.0</b>	<b>0.0</b>	<b>11.0</b>	<b>11.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed FTEs</b>	<b>0.0</b>	<b>0.0</b>	<b>11.0</b>	<b>11.0</b>	<b>0.0</b>	<b>0.0</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table GN0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GN0-3**  
(dollars in thousands)

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>Comptroller Source Group</b>						
11 - Regular Pay - Cont Full Time	0	0	648	492	-157	-24.1
12 - Regular Pay - Other	0	0	0	186	186	N/A
14 - Fringe Benefits - Current Personnel	0	0	123	143	19	15.8
<b>Subtotal Personal Services (PS)</b>	<b>0</b>	<b>0</b>	<b>771</b>	<b>820</b>	<b>49</b>	<b>6.3</b>
20 - Supplies and Materials	0	0	10	5	-5	-50.0
40 - Other Services and Charges	0	0	54	42	-12	-23.0
41 - Contractual Services - Other	29,814	0	76	40	-35	-46.4
50 - Subsidies and Transfers	136,097	166,568	157,093	149,324	-7,769	-4.9
70 - Equipment and Equipment Rental	0	0	13	5	-8	-60.6
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>165,911</b>	<b>166,568</b>	<b>157,245</b>	<b>149,416</b>	<b>-7,829</b>	<b>-5.0</b>
<b>Gross Funds</b>	<b>165,911</b>	<b>166,568</b>	<b>158,017</b>	<b>150,237</b>	<b>-7,780</b>	<b>-4.9</b>

\*Percent change is based on whole dollars.

## Program Description

Non-Public Tuition operates through the following program:

**Non-Public Tuition** – funds a variety of required specialized services, including instruction, related services, educational evaluations, parental transportation reimbursement for certain expenses, and other costs, such as assistive technology and other supports and services provided by day and residential nonpublic special education schools and programs. The agency also provides funding for students with disabilities who are District residents placed by the Child and Family Services Agency (CSFA) into foster homes outside of the District of Columbia who attend public schools in those jurisdictions.

This program contains the following 3 activities:

- **Non-Public Tuition** – provides compliance with court-established vendor payment mandates covering all non-public special education schools and related service providers;
- **Non-Public Administration** – provides staff resources to administer the Non-Public Tuition fund; and
- **St. Coletta's Public Charter School** – provides budget for supplemental payments authorized pursuant to District of Columbia Official Code §38-1804.01(b)(3)(D) to cover the cost of students who require specialized services beyond what can be supported through the Uniform Per Student Funding Formula.

## Program Structure Change

The Non-Public Tuition agency has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table GNO-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table GNO-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Non-Public Tuition</b>								
(0100) Non-Public Tuition	0	150,562	143,591	-6,971	0.0	0.0	0.0	0.0
(0200) Non-Public Administration	0	7,455	913	-6,542	0.0	11.0	11.0	0.0
(0300) St. Coletta's Public Charter School	0	0	5,733	5,733	0.0	0.0	0.0	0.0
No Activity Assigned	166,568	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Non-Public Tuition</b>	<b>166,568</b>	<b>158,017</b>	<b>150,237</b>	<b>-7,780</b>	<b>0.0</b>	<b>11.0</b>	<b>11.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>166,568</b>	<b>158,017</b>	<b>150,237</b>	<b>-7,780</b>	<b>0.0</b>	<b>11.0</b>	<b>11.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Policy Initiatives:** The Office of the State Superintendent of Education (OSSE), DCPS, Independent Public Charter schools, and other stakeholders have worked collaboratively to make significant strides in reviewing data and developing plans for improvements in the Non-Public Tuition agency budget. This budget proposes a decrease of \$7,780,112 to account for the efforts of several cross-agency initiatives that will be

implemented in FY 2012, with the goal of decreasing costs and reducing the number of students in non-public schools in a manner that improves the District's compliance with the least restrictive environment (LRE) requirements of IDEA. The FY 2012 proposed budget also includes consideration of DYRS and CFSA placements into non-public education settings and public schools in surrounding jurisdictions.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table GN0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table GN0-5**

(dollars in thousands)

	Program	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>158,017</b>	<b>11.0</b>
Cost Decrease: Align personal services classification with actual agency structure	Non-Public Tuition	-157	-3.0
Cost Increase: Adjust for increases in salary and fringe benefits to include step increases	Non-Public Tuition	206	3.0
Cost Decrease: Adjust for anticipated increases in fringe benefits and step increases, reductions made to other services and contractual services	Non-Public Tuition	-49	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>158,017</b>	<b>11.0</b>
Cost Decrease: Account for efforts of cross-agency initiatives to reduce costs and reduce the number of students in non-public schools	Non-Public Tuition	-7,780	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>150,237</b>	<b>11.0</b>
<b>Gross for GN0 - NON-PUBLIC TUITION</b>		<b>150,237</b>	<b>11.0</b>

# Special Education Transportation

www.osse.dc.gov

Telephone: 202-727-6436

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$93,601,772	\$93,604,139	\$91,260,336	-2.5
FTEs	1,654.8	1,666.6	1,610.2	-3.4

The mission of the Special Education Transportation agency is to ensure equal access to education to all students by providing safe transit services to children with special needs.

The District is required to provide transportation for special-needs students to and from their schools. These services are required as part of the student's Individual Education Plan (IEP) pursuant to the federal Individuals with Disabilities Education Act

(IDEA). There are over 740 bus routes serving approximately 4,000 District special-needs students.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table GO0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GO0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	87,779	93,381	93,604	88,760	-4,844	-5.2
<b>Total for General Fund</b>	<b>87,779</b>	<b>93,381</b>	<b>93,604</b>	<b>88,760</b>	<b>-4,844</b>	<b>-5.2</b>
<b>Intra-District Funds</b>						
Intra-District Funds	319	221	0	2,500	2,500	N/A
<b>Total for Intra-District Funds</b>	<b>319</b>	<b>221</b>	<b>0</b>	<b>2,500</b>	<b>2,500</b>	<b>N/A</b>
<b>Gross Funds</b>	<b>88,098</b>	<b>93,602</b>	<b>93,604</b>	<b>91,260</b>	<b>-2,344</b>	<b>-2.5</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table GO0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table GO0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	1,427.2	1,654.8	1,666.6	1,610.2	-56.5	-3.4
<b>Total for General Fund</b>	<b>1,427.2</b>	<b>1,654.8</b>	<b>1,666.6</b>	<b>1,610.2</b>	<b>-56.5</b>	<b>-3.4</b>
<b>Total Proposed FTEs</b>	<b>1,427.2</b>	<b>1,654.8</b>	<b>1,666.6</b>	<b>1,610.2</b>	<b>-56.5</b>	<b>-3.4</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table GO0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GO0-3**

(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	14,140	15,221	22,253	12,381	-9,872	-44.4
12 - Regular Pay - Other	39,133	43,856	43,316	46,373	3,057	7.1
13 - Additional Gross Pay	63	454	0	0	0	N/A
14 - Fringe Benefits - Curr Personnel	12,803	14,993	11,668	12,393	725	6.2
15 - Overtime Pay	3,335	2,737	2,781	3,171	389	14.0
<b>Subtotal Personal Services (PS)</b>	<b>69,475</b>	<b>77,260</b>	<b>80,018</b>	<b>74,318</b>	<b>-5,701</b>	<b>-7.1</b>
20 - Supplies and Materials	534	552	414	646	232	56.0
30 - Energy, Comm. and Bldg Rentals	0	0	2,900	2,701	-199	-6.9
31 - Telephone, Telegraph, Telegram, Etc.	631	601	824	769	-55	-6.7
32 - Rentals - Land and Structures	0	0	0	1,451	1,451	N/A
33 - Janitorial Services	0	0	0	199	199	N/A
34 - Security Services	0	0	0	1,109	1,109	N/A
35 - Occupancy Fixed Costs	2,833	3,461	0	22	22	N/A
40 - Other Services and Charges	6,566	7,889	8,946	6,403	-2,543	-28.4
41 - Contractual Services - Other	3,886	3,368	502	1,670	1,168	232.8
50 - Subsidies and Transfers	0	0	0	425	425	N/A
70 - Equipment and Equipment Rental	4,173	470	0	1,547	1,547	N/A
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>18,623</b>	<b>16,341</b>	<b>13,586</b>	<b>16,943</b>	<b>3,357</b>	<b>24.7</b>
<b>Gross Funds</b>	<b>88,098</b>	<b>93,602</b>	<b>93,604</b>	<b>91,260</b>	<b>-2,344</b>	<b>-2.5</b>

\*Percent change is based on whole dollars.

## Program Description

Special Education Transportation operates through the following program:

**Special Education Transportation** - is responsible for ensuring that the District's special needs students are transported to and from schools and receive related services in a punctual manner in vehicles that meet established national standards. These services are required as part of each student's IEP pursuant to the IDEA.

This program contains the following 3 activities:

- **Transportation Central Office** - provides transit services to students with special needs. This activity includes the funding for terminal managers, bus drivers, attendants, monitors, and fleet ser-

vices. The central office also provides logistical services in order to maintain efficient and effective transportation for qualifying students;

- **Transportation Administrator** - provides leadership and oversight to the functions that comprise the Division of Transportation; and
- **Farecards and Truancy** - provides fare cards to eligible students with special needs pursuant to the School Transit Subsidy Act of 1978, D.C. Law 2-152, as set forth in District of Columbia Official Code, Sections 35-231 to 35-237 and 38-1702.11.

## Program Structure Change

Special Education Transportation has no program structure changes for the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table GO0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table GO0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(4400) State Special Education Transportation</b>								
(4410) Transportation Central Office	92,850	93,283	90,403	-2,880	1,654.8	1,666.6	1,610.2	-56.5
(4420) Transportation Administrator	186	274	432	158	0.0	0.0	0.0	0.0
(4430) Swing Space Transportation	136	0	0	0	0.0	0.0	0.0	0.0
(4440) Farecards and Truancy	426	46	425	379	0.0	0.0	0.0	0.0
<b>Subtotal (4400) State Special Education Transportation</b>	<b>93,599</b>	<b>93,604</b>	<b>91,260</b>	<b>-2,344</b>	<b>1,654.8</b>	<b>1,666.6</b>	<b>1,610.2</b>	<b>-56.5</b>
<b>(9980) Payroll Default Program</b>								
No Activity Assigned	3	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (9980) Payroll Default Program</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>93,602</b>	<b>93,604</b>	<b>91,260</b>	<b>-2,344</b>	<b>1,654.8</b>	<b>1,666.6</b>	<b>1,610.2</b>	<b>-56.5</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Cost Savings:** The FY 2012 proposed budget reflects a gross personal services budget reduction of \$6,213,991 and 111.4 locally funded FTEs, as the agency will reduce the number of bus drivers, bus attendants, relevant support positions, and administrative support funded in the budget. Current staffing levels for these three functions exceed the court-mandated 10 percent benchmark. This reduction is a conservative measure to ensure that court-ordered requirements can be met as personnel fluctuates throughout the year. The FY 2012 budget also includes a reduction of \$93,068 in agency-managed fixed costs for rent and janitorial costs.

**Cost Increase:** The proposed FY 2012 budget includes adjustments of \$1,518,593 to align contractual services, purchase of equipment, and new bus leases with projected costs. The FY 2012 intra-District budget includes funding of \$2,500,000 to reflect Medicaid reimbursement for transportation services provided to eligible students.

**Transfer Out:** The FY 2012 proposed budget reflects a transfer out of \$55,000 to the Office of the Chief Technology Officer (OCTO) for the Local portion of the telecom budget.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table GO0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table GO0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>93,604</b>	<b>1,666.6</b>
Cost Increase: Increase costs to realign salaries, step increases, and fringe benefits	State Special Education Transportation	495	55.0
Cost Decrease: Decrease of other services to maintain the same level of funding	State Special Education Transportation	-495	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>93,604</b>	<b>1,721.6</b>
Cost Decrease: Decrease of rent and janitorial costs in agency managed fixed costs	State Special Education Transportation	-93	0.0
Cost Decrease: Decrease regular pay, continuing full time and fringe benefits, to ensure that court-ordered requirements can be met	State Special Education Transportation	-6,214	-111.4
Cost Increase: Increase to realign contractual services, purchase of equipment, and bus leases	State Special Education Transportation	1,519	0.0
Transfer Out: Transfer of the Local portion of telecom budget to OCTO	State Special Education Transportation	-55	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>88,760</b>	<b>1,610.2</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>0</b>	<b>0.0</b>
Cost Increase: Funding increased to reflect Medicaid-related reimbursement	State Special Education Transportation	2,500	0.0
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>2,500</b>	<b>0.0</b>
<b>Gross for GO0 - Special Education Transportation</b>		<b>91,260</b>	<b>1,610.2</b>

# E

## Human Support Services

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# Department of Human Services

<http://dhs.dc.gov>

Telephone: 202-671-4200

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$334,691,138	\$316,664,742	\$343,278,415	8.4
FTEs	878.1	858.5	842.0	-1.9

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The mission of the Department of Human Services (DHS) is to coordinate and provide a range of benefits, goods and services that collectively create the enabling conditions for economically and socially challenged residents of the District of Columbia to enhance their quality of life and achieve greater degrees of self-sufficiency. DHS leads a coordinated and integrated community effort that recognizes and fulfills its responsibility to make easily accessible the resources and mechanisms that enable individuals and families to maximize their potential for self-sufficiency. Individuals and families respond by availing themselves of those resources and striving for self-sufficiency as a condition of receipt.

## Summary of Services

The operating services provided by DHS includes:

- Homeless Services – provides a continuum of services to individuals and families who are homeless or at risk of homelessness, so that they can obtain or maintain improved housing;
- Family Services – provides social services, case management and crisis intervention to meet the needs of vulnerable adults and families with children;

- Income Assistance – assists low-income individuals and families obtain benefits; and
- Agency Management – provides for administrative and operational support to achieve programmatic results.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table JA0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table JA0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	165,358	141,095	140,175	163,976	23,801	17.0
Special Purpose Revenue Funds	2,656	620	2,150	1,075	-1,075	-50.0
<b>Total for General Fund</b>	<b>168,014</b>	<b>141,715</b>	<b>142,325</b>	<b>165,051</b>	<b>22,726</b>	<b>16.0</b>
<b>Federal Resources</b>						
Federal Payments	0	6,528	9,980	0	-9,980	-100.0
Federal Grant Funds	138,944	161,025	137,537	153,295	15,757	11.5
Federal Medicaid Payments	11,179	10,332	10,686	14,166	3,479	32.6
<b>Total for Federal Resources</b>	<b>150,124</b>	<b>177,885</b>	<b>158,204</b>	<b>167,461</b>	<b>9,257</b>	<b>5.9</b>
<b>Private Funds</b>						
Private Grant Funds	80	49	0	0	0	N/A
Total for Private Funds	80	49	0	0	0	N/A
<b>Intra-District Funds</b>						
Intra-District Funds	11,630	15,042	16,136	10,766	-5,370	-33.3
<b>Total for Intra-District Funds</b>	<b>11,630</b>	<b>15,042</b>	<b>16,136</b>	<b>10,766</b>	<b>-5,370</b>	<b>-33.3</b>
<b>Gross Funds</b>	<b>329,849</b>	<b>334,691</b>	<b>316,665</b>	<b>343,278</b>	<b>26,614</b>	<b>8.4</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Full-Time Equivalents, by Revenue Type**

Table JA0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table JA0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change</b>
<b><u>General Fund</u></b>						
Local Funds	272.4	265.8	228.8	249.8	21.0	9.2
<b>Total for General Fund</b>	<b>272.4</b>	<b>265.8</b>	<b>228.8</b>	<b>249.8</b>	<b>21.0</b>	<b>9.2</b>
<b><u>Federal Resources</u></b>						
Federal Grant Funds	356.2	448.4	453.1	404.1	-49.0	-10.8
Federal Medicaid Payments	118.6	142.0	147.6	177.2	29.5	20.0
Federal Payments	0.0	5.0	5.0	0.0	-5.0	-100.0
<b>Total for Federal Resources</b>	<b>474.8</b>	<b>595.4</b>	<b>605.8</b>	<b>581.2</b>	<b>-24.5</b>	<b>-4.0</b>
<b><u>Private Funds</u></b>						
Private Grant Funds	0.1	0.0	0.0	0.0	0.0	N/A
<b>Total for Private Funds</b>	<b>0.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>N/A</b>
<b><u>Intra-District Funds</u></b>						
Intra-District Funds	16.3	16.9	24.0	11.0	-13.0	-54.2
<b>Total for Intra-District Funds</b>	<b>16.3</b>	<b>16.9</b>	<b>24.0</b>	<b>11.0</b>	<b>-13.0</b>	<b>-54.2</b>
<b>Total Proposed FTEs</b>	<b>763.6</b>	<b>878.1</b>	<b>858.5</b>	<b>842.0</b>	<b>-16.5</b>	<b>-1.9</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table JA0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table JA0-3**

(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
11 - Regular Pay - Cont Full Time	42,894	41,071	47,313	46,294	-1,019	-2.2
12 - Regular Pay - Other	3,099	3,596	4,024	3,446	-578	-14.4
13 - Additional Gross Pay	1,684	1,567	0	0	0	N/A
14 - Fringe Benefits - Curr Personnel	9,529	9,625	10,331	11,161	830	8.0
15 - Overtime Pay	1,098	684	628	394	-235	-37.4
<b>Subtotal Personal Services (PS)</b>	<b>58,305</b>	<b>56,543</b>	<b>62,297</b>	<b>61,296</b>	<b>-1,002</b>	<b>-1.6</b>
20 - Supplies and Materials	394	431	459	463	4	0.8
30 - Energy, Comm. and Bldg Rentals	3,369	3,558	4,049	4,939	889	22.0
31 - Telephone, Telegraph, Telegram, Etc	1,662	1,244	1,529	1,287	-243	-15.9
32 - Rentals - Land and Structures	14,188	12,156	11,007	10,852	-156	-1.4
33 - Janitorial Services	135	44	33	185	152	453.6
34 - Security Services	5,230	1,327	1,584	1,318	-266	-16.8
35 - Occupancy Fixed Costs	989	1,534	1,050	3,080	2,030	193.2
40 - Other Services and Charges	2,442	2,611	3,277	4,133	856	26.1
41 - Contractual Services - Other	6,328	10,547	7,769	6,136	-1,633	-21.0
50 - Subsidies and Transfers	236,212	242,874	222,748	248,865	26,117	11.7
70 - Equipment and Equipment Rental	595	1,822	860	725	-135	-15.7
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>271,544</b>	<b>278,148</b>	<b>254,367</b>	<b>281,983</b>	<b>27,615</b>	<b>10.9</b>
<b>Gross Funds</b>	<b>329,849</b>	<b>334,691</b>	<b>316,665</b>	<b>343,278</b>	<b>26,614</b>	<b>8.4</b>

\*Percent change is based on whole dollars.

## Division Description

The Department of Human Services operates through the following 4 divisions:

**Income Maintenance Administration (IMA)** - determines eligibility and the amount of assistance for those receiving Temporary Assistance for Needy Families (TANF), Medical Assistance, Food Stamps, and the childcare subsidy; and helps low-income adults achieve self-sufficiency through employment and work-related activities. IMA also administers the Burial Assistance program, Interim Disability Assistance, and General Children's Assistance.

This division contains the following 10 activities:

- **Burial Assistance** - provides assistance to low-income families who need help with funeral expenses;
- **General Assistance for Children** - provides financial assistance to eligible individuals caring for unrelated children under the age of 18;
- **Interim Disability Assistance (IDA)** - provides temporary financial assistance to those who are unable to work due to a disability and who have a high probability of receiving federal Supplemental Security Income (SSI). IDA payments are issued until SSI eligibility is approved or denied, after which the IDA payment ends;
- **Temporary Assistance for Needy Families (TANF)** - provides social support services to support social and economic self-sufficiency;
- **Cash Assistance (TANF)** - provides financial assistance to eligible individuals, with children under the age of 18, so that they can meet their basic needs and transition to economic self-sufficiency;
- **Job Opportunity and Training (TANF)** - provides employment readiness, skill development training, and educational enrichment to eligible individuals so that they can be socially and economically self-reliant;
- **Case Management** - provides diagnostic, evaluation and plan development services to consumers, in order to determine the comprehensiveness of the consumer's service needs and plan the treatment and support needed;

- **Eligibility Determination Services** - provides program eligibility determination services to disadvantaged individuals of the District of Columbia for services for which they qualify;
- **Monitoring and Quality Assurance** - provides internal monitoring of IMA's compliance with Federal and District laws and court orders. Addresses the accurate and timely determination of eligibility and administration of benefits; and
- **Early Education Subsidy Transfer** - provides subsidized child care for the children of eligible TANF recipients.

**Family Services Administration (FSA)** - helps homeless individuals and families, low-income people, adults at-risk for abuse or neglect, teenage parents, troubled families, and refugees to become gradually stable and fully self-sufficient through an array of social services, assessments, and case-management and crisis-intervention services.

This division contains the following 8 activities:

- **Adult Protective Services (APS)** - investigates alleged abuse, neglect, self neglect, and exploitation of frail elderly and disabled adults, and intervenes to protect vulnerable adults who are at risk;
- **Domestic Violence Services** - provides protection, emergency shelter and crisis intervention services to victims of domestic violence so that they can seek immediate relief from harm;
- **Permanent Support Housing** - provides permanent housing and supportive services to chronically homeless individuals and families;
- **Homeless Services Continuum** - provides shelter, housing stabilization, and crisis intervention services to individuals and families in the District of Columbia who are homeless or at-risk of homelessness so that they can obtain and/or maintain permanent living arrangements;
- **Refugee Resettlement Program** - provides social services, cash, and medical assistance to eligible refugees and their families through sub-grant arrangements with community-based non-profit agencies;

- **Strong Families Program** - provides comprehensive service delivery through case management and support services to families who are experiencing significant social, emotional, or other crises in order to deescalate and help stabilize the family and resolve the presenting issues;
- **Community Services Block Grant** - provides assistance to low-income residents through a network of community action agencies and other neighborhood-based organizations in order to reduce poverty, revitalize low-income communities, and empower low-income families and individuals to become self-reliant; and
- **Subsidy Transfer** - provides childcare benefits for low-income families.

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

### **Division Structure Change**

The Department of Human Services has no division structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table JA0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides FY 2010 actual data.

**Table JA0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1010) Agency Management/Personnel	775	814	821	7	7.6	9.0	9.0	0.0
(1015) Agency Management/Training	381	0	0	0	5.5	0.0	0.0	0.0
(1017) Agency Management/Labor Management Partnership	195	111	113	3	2.7	1.0	1.0	0.0
(1020) Agency Management/Contracts and Procurement	690	0	0	0	5.1	0.0	0.0	0.0
(1030) Agency Management/Property Management	2,403	2,965	1,168	-1,797	2.3	2.5	2.5	0.0
(1040) Agency Management/Information Technology	5,079	5,407	5,570	163	26.8	26.0	26.0	0.0
(1050) Agency Management/Agency Financial Services	58	0	0	0	5.1	0.0	0.0	0.0
(1055) Agency Management/Risk Management	4,095	4,651	3,896	-756	48.0	39.0	38.0	-1.0
(1060) Agency Management/Legal Services	874	820	874	54	0.8	0.0	0.0	0.0
(1080) Agency Management/Communications	925	225	470	245	2.7	5.0	5.0	0.0
(1085) Agency Management/Customer Service	258	52	53	1	1.7	1.0	1.0	0.0
(1090) Agency Management/Performance Management	336	2,014	1,955	-59	3.6	19.0	18.0	-1.0
<b>Subtotal (1000) Agency Management Program</b>	<b>16,070</b>	<b>17,058</b>	<b>14,919</b>	<b>-2,139</b>	<b>111.9</b>	<b>102.5</b>	<b>100.5</b>	<b>-2.0</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Budget Operations	320	1,023	1,123	100	6.8	3.5	4.8	1.2
(120F) Accounting Operations	2,170	2,164	2,292	128	23.0	26.0	23.8	-2.2
(130F) ACFO	281	303	376	73	2.0	2.0	2.5	0.5
(140F) Agency Fiscal Officer	392	0	2	2	0.0	0.0	0.0	0.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>3,163</b>	<b>3,490</b>	<b>3,793</b>	<b>304</b>	<b>31.8</b>	<b>31.5</b>	<b>31.0</b>	<b>-0.5</b>
<b>(2000) Income Maintenance</b>								
(2010) Income Assistance	14,081	0	0	0	0.0	0.0	0.0	0.0
(2011) Burial Assistance	0	328	328	0	0.0	0.0	0.0	0.0
(2012) General Assistance for Children	0	1,156	1,156	0	0.0	0.0	0.0	0.0
(2013) Interim Disability Assistance	0	3,439	2,414	-1,025	0.0	0.0	0.0	0.0
(2020) Temporary Assistance to Needy Families (TANF)	110,601	11,520	18,095	6,575	0.0	0.0	0.0	0.0
(2021) Cash Assistance (TANF)	0	66,007	70,500	4,494	0.0	0.0	0.0	0.0
(2022) Job Opportunity and Training (TANF)	0	16,972	18,666	1,694	0.0	0.0	0.0	0.0
(2030) Case Management	4,955	5,998	5,362	-636	90.2	87.0	76.0	-11.0
(2040) Eligibility Determination Services	43,006	43,866	47,126	3,261	498.9	486.0	496.0	10.0
(2050) Quality Assurance	1,732	0	0	0	49.1	0.0	0.0	0.0
(2055) Monitoring and Quality Assurance	0	4,026	3,360	-667	0.0	49.0	46.0	-3.0
(2060) Subsidy Transfer	37,185	0	0	0	0.0	0.0	0.0	0.0
(2065) Early Education Subsidy Transfer	0	37,388	37,388	0	0.0	0.0	0.0	0.0
<b>Subtotal (2000) Income Maintenance</b>	<b>211,560</b>	<b>190,702</b>	<b>204,398</b>	<b>13,696</b>	<b>638.3</b>	<b>622.0</b>	<b>618.0</b>	<b>-4.0</b>

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**Table JA0-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(5000) Family Services</b>								
(5010) Adult Protective Services	3,651	3,963	4,385	422	25.3	29.8	30.8	1.0
(5020) Domestic Violence Services	596	704	717	13	0.0	0.0	0.0	0.0
(5025) Fatherhood Initiatives	1,780	2,000	0	-2,000	10.2	7.0	0.0	-7.0
(5030) Homeless Services	72,091	0	0	0	15.6	0.0	0.0	0.0
(5032) Permanent Supportive Housing	0	28,121	26,073	-2,049	0.0	14.0	9.0	-5.0
(5033) Homeless Services Continuum	0	54,230	73,075	18,845	0.0	20.5	18.5	-2.0
(5040) Refugee Resettlement	761	1,219	1,364	145	1.7	1.0	4.0	3.0
(5050) Teen Pregnancy Services	0	0	0	0	5.9	0.0	0.0	0.0
(5060) Strong Families	2,571	2,871	2,518	-353	29.4	22.0	24.0	2.0
(5070) Quality Assurance	335	362	0	-362	2.8	3.0	0.0	-3.0
(5090) Community Services Block Grant	21,916	11,715	11,806	92	5.3	5.2	6.2	1.0
(5095) Subsidy Transfer	197	231	231	0	0.0	0.0	0.0	0.0
<b>Subtotal (5000) Family Services</b>	<b>103,898</b>	<b>105,416</b>	<b>120,168</b>	<b>14,753</b>	<b>96.1</b>	<b>102.5</b>	<b>92.5</b>	<b>-10.0</b>
<b>Total Proposed Operating Budget</b>	<b>334,691</b>	<b>316,665</b>	<b>343,278</b>	<b>26,614</b>	<b>878.1</b>	<b>858.5</b>	<b>842.0</b>	<b>-16.5</b>

(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 Division Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Budget Changes**

**Intra-Agency Adjustments:** The Department of Human Services (DHS) eliminated three unfunded positions and adjusted salary and fringe to include step increases of \$122,000, which was offset by a savings of \$10,000 in fixed costs and \$112,000 reduction in contractual services and subsidies and transfers.

**Cost Savings:** In FY 2012, DHS will continue to aggressively pursue both operational and programmatic efficiencies. As a result, DHS has identified savings in various programs and services, including: (a) \$3,000,000 from implementation of full family sanctions; (b) \$1,500,000 from working with disabled Program on Work Employment and Responsibility (POWER) clients to apply for and receive SSI benefits; (c) \$4,004,000 as a result of Savings from the utilization of federal housing vouchers and Local Rent Supplement Program slots; and (d) \$250,000 from realizing a savings in Strong Families from duplication of services.

Also, DHS reduced \$304,000 and 2.0 FTEs from the Federal Medicaid Payments budget as a result of an adjustment based on anticipated revenue shortfall. The Special Purpose Revenue budget has a reduction of \$1,075,000 due to a decline in revenue collection for food stamp fraud and Interim Disability Assistance. In FY 2012, DHS also has a reduction and elimination of \$5,370,000 and 13.0 FTEs in intra-Districts. Finally, a shift of \$3,783,926 and 31.5 FTEs for indirect cost recovery was made from Federal Grant fund to Federal Medicaid Payments.

**Protected Programs:** In FY 2012, DHS will continue to protect and provide high quality programs and services to the District's most vulnerable and economically disadvantaged residents. DHS will continue to operate effectively the TANF program and the homeless services program with new Federal awards and TANF Emergency contingency funds of \$19,541,000.

In FY 2012, the DHS's Family Services Administration (FSA) will not receive \$9,980,000 and 5.0 FTEs in federal payment funds for the Permanent Supportive Housing (PSH) program. However, resources were realigned within FSA to continue to house and provide case management ser-

vices to chronically homeless and highly vulnerable families and individuals through the Permanent Supportive Housing program. The Emergency Rental Assistance program will continue to prevent individuals with disabilities and needy families from being evicted and falling into homelessness. It is also the overall goal of DHS to continue to provide critical services such as temporary shelter, safe housing, and meals to DC residents under the umbrella of Homeless Services Continuum. The Strong Families program will continue to provide families in crisis with emergency assistance due to death of a family member or displacement due to fire or other emergency.

**Policy Initiatives:** The FY 2012 budget proposes: (a) an increase of \$700,000 and 15.0 FTEs for staffing to perform D.C. Alliance face-to-face certification, the goal of which is to reestablish residency, decrease fraud, waste, and abuse, and identify and move qualifying Alliance customers to Medicaid; (b) an increase of \$615,894 and 9.0 FTEs for staffing to assist Program on Work Employment and Responsibility (POWER) recipients with obtaining SSI eligibility; (c) an increase of \$24,239,457 for the Homeless Services Continuum; and (d) an increase of \$7,000,000 to meet additional needs for rapid rehousing programs, Scattered Sites Transitional Housing initiative, and families to be housed under existing capacity at District of Columbia General.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table JA0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table JA0-5**

(dollars in thousands)

	DIVISION	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>140,175</b>	<b>228.8</b>
Cost Increase: Adjust salary and fringe benefits to include step increases	Multiple Programs	122	0.0
Eliminate: Eliminate unfunded FTEs	Income Maintenance	0	-3.0
Cost Decrease: Align fixed costs with Department of General Services (DGS) and Office of the Chief Technology Officer (OCTO) estimates	Multiple Programs	-10	0.0
Cost Decrease: Reduce contractual services and subsidies and transfers to offset personal services increases	Multiple Programs	-112	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>140,175</b>	<b>225.8</b>
Cost Decrease: Savings from the utilization of federal housing vouchers and local rent supplement slots	Family Services	-4,004	0.0
Cost Decrease: Savings in Strong Families for duplication of services	Family Services	-250	0.0
Cost Increase: Hire staff to assist POWER recipients with obtaining SSI eligibility	Income Maintenance	616	9.0
Cost Increase: Restore funding for homeless services due to loss of federal funding	Family Services	24,239	0.0
Cost Increase: Hire staff to perform Alliance face-to-face certification	Income Maintenance	700	15.0
Cost Increase: Provide shelter at D.C. General and housing capacity for homeless families	Family Services	7,000	0.0
Cost Decrease: Savings from implementation of family sanctions	Income Maintenance	-3,000	0.0
Cost Decrease: Savings from disabled POWER clients into SSI	Income Maintenance	-1,500	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>163,976</b>	<b>249.8</b>
<b>FEDERAL PAYMENTS: FY 2011 Approved Budget and FTE</b>		<b>9,980</b>	<b>5.0</b>
Reduce: No Federal Payment Funds awarded in FY 2012	Family Services	-9,980	-5.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>0</b>	<b>0.0</b>
<b>FEDERAL PAYMENTS: FY 2012 Proposed Budget and FTE</b>		<b>0</b>	<b>0.0</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>137,537</b>	<b>453.1</b>
Cost Increase: New federal awards and TANF Emergency contingency funds	Multiple Programs	19,541	0.0
Reduce: Eliminate positions due to reduction in federal funding	Multiple Programs	0	-17.5
<b>FY 2012 Initial Adjusted Budget</b>		<b>157,079</b>	<b>435.6</b>
Shift: Shift indirect cost recovery to Federal Medicaid Payments	Multiple Programs	-3,784	-31.5
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>153,295</b>	<b>404.1</b>

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**Table JA0-5 (continued)**  
(dollars in thousands)

	DIVISION	BUDGET	FTE
<b>FEDERAL MEDICAID PAYMENTS: FY 2011 Approved Budget and FTE</b>		<b>10,686</b>	<b>147.6</b>
Cost Decrease: Adjustment based on anticipated revenue	Multiple Programs	-304	-2.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>10,382</b>	<b>145.6</b>
Shift: Shift indirect cost recovery from federal grant funds	Multiple Programs	3,784	31.5
<b>FEDERAL MEDICAID PAYMENTS: FY 2012 Proposed Budget and FTE</b>		<b>14,166</b>	<b>177.2</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>2,150</b>	<b>0.0</b>
Reduce: Reduction in anticipated revenue collection for food stamp fraud and Interim Disability Assistance	Multiple Programs	-1,075	0.0
<b>Initial Adjusted Budget</b>		<b>1,075</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>1,075</b>	<b>0.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>16,136</b>	<b>24.0</b>
Reduce: Reduction/elimination of intra-District	Multiple Programs	-5,370	-13.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>10,766</b>	<b>11.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>10,766</b>	<b>11.0</b>
<b>Gross for JA0 - Department of Human Services</b>		<b>343,278</b>	<b>842.0</b>

## Agency Performance Plan

The agency's performance plan has the following objectives for FY 2012:

### 1. Family Services Administration (FSA)

**Objective 1:** Reduce homelessness in the District of Columbia.

**Objective 2:** Design and implement a program to divert status offenders away from formalization.

**Objective 3:** Provide assessment, intervention, stabilization and referral services for families in crisis through the Strong Families Program.

**Objective 4:** Intervene to protect District residents who are vulnerable to abuse, neglect and exploitation; and reconnect fathers with their children.

## Family Services Administration

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of formerly homeless individuals receiving housing and supportive services through the Permanent Supportive Housing Program	213	770	794	951	951	951
Number of formerly homeless families receiving housing and supportive services through the Permanent Supportive Housing Program	71	184	195	230	230	230
Percentage of participants in the Permanent Supportive Housing Program that were housed in the prior two fiscal years that maintain housing in the current fiscal year.	Not Available	85%	95%	95%	95%	95%
Number of households provided homeless prevention resources through the HPRP	Not Available	275	1,822	0	0	TBD
Number of households provided rental subsidies through the HPRP	Not Available	100	1,214	190	TBD	TBD
Number homeless veterans who receive housing and supportive services through the Permanent Supportive Housing for Veterans Program	Not Available	105	105	100	100	100
Number homeless seniors who receive housing and supportive services through the special populations initiative	Not Available	25	25	25	25	25
Number of families provided with crisis intervention and stabilization services through the Strong Families Program	Not Available	600	1,209	900	900	900
Percentage of individuals & families experiencing emergencies that are successfully stabilized (i.e., their immediate critical need for housing, food, clothing, medical services and/or mental health services are met), referred and engaged in needed services through the Strong Families Program	Not Available	85%	64%	85%	90%	90%
Percentage of individuals/families successfully referred and connected (i.e., gain access) to needed services through the FIA initiative	Not Available	85%	72%	85%	90%	90%
Percentage of teen parents who are successfully assessed and stabilized (i.e., their immediate critical need for housing, food, clothing, medical services and/or mental health services are met) through the Teen Parent Assessment Program	Not Available	80%	65%	80%	85%	90%
Percentage of teen parents receiving services from the Teen Parent Assessment Program that do not have additional pregnancies within 12 months of initial referral	Not Available	80%	100%	80%	85%	90%

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## Family Services Administration (cont)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of non-custodial fathers reconnected with their children (i.e., actively engaged in their children's life) through the Fatherhood Initiative	Not Available	1,000	765	400	Not Available	Not Available
Percentage of non-custodial fathers served through the Fatherhood Initiative who are reconnected with their children(i.e., actively engaged in their children's life)	Not Available	75%	64%	75%	Not Available	Not Available
Percentage of referrals where initial client contact and investigation takes place within specified timeframes for the Adult Protective Services Program	Not Available	90%	98%	90%	95%	95%
Percentage of cases where investigations, determinations of the validity of allegations, the provision of services to mitigate immediate risk and referrals to the continuing services unit are completed within specified timeframes for the Adult Protective Services Program	Not Available	90%	84%	90%	95%	95%
Percentage of client cases where substantiated allegations and identified risk to clients has been mitigated before case closure within the Adult Protective Services Program	Not Available	95%	81%	95%	98%	98%
Percentage of youth participating in the Parent and Adolescent Social Services (PASS) Program that have reported decreases in curfew violations, runaways and truancy.	Not Available	Not Available	Not Available	Baseline	Increase by 5%	Increase by 5%
Number of youth served through the Parent and Adolescent Social Services (PASS) Program	Not Available	Not Available	Not Available	200	225	250
District of Columbia Permanent Supportive Housing (PSH)/Housing First retention rate <sup>1</sup>	95%	Not Available	Not Available	TBD	TBD	TBD

FIA: Focus Improvement Area

HPRP: Homeless Prevention and Rapid Re-housing Program

## 2. Income Maintenance Administration

**Objective 1:** Implement system improvements to facilitate a person-centric approach to service delivery.

**Objective 2:** Streamline IMA center operations and improve quality assurance.

**Objective 3:** Realign IMA staff to better serve customer needs.

**Objective 4:** Implement Temporary Assistance to Needy Families (TANF), Medical Assistance and Food Stamp policy changes to improve integrity, access and program efficiency.

### Income Maintenance Administration

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Average IMA Service Center wait time (reduce wait times)	105 minutes	100 minutes	76 minutes	70 minutes	60 minutes	50 minutes
Food Stamp error rate percentage <sup>2</sup>	Not Available	5.7%	4.58%	5.0%	4.5%	4.0%
Percentage of work eligible clients meeting full work participation requirements <sup>3</sup>	Not Available	800	570	7%	9%	11%
Number of new applicants who completed their preliminary assessment and orientation from the date of implementation	Not Available	0%	Not Available	70%	80%	100%
Percentage of work eligible TANF recipients assigned to a TEP vendor with zero work participation hours who have not been sanctioned	Not Available	Not Available	3.88%	5%	4%	3%
Percentage of new Alliance recipients who provided proof of D.C. residency	Not Available	100%	100%	100%	100%	100%
Percentage of TANF cases processed within the mandated timeline	Not Available	Not Available	Not Available	80%	82%	83%

TANF: Temporary Assistance to Needy Families

TEP: TANF Employment Program

### 3. Agency Management

**Objective 1:** Continue the re-engineering of the physical, technological and labor force structure of the Department of Human Services (DHS) to serve District residents more efficiently and effectively.

**Objective 2:** Enhance program quality and oversight functions.

**Objective 3:** Develop an early warning system for risks and issues.

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## Agency Management

<b>Measure</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Target</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Projection</b>	<b>FY 2013 Projection</b>
Number of DHS PRIME sessions held	Not Available	20	20	35	35	40
Percentage of subgrantee's budget spent on programmatic costs <sup>4</sup>	Not Available	Not Available	Not Available	65%	65%	65%
Percentage of scheduled monitoring reports as defined in agency monitoring plan completed for each grant award <sup>5</sup>	Not Available	Not Available	Not Available	100%	100%	100%

#### Performance Plan Endnotes:

1. This industry standard measure is collected by Housing First. The national retention rate was 84 percent in FY 2009.
2. This measure is an industry standard collected by Food and Nutrition Services (FNS), USDA. The National Average Food Stamp error rate was 4.36 percent in FY 2009 and 3.62 percent in FY 2010 to date.
3. As of FY 2011, this measure will be reported as a percentage.
4. The Wise Giving Alliance of the Better Business Bureau identifies 65 percent to be an industry standard for this measure <http://www.bbb.org/us/Charity-Standards/>. This metric measures all subgrantees' programmatic costs as a percentage of their overall costs.
5. Pursuant to section 11.4 of the Grants Manual and Source Book, all District agencies must complete monitoring reports. All District agencies should be in compliance with this standard. The standard is 100 percent.

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# Child and Family Services Agency

[www.cfsa.dc.gov](http://www.cfsa.dc.gov)  
Telephone: 202-442-6000

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$278,130,201	\$269,669,580	\$265,295,652	-1.6
FTEs	957.3	840.0	821.0	-2.3

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The mission of the Child and Family Services Agency (CFSA) is to ensure the safety, permanence, and well-being of abused and neglected children, and to strengthen troubled families in the District of Columbia.

## Summary of Services

The Child and Family Services Agency (CFSA) investigate reports of child abuse and neglect and provides child protection. Services include foster care, adoption, and supportive, community-based services to enhance the safety, permanence, and well-being of abused, neglected, and at-risk children and their families in the District of Columbia. CFSA seeks to achieve the highest quality of community-based services, to increase the number of families who receive community-based preventive and support services, and to expand the network of resources providing services to at-risk children and their families.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table RL0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table RL0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	252,427	206,400	191,596	191,596	0	0.0
Special Purpose Revenue Funds	750	968	750	750	0	0.0
<b>Total for General Fund</b>	<b>253,177</b>	<b>207,368</b>	<b>192,346</b>	<b>192,346</b>	<b>0</b>	<b>0.0</b>
<b>Federal Resources</b>						
Federal Payments	787	821	0	0	0	N/A
Federal Grant Funds	52,168	58,438	61,048	61,382	334	0.5
<b>Total for Federal Resources</b>	<b>52,955</b>	<b>59,259</b>	<b>61,048</b>	<b>61,382</b>	<b>334</b>	<b>0.5</b>
<b>Private Funds</b>						
Private Grant Funds	310	137	0	0	0	N/A
Private Donations	56	61	17	17	0	0.0
<b>Total for Private Funds</b>	<b>366</b>	<b>198</b>	<b>17</b>	<b>17</b>	<b>0</b>	<b>0.0</b>
<b>Intra-District Funds</b>						
Intra-District Funds	-16,787	11,306	16,258	11,550	-4,708	-29.0
<b>Total for Intra-District Funds</b>	<b>-16,787</b>	<b>11,306</b>	<b>16,258</b>	<b>11,550</b>	<b>-4,708</b>	<b>-29.0</b>
<b>Gross Funds</b>	<b>289,710</b>	<b>278,130</b>	<b>269,670</b>	<b>265,296</b>	<b>-4,374</b>	<b>-1.6</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Full-Time Equivalents, by Revenue Type**

Table RL0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table RL0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change</b>
<b><u>General Fund</u></b>						
Local Funds	552.9	620.0	601.0	582.0	-19.0	-3.2
<b>Total for General Fund</b>	<b>552.9</b>	<b>620.0</b>	<b>601.0</b>	<b>582.0</b>	<b>-19.0</b>	<b>-3.2</b>
<b><u>Federal Resources</u></b>						
Federal Grant Funds	95.9	337.3	227.0	227.0	0.0	0.0
<b>Total for Federal Resources</b>	<b>95.9</b>	<b>337.3</b>	<b>227.0</b>	<b>227.0</b>	<b>0.0</b>	<b>0.0</b>
<b><u>Intra-District Funds</u></b>						
Intra-District Funds	150.6	0.0	12.0	12.0	0.0	0.0
<b>Total for Intra-District Funds</b>	<b>150.6</b>	<b>0.0</b>	<b>12.0</b>	<b>12.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed FTEs</b>	<b>799.4</b>	<b>957.3</b>	<b>840.0</b>	<b>821.0</b>	<b>-19.0</b>	<b>-2.3</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table RL0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table RL0-3**

(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	56,058	55,597	54,992	51,566	-3,426	-6.2
12 - Regular Pay - Other	201	630	389	622	233	59.9
13 - Additional Gross Pay	1,642	3,578	0	436	436	N/A
14 - Fringe Benefits - Curr Personnel	11,462	11,984	12,079	12,573	494	4.1
15 - Overtime Pay	1,464	968	1,000	1,000	0	0.0
<b>Subtotal Personal Services (PS)</b>	<b>70,827</b>	<b>72,757</b>	<b>68,459</b>	<b>66,196</b>	<b>-2,263</b>	<b>-3.3</b>
20 - Supplies and Materials	319	290	344	341	-4	-1.0
30 - Energy, Comm. and Bldg Rentals	137	285	245	735	491	200.7
31 - Telephone, Telegraph, Telegram, Etc	1,155	869	1,306	1,303	-3	-0.2
32 - Rentals - Land and Structures	7,718	7,528	7,599	7,933	334	4.4
33 - Janitorial Services	0	173	56	315	258	460.1
34 - Security Services	958	1,285	1,171	1,496	325	27.7
35 - Occupancy Fixed Costs	0	42	72	289	217	298.9
40 - Other Services and Charges	1,770	1,461	2,798	3,202	405	14.5
41 - Contractual Services - Other	14,858	11,091	8,339	8,146	-193	-2.3
50 - Subsidies and Transfers	191,134	181,866	178,684	174,625	-4,059	-2.3
70 - Equipment and Equipment Rental	813	463	596	629	33	5.6
80 - Debt Service	0	0	0	85	85	N/A
91 - Expense Not Budgeted Others	22	19	0	0	0	N/A
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>218,884</b>	<b>205,373</b>	<b>201,210</b>	<b>199,100</b>	<b>-2,111</b>	<b>-1.0</b>
<b>Gross Funds</b>	<b>289,710</b>	<b>278,130</b>	<b>269,670</b>	<b>265,296</b>	<b>-4,374</b>	<b>-1.6</b>

\*Percent change is based on whole dollars.

## Division Description

The Child and Family Services Agency operates through the following 6 divisions:

**Agency Programs** - investigates reports of child abuse and neglect and provides direct case management for families at home, as well as for children and youth in out-of-home care. The Agency Programs division works to ensure the safety and well-being of children and youth in care while moving them to permanence as quickly as possible through reunification, guardianship, or adoption.

This division contains the following 5 activities:

- **The Child Protective Services Administration (CPS)** - receives reports of suspected child abuse or neglect, assesses families whose children are alleged victims of abuse or neglect, and refers children and their families for services within CFSA or the Healthy Families Thriving Communities Collaboratives. The services are designed to prevent further abuse and neglect, strengthen parents' capacity to care for their children, assure that children receive adequate care, and safely prevent out-of-home placement when appropriate;
- **The In-Home and Permanency Administrations I and II** - serve families in their homes through 10 In-Home and Permanency units recently co-located with community partners providing community-based family support. Through the Partnership for Community-Based Services, CFSA social workers in these units team with staff in partner community agencies to provide preventative and comprehensive responses to service needs. The In-Home and Permanency Administrations I and II also provide direct case management to youth in out-of-home care who are seeking to achieve permanency through reunification, guardianship, or adoption;
- **Teen Services** - assists older youth in achieving permanency and provides a coordinated, progressive services of activities and experiences that support their successful transition to adulthood; and
- **The Out-of-Home and Permanency Administration** - provides permanency support, consultation, technical assistance, training, and case management for children from the inception of concurrent permanency planning through finalization of adoption or guardianship. CFSA serves wards,

children, and youth committed by the D.C. Superior Court Family Court, in the District's foster care system, and non-wards through independent adoptions for residents of the District of Columbia.

**Community Services** - establishes and sustains centers of excellence that achieve or support positive outcomes for children and families through best practices, superior customer services, and solid teamwork in its community-based prevention programs, recruitment, retention and licensing of foster parents, placement services for children, and quality child welfare programs in private contract agencies. Community Services is comprised of social workers and other professionals responsible for the monitoring and oversight of services to children (and their biological and/or foster families) at every level of the child welfare continuum.

This division contains the following 9 activities:

- **Prevention Services** - provides community-based prevention, supportive, and after-care services to families and at-risk children in the neighborhoods for safety, permanency, and well-being in the least restrictive setting, maximizing the use of informal and formal support systems;
- **Child Placement** - provides living arrangements for children who cannot live in their birth homes. By providing an array of placement options, Child Placement supports the safety, permanency, and well-being of children and youth in the care of CFSA;
- **Contract Monitoring** - is responsible for monitoring family-based foster care and congregate care contracts. Through rigorous monitoring activities, Contract Monitoring seeks to improve contracted programs' performance outcomes, instill continuous quality improvement, and ensure high quality services to children served by these agencies;
- **Family Licensing** - ensures that candidates seeking to provide foster or adoptive care are trained and licensed to provide appropriate care for children in need of temporary or permanent homes;
- **Family Resources** - provides foster and adoptive resource recruitment and support services to current and potential foster, kinship, and adoptive parents. Through various outreach and public

education campaigns and activities, Family Resources ensures the availability of foster parents who are willing and able to meet the varied needs of children and youth in the care of CFSA. Foster parent support professionals provide the ongoing assistance necessary to ensuring safe homes that support the permanence and well-being of children and youth;

- **Health Services and Clinical Support** - provides health and clinical services support to social workers so that they can ensure the health and well-being of children and families (note that funds for the activity will be used in conjunction with funds in the Clinical Practice division);
- **Adoptions Subsidy** - provides financial assistance services to eligible relatives and adoptive parents to maintain children in permanent homes;
- **Guardianship Subsidy** - provides financial assistance services to eligible relatives to maintain children in permanent homes; and
- **Grandparent Subsidy** - provides financial assistance services to eligible grandparents to maintain children in permanent homes.

**Policy and Planning** – supports CFSA’s policy development, planning and data analysis, Fair Hearings, Child Protection Registry, quality assurance, and training functions. Additionally, Policy and Planning licenses group homes and independent living facilities that provide services to youth.

This division contains the following 3 activities:

- **Policy** - develops agency policy and provides review, interpretation, and decision-making services to the Director and staff so that they can make decisions consistent with best practices and with statutory and regulatory requirements;
- **Planning and Data Analysis** - provides reporting, data analysis, technical assistance and research services to the agency and external stakeholders in order to facilitate short and long-term agency strategic planning; and
- **Quality Assurance** - provides assessment, monitoring, and recommendations to CFSA staff and key stakeholders to improve agency practice. In addition, Quality Assurance is responsible for facilitating qualitative review processes, such as structured progress reviews, child fatality reviews, quality service reviews, and ChildStat, in order to

identify, both on a case-by-case and systemic level, areas of strength and to ensure best practices and child welfare standards.

**Clinical Practice** - provides (or contracts for the provision of) complete and comprehensive well-being services for children in CFSA’s custody. Clinical Practice coordinates and administers clinical and health services for children receiving foster care services from CFSA as well as innovative family support functions like Family Team Meetings.

This division contains the following 2 activities:

- **Clinical Services** - provides medical and behavioral health screenings prior to placement and expert consultation in health, residential treatment, developmental disabilities, and 24/7 on-call support for medical and mental health services. Clinical specialists provide linkages and support in accessing resources within other District agencies and community providers; and
- **Nurse Care Management Services** – provides medical case management services to children in the custody of the CFSA. Nurse care managers work to ensure that children receive timely, necessary, and coordinated health care 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 division-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 division-based budgeting.

### **Division Structure Change**

In FY 2012, the agency consolidated some divisions and/or activities. The proposed division structure changes are provided in the Agency Realignment appendix to the proposed budget, which is located at [www.cfo.dc.gov](http://www.cfo.dc.gov) on the Annual Operating Budget and Capital Plan page.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table RL0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table RL0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management</b>								
(1010) Personnel Services Activity	1,547	1,351	1,812	462	17.5	14.0	14.0	0.0
(1015) Training and Employee Development Activity	2,136	2,167	1,862	-305	25.6	23.0	20.0	-3.0
(1020) Contracting and Procurement Activity	1,261	1,144	1,112	-32	13.7	12.0	12.0	0.0
(1030) Property Management Activity	11,568	12,175	13,760	1,585	13.1	12.0	11.0	-1.0
(1040) Information Technology Activity	6,755	5,740	6,199	459	29.4	25.0	27.0	2.0
(1050) Financial Management Activity	2,108	2,145	2,284	139	21.4	19.0	21.0	2.0
(1055) Risk Management Activity	149	105	98	-8	3.2	1.0	1.0	0.0
(1060) Legal Affairs Activity	605	238	529	291	1.0	0.0	2.0	2.0
(1070) Fleet Management Activity	758	828	831	2	0.0	0.0	0.0	0.0
(1080) Communication Activity	247	242	235	-7	4.1	2.0	2.0	0.0
(1085) Customer Services Activity	134	68	66	-2	7.1	1.0	1.0	0.0
(1087) Language Access	12	15	15	0	0.0	0.0	0.0	0.0
(1090) Performance Management Activity	1,908	1,831	1,687	-144	8.7	16.0	15.0	-1.0
(1099) Court Supervision	564	479	479	0	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Agency Management</b>	<b>29,753</b>	<b>28,528</b>	<b>30,967</b>	<b>2,439</b>	<b>144.7</b>	<b>125.0</b>	<b>126.0</b>	<b>1.0</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Budget Operations	335	335	323	-11	4.4	3.0	3.0	0.0
(120F) Accounting Operations	1,878	2,095	1,895	-200	24.4	22.0	21.0	-1.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>2,213</b>	<b>2,430</b>	<b>2,219</b>	<b>-211</b>	<b>28.9</b>	<b>25.0</b>	<b>24.0</b>	<b>-1.0</b>
<b>(2000) Agency Programs</b>								
(2010) In-Home and Permanency I	12,675	7,617	7,336	-281	104.2	90.0	79.0	-11.0
(2011) In-Home and Permanency II	8,112	7,854	7,508	-346	120.1	101.0	95.0	-6.0
(2020) Child Protective Services	10,881	10,118	10,375	257	139.4	124.0	135.0	11.0
(2030) Teen Services Activity	4,921	5,306	4,809	-497	65.8	52.0	45.0	-7.0
(2040) Out of Home and Permanency	3,777	4,588	4,528	-61	49.5	49.0	50.0	1.0
(2050) Policy Activity	1,761	0	0	0	15.1	0.0	0.0	0.0
(2055) Facility Licensing	17	0	0	0	7.7	0.0	0.0	0.0
(2060) Quality Improvement	2,819	0	0	0	39.4	0.0	0.0	0.0
(2070) Planning and Data Analysis	1,283	0	0	0	13.0	0.0	0.0	0.0
<b>Subtotal (2000) Agency Programs</b>	<b>46,246</b>	<b>35,483</b>	<b>34,556</b>	<b>-927</b>	<b>554.3</b>	<b>416.0</b>	<b>404.0</b>	<b>-12.0</b>

(Continued on next page)

**Table RLO-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(3000) Community Services</b>								
(3010) Child Placement	96,694	104,104	105,656	1,553	51.8	47.0	49.0	2.0
(3020) Family Resources	3,026	2,706	2,434	-272	39.0	31.0	29.0	-2.0
(3030) Health Services and Clinical Support	25,222	1,272	0	-1,272	51.0	0.0	0.0	0.0
(3040) Licensing and Monitoring	-272	0	0	0	0.0	0.0	0.0	0.0
(3041) Family Licensing	2,617	2,744	2,649	-95	31.6	29.0	30.0	1.0
(3060) Contract Monitoring	4,971	4,895	4,604	-292	48.8	37.0	34.0	-3.0
(3070) Adoptions and Guardianship Subsidy	0	23,925	24,934	1,009	0.0	0.0	0.0	0.0
(3071) Guardianship Subsidy	0	8,228	8,800	572	0.0	0.0	0.0	0.0
(3072) Grandparent Subsidy	0	1,393	4,038	2,645	0.0	0.0	0.0	0.0
(3080) Prevention Services	0	15,680	24,314	8,635	0.0	9.0	7.0	-2.0
<b>Subtotal (3000) Community Services</b>	<b>132,258</b>	<b>164,946</b>	<b>177,430</b>	<b>12,484</b>	<b>222.3</b>	<b>153.0</b>	<b>149.0</b>	<b>-4.0</b>
<b>(4000) Adoption and Guardian Subsidy Program</b>								
(4010) Adoption and Guardianship Subsidy	23,193	0	0	0	0.0	0.0	0.0	0.0
(4011) Guardianship Subsidy	12,565	0	0	0	0.0	0.0	0.0	0.0
(4012) Grandparent Subsidy	5,676	2,360	0	-2,360	0.0	0.0	0.0	0.0
<b>Subtotal (4000) Adoption and Guardian Subsidy Pgm..</b>	<b>41,434</b>	<b>2,360</b>	<b>0</b>	<b>-2,360</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(5000) Community Based Program</b>								
(5010) Community Based Services	26,226	9,713	0	-9,713	7.1	0.0	0.0	0.0
<b>Subtotal (5000) Community Based Program</b>	<b>26,226</b>	<b>9,713</b>	<b>0</b>	<b>-9,713</b>	<b>7.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(6000) Policy and Planning</b>								
(6010) Policy	0	2,250	2,063	-187	0.0	23.0	23.0	0.0
(6020) Planning and Data Analysis	0	1,370	1,180	-190	0.0	13.0	12.0	-1.0
(6030) Quality Assurance	0	2,434	2,045	-390	0.0	28.0	25.0	-3.0
<b>Subtotal (6000) Policy and Planning</b>	<b>0</b>	<b>6,054</b>	<b>5,288</b>	<b>-766</b>	<b>0.0</b>	<b>64.0</b>	<b>60.0</b>	<b>-4.0</b>
<b>(7000) Clinical Practice</b>								
(7010) Office of Clinic Practice	0	18,045	12,647	-5,398	0.0	32.0	32.0	0.0
(7011) Nurse Care Management Services	0	2,110	2,189	79	0.0	25.0	26.0	1.0
<b>Subtotal (7000) Clinical Practice</b>	<b>0</b>	<b>20,155</b>	<b>14,836</b>	<b>-5,319</b>	<b>0.0</b>	<b>57.0</b>	<b>58.0</b>	<b>1.0</b>
<b>Total Proposed Operating Budget</b>	<b>278,130</b>	<b>269,670</b>	<b>265,296</b>	<b>-4,374</b>	<b>957.2</b>	<b>840.0</b>	<b>821.0</b>	<b>-19.0</b>

(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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

The Child and Family Services Agency (CFSA) proposed budget will provide sustainable funding for the agency's core services and key functions. This strategy ensures that CFSA will continue to function in the areas of protecting child victims and those at risk of abuse and neglect, and will assist their families in FY 2012. The budget proposal will maintain CFSA's strategic plan to focus on improving the overall quality of practice and build on the progress of past years.

CFSA's FY 2012 budget is organized to strengthen the improvement in performance on closing investigations in a timely manner in compliance with District Code and with the *LaShawn* Exit Plan. Similarly, the agency plans to maintain its current trend of keeping the average backlog of Child Protective Services (CPS) investigations low. Furthermore, CFSA will continue its focused efforts on permanency, which continues to decrease the foster care population.

The D.C. Grandparent Caregiver program will continue to support family unity through funding from the Grandparent Subsidies. CFSA's budget proposal recognizes the importance of continuing to provide financial assistance to grandparents who are raising their children's offspring. The crucial role played by grandparents in this program helps to keep children from entering the child welfare system. The Grandparent Subsidies program is therefore adjusted for full funding at FY 2011 levels.

**Cost Increases:** CFSA's goal of formulating a budget that minimally impacts services to children and families is reflected by fully funding core services and functional areas. Though the foster care population has continued to decrease as a result of CFSA's focused efforts on increasing the number of children that achieve permanency, the budget proposal includes an increase of \$1,726,276 in Local funds for foster care placements. The additional funding will enable CFSA to sustain the progress made so far on achieving permanency for children in the foster care population.

Achievement of permanence for a child may be in terms of reunification, guardianship, or adoption. In order to support the increasing cases of adoptions in the District, the Local funds budget is being increased by \$1,589,912 for Adoption Subsidies. Funding for Guardianship Subsidies is also being increased by

\$647,702 in FY 2012 to support CFSA's efforts on permanency. The Community Services program is being adjusted by \$694,775 to keep the budget for the Rapid Housing/Community Partnership at the prior year level. Likewise, an increase of \$903,532 restores funding for the Grandparent Subsidies to FY 2011 level. The program is further enhanced by an increase of \$300,761 to reduce the waiting list in the Grandparent Care Giver services. Other adjustments to reflect cost increases in Local funds include \$436,000 for severance payment obligations arising from a planned staffing realignment in FY 2012, and \$100,000 for tutoring services in CFSA's Office of Clinical Practice.

**Enhancements:** CFSA will continue to maximize the use of Federal funds in FY 2012 to enhance services for children and families in the District. The budget proposal in Federal Grants funds reflects an increase of \$1,614,432 based on Federal funding for Title IV-E Adoption services. Similarly, an increase of \$569,224 is for the Title IV-E Foster Care services.

The budget proposal for Federal Medicaid reimbursements funded with intra-District transfers from the Department of Health Care Finance (DHCF) includes an increase of \$17,740. This modest increase reflects the ongoing operation of CFSA's Healthy Horizons Clinic.

**Operational Adjustments:** Personal services costs in the Local funds budget have been increased by \$813,704 over the prior fiscal year funding level to account for salary step increases and fringe benefits changes. Likewise, the Local funds budget is being increased by \$1,621,220 based on fixed costs estimates from the Department of General Services (DGS) and the Office of the Chief Technology Officer (OCTO). Further adjustments in operational costs include increases of \$85,000 for debt service, \$151,000 for other services and charges, and \$63,025 for equipment. A total of \$710,468 is being reduced in Local funds to reflect the transfer of miscellaneous contractual services costs to the Federal Grants budget.

CFSA's budget is aligned to meet certain operational needs by reducing 19.0 FTEs and saving \$1,736,761 in personal services costs (before adjustments for severance).

**Cost Savings/Decreases:** CFSA offsets full funding for core services by reducing the budget in various programs and services. Adjustments aimed towards cost savings in the Local funds budget include reductions of \$1,207,000 for Tutoring, Mentoring, and Other Services, and \$635,000 for Community Collaboratives. CFSA also proposes a reduction of \$895,372 that adjusts subsidies for the Office of Clinical Practice.

Further adjustments were made to Local funding for intra-District Memorandums of Understanding (MOU) between CFSA and the Department of Mental Health (DMH) and the Department of Health (DOH). The MOU with DMH for the Children's Mental Health Services, which was supported by \$2,500,000 in FY 2011, reflects a net reduction of \$2,000,000 based on the FY 2012 funding level of \$500,000. Similarly, the MOU with DOH, for substance abuse services for youth is funded for \$400,000 in FY 2012, a net reduction of \$350,000 from the FY 2011 funding of \$750,000.

A non-service impact reduction of \$1,850,000 in the budget proposal for Federal Grants funds reflects the expiration of federal stimulus funding for Title IV-E Adoption services. The budget proposal for Intra-District funds reflects a decrease of \$525,365 based on discontinuation of the MOU with the Department of Human Services that is related to a Social Services Block Grant. A decrease of \$4,199,958 is based on elimination of an intra-District MOU with the Office of State Superintendent of Education for Student Transportation.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue type

Table RL0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table RL0-5**

(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>191,596</b>	<b>601.0</b>
Cost Increase: Adjust personal services budget for salary step increases and fringe benefits	Multiple Programs	814	0.2
Cost Increase: Align fixed costs with OCTO and DGS estimates	Agency Management	1,621	0.0
Cost Increase: Adjust for costs of Foster Care Placements	Community Services	1,726	0.0
Cost Increase: Adjust for costs of Adoptions Subsidies	Community Services	2,246	0.0
Cost Increase: Adjust for debt service costs	Agency Management	85	0.0
Cost Increase: Adjust for other services and charges costs	Multiple Programs	151	0.0
Cost Increase: Adjust for equipment costs	Multiple Programs	63	0.0
Eliminate: Discontinue Children's Mental Health Services MOU with DMH	Clinical Practice	-2,500	0.0
Eliminate: Discontinue Substance Abuse MOU with DOH	Clinical Practice	-750	0.0
Shift: Transfer contractual services costs to Federal Grants funds	Multiple Programs	-710	0.0
Cost Decrease: Reduce Grandparent Subsidies	Community Services	-904	0.0
Cost Decrease: Reduce Community Collaboratives	Community Services	-635	0.0
Cost Decrease: Reduce Tutoring, Mentoring and other services	Multiple Programs	-1,207	0.0
Cost Increase: Adjust for costs of the Guardianship Subsidies	Community Services	1,590	0.0
Reduce: Adjust subsidies for the Office of Clinical Practice	Clinical Practice	-895	0.0
Cost Decrease: Reduce funding for the Rapid Housing/Community Partnership	Community Services	-695	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>191,596</b>	<b>601.2</b>
Adjust: Restore funding for Grandparent Subsidies to prior year level	Community Services	904	0.0
Reduce: Reallocate funding from Adoption Subsidies to Grandparent Subsidies and Rapid Housing/Community Partnership	Community Services	-656	0.0
Reduce: Reallocate funding from Guardianship Subsidies to Grandparent Baseline Subsidies and Rapid Housing/Community Partnership	Community Services	-942	0.0
Adjust: Restore funding for the Rapid Housing/Community Partnership to prior year level	Community Services	695	0.0
Eliminate: Align budget with staffing realignment and agency operational needs	Multiple Programs	-1,737	-19.0
Adjust: Provide budget for severance associated with staffing realignment	Multiple Programs	436	0.0
Adjust: Provide funding for tutoring services to CFSA's Office of Clinical Practice	Clinical Practice	100	0.0
Adjust: Provide funding to reduce the waiting list in the Grandparent Care Giver program	Community Services	301	0.0
Adjust: Provide funding to support the MOU with DOH for substance abuse services for youth	Agency Management	400	0.0
Adjust: Provide funding for MOU with the Department of Mental Health for the Children's Mental Health services	Clinical Practice	500	0.0
Eliminate: Eliminate unfunded FTE	Agency Financial Operations	0	-0.2
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>191,596</b>	<b>582.0</b>

(Continued on next page)

**Table RLO-5 (Continued)**  
(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>61,048</b>	<b>227.0</b>
Adjust: Align budget with expiration of the Federal stimulus funding for Title IV-E Adoption services	Community Services	-1,850	0.0
Adjust: Align budget with FY 2012 allocation of Federal Grants funding for Title IV-E Adoption Services	Multiple Programs	1,614	0.0
Adjust: Align budget with FY 2012 allocation of Federal Grants funding for Title IV-E Foster Care services	Multiple Programs	569	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>61,382</b>	<b>227.0</b>
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>61,382</b>	<b>227.0</b>
<b>PRIVATE DONATIONS: FY 2011 Approved Budget and FTE</b>		<b>17</b>	<b>0.0</b>
No Change: Maintain FY 2011 funding	Agency Management	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>17</b>	<b>0.0</b>
<b>PRIVATE DONATIONS: FY 2012 Proposed Budget and FTE</b>		<b>17</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>750</b>	<b>0.0</b>
No Change: Maintain FY 2011 funding	Agency Management	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>750</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>750</b>	<b>0.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>16,258</b>	<b>12.0</b>
Eliminate: Discontinue MOU with the Department of Human Services for the Social Services Block Grant	Community Services	-525	0.0
Eliminate: Discontinue Special Education Transportation MOU	Clinical Practice	-4,200	0.0
Adjust: Adjust budget to align with projected Federal Medicaid transfers via the Department of Health Care Finance	Clinical Practice	18	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>11,550</b>	<b>12.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>11,550</b>	<b>12.0</b>
<b>Gross for RLO - Child and Family Services Agency</b>		<b>265,296</b>	<b>821.0</b>

(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 2012:

### 1. Agency Programs

Objective 1: Ensure child/youth safety.

Objective 2: Promote Permanency.

## Agency Programs

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of investigations attempted or initiated within 24 hours of being accepted	Not Available	75%	63.73%	60%	65%	67%
Percentage of investigations closed within 35 days	Not Available	80%	89%	90%	90%	90%
Percentage of investigators carrying under 12 investigations	90%	90%	66%	90%	90%	90%
Percentage of children/youth who were victims of substantiated or indicated abuse or neglect during the first 6 months of the reporting year, who did not experience another incident of substantiated or indicated abuse or neglect within a 6-month period <sup>1</sup>	95.7%	94.6%	Not Available	94.6%	94.6%	94.6%
Percentage of children/youth in foster care receiving at least 2 visits per month	86.5%	95%	95%	90%	90%	90%
Percentage of children/youth in-home receiving at least 2 visits per month	73.2%	90%	85%	90%	90%	90%
Children who enter foster care for the first time in FY 2010 and who remain in foster care for 8 days or longer, the percentage discharged to permanency (reunification, guardianship, adoption )	Not Available	Not Available	Not Available	45%	45%	45%
Percentage of children with twice monthly sibling visits	60%	75%	67%	70%	75%	75%
Percentage of ongoing social workers carrying under 15 cases	93%	Not Available	91%	90%	90%	90%

## 2. Community Services<sup>2</sup>

Objective 1: Ensure Child Safety.

Objective 2: Promote Permanency.

Objective 3: Ensure System Accountability.

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### Community Services

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Of the families referred to the Collaborative by CFSA, the percentage of families achieving successful service provision within the fiscal quarter	Not Available	Not Available	Not Available	75%	78%	80%
Completion of foster home licensing within 150 days	Not Available	Not Available	Not Available	70%	70%	70%

## 3. Office of Clinical Practice

Objective 1: Ensure well-being for children/youth.

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### Office of Clinical Practice

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of children/youth entering or changing placements who receive a timely pre-placement health screening	68%	90%	53.59%	90%	90%	90%
Percentage of children receiving a full medical evaluations within 30 days of entering foster care	84%	95%	43%	85%	85%	85%
Percentage of FTMs completed within 72 hours of child entering foster care	54%	75%	51.66%	65%	70%	70%

FTM: Family Team Meeting

#### 4. Office of Planning, Policy and Program Support

Objective 1: Ensure System Accountability.

Objective 2: Promote Permanency.

### Office of Planning, Policy and Program Support

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Timely completion of SPRs	Not Available	Not Available	88%	90%	95%	97%
Critical Event Staffings regarding fatalities of children known to CFSA will be held within 24 hours of UI notification	Not Available	Not Available	Not Available	95%	95%	95%

SPR: Structured Progress Review  
UI: Unusual Incident

#### 5. Office of the Director/Agency Management

Objective 1: Ensure a productive workspace and fleet utilization and effective management solutions for the CFSA workforce.

Objective 2: Enhance data collection on outcomes experienced by youth in foster care.

Objective 3: Improve federal claiming processes and implement quality assurance practices.

### Office of the Director/Agency Management

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Average Case Carrying Social Worker vacancy rate <12 percent	6.7%	Not Available	7.89%	12%	12%	12%
Average CFSA FTE vacancy rate <13.5 percent	9.6%	Not Available	7.54%	13.5%	13.5%	13.5%
In-House Fleet Availability rate >90 percent	93.9%	Not Available	92.74%	91%	91%	92%
Response to facilities work order requests within 72 business hours	Not Available	Not Available	85.01%	90%	91%	92%
Title IV-E Foster Care Penetration Rate	46%	Not Available	Not Available	50%	55%	60%
Title IV-E Adoption Subsidy Penetration Rate	86%	Not Available	Not Available	87%	89%	90%
Percentage of subgrantee's budget spent on programmatic costs <sup>3</sup>	Not Available	Not Available	Not Available	65%	65%	65%
Percentage of scheduled monitoring reports as defined in agency monitoring plan completed for each grant award <sup>4</sup>	Not Available	Not Available	Not Available	100%	100%	100%

**Performance Plan Endnotes:**

1. Industry standard collected from the Child and Family Services Reviews (CFSR), the Children's Bureau has established the current national standard for the absence of maltreatment recurrence as 94.6 percent.
2. Please note that the KPI's for Agency Programs also reflect the performance of CFSA's Private Agencies which are monitored under the Community Services Division.
3. The Wise Giving Alliance of the Better Business Bureau identifies 65 percent to be an industry standard for this measure <http://www.bbb.org/us/Charity-Standards/>. This metric measures all subgrantees' programmatic costs as a percentage of their overall costs.
4. Pursuant to section 11.4 of the Grants Manual and Source Book, all District agencies must complete monitoring reports. All District agencies should be in compliance with this standard. The standard is 100 percent.

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# Department of Mental Health

www.dmh.dc.gov

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$216,423,259	\$181,722,772	\$177,650,979	-2.2
FTEs	1,268.5	1,275.1	1,255.7	-1.5

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The mission of the Department of Mental Health (DMH) is to support prevention, resiliency, and recovery for District residents in need of public mental health services.

## Summary of Services

DMH is responsible for developing, supporting, and overseeing a comprehensive, community-based, consumer-driven, culturally competent, and high-quality mental health system that is responsive and accessible to children, youth, adults, and their families. DMH contracts with a network of community-based private providers and also provides direct services through Saint Elizabeths Hospital, the Mental Health Services division, the Comprehensive Psychiatric Emergency program, the Homeless Outreach program, and the School-Based Mental Health program.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table RM0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table RM0-1**

(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	208,811	187,898	162,687	157,512	-5,175	-3.2
Special Purpose Revenue Funds	3,607	7,292	4,588	4,086	-502	-10.9
<b>Total for General Fund</b>	<b>212,418</b>	<b>195,190</b>	<b>167,274</b>	<b>161,598</b>	<b>-5,676</b>	<b>-3.4</b>
<b>Federal Resources</b>						
Federal Payments	0	35	0	0	0	N/A
Federal Grant Funds	1,993	2,644	1,889	1,890	1	0.1
Federal Medicaid Payments	5,962	4,411	4,113	4,916	803	19.5
<b>Total for Federal Resources</b>	<b>7,954</b>	<b>7,090</b>	<b>6,002</b>	<b>6,806</b>	<b>805</b>	<b>13.4</b>
<b>Private Funds</b>						
Private Grant Funds	30	94	117	117	0	0.0
Private Donations	14	9	0	0	0	N/A
<b>Total for Private Funds</b>	<b>44</b>	<b>103</b>	<b>117</b>	<b>117</b>	<b>0</b>	<b>0.0</b>
<b>Intra-District Funds</b>						
Intra-District Funds	11,289	14,040	8,329	9,129	800	9.6
<b>Total for Intra-District Funds</b>	<b>11,289</b>	<b>14,040</b>	<b>8,329</b>	<b>9,129</b>	<b>800</b>	<b>9.6</b>
<b>Gross Funds</b>	<b>231,705</b>	<b>216,423</b>	<b>181,723</b>	<b>177,651</b>	<b>-4,072</b>	<b>-2.2</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Full-Time Equivalents, by Revenue Type**

Table RM0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table RM0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change</b>
<b><u>General Fund</u></b>						
Local Funds	1,287.4	1,195.6	1,148.9	1,130.0	-18.9	-1.6
Special Purpose Revenue Funds	29.6	37.0	37.0	37.0	0.0	0.0
<b>Total for General Fund</b>	<b>1,316.9</b>	<b>1,232.6</b>	<b>1,185.9</b>	<b>1,167.0</b>	<b>-18.9</b>	<b>-1.6</b>
<b><u>Federal Resources</u></b>						
Federal Grant Funds	8.0	3.0	6.0	5.5	-0.5	-8.3
Federal Medicaid Payments	0.0	9.6	2.0	2.0	0.0	0.0
<b>Total for Federal Resources</b>	<b>8.0</b>	<b>12.6</b>	<b>8.0</b>	<b>7.5</b>	<b>-0.5</b>	<b>-6.2</b>
<b><u>Intra-District Funds</u></b>						
Intra-District Funds	59.8	23.4	81.2	81.2	0.0	0.0
<b>Total for Intra-District Funds</b>	<b>59.8</b>	<b>23.4</b>	<b>81.2</b>	<b>81.2</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed FTEs</b>	<b>1,384.8</b>	<b>1,268.5</b>	<b>1,275.1</b>	<b>1,255.7</b>	<b>-19.4</b>	<b>-1.5</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table RM0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table RM0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	85,409	75,518	75,398	76,939	1,541	2.0
12 - Regular Pay - Other	8,872	7,901	7,392	6,379	-1,013	-13.7
13 - Additional Gross Pay	11,164	6,714	2,311	2,083	-228	-9.8
14 - Fringe Benefits - Curr Personnel	18,696	17,870	16,869	18,603	1,734	10.3
15 - Overtime Pay	5,718	4,879	2,481	2,340	-141	-5.7
99 - Unknown Payroll Postings	0	19	0	0	0	N/A
<b>Subtotal Personal Services (PS)</b>	<b>129,859</b>	<b>112,899</b>	<b>104,451</b>	<b>106,344</b>	<b>1,893</b>	<b>1.8</b>
20 - Supplies and Materials	12,804	11,399	6,894	6,599	-295	-4.3
30 - Energy, Comm. and Bldg Rentals	8,634	8,811	3,073	3,563	490	16.0
31 - Telephone, Telegraph, Telegram, Etc	1,473	1,472	1,457	1,457	0	0.0
32 - Rentals - Land and Structures	4,582	3,996	2,928	307	-2,622	-89.5
33 - Janitorial Services	4	15	2	0	-1	-86.0
34 - Security Services	3,643	3,529	2,414	2,064	-350	-14.5
35 - Occupancy Fixed Costs	8	61	529	153	-377	-71.2
40 - Other Services and Charges	9,515	10,484	11,355	10,986	-370	-3.3
41 - Contractual Services - Other	38,112	45,159	29,889	29,876	-13	0.0
50 - Subsidies and Transfers	21,869	17,822	17,752	15,481	-2,271	-12.8
70 - Equipment and Equipment Rental	1,202	775	978	821	-158	-16.1
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>101,847</b>	<b>103,524</b>	<b>77,272</b>	<b>71,307</b>	<b>-5,965</b>	<b>-7.7</b>
<b>Gross Funds</b>	<b>231,705</b>	<b>216,423</b>	<b>181,723</b>	<b>177,651</b>	<b>-4,072</b>	<b>-2.2</b>

\*Percent change is based on whole dollars.

## Division Description

The Department of Mental Health operates through the following 6 divisions:

**Mental Health Authority** - plans for and develops mental health services; ensures access to services; monitors the service system; supports service providers by operating DMH's Fee for Service (FFS) system; provides grant funding for services not covered through the FFS system; regulates the providers within that District's public mental health system; and identifies the appropriate mix of programs, services, and supports necessary to meet the mental health needs of District residents.

This division contains the following 8 activities:

- **Office of the Director/Chief Executive Officer** – leads the design, development, communication, and delivery of mental health services, and supports, and identifies approaches to enhance access to services that support recovery and resilience;
- **Office of the Chief Clinical Officer** – advises the Director and sets standards for the provision of clinical care throughout the public mental health system for children, youth, and adults. The Comprehensive Psychiatric Emergency Program (CPEP), a site-based program available at all times of the day to provide emergency care, extended observation, and mobile crisis services, is also within this office. Physical plant infrastructure building, practice enhancement, and training to serve persons with co-occurring mental illnesses and substance use disorders, are functions of this office;
- **Consumer and Family Affairs** - provides expertise on the consumer/family perspective and promotes and protects the legal, civil, and human rights of consumers;
- **Office of Policy Support** - provides support for planning initiatives relating to the overall operation of the mental health system and for the development and publication of rules and policies to guide the District public mental health system. This includes serving as the liaison to the *Dixon* Court Monitor;
- **Office of Strategic Planning and Grants Management** - provides support for the development of Key Performance Indicators, and implements the agency-performance management plan for the development and implementation of the

grants functions within the Department of Mental Health; oversees the grants development, grants monitoring, grants award, and subgranting processes and procedures; and tracks expenditures and compliance with grant award stipulations;

- **Office of Accountability Quality Improvement/Audit** - provides oversight of providers for DMH to ensure that they meet or exceed the service delivery and documentation standards for Mental Health Rehabilitation Services (MHRS) and Mental Health Community Residence Facilities (MHCRF) and comply with applicable District and federal laws and regulations; monitors the provider network; investigates complaints and unusual incidents; and makes policy recommendations;
- **Office of Accountability Certification/Licensure** - certifies DMH provider agencies and licenses of all DMH Community Residential Facilities (CRFs). In addition, the certification unit monitors provider compliance with DMH regulations and local and Federal laws; generates and enforces corrective action plans when necessary; monitors facilities on a regular basis, issuing notices of infraction when necessary; and ensures that the care coordination of CRF residents is taking place through coordination by the CRF staff and Core Service Agency treatment team members; and
- **Office of Accountability-Investigations** - conducts major investigations of critical incidents, presents a disposition of the matter, and develops the final investigative report that are submitted to the Director of DMH, General Counsel of DMH, and other appropriate parties.

**Saint Elizabeths Hospital (SEH)** - provides psychiatric, medical, and psycho-social inpatient psychiatric treatment to adults to support their recovery and return to the community. SEH's goal is to maintain an active treatment program that fosters individuals' recovery and independence as much as possible. In addition, this program manages housekeeping, building maintenance, and nutritional services at SEH, providing a clean, safe and healthy hospital environment for individuals in care, their families, and employees so that the individuals in care can receive quality care. The Saint Elizabeths Hospital program also ensures staff credentialing and licensing privileges, and provides medication and medical support services to eligible consumers in order to effectively

treat mental illness and enhance their recovery. This program is part of the system that ensures the hospital's compliance with Centers for Medicare and Medicaid Services (CMS) and Joint Commission standards.

This division contains the following 14 activities:

- **The Office of the Chief Executive-SEH** - provides planning, policy development, and mental health system design to create a comprehensive and responsive system of mental health care;
- **Office of Clinical and Medical Services-SEH** - provides active treatment to the inpatient population at Saint Elizabeths Hospital to improve their quality of life through a recovery-based therapeutic program; monitors services to eligible consumers in order to effectively treat mental illness and enhance recovery; provides prescriptions, medical screening, education, medical assessment, medication (pharmacy), podiatry services, and respiratory care services to the inpatient population and for employee health services to staff to facilitate improvement in the quality of life of individuals in care through a recovery-based therapeutic program; and provides high-quality medical care for inpatients at Saint Elizabeths Hospital in concert with psychiatric care to optimize physical and mental health and to facilitate their being successfully discharged into the community;
- **Engineering and Maintenance-SEH** - provides maintenance and repairs to the hospital to ensure a functional, safe, and secure facility for customers, visitors, and staff in order to maximize the benefits of therapeutic treatment;
- **Fiscal and Support Services-SEH** – provides services for the formulation and management of the hospital's budget, approves and finances all procurements, assures the overall financial integrity of the hospital, and manages billing operations;
- **Forensic Services-SEH** – provides court-ordered forensic, diagnostic, treatment, and consultation services to defendants, offenders, and insanity acquitees committed by the criminal divisions of the local and federal court;
- **Housekeeping-SEH** - maintains a clean and sanitized environment throughout Saint Elizabeths Hospital facilities to enhance the therapeutic environment and level of clinical performance in all hospital areas;
- **Materials Management-SEH** - receives and delivers materials, supplies, and postal and laundry services to individuals in care, DMH staff employees, and customers so that they can provide or receive quality care, respectively. Materials management also provides an inventory of goods received, replenishes stock, and performs electronic receiving for all goods and services received in the Hospital;
- **Nursing Services-SEH** - provides active treatment and comprehensive, high-quality nursing care to the inpatient population at Saint Elizabeths Hospital, 24 hours a day and 7 days a week, to improve quality of life through a recovery-based therapeutic program;
- **Nutritional Services-SEH** - provides optimum nutrition and food services, medical nutrition therapy, and nutrition education services in a safe and sanitary environment;
- **Security and Safety-SEH** - provides a safe and secure facility for consumers, visitors and staff in order to ensure a therapeutic environment;
- **Transportation and Grounds-SEH** - manages the transportation and grounds resources, administrative functions, contracts, funding, and staff, to provide a safe, secure, and therapeutic physical environment for individuals in care, staff, and visitors hospital-wide; provides management and oversight of the full realm of grounds maintenance services, including snow and ice removal, solid medical waste disposal, and grounds maintenance services for individuals in care and employees; and provides vehicles and drivers for transportation services department-wide, patient food deliveries District-wide, and patient/staff transport;
- **Office of the Chief of Staff-SEH** – supports Saint Elizabeths Hospital staff by providing direct improvement in patient care to meet the requirements as set forth by the Department of Justice; establishes the training curriculum for all levels of hospital staff; and assures compliance with agreed-upon training programs for clinical and clinical support staff to maintain the health and safety of individuals in care and staff;
- **Office of the Chief Operating Officer-SEH** - provides operational oversight over the Avatar Business Team, Facilities Management and Human Resources (Branch B) functions to pro-

vide an effective and cost-efficient continuum of care for inpatient mental health clients; and

- **Clinical Administration-SEH** – provides clinical leadership and oversight of interdisciplinary treatment teams; coordinates treatment and unit activities; and completes clinical formulations and recovery plans that include individualized objectives and interventions. These clinicians work closely with all disciplines (i.e., psychiatrists, nursing, social work, psychology, and rehabilitation therapists) to ensure that the needs and treatment goals of individuals in care are identified and addressed.

**Mental Health Services and Supports (MHSS)** – is responsible for the design, delivery, and evaluation of mental health services and support for children, youth, families, adults, and special populations to maximize their ability to lead productive lives.

This division contains the following 15 activities:

- **Office of the Deputy Director-MHSS** – oversees the operations of the Mental Health Services and Supports Division (MHSD), which includes the multi-cultural outpatient service, the physicians practice group, same-day or walk-in services, the outpatient competency restoration program, services for deaf individuals with a psychiatric illness, services for developmentally disabled people with a psychiatric illness, and the Jackie Robinson psycho-educational program;
- **Organizational Development-MHSS** – provides bridge housing subsidies and capital funding to finance the development of new affordable permanent housing units for people with serious mental illness. An array of scattered site housing is provided through local bridge subsidies and federal vouchers;
- **Adult Services Supported Housing-MHSS** - provides bridge housing subsidies and capital funding to finance the development of new affordable permanent housing units for people with serious mental illness. An array of scattered site housing is provided through local bridge subsidies and federal vouchers;
- **Adult Service Supported Employment-MHSS** - provides employment assistance and support for consumers with significant mental health diagnoses for whom competitive employment has been interrupted or intermittent. Supports ser-

VICES include job placement, job coaching, and crisis intervention so that consumers can maintain part or full-time employment;

- **Adult Services Assertive Community Treatment (ACT)-MHSS** – provides intensive, integrated community-based mental health intervention and support services designed to provide rehabilitative and crisis treatment;
- **Adult Services Forensic-MHSS** - provides mental health services and continuity of care to individuals involved in the criminal justice system who have serious mental illnesses; and oversees a network of providers to ensure that individuals under court supervision and/or who are leaving the criminal justice system have access to a full range of services;
- **Care Coordination-MHSS** - is a telephone-based service center that provides counseling, links people in need of mental health services to community providers, and determines eligibility and authorizes services. One of the services provided, the AccessHelpLine, 1-888-7WE-HELP (1-888-793-4357), operated 24 hours per day, 7 days per week, provides crisis intervention, telephone counseling, and information and referral to callers who are in crisis and dispatches mobile crisis services as appropriate. Callers also have 24-hour access to suicide prevention and intervention services (1-800-273-8255) in the District through the Access HelpLine;
- **Mental Health Services-MHSS** - is responsible for directing and managing the government operated mental health services, including a multicultural program, a deaf/hard of hearing program, an intellectual disability program, an outpatient competency restoration program, and a same day Services program;
- **Pharmacy-MHSS** - provides safety net pharmacy Services for Psychiatric Medications for residents of the District of Columbia who are enrolled in the DMH system of care and who are uninsured and unable to pay for their medications;
- **Comprehensive Psychiatric Emergency Program (CPEP)-MHSS** - provides mental health services to adults in psychiatric crises who need stabilization to prevent harm to themselves or others. Services are enhanced to convert hospitalizations, prevent decompensation, and provide mobile crisis intervention for this population;

- **Homeless Outreach-MHSS** - provides services directly to individuals who are homeless and in crisis;
- **Children and Youth Services-MHSS** – develops an all-inclusive system of care for children, adolescents, and their families that promotes prevention/early intervention, continuity of care, community alternatives to out-of-home and residential placements, and diversion from the juvenile justice system. Child and Youth Services within the authority provides direct, school-based services, youth forensic services, and oversight of youth placed in Residential Treatment Centers (RTCs);
- **Early Childhood and School Mental Health-MHSS** - promotes social and emotional development and addresses psycho-social and mental health problems that create barriers to learning. The program is responsible for the direct provision of prevention, early intervention, and brief treatment services to 48 D.C. public and public charter schools;
- **Integrated Care-MHSS** – seeks to reduce the inpatient census at, and admissions to, St. Elizabeths Hospital by identifying consumers who need a comprehensive array of services that include mental health, non-mental health, and informal support services to integrate to their fullest ability in their communities and families; and coordinates, manages, and evaluates the care for these consumers to improve their quality of life and tenure in a community setting; and
- **Physicians’ Practice Group-MHSS (PPG)** - serves consumers at two government-operated sites, and outplaces psychiatrists at private CSA sites to increase the availability of psychiatric services at those sites. Additionally, PPG psychiatric services are also provided to consumers who are by specialized teams working within MHSD (Multi-Cultural Services, and services for individuals who are deaf/hard of hearing or who have intellectual disabilities).

**Mental Health Financing/Fee for Service** – provides prevention, comprehensive assessments, linkage, treatment, and emergency services to promote resilience and recovery for children, youth, families, and adults.

This division contains the following 4 activities:

- **Mental Health Rehabilitation Services** - provides medically-necessary diagnosis, assessment, and treatment services to children, youth, families and adults who are District residents so that they can be resilient, recover, and achieve a healthy productive life, in the least restrictive environment;
- **Mental Health Rehabilitation Services – Local Match** – allocates Local funding for the payment of claims to private providers for children, youth, families and adults who are District residents and receive Mental Health Rehabilitation Services;
- **Claims Administration/Billing** – supports the internal Department of Mental Health structure that supports claims processing and reimbursement; and
- **Provider Relations** - provides technical assistance, training and coaching support to the DMH provider network.

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

### **Division Structure Change**

The Department of Mental Health has no division structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table RM0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table RM0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management</b>								
(1010) Personnel	1,515	1,474	1,229	-245	8.3	15.6	13.0	-2.6
(1015) Training and Employee Development	209	323	331	8	2.4	3.0	3.0	0.0
(1017) Labor Relations	281	389	396	7	1.9	3.0	3.0	0.0
(1020) Contracting and Procurement	1,001	844	871	27	9.6	9.0	9.0	0.0
(1030) Property Management	6,805	5,826	1,607	-4,219	1.9	3.0	3.0	0.0
(1040) Information Technology	5,688	5,895	5,905	11	27.0	27.0	25.0	-2.0
(1050) Financial Management-Agency	2,257	1,935	2,909	973	18.8	11.0	13.0	2.0
(1055) Risk Management	0	125	127	2	0.0	1.0	1.0	0.0
(1060) Legal Services	254	288	288	0	0.0	0.0	0.0	0.0
(1080) Communications	301	216	200	-16	1.9	2.0	1.0	-1.0
(1085) Customer Services	61	63	63	0	0.0	0.0	0.0	0.0
(1087) Language Access	14	58	58	0	0.0	0.0	0.0	0.0
(1099) Court Supervision	709	609	309	-300	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Agency Management</b>	<b>19,094</b>	<b>18,044</b>	<b>14,293</b>	<b>-3,750</b>	<b>72.0</b>	<b>74.6</b>	<b>71.0</b>	<b>-3.6</b>
<b>(100F) DMH Financial Operations</b>								
(110F) DMH Budget Operations	480	517	504	-14	3.9	4.0	4.0	0.0
(120F) DMH Accounting Operations	804	844	789	-54	11.6	11.0	9.8	-1.2
(130F) DMH Fiscal Officer	230	232	247	15	1.9	2.0	2.0	0.0
<b>Subtotal (100F) DMH Financial Operations</b>	<b>1,514</b>	<b>1,593</b>	<b>1,540</b>	<b>-53</b>	<b>17.4</b>	<b>17.0</b>	<b>15.8</b>	<b>-1.2</b>
<b>(1800) Mental Health Authority</b>								
(1810) Office of the Director/Chief Exec Officer	1,950	1,718	1,735	17	8.7	10.0	10.0	0.0
(1815) Office of the Chief Clinical Officer	4,491	2,898	1,582	-1,316	4.8	4.0	2.0	-2.0
(1816) Clinical Management	7,090	0	0	0	18.3	0.0	0.0	0.0
(1820) Consumer and Family Affairs	1,115	1,104	1,110	7	2.9	2.0	2.0	0.0
(1825) Office of Programs and Policy	2,400	0	0	0	23.5	0.0	0.0	0.0
(1830) Adult Services	17,029	0	0	0	11.9	0.0	0.0	0.0
(1835) Housing	6,553	0	0	0	3.9	0.0	0.0	0.0
(1840) Care Coordination	2,699	0	0	0	25.1	0.0	0.0	0.0
(1845) Comprehensive Psych Emergency Program - CPEP	7,827	0	0	0	55.1	0.0	0.0	0.0
(1850) Children and Youth Services	11,438	0	0	0	30.0	0.0	0.0	0.0
(1855) School Mental Health Program	6,095	0	0	0	50.6	0.0	0.0	0.0
(1860) Forensic Services (Jail Diversion)	1,468	0	0	0	4.8	0.0	0.0	0.0

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**Table RM0-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1800) Mental Health Authority (cont.)</b>								
(1865) Office of Policy Support	1,680	247	321	73	5.8	2.5	3.0	0.5
(1866) Office of Strategic Planning and Grants Mgmt	0	1,008	918	-89	0.0	2.0	1.0	-1.0
(1875) Integrated Care	1,247	0	0	0	3.3	0.0	0.0	0.0
(1880) Office of Accountability - QI/Audit	1,837	814	819	5	20.7	9.0	7.1	-1.9
(1881) OA - Certification/Licensure	0	670	690	20	0.0	6.5	6.5	0.0
(1882) OA - Investigations	0	167	165	-2	0.0	1.5	1.5	0.0
(1890) Provider Relations	553	0	0	0	3.0	0.0	0.0	0.0
<b>Subtotal (1800) Mental Health Authority</b>	<b>75,472</b>	<b>8,626</b>	<b>7,341</b>	<b>-1,286</b>	<b>272.3</b>	<b>37.5</b>	<b>33.1</b>	<b>-4.4</b>
<b>(2800) Community Services Agency</b>								
(2810) Office of the Chief Executive Officer - CSA	3,351	0	0	0	15.4	0.0	0.0	0.0
(2815) Adult and Family Services - CSA	7	0	0	0	0.0	0.0	0.0	0.0
(2820) Children Youth and Family Services - CSA	17	0	0	0	0.0	0.0	0.0	0.0
(2845) Intake and Continuity of Care - CSA	0	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (2800) Community Services Agency</b>	<b>3,375</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(3800) Saint Elizabeths Hospital</b>								
(3805) Office of the Chief Executive	6,781	1,633	1,906	273	14.4	14.0	19.0	5.0
(3810) Office of Clinical and Medical Services-SEH	16,239	20,148	21,344	1,196	132.3	155.7	153.5	-2.2
(3815) Engineering and Maintenance - SEH	12,504	4,741	5,737	996	22.0	19.0	21.0	2.0
(3820) Fiscal and Support Services-SEH	2,041	1,430	1,365	-65	19.3	8.0	9.0	1.0
(3825) Forensic Services - SEH	2,230	999	882	-117	24.2	12.0	9.0	-3.0
(3830) Housekeeping - SEH	2,430	2,305	2,234	-71	47.3	46.0	45.0	-1.0
(3835) Materials Management - SEH	1,253	1,395	1,408	13	7.7	7.0	7.0	0.0
(3840) Medical Services - SEH	6,319	0	0	0	38.2	0.0	0.0	0.0
(3845) Nursing - SEH	32,589	30,110	30,439	329	439.7	425.0	422.1	-2.9
(3850) Nutritional Services - SEH	4,254	3,848	3,624	-224	42.5	42.0	34.1	-7.9
(3855) Psychiatric Services - SEH	9,376	0	0	0	69.1	0.0	0.0	0.0
(3860) Security and Safety - SEH	2,151	2,097	1,122	-974	20.3	19.0	19.0	0.0
(3865) Transportation and Grounds - SEH	1,226	1,153	1,029	-124	14.5	11.0	8.0	-3.0
(3870) Office of the Chief of Staff - SEH	0	1,977	1,948	-28	0.0	25.0	20.0	-5.0
(3875) Office of the Chief Operating Officer - SEH	0	1,398	1,494	95	0.0	17.0	18.0	1.0
(3880) Clinical Administration - SEH	0	6,458	6,209	-250	0.0	79.5	79.2	-0.2
<b>Subtotal (3800) Saint Elizabeths Hospital</b>	<b>99,392</b>	<b>79,691</b>	<b>80,740</b>	<b>1,049</b>	<b>891.5</b>	<b>880.2</b>	<b>864.0</b>	<b>-16.2</b>

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**Table RM0-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(4800) Mental Health Services and Supports</b>								
(4805) Office of the Deputy Director - MHSS	0	12,399	11,940	-458	0.0	7.0	7.0	0.0
(4810) Organizational Development - MHSS	0	1,007	1,100	93	0.0	9.0	9.0	0.0
(4815) Adult Services - Support Housing - MHSS	0	6,339	7,141	802	0.0	5.0	4.0	-1.0
(4820) Adult Services - Support Employment - MHSS	0	834	837	3	0.0	2.0	2.0	0.0
(4825) Adult Services Assertive Comm. Trmt. - MHSS	0	106	108	2	0.0	1.0	1.0	0.0
(4830) Adult Services - Forensic - MHSS	0	1,434	1,307	-127	0.0	7.0	6.0	-1.0
(4835) Care Coordination - MHSS	0	2,082	2,262	181	0.0	19.0	21.0	2.0
(4840) Mental Health Services - MHSS	0	1,393	2,150	757	0.0	13.5	23.0	9.5
(4845) Comprehensive Psych. Emergency Prog. (CPEP) - MHSS	0	7,518	8,015	498	0.0	62.4	62.8	0.3
(4850) Pharmacy - MHSS	0	2,670	2,459	-211	0.0	9.0	9.0	0.0
(4855) Homeless Outreach Services - MHSS	0	1,383	1,160	-223	0.0	7.5	8.0	0.5
(4860) Children and Youth - MHSS	0	8,457	9,757	1,300	0.0	35.0	35.0	0.0
(4865) Early Childhood and School Mh Prog - MHSS	0	5,484	5,431	-54	0.0	56.0	54.7	-1.3
(4870) Integrated Care - MHSS	0	1,646	1,606	-39	0.0	7.0	7.0	0.0
(4880) Physicians Practice Group - MHSS	0	2,061	1,908	-153	0.0	10.4	9.4	-1.0
<b>Subtotal (4800) Mental Health Services and Supports</b>	<b>0</b>	<b>54,810</b>	<b>57,182</b>	<b>2,372</b>	<b>0.0</b>	<b>250.8</b>	<b>258.9</b>	<b>8.0</b>
<b>(7800) Mental Health Financing/Fee For Service</b>								
(7820) Mental Health Rehabilitation Services	8,764	7,757	3,399	-4,358	0.0	0.0	0.0	0.0
(7825) Mental Health Rehab Services - Local Match	8,852	9,896	11,994	2,098	0.0	0.0	0.0	0.0
(7870) Claims Administration/Billing	0	728	570	-158	0.0	10.0	8.0	-2.0
(7880) Provider Relations	0	578	592	14	0.0	5.0	5.0	0.0
<b>Subtotal (7800) Mental Health Financing/Fee For Service</b>	<b>17,616</b>	<b>18,959</b>	<b>16,554</b>	<b>-2,404</b>	<b>0.0</b>	<b>15.0</b>	<b>13.0</b>	<b>-2.0</b>
<b>(9220) Department of Mental Health - P-Card</b>								
(9221) Department of Mental Health - P-Card	-39	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (9220) Department of Mental Health - P-Card</b>	<b>-39</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>216,423</b>	<b>181,723</b>	<b>177,651</b>	<b>-4,072</b>	<b>1,268.5</b>	<b>1,275.1</b>	<b>1,255.7</b>	<b>-19.4</b>

(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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

The budget proposal for the Department of Mental Health (DMH) preserves the necessary funding for the agency to continue to function in its dual capacity as the regulator of the District's mental health system as well as a public provider of mental health services through the Saint Elizabeths Hospital (SEH) and a network of contractual agreements with Community Services Agencies (CSAs). The FY 2012 budget proposal confronts the fiscal challenges of ensuring District residents continued access to mental health services despite the recession-driven limitation on resources available to DMH to support service utilization.

Major factors impacting DMH's budget proposal includes the ongoing focus on compliance with the U.S. Department of Justice (DOJ) requirements for SEH with regards to court mandates for substantial improvements in all aspects of patient care and treatment. DMH's network of community providers is another significant factor in the proposed budget. A stable community system is crucial in providing a community-based environment to stabilize individuals with serious mental health illness so that they are not dependent on costly emergency or inpatient services.

**Cost Increases:** DMH's obligation to satisfy all requirements of the DOJ's citations for SEH accounts for an increase of \$1,324,599 in the Local funds budget proposal. In addition, the funding reflects DMH's intent on sustaining the District's recent motion to remove court oversight of the agency and return full management to local officials. Further adjustments carried out in local funding for fixed costs reflect an increase of \$507,542 for guard services at SEH. In order to provide the necessary local match for increased projections of federal Medicaid reimbursement pertaining to the Comprehensive Psychiatric Emergency Program (CPEP), the local budget is increased by \$128,571. An adjustment in the Children and Youth Services activity reflects a restoration of funding for Court Assessment Center. This adjustment, which increases the local budget by \$300,000, is offset by shifting of certain CPEP-related costs to federal resources, received through an intra-District transfer.

The proposed budget includes \$3,500,000 to cover costs associated with the District's exit from

court monitoring over the *Dixon* case settlement. Allocation of this additional funding is based on negotiations with the plaintiffs on closing this case. The Local funds budget is therefore adjusted for increases of \$1,200,000 to support new housing vouchers to satisfy the *Dixon* settlement on Supported Housing, \$1,300,000 for DMH to implement the full range of services associated with CFSA's Annual Implementation Plan for the *LaShawn* case, and \$1,000,000 to support community-based mental health services.

**Enhancements:** Non-Local funding sources represent the only means of enhancing certain aspects of DMH's services in FY 2012. Allocations for three Federal grants are being increased based on FY 2012 grant awards. Federal Grants funds includes increases of \$6,640 for the State Mental Health Block grant, \$3,386 for the Capitol CARES grant, and \$410 for the Project for Assistance Transition – PATH from Homelessness grant. The budget proposal for Federal Medicaid Payments reflects an increase of \$803,367 that aligns the budget with projected Federal reimbursements for DMH's Federal Medicaid Administrative Claiming. Further adjustments in the Federal Medicaid Payments include an increase of \$300,000 based on projected increase of federal Medicaid reimbursements for services related to CPEP. The intra-District budget increased by \$500,000 due to the restoration of funding in the Child and Family Services Agency to support a Memorandum of Understanding with DMH for the Children's Mental Health program.

**Operational Adjustments:** DMH's personal services costs including salary step increases and fringe benefits have been adjusted across various programs for a net increase of \$1,661,366 over the prior year Local funds budget and a reduction of 0.4 FTE from the prior year's level. Major adjustments in Local funding for the agency's fixed costs includes a net reduction of \$3,444,794 that aligns the agency's budget with the newly created Department of General Services (DGS) estimates based on DMH's planned relocation from 64 New York Avenue, and \$411,960 for the closure of the District's CSA. Further adjustments in fixed costs reflect an increase of \$490,404 based on DGS' estimates for energy. The Local funds budget is further decreased by \$127,157 based on a reduction

of medical/other supplies, travel and training expenses, housekeeping services, and equipment purchases.

DMH proposes other operational adjustments that are related to proposed reductions in non-Local funding sources. The budget proposal for Special Purpose Revenue funds reflects a decrease of \$488,000 that aligns the budget with revenue estimates for the DMH Federal Medicare and third-party reimbursements. Other changes in the proposed budget for Special Purpose Revenue funds reflect a decrease of \$13,598 that aligns the budget with revenue estimates for the DMH Federal Beneficiary Reimbursements.

In Federal Grants, the budget proposal includes a decrease of \$9,259 that aligns the budget with the Federal funding allocation for the State Data Infrastructure grant.

**Cost Savings/Decreases:** The limitation of resources available to DMH in FY 2012 calls for the streamlining of operations and staffing realignment in major programmatic areas. Local funding is therefore being reduced by \$2,073,926 and 18.6 FTEs as a result of the proposed operational changes. As DMH continues to make operational changes in the budget to reduce spending, several adjustments related to the cost of service delivery for the Mental Health Rehabilitation Services (MHRS) are included in the Local budget proposal. MHRS funding is therefore being reduced by \$3,160,002. Other cost-related adjustments in DMH's Local budget proposal include reductions of \$235,000 for the Adult Services Supported Housing, \$557,000 for the Comprehensive Psychiatry Emergency program (CPEP), \$200,000 for Pharmacy, \$900,000 for Children and Youth Services, and \$1,200,000 for the Office of the Chief Clinical Officer.

In addition to cost-related adjustments, the Local budget funding is adjusted for certain DMH administrative and other non-clinical functions. These adjustments include reductions of \$477,382 for the Office of the Deputy Director and \$300,000 for Court Supervision.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table RM0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table RM0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>162,687</b>	<b>1,148.9</b>
Cost Increase: Adjust personal services budget for salary step increases and fringe benefits	Multiple Programs	1,661	-0.4
Cost Increase: Support adequate staffing requirements per DOJ citation and include salary step increases and fringe benefits adjustments	Saint Elizabeths Hospital	1,325	0.0
Cost Increase: Adjust fixed costs associated with guard services at Saint Elizabeths Hospital	Saint Elizabeths Hospital	508	0.0
Cost Decrease: Align fixed costs with DGS estimates based on planned relocation of DMH from 64 New York Avenue	Agency Management	-3,445	0.0
Cost Decrease: Align fixed costs with DGS estimates based on decreases associated with closure of DCCSA	Agency Management	-412	0.0
Cost Increase: Align fixed costs with DGS estimates based on net effect of increased estimate for Energy	Multiple Programs	490	0.0
Cost Decrease: Reduce medical and other supplies, travel and training expenses, housekeeping services and equipment purchases	Multiple Programs	-127	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>162,687</b>	<b>1,148.5</b>
Reduce: Adjust contactual service costs related to the Adult Services Supported Housing	Mental Health Services and Supports	-235	0.0
Reduce: Adjust costs related to the Comprehensive Psychiatric Emergency Program (CPEP)	Mental Health Services and Supports	-557	0.0
Reduce: Adjust funding for contactual service costs related to the Children and Youth Services program	Mental Health Services and Supports	-900	0.0
Reduce: Adjust funding for Court Supervision	Agency Management	-300	0.0
Reduce: Adjust funding for the Office of Chief Clinical Officer	Mental Health Authority	-1,200	0.0
Reduce: Adjust costs related to establishment of a benefit cap for Mental Health Rehabilitation Services (MHRS)	Mental Health Financing/Fee for Service	-3,160	0.0
Reduce: Adjust costs related to Pharmacy based on decline in usage and transition to healthcare reform	Mental Health Services and Supports	-200	0.0
Reduce: Realign staffing to budget and streamline operations	Multiple Programs	-2,074	-18.6
Reduce: Adjust funding for contactual services in the Office of the Deputy Director	Mental Health Services and Supports	-477	0.0
Correct: Increase the local budget for the Children and Youth Services activity in order to restore a proposed reduction for the Court Assessment Center	Mental Health Services and Supports	300	0.0
Enhance: Reflect the local match for the additional Medicaid revenue for CPEP	Mental Health Services and Supports	129	0.0
Cost Increase: Support new housing vouchers to satisfy the Dixon settlement on Supported Housing.	Mental Health Services and Supports	1,200	0.0
Cost Increase: Support community-based mental health services to facilitate the District's exit from court monitoring in the Dixon Case Settlement.	Mental Health Financing/Fee for Service	1,000	0.0
Cost Increase: Provide additional funding to allow DMH to support the CFSA Annual Implementation Plan for the LaShawn case.	Mental Health Services and Supports	1,300	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>157,512</b>	<b>1,130.0</b>

(Continued on next page)

**Table RM0-5 (continued)**

(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>FEDERAL GRANT FUND: FY 2011 Approved Budget and FTE</b>		<b>1,889</b>	<b>6.0</b>
Adjust: Align budget with the FY 2012 allocation for the State Mental Health Block Grant	Mental Health Authority	7	0.0
Adjust: Align budget with the FY 2012 allocation for the Capitol CARES Grant	Mental Health Services and Supports	3	0.0
Adjust: Align budget with the FY 2012 allocation for the State Data Infrastructure Grant	Mental Health Services and Supports	-9	0.0
Adjust: Align budget with the FY 2012 allocation for the PATH - Project for Assistance Transition from Homelessness Grant (less than \$500)	Mental Health Services and Supports	0	0.0
Adjust: Align budget with the FY 2012 allocation for the Shelter Plus Care Grant	Mental Health Services and Supports	-184	-0.4
<b>FY 2012 Initial Adjusted Budget</b>		<b>1,706</b>	<b>5.5</b>
Adjust: Align budget with the FY 2012 allocation for the Shelter Plus Care Grant	Mental Health Services and Supports	184	0.0
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>1,890</b>	<b>5.5</b>
<b>FEDERAL MEDICAID PAYMENTS: FY 2011 Approved Budget and FTE</b>		<b>4,113</b>	<b>2.0</b>
Enhance: Adjust budget to align with Federal Medicaid Administrative Claiming	Multiple Programs	803	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>4,916</b>	<b>2.0</b>
<b>FEDERAL MEDICAID PAYMENTS: FY 2012 Proposed Budget and FTE</b>		<b>4,916</b>	<b>2.0</b>
<b>PRIVATE GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>117</b>	<b>0.0</b>
Adjust: Align budget with the end of the Ross University School of Medicine grant award in FY 2011	Saint Elizabeths Hospital	-117	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>0</b>	<b>0.0</b>
Adjust: Re-establish budget for the Ross University School of Medicine grant award in FY 2012	Saint Elizabeths Hospital	117	0.0
<b>PRIVATE GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>117</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>4,588</b>	<b>37.0</b>
Adjust: Align budget with revenue estimates for the DMH Federal Beneficiary Reimbursement	Saint Elizabeths Hospital	-14	0.0
Adjust: Align budget with revenue estimates for the DMH Federal Medicare and 3rd Party Reimbursements	Multiple Programs	-488	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>4,086</b>	<b>37.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>4,086</b>	<b>37.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>8,329</b>	<b>81.2</b>
No Change: Maintain FY 2011 funding	Default	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>8,329</b>	<b>81.2</b>
Adjust: Re-establish budget for the MOU with CFSA for the Children's Mental Health program	Mental Health Authority and Supports	500	0.0
Enhance: Increase funds to reflect a shift of certain local costs to available federal resources for the Comprehensive Psychiatric Emergency Program	Mental Health Services and Supports	300	0.0
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>9,129</b>	<b>81.2</b>
<b>Gross for RMO - Department of Mental Health</b>		<b>177,651</b>	<b>1,255.7</b>

## Agency Performance Plan

The agency's performance plan has the following objectives for FY 2012:

### 1. Mental Health Authority

**Objective 1:** Expand the range of mental health services.

**Objective 2:** Increase access to mental health services.

**Objective 3:** Continually improve the consistency and quality of mental health services.

**Objective 4:** Ensure system accountability.

## Mental Health Authority

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of affordable housing units funded <sup>1</sup>	141	100	186	100	TBD	TBD
Total number of adult consumers served <sup>2</sup>	13,544	13,800	15,782	3% of adults in District <sup>3</sup>	3% of adults in District	3% of adults in District
Adult consumers receiving supported employment services	469	600	442	700	800	1,000
Percent of MHRS eligible children discharged from inpatient psychiatric hospitals who receive a community-based, non-emergency service within seven days of discharge <sup>4</sup>	39.3%	70%	46.4%	80%	80%	80%
Percent of MHRS eligible adults discharged from inpatient psychiatric hospitals who receive a community-based, non-emergency service within seven days of discharge <sup>5</sup>	53.5%	70%	56.1%	80%	80%	80%
Adult overall system scores for team formation <sup>6</sup>	57%	Not Applicable	67%	80%	85%	90%
Adult overall system scores for team functioning <sup>7</sup>	49%	Not Applicable	60%	80%	85%	90%
Child overall system scores for team formation <sup>8</sup>	40%	Not Applicable	45%	65%	80%	90%
Child overall system scores for team functioning <sup>9</sup>	30%	Not Applicable	33%	48%	65%	80%
Number of Dixon exit criteria targets met and approved for inactive monitoring by the Court Monitor <sup>10</sup>	6	Not Applicable	12	19	19	Not Applicable
Scorecard providers' average aggregate score <sup>11</sup>	Not Applicable	Not Applicable	Not Applicable	TBD	TBD	TBD

MHRS: Mental Health and Recovery Services

## 2. Saint Elizabeths Hospital

Objective 1: Increase access to mental health services.

Objective 2: Improve the consistency and quality of mental health services.

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### Saint Elizabeths Hospital<sup>12</sup>

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of involuntary acute admissions to Saint Elizabeths Hospital <sup>13</sup>	12%	11%	6.4%	10%	9%	9%
Total inpatients served per day <sup>14</sup>	343	316	316.9	300	291	291
Number of elopements per 1,000 patient days <sup>15</sup>	.89	.75	.41	.68	.61	.55
Number of patient injuries per 1,000 patient days	1.01	1.00	1.79	.95	.90	.86
Number of medication variances that occurred for every 1,000 patient days	2.78	2.64	1.98	2.51	2.39	2.27
Percentage of unique patients who were restrained at least once during month	1.2%	1.1%	.46%	0.9%	0.7%	0.6%
Percentage of unique patients who were secluded at least once during month	0.5%	0.5%	1.2%	0.5%	0.5%	0.5%
Percentage of patients readmitted to Saint Elizabeths Hospital within 30 days of discharge	9.5%	8.6%	6.8%	8.1%	7.7%	7.3%

### 3. Mental Health Services and Supports

Objective 1: Expand the range of mental health services.

Objective 2: Increase access to mental health services.

Objective 3: Continually improve the consistency and quality of mental health services.

Objective 4: Ensure system accountability.

#### Mental Health Services and Supports

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Early Childhood Teacher/Staff Consultations <sup>16</sup>	Not Applicable	Baseline	488	900	TBD	TBD
Early Childhood Parent Consultations	Not Applicable	Baseline	92	144	TBD	TBD
Early Childhood Presentations/Trainings	Not Applicable	Baseline	48	50	TBD	TBD
Number of adult consumers receiving an ACT service	619	650	979	1,000	1,080	1,080
Same Day Service, Urgent Care: adult and child consumers seen at intake	Not Applicable	Not Applicable	3,181	3,600	3,700	3,800
Number of Physician's Practice Group psychiatrists working in community CSAs <sup>17</sup>	Not Applicable	10	10	11	12	Not Available
Percentage of Assertive Community Treatment (ACT) teams score in acceptable range on fidelity audit <sup>18</sup>	Not Applicable	Not Applicable	18%	50%	75%	100%
Staff productivity measure (percent of staff reaching 60 percent minimum productivity standard) <sup>19</sup>	Not Applicable	50%	22%	60%	70%	80%
Physician productivity measure (percent of staff reaching 65 percent minimum productivity standard)	Not Applicable	50%	21%	60%	70%	80%

CSA: Community Services Agency

### 4. Mental Health Financing/Fee for Service

Objective 1: Increase revenue generation through efficient and effective claims processing and billing.

#### Mental Health Financing/Fee for Services

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of clean claims adjudicated by DHCF within 5 business days of submission <sup>20</sup>	Not Applicable	100%	100%	100%	100%	100%
Percent of Medicaid claims submitted to DHCF that are processed and paid	79%	85%	92.0%	88%	88%	88%

DHCF: Department of Health Care Finance

## 5. Agency Management

Objective 1: Maintain efficient and effective agency operations.

### Agency Management

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Establish PALT baseline <sup>21</sup>	Not Available	Not Available	Not Available	Baseline	TBD	TBD
Percentage of subgrantee's budget spent on programmatic costs <sup>22</sup>	Not Available	Not Available	Not Available	65%	65%	65%
Percentage of scheduled monitoring reports as defined in agency monitoring plan completed for each grant award <sup>23</sup>	Not Available	Not Available	Not Available	100%	100%	100%

PALT: Procurement Administrative Lead Time

#### Performance Plan Endnotes:

1. This includes units funded through development of affordable housing units by the Department of Housing and Community Development with \$14 million in DMH capital funds (259 units in various stages of development) and 68 Housing Improvement Program Initiatives (HIPi) units, which are small projects for preservation and rehabilitation of existing units where DMH consumers reside. In FY 2011, an additional 100 housing units will be funded. Housing units in FY 2012-2013 depends on funding availability.
2. Reporting for this indicator is calculated based upon the requirements of Dixon Exit Criterion # 7 (penetration rate for services to adults – persons age 18 and above). The data reported for FY 2009 represents the unduplicated adults receiving services through the MHRS program only. The FY 2010 YTD data also includes unduplicated adults receiving services through the MHRS, School Mental Health, psychiatric residential treatment program (as monitored by DMH), Assessment Center and Wraparound programs based upon claims processed as of January 26, 2011.
3. Target will be set using the most recent U.S. Census Bureau estimate for adults living in the District. This is consistent with the requirements for reporting Dixon Exit Criterion #7.
4. This indicator is tracked as Dixon Exit Criterion #17. The target for exiting the Dixon case is 80 percent. FY 2010 YTD data is reported based upon claims processed as of January 26, 2011.
5. This indicator is also tracked as Dixon Exit Criterion #17. The target for exiting the Dixon case is 80 percent. FY 2010 YTD data is reported based upon claims processed as of January 26, 2011.
6. Data from annual Community Service Review (CSR) report.
7. Data from annual Community Service Review (CSR) report.
8. Data from annual Community Service Review (CSR) report.
9. Data from annual Community Service Review (CSR) report.
10. As of September 13, 2010, 11 of the Exit Criteria are inactive and eight remain active. The terms of the consent decree authorize the Court to find the District in substantial compliance with the requirements of the consent decree, without meeting the performance targets for each of the 19 Exit Criteria; should this occur this KPI will be eliminated. Based upon its progress over the past year, DMH expects to have exited court oversight by FY 2013; therefore, no FY 2013 target is provided.
11. Provider Scorecard data derived from a combination of quality reviews, claims audits and compliance activities. The FY 2010 Provider Scorecard results were issued to providers in FY 2011. The baseline from the FY 2010 Provider Scorecard will be used to develop targets for subsequent fiscal years.

(Continued on next page)

12. Several measures below (number of elopements per 1,000 patient days; number of patient injuries per 1,000 patient days; percent of unique patients who were restrained at least once during month; percent of unique patients who were secluded at least once during month; and percent of patients readmitted to Saint Elizabeths Hospital within 30 days of discharge) are based on the National Association of State Mental Health Program Directors (NASMHPD) Research Institute, Inc. (NRI) aggregate reports based on measurement data collected from state psychiatric hospitals nationwide, publishing 'National Public Rates (NPR)'. The most recent (May 2010) includes data measured for December 2009. See [http://www.nri-inc.org/reports\\_pubs/2010/National\\_Public\\_Rates.pdf](http://www.nri-inc.org/reports_pubs/2010/National_Public_Rates.pdf). The NPR have been incorporated into the hospital targets.
13. This measure represents the percentage of total involuntary acute admissions authorized by DMH that are sent directly to Saint Elizabeths Hospital.
14. This measure combines civil and forensic patients. The data reported is the census as of the last day of the last month of each quarter. Beginning in FY 2011, this KPI is being reported as the total inpatients served per day instead of average daily census. Daily census counts the number of inpatients present on the unit but does not include those who are on temporary leave, and thus may not accurately represent the total number of patients served. Starting in FY 2011, the number of all inpatients on the hospital roll will be reported, which will include those who may not be present on the unit as they are placed on leave. The target numbers have been adjusted accordingly.
15. This measure combines civil and forensic patients and refers to the elopement rate for the entire fiscal year.
16. Measures on Early Childhood consultations, presentations and trainings have been updated from the FY 2010 Performance Plan to better measure services provided in the Early Childhood program. During FY 2010, DMH tracked the total number of consultations provided under this program. Going forward, DMH will document in more detail the types of consultations and other services provided. FY 2012- FY 2013 targets to be determined pending funding availability.
17. Represents number of Physician's Practice Group psychiatrists working in community CSAs at least once a day. DMH committed to operate the PPG until the end of FY 2012. Therefore, no performance target is established for FY 2013.
18. The Dartmouth ACT Fidelity Scale is the instrument that is used. A total mean score of 4.0 or above is within the acceptable range. For FY 2011 to FY 2013, targets are based on each team's total mean score on the 28-item fidelity scale.
19. Calculation for minimum productivity standards derived from Baseline Readiness for Medicaid Rehab Option Implementation, National Council Consulting Services March 14-15, 2006.
20. This metric is based on the Department of Health Care Finance (DHCF) weekly billing cycle. All clean claims DMH receives from providers are submitted to DHCF weekly, by noon on Friday. DHCF processes the claims on Friday and Saturday night, and reports the results on Monday morning.
21. The Procurement Administrative Lead Times (PALT) is the time between the acceptance of a complete Purchase Request and the Contract Award. The establishment of PALT directly affects the Timeline/Schedule of a Procurement Action by imposing a defined timeframe. Target PALTs are as follows: Small purchases (\$5,001-25,000)=15 business days (BDs); RFQs (\$25,001-100,000)=20 BDs; CSBs and IFBs (\$100,001-\$1 million)=120 BDs; exceeding \$1 million=150 BDs; RFPs (\$100,001-\$1 million)=150 BDs, and exceeding \$1 million=180 BDs. Also, at this time DMH is unable to project the number of HCA, contracts and modifications that will be processed due to pending FY 2010 and FY 2011 contract funding reductions.
22. The Wise Giving Alliance of the Better Business Bureau identifies 65 percent to be an industry standard for this measure <http://www.bbb.org/us/Charity-Standards/>. This metric measures all subgrantees' programmatic costs as a percentage of their overall costs.
23. Pursuant to section 11.4 of the Grants Manual and Source Book, all District agencies must complete monitoring reports. All District agencies should be in compliance with this standard. The standard is 100 percent.

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# Department of Health

[www.doh.dc.gov](http://www.doh.dc.gov)  
Telephone: 202-442-5955

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$260,903,144	\$271,695,846	\$259,211,399	-4.6
FTEs	798.4	774.6	735.6	-5.0

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The mission of the Department of Health (DOH) is to promote healthy lifestyles, prevent illness, protect the public from threats to their health, and provide equal access to quality healthcare services for all in the District of Columbia.

## Summary of Services

The Department of Health provides programs and services with the ultimate goal of reducing the burden of disease. DOH does this through a number of mechanisms that center around prevention, promotion of health, and expanding access to health care. The department provides public health management and leadership through policy, planning, and evaluation; fiscal oversight; human resource management; grants and contracts management; information tech-

nology; government relations; risk management; communication and community relations; legal oversight; and facilities management. The DOH performance plan is based on three priority areas: 1) health and wellness promotion, 2) HIV/AIDS prevention and awareness, and 3) public health systems enhancement.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table HC0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table HC0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	107,239	82,496	72,223	90,672	18,449	25.5
Special Purpose Revenue Funds	11,806	13,800	14,879	7,761	-7,118	-47.8
<b>Total for General Fund</b>	<b>119,045</b>	<b>96,296</b>	<b>87,102</b>	<b>98,433</b>	<b>11,331</b>	<b>13.0</b>
<b>Federal Resources</b>						
Federal Payments	0	0	0	5,000	5,000	N/A
Federal Grant Funds	133,256	140,065	149,223	136,706	-12,518	-8.4
Federal Medicaid Payments	-29,275	0	0	0	0	N/A
<b>Total for Federal Resources</b>	<b>103,981</b>	<b>140,065</b>	<b>149,223</b>	<b>141,706</b>	<b>-7,518</b>	<b>-5.0</b>
<b>Private Funds</b>						
Private Grant Fund	632	458	319	214	-105	-32.8
<b>Total for Private Funds</b>	<b>632</b>	<b>458</b>	<b>319</b>	<b>214</b>	<b>-105</b>	<b>-32.8</b>
<b>Intra-District Funds</b>						
Intra-District Funds	24,576	24,085	35,052	18,858	-16,194	-46.2
<b>Total for Intra-District Funds</b>	<b>24,576</b>	<b>24,085</b>	<b>35,052</b>	<b>18,858</b>	<b>-16,194</b>	<b>-46.2</b>
<b>Gross Funds</b>	<b>248,234</b>	<b>260,903</b>	<b>271,696</b>	<b>259,211</b>	<b>-12,484</b>	<b>-4.6</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table HC0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table HC0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change</b>
<b>General Fund</b>						
Local Funds	185.8	152.2	129.5	180.8	51.2	39.5
Special Purpose Revenue Funds	105.8	106.2	132.8	77.8	-55.0	-41.4
<b>Total for General Fund</b>	<b>291.5</b>	<b>258.3</b>	<b>262.4</b>	<b>258.6</b>	<b>-3.8</b>	<b>-1.4</b>
<b>Federal Resources</b>						
Federal Grant Funds	449.4	535.6	507.4	472.0	-35.4	-7.0
Federal Medicaid Payments	0.3	0.0	0.0	0.0	0.0	N/A
<b>Total for Federal Resources</b>	<b>449.7</b>	<b>535.6</b>	<b>507.4</b>	<b>472.0</b>	<b>-35.4</b>	<b>-7.0</b>
<b>Intra-District Funds</b>						
Intra-District Funds	6.3	4.4	4.8	5.0	0.2	5.3
<b>Total for Intra-District Funds</b>	<b>6.3</b>	<b>4.4</b>	<b>4.8</b>	<b>5.0</b>	<b>0.2</b>	<b>5.3</b>
<b>Total Proposed FTEs</b>	<b>747.6</b>	<b>798.4</b>	<b>774.6</b>	<b>735.6</b>	<b>-39.0</b>	<b>-5.0</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table HC0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table HC0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	40,524	36,438	43,906	43,544	-362	-0.8
12 - Regular Pay - Other	10,829	9,221	9,803	8,918	-885	-9.0
13 - Additional Gross Pay	4,620	825	0	3	3	N/A
14 - Fringe Benefits - Curr Personnel	10,024	9,254	9,516	10,324	807	8.5
15 - Overtime Pay	1,054	577	98	90	-8	-7.8
<b>Subtotal Personal Services (PS)</b>	<b>67,051</b>	<b>56,316</b>	<b>63,323</b>	<b>62,879</b>	<b>-444</b>	<b>-0.7</b>
20 - Supplies and Materials	32,409	33,424	34,961	31,080	-3,882	-11.1
30 - Energy, Comm. and Bldg Rentals	972	393	1,395	1,681	287	20.5
31 - Telephone, Telegraph, Telegram, Etc	1,045	1,243	1,441	1,189	-252	-17.5
32 - Rentals - Land and Structures	13,934	12,470	12,794	13,212	418	3.3
33 - Janitorial Services	195	22	32	58	25	77.7
34 - Security Services	2,683	2,974	1,874	1,543	-332	-17.7
35 - Occupancy Fixed Costs	1,164	347	432	1,377	945	218.7
40 - Other Services and Charges	3,873	3,472	3,756	4,957	1,201	32.0
41 - Contractual Services - Other	50,328	47,171	61,538	56,877	-4,661	-7.6
50 - Subsidies and Transfers	74,681	101,405	89,594	83,850	-5,744	-6.4
70 - Equipment and Equipment Rental	695	1,861	555	508	-47	-8.4
91 - Expense Not Budgeted Others	-796	-194	0	0	0	N/A
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>181,183</b>	<b>204,587</b>	<b>208,373</b>	<b>196,332</b>	<b>-12,041</b>	<b>-5.8</b>
<b>Gross Funds</b>	<b>248,234</b>	<b>260,903</b>	<b>271,696</b>	<b>259,211</b>	<b>-12,484</b>	<b>-4.6</b>

\*Percent change is based on whole dollars.

## Division Description

The Department of Health operates through the following 8 divisions:

**Addiction Prevention and Recovery Administration (APRA)** – promotes access to substance abuse prevention, treatment and recovery support services. Prevention services include raising public awareness about the consequences of substance abuse and providing evidence-based program resources to community and faith-based organizations to promote wellness and reduce substance use and abuse. Treatment services include assessment and referrals for appropriate levels of care. Treatment services also include maintenance of a comprehensive continuum of substance abuse treatment services including outpatient, intensive outpatient, residential, detoxification and stabilization, and medication assisted therapy. Recovery support services include wrap-around services to ensure a full continuum of care, such as mentoring services, education skills building and job readiness training. APRA ensures the quality of these services through its regulation and certification authority as the Single State Agency for substance abuse.

This division contains the following 7 activities:

- **Office of the Senior Deputy Director** – provides overall direction, policy development and supervision for the other activities in APRA;
- **Office of the Deputy Director for Operations** – ensures the financial stability, fiscal integrity, and program accountability of APRA. The office manages APRA’s operating budget, financial operations, and facilities and is responsible for overseeing grant compliance and monitoring contracts;
- **Office of the Deputy Director for Administration** – manages the administrative functions of APRA, including human resources, as well as coordinates and ensures adherence to privacy and risk management requirements for the agency and substance abuse treatment provider network. In addition, the office oversees, coordinates, and ensures high quality prevention and performance-related activities, including regulation of substance abuse treatment services in the District of Columbia;
- **Office of Prevention Services** – works to prevent the onset of, and reduce the progression of, substance abuse risk among youth through a comprehensive public health and risk reduction prevention strategy that addresses the interrelated and root causes of tobacco, alcohol, marijuana, and other drug use. In addition, the office monitors and ensures that federal funds are addressing national outcome measures, high performance standards, and statutory requirements;
- **Office of Performance Management** – is responsible for evaluating, monitoring and managing the performance of all APRA programs, services, providers and staff. In addition, the office oversees the quality assurance and certification process for all substance abuse treatment facilities and programs in the District of Columbia. The Quality Assurance division conducts surveys of, and works with, substance abuse treatment providers to promote the highest quality standards for delivering services related to best practice models for substance abuse treatment. The Certification and Regulation division certifies substance abuse treatment facilities and programs to ensure compliance with District and federal laws and regulations. Only APRA-certified substance abuse treatment facilities and programs may lawfully provide treatment services in the District of Columbia;
- **Office of the Deputy Director for Treatment** – ensures the effective delivery of substance abuse treatment services to APRA direct service treatment programs and programs that APRA contracts with or regulates. The office ensures that the highest quality treatment services are provided through policy development, analysis, and research; and
- **Implementation of Drug Treatment Choice** – provides subsidies and transfers for treatment services only.

**Health Emergency Preparedness and Response Administration (HEPRA)** – provides regulatory oversight of Emergency Medical Services; ensures that DOH and its partners are prepared to respond to citywide medical and public health emergencies, such as those resulting from terrorist attacks, large accidents, or natural events such as weather-related emer-

gencies; conducts disease surveillance and outbreak investigation; and provides analytical and diagnostic laboratory services for programs within DOH and various free and non-profit clinics within the District.

This division contains the following 6 activities:

- **Office of the Senior Deputy Director** – provides overall direction, policy development and supervision for the five subordinate activities;
- **Public Health Emergency Preparedness** – provides the District's response to the emergency medical needs of its visitors and residents. The responsibilities cover a wide range of activities, including the development and training of emergency response plans, coordination of medical response with Federal regional and local partners across the healthcare system, and coordination of volunteers through the Medical Reserve Corps;
- **Public Health Laboratory** – provides analytical and diagnostic support services for programs within DOH and the community, including free and nonprofit clinics and other entities within the District of Columbia. The laboratory conducts a wide range of clinical tests and limited environmental testing, supports biological and chemical emergency response testing, and monitors the Federal BioWatch program;
- **Public Health Emergency Operations** – supports government and private partners with the development of their health and safety plans, emergency operation plans, and training exercises. The program also provides a public health command and control element that coordinates all DOH assets and operations during incidents, special events, and national special security events;
- **Epidemiology Disease Surveillance and Investigation** – provides surveillance, investigation, and control of reportable diseases, disease outbreaks, and other public health threats within the District of Columbia (excluding sexually transmitted diseases, hepatitis, HIV/AIDS, and tuberculosis); and
- **Emergency Medical Services Regulation** – provides oversight and regulation of Emergency Medical Services (EMS), including certification and regulation of District of Columbia EMS

providers, ambulance agencies, and EMS educational institutions. The program monitors training standards, certifies instructional programs, and instructors. In addition, it provides inspection and certification of all ambulances operated in the District whether they are governmental, private, or volunteer.

**HIV/AIDS, Hepatitis, STD, and TB Administration (HAHSTA)** – partners with health and community-based organizations to provide HIV/AIDS, hepatitis, STD, and TB prevention and care services. Services include prevention tools and interventions, medical care and supportive services, housing services for persons living with HIV/AIDS, HIV counseling and testing, and data and information on disease-specific programs and services. Furthermore, the administration provides information on the impact of these diseases on the community as well as education, referrals, and intervention services. The AIDS Drug Assistance Program (ADAP) provides drugs at no cost to eligible District residents who are HIV-positive or have AIDS. HAHSTA administers the District's budget for HIV/AIDS, hepatitis, STD, and TB programs, provides grants to service providers, provides direct services for TB and STDs, monitors programs, and tracks the rates of HIV, hepatitis, STDs, and TB in the District of Columbia.

This division contains the following 10 activities:

- **HIV/AIDS Support Services** – provides overall management, planning, and direction and support for the HIV/AIDS, STD, TB and adult hepatitis surveillance, prevention, treatment, care, and control programs. It also provides HIV/AIDS information to individuals and community organizations, coordinates HAHSTA participation in public events, prepares written and other resources for public distribution, and manages special projects;
- **HIV/AIDS Policy and Planning** – provides community capacity to more effectively respond to the HIV/AIDS and STD epidemics through the Effi Barry Program, which provides training and technical assistance to small, Ward-based community organizations, a social marketing program aiming to promote health behavior to reduce risk of disease, and a free condom distribution program. It

develops and reviews policy; prepares testimony, reports, and other written materials for public distribution; and provides HIV/AIDS, STD, TB, and hepatitis information to government agencies, community organizations, media, and individuals. It also coordinates participation in public events;

- **HIV Health and Support Services** – provides a comprehensive range of primary medical care and supportive services for persons living with HIV and AIDS;
- **HIV/AIDS Data and Research** – provides a comprehensive picture of the HIV/AIDS epidemic in the District of Columbia for purposes of ensuring that the needs of people infected with HIV, or at risk of infection, are met. It collaborates with health care providers and laboratories to collect and maintain comprehensive HIV/AIDS data in a confidential and secure manner; analyzes, interprets, and distributes epidemiologic information for use in developing public policy, planning, and evaluating prevention intervention and health care services; and supports funding requests;
- **Prevention and Intervention Services** – provides comprehensive HIV prevention programs and services through community organizations to the residents of the District of Columbia. Prevention programs include health education, HIV testing and counseling services, science-based prevention programs, and other support services, including condom distribution. In addition, the program monitors organizations to ensure that quality prevention services are being delivered through program evaluation and quality assurance activities as well as through the provision of capacity building, training, and technical assistance to sub-grantees;
- **AIDS Drug Assistance Program (ADAP)** – provides assistance with deductibles, co-payments, and health insurance/Medicare Part D premiums. DC ADAP also provides an entry point for other District health programs available to people living with HIV/AIDS;
- **Grants and Contracts Management** – provides fiscal and administrative monitoring of District and federally appropriated funds in the form of 139 grants and sub-grants to 53 providers. Fiscal monitoring includes ensuring that grant funds are expended in accordance with federal and local grant regulations, conducting site visits, providing

technical assistance to our grantees and sub-grantees, and providing continued analysis of grant spending to program counterparts;

- **Sexually Transmitted Disease Control** – provides assistance to prevent and control sexually transmitted diseases in the District of Columbia through the provision of clinical services, partnerships with local community providers, and promotion of healthy sexual behavior. The program also conducts surveillance for statistical purposes to track diseases and partner notification;
- **Tuberculosis Control** – provides direct care services to District of Columbia residents, including clinical follow-up for active and/or suspected tuberculosis cases, directly observed therapy, preventive therapy, chest x-rays, contact investigations, and case management; and
- **HIV/AIDS Housing and Supportive Services** – provides housing support, emergency shelter, and other related services to help persons living with HIV and AIDS and their families achieve independent living.

**Health Care Regulation and Licensing Administration (HCRLA)** – is comprised of the Office of Food, Drug, Radiation and Community Hygiene Regulation; Office of Health Care Facilities Regulation; HCRLA Support Services; and Health Professional License Administration.

This division contains the following 4 activities:

- **Health Professional License Administration** – licenses and regulates health care professionals across 18 boards. The program serves as the administrative unit of the boards for processing 50,000 health care professionals licenses while providing administrative support on disciplinary hearings, investigations, community outreach and proposed legislation;
- **HCRLA Support Services** – directs, oversees and establishes the division's goals, initiatives, and performance measures;
- **Office of Food, Drug, Radiation and Community Hygiene Regulation** – provides varied inspection and regulatory services. The Food Safety and Hygiene Inspection Services regulates smoking bans in establishments and food services that are provided in boarding homes, commission merchants, dairies, delicatessens, bakeries, candy and

ice cream manufacturers, grocery stores, retail markets, restaurants, wholesale markets, mobile vendors, and hotels. The Division of Community Hygiene provides abatement notices, inspection of premises, code enforcement, premises baited, premises abated, catch basin larvicided, community education and outreach, investigation of bite cases, issuance of dog and cat licenses, vaccinations, animal adoptions, spay and neutering, dead animal pick-up, and dangerous dog control services in the District. The Division of Radiation seeks to eliminate radiation overexposure of persons from naturally-occurring and man-made radiation by the inspection of dental X-ray tubes, medical X-rays, and the regulation of health physicists, suppliers, and radioactive-material users in the District of Columbia; and

- **Office of Health Care Facilities Regulation** – regulates and licenses group homes, intermediate care facilities for the mentally challenged, assisted living facilities, child placing agencies, home care agencies, community residence facilities, hospitals, nursing homes, home health agencies, end stage dialysis renal disease facilities, laboratories, ambulatory surgical centers, maternity centers, tissue banks, community residence facilities, and assisted living and child placement agencies.

**Center for Policy, Planning, and Evaluation (CPPE)**

– is responsible for developing an integrated public health information system to support health policy decisions, state health planning activities, performance analysis, and direction setting for department programs; health policy, health planning and development; health research and analysis; vital records; and for planning, directing, coordinating, administering, and supervising a comprehensive Epidemiology and Health Risk Assessment program, which involves federal, state, county, and municipal functions.

This division contains the following 3 activities:

- **Research, Evaluation, and Measurement** – supervises a national state-based telephone survey conducted in cooperation with the Centers for Disease Control (CDC). This is a statistically sound survey accurately portraying the health status of District residents, used to assist policy makers in planning and developing programs to address the health needs of District residents;

- **State Center for Health Statistics** – provides for collecting, processing, analyzing, and disseminating birth and death record information and other vital statistics data and information. It is responsible for the statistical analyses of the data generated from birth, death, and other vital records information. In addition, it develops comprehensive statistical and epidemiologic reports on District residents' health status; and
- **State Health Planning and Development** – provides for the development of the District's State Health Plan and Annual Implementation and for reviewing and approving Certificate of Need applications that allow health care providers to establish new services, make certain capital expenditures, or take other actions as specified in the law. The program is also responsible for monitoring free care requirements of hospitals and other health care providers.

**Community Health Administration (CHA)**

– provides programs designed to improve health outcomes for all residents of the District of Columbia, with an emphasis on women, infants, children (including children with special health care needs), and other vulnerable groups such as those with a disproportionate burden of chronic disease and disability. The administration provides programs and services that promote coordination among the health care systems and enhance access to effective prevention, primary and specialty medical care in the District. CHA collaborates with public and private organizations to provide support services to ameliorate the social determinants of health status for these groups.

This division contains the following 7 activities:

- **Cancer and Chronic Disease Prevention** – provides cancer control and prevention initiatives to reduce the rates of cancer-related mortality among District residents by focusing on treatable or preventable cancers such as breast and cervical, lung, prostate, and colorectal malignancies. The program defines and seeks to reduce the burden of diabetes mellitus and cardiovascular disease on residents of the District of Columbia, and builds partnerships that help strengthen and increase the scope of the infrastructure for care, interventions, and population-based strategies to promote health within the District. Furthermore, the pro-

gram promotes smoking cessation programs in the District and implements a citywide asthma plan that includes data collection, public education, and access to appropriate care for asthma and related allergies, in addition to developing and implementing policy changes and delivery systems, including preventive measures for asthma control;

- **Pharmaceutical Procurement and Distribution** – acquires and distributes life-saving medications for the DOH programs that will allow as many District residents as possible access to medications. It also provides clinical support formulary management and quality assurance monitoring to address the needs of all DOH programs that utilize or distribute pharmaceuticals. The Bureau also maintains the Strategic National Stockpile (SNS) of drugs for the Washington, DC region in the event of a declared national emergency;
- **Primary Care** – identifies health professional shortage areas for primary care, dental, and mental health care services, and supports population-based programs to improve access to primary care services for District residents regardless of their ability to pay for services;
- **Support Services** – provides coordination of CHA's efforts to help develop an integrated community-based health delivery system, ensures access to preventive and primary health care, and fosters citizen and community participation toward improving the health outcomes of women, infants, children (including children with special health care needs), and other family members in the District of Columbia;
- **Perinatal and Infant Health** – provides improved perinatal outcomes for high-risk pregnant and parenting women, the health and development of their infants into early childhood, as well as the health outcomes for children with special health-care needs by facilitating access to coordinated primary and specialty health care and other services in partnership with their families and community organizations. The overarching goal is to reduce infant mortality and perinatal health disparities in the District of Columbia primarily through a home visiting approach;
- **Nutrition and Physical Fitness** – provides food, health and nutrition assessments and intervention, education, and referral services to District

families, infants, children, and seniors to affect dietary habits, foster physical activity, decrease overweight and obesity rates and thus improve health outcomes among the population; and

- **Children, Adolescent and School Health** – provides improvement for the health and well-being of all District pre-school and school-age children and adolescents by enhancing access to preventive, dental, primary and specialty care services and contributing to the development of a coordinated, culturally competent, family-centered health care delivery system. The program seeks to improve age-appropriate immunizations and increase health education and outreach to District residents.

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

### **Division Structure Change**

The Department of Health has no division structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table HC0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table HC0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Support</b>								
(1010) Personnel	1,534	740	931	190	6.8	8.0	8.0	0.0
(1017) Labor Management	109	105	115	10	1.0	1.0	1.0	0.0
(1020) Contracting and Procurement	799	803	1,289	486	6.2	7.0	9.0	2.0
(1030) Property Management	15,592	18,205	20,090	1,886	3.9	3.0	4.0	1.0
(1040) Information Technology	747	1,148	656	-493	5.7	5.0	5.0	0.0
(1055) Risk Management	123	125	127	2	1.0	1.0	1.0	0.0
(1060) Legal	42	0	0	0	1.0	0.0	0.0	0.0
(1080) Communications	232	455	252	-203	2.0	5.0	3.0	-2.0
(1085) Customer Service	225	314	266	-48	3.8	4.0	3.0	-1.0
(1087) Language Access	0	162	60	-102	0.0	0.0	0.0	0.0
(1090) Performance Management	1,642	4,554	1,918	-2,636	9.6	9.0	6.2	-2.8
<b>Subtotal (1000) Agency Management Support</b>	<b>21,044</b>	<b>26,612</b>	<b>25,705</b>	<b>-907</b>	<b>40.8</b>	<b>43.0</b>	<b>40.2</b>	<b>-2.8</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Agency Fiscal Officer Operations	1,334	967	1,019	52	8.9	10.0	10.4	0.4
(120F) Accounting Operations	990	1,164	1,209	45	14.9	14.0	14.0	0.0
(130F) ACFO	387	545	457	-88	6.4	6.5	5.1	-1.4
(140F) Agency Fiscal Officer	370	418	439	21	4.9	5.0	5.0	0.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>3,081</b>	<b>3,094</b>	<b>3,124</b>	<b>30</b>	<b>35.1</b>	<b>35.5</b>	<b>34.5</b>	<b>-1.0</b>
<b>(2000) Addiction Prevention and Recovery Administration</b>								
(2010) Office of Senior Deputy	0	473	472	-2	0.0	4.0	4.0	0.0
(2020) Deputy Director for Operations	0	3,289	3,176	-113	0.0	22.0	21.0	-1.0
(2030) Deputy Director for Administration	0	455	1,341	886	0.0	5.0	12.0	7.0
(2040) Prevention Services	0	5,690	5,390	-300	0.0	12.0	12.0	0.0
(2050) Performance Management	0	1,754	407	-1,348	0.0	18.0	4.0	-14.0
(2055) Deputy Director for Treatment	0	6,875	8,807	1,932	0.0	3.0	12.0	9.0
(2070) Implementation of Drug Treatment Choice	13,775	15,178	14,828	-350	0.0	0.0	0.0	0.0
(2080) Quality Improvement	852	0	0	0	9.6	0.0	0.0	0.0
(2090) Certification and Regulation Services	733	0	0	0	8.5	0.0	0.0	0.0
(2100) Apra Support Services	3,273	0	0	0	18.4	0.0	0.0	0.0
(2200) Intake Assessment and Referral	963	0	0	0	19.3	0.0	0.0	0.0
(2300) Acute Detox and Residential Treatment	3,083	0	0	0	8.8	0.0	0.0	0.0
(2400) Prevention and Youth Treatment Services	3,198	0	0	0	14.7	0.0	0.0	0.0
(2510) Adult Treatment Service	7,787	2	0	-2	29.6	0.0	0.0	0.0
(2600) Women's Services	358	0	0	0	7.7	0.0	0.0	0.0
(2700) Special Populations	1,431	0	0	0	4.0	0.0	0.0	0.0
<b>Subtotal (2000) Addiction Prevention and Recovery Admin.</b>	<b>35,453</b>	<b>33,717</b>	<b>34,420</b>	<b>704</b>	<b>120.5</b>	<b>64.0</b>	<b>65.0</b>	<b>1.0</b>

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**Table HCO-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(2500) Health Emergency Preparedness and Response Administration</b>								
(2060) Office Emergency Health and Medical Services	7,878	0	0	0	36.2	0.0	0.0	0.0
(2540) Public Health Emergency Preparedness	0	2,601	2,691	90	0.0	11.5	11.0	-0.5
(2548) Public Health Laboratory	3,199	4,595	2,706	-1,889	24.2	25.0	24.2	-0.8
(2550) Public Health Emerg. Ops and Pgm. Support	0	501	462	-39	0.0	6.0	6.0	0.0
(2560) Epidemic Disease Surveillance and Investigation	0	824	712	-112	0.0	7.1	8.0	0.9
(2570) Emergency Medical Services Regulation	0	481	376	-105	0.0	5.1	3.1	-2.0
(2580) Senior Deputy Director	0	1,436	811	-625	0.0	3.8	5.0	1.2
<b>Subtotal (2500) Health Emerg. Prepared and Response Admin.</b>	<b>11,077</b>	<b>10,438</b>	<b>7,759</b>	<b>-2,679</b>	<b>60.4</b>	<b>58.5</b>	<b>57.3</b>	<b>-1.2</b>
<b>(3000) HIV/AIDS Hepatitis STD and TB Administration</b>								
(3010) HIV/AIDS Support Services	5,890	3,285	3,106	-179	22.5	26.3	24.1	-2.2
(3015) HIV/AIDS Policy and Planning	2,270	2,375	2,040	-336	0.0	2.0	2.0	0.0
(3020) HIV Health and Support Services	34,538	35,011	27,597	-7,414	15.8	17.0	15.9	-1.1
(3030) HIV/AIDS Data and Research	2,879	3,391	3,215	-176	20.9	25.0	21.2	-3.8
(3040) Prevention and Intervention Services	9,534	9,544	13,524	3,980	25.8	24.3	21.8	-2.5
(3052) Communicable Disease	4,075	0	0	0	47.0	0.0	0.0	0.0
(3060) Drug Assistance Program (ADAP)	13,594	11,925	12,032	108	9.5	8.0	9.4	1.3
(3070) Grants and Contracts Management	673	1,153	987	-166	15.3	12.0	10.5	-1.5
(3080) STD Control	0	3,149	3,058	-90	0.0	34.0	32.2	-1.8
(3085) Tuberculosis Control	0	1,771	2,195	424	0.0	12.8	10.5	-2.2
(3090) HIV/AIDS Housing and Supportive Services	12,224	12,631	12,762	131	1.9	1.0	3.0	2.0
<b>Subtotal (3000) HIV/AIDS Hepatitis STD and TB Administration</b>	<b>85,677</b>	<b>84,234</b>	<b>80,517</b>	<b>-3,717</b>	<b>158.7</b>	<b>162.3</b>	<b>150.6</b>	<b>-11.8</b>
<b>(4500) Health Care Regulation and Licensing Administration</b>								
(4070) Community Hygiene	6,429	0	0	0	43.8	0.0	0.0	0.0
(4080) Radiation Program	194	0	0	0	3.4	0.0	0.0	0.0
(4090) Health Regulation Administration	4,322	0	0	0	60.3	0.0	0.0	0.0
(4200) Health Professional License Admin	6,805	6,617	7,249	632	37.1	60.7	58.4	-2.2
(4510) HCRLA Support Services	497	449	865	416	3.4	3.8	5.6	1.8
(4515) Food, Drug, Radiation and Community Hygiene	0	6,727	6,398	-329	0.0	49.2	45.5	-3.7
(4530) Health Care Facilities Regulation	0	5,321	5,094	-228	0.0	44.5	44.7	0.2
<b>Subtotal (4500) Health Care Regulation and Licensing Admin.</b>	<b>18,246</b>	<b>19,115</b>	<b>19,606</b>	<b>491</b>	<b>148.1</b>	<b>158.2</b>	<b>154.3</b>	<b>-4.0</b>
<b>(5000) Primary Care and Prevention Administration</b>								
(5030) Cancer Health Care	9,857	0	0	0	0.0	0.0	0.0	0.0
(5100) PCPA Support Services	126	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (5000) Primary Care and Prevention Administration</b>	<b>9,982</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(8100) Ctr for Policy Planning and Evaluation</b>								
(8060) State Center Health Statistics	3,123	0	0	0	33.1	0.0	0.0	0.0
(8070) State Health Planning and Development	975	0	0	0	4.3	0.0	0.0	0.0
(8080) Epidemiology and Health Risk Assessment	416	0	0	0	1.8	0.0	0.0	0.0
<b>Subtotal (8100) Ctr for Policy Planning and Evaluation</b>	<b>4,514</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>39.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(8200) Center for Policy, Planning and Evaluation</b>								
(8250) Research Evaluation and Measurement	0	298	384	86	0.0	1.0	1.0	0.0
(8260) State Center Health Statistics	0	3,321	2,906	-415	0.0	35.0	34.3	-0.7
(8270) State Health Planning and Development	0	876	807	-68	0.0	6.0	6.7	0.7
<b>Subtotal (8200) Center for Policy, Planning and Evaluation</b>	<b>0</b>	<b>4,495</b>	<b>4,097</b>	<b>-397</b>	<b>0.0</b>	<b>42.0</b>	<b>42.0</b>	<b>0.0</b>

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**Table HCO-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(8500) Community Health Administration</b>								
(8502) Cancer and Chronic Disease Prevention	6,131	3,919	3,697	-222	25.4	33.5	28.8	-4.7
(8503) Pharmaceutical Procurement and Distribution	20,226	21,012	17,900	-3,112	7.0	8.0	8.0	0.0
(8504) Primary Care	5,450	4,374	4,178	-196	3.8	3.0	3.3	0.3
(8510) Support Services	5,323	9,062	7,401	-1,660	42.5	41.5	36.0	-5.5
(8511) Perinatal and Infant Health	6,081	6,919	6,426	-494	56.2	56.0	52.8	-3.2
(8512) Special Health Care Needs	147	1	0	-1	0.0	0.0	0.0	0.0
(8513) Nutrition and Physical Fitness	18,518	20,967	20,575	-393	27.4	34.0	31.0	-3.0
(8514) Children, Adolescent and School Health	9,953	23,737	23,807	70	32.2	35.0	32.0	-3.0
(8515) Environmental Hazards and Injury Prevention	0	0	0	0	1.0	0.0	0.0	0.0
<b>Subtotal (8500) Community Health Administration</b>	<b>71,829</b>	<b>89,992</b>	<b>83,984</b>	<b>-6,009</b>	<b>195.5</b>	<b>211.0</b>	<b>191.8</b>	<b>-19.2</b>
<b>Total Proposed Operating Budget</b>	<b>260,903</b>	<b>271,696</b>	<b>259,211</b>	<b>-12,484</b>	<b>798.4</b>	<b>774.6</b>	<b>735.6</b>	<b>-39.0</b>

(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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

The budget proposal for the Department of Health (DOH) preserves the funding for the agency's core function of reducing the burden of disease in the District of Columbia. The DOH budget in FY 2012 will continue to confront the public health challenges that face the District through prudent management of local resources and maximization of leveraging of federal funds. The agency will continue to strengthen its strategy of prevention of disease, promotion of health, and expansion of District residents' access to health care.

**Intra-Agency Adjustments:** In the FY 2012 proposal, DOH has carried out several intra-agency adjustments made in Local funds that align the budget with operational needs. These are budget-neutral changes that involve reallocation of funds across various programs. The Local budget proposal for Addiction Prevention and Recovery Administration (APRA) is being reduced by \$97,847 for miscellaneous contracts. Adjustments in the Agency Management Program (AMP) includes reductions of \$104,464 for equipment purchase, \$100,000 for IT hardware/software maintenance, \$75,000 to training costs shifted to Federal grants, and \$113,473 to align the fleet budget with the Department of Public Works' estimates.

DOH's Local funding for sub-grants through the Community Health Administration (CHA) is being reduced by \$115,781 in FY 2012. Further adjustments in the Local budget proposal have been carried out in the Health Care Regulation and Licensing Administration (HCRLA), and the Health Emergency Preparedness Response Administration (HEPRA). A reduction of \$8,000 in HCRLA is due to adjustments for the Animal Shelter contract and a reduction of \$70,799 in HEPRA realigns resources to programmatic needs.

A reduction of \$53,088 in Local funds in the HIV/AIDS, Hepatitis, STD, and TB Administration (HAHSTA) accounts for the elimination of costs for the U-Store, copier maintenance, outreach materials and the office water contract. Other Local funds adjustments in HAHSTA include reductions of \$11,900 due to cost decrease for the Midtown Personnel Contract, and \$10,000 for printing services.

Multiple adjustments across various programs in the Local budget includes reductions of \$585,690 for

shifting of fixed costs to Special Purpose Revenue (SPR) and Federal Grants funds, \$198,394 for efficiencies in management of purchases of office supplies, IT Supplies, and medical supplies, \$63,454 for professional service contracts, \$56,525 for maintenance and repairs, \$30,068 for adjustment of costs related to out-of-city travel and postage, and \$2,523 for alignment of IT costs with OCTO estimates.

The various reductions in programmatic areas described above provide offsets for increases that reallocate resources within Local funds in DOH. An increase of \$7,396 in the Agency Financial Operations program is related to cost increases in Single Audit cost. In the Agency Management program, the budget is being increased by \$543,834 due to the OCP and HR assessments. Cost increases for CHA's Immunization Registry Contract increases the budget by \$53,000, and HEPRA's DC Hospital Association sub-grants accounts for an increase of \$75,000. Adjustments in HAHSTA are responsible for increases of \$28,434 for the CTR sub-grant, and \$37,734 for the MD Laboratory contract.

Further adjustments across multiple programs in Local funds reflect increases of \$702,847, including an increase of 1.2 FTEs, for salary steps and \$264,230 for fringe benefits. The Local funds budget proposal also includes increases of \$14,800 for membership dues and \$37,330 for office support.

**Shift:** In the FY 2012 budget policy proposal to convert certain Special Purpose Revenue fund accounts into Local funds, DOH reclassifies a total of \$7,449,060 from SPR to Local funds. Of this amount, \$4,162,567 is primarily associated with revenues for the Vital Records Revenue and Food Handlers Certification. A total of 48.1 FTEs previously supported by these SPR funds are now transferred into Local funds. The remaining \$3,286,493, which is primarily related to revenues from the Board of Medicine and Pharmacy Protection, will be designated one-time allocation in Local funds.

**Cost Savings/Decreases:** A number of cost-saving measures are applied to the Local funds budget mostly in AMP and APRA. Adjustments in AMP include reductions of \$150,000 in Local funds due to a shift of costs related to janitorial services and Human Resources (HR) assessments to Indirect Cost Recovery (IDCR), and transferring the Office of Contracting and Procurement (OCP) assessments to

SPR funds. Secondly, in Local funds there will be a \$75,000 reduction in utilities, \$100,000 reduction in security services, \$75,000 in occupancy, and \$20,000 in other services and charges. Cost saving in AMP's Local funding will also reduce fixed costs by \$500,000. In APRA, the budget is being reduced by \$750,000 due to DOH's decision to restrict subsidy costs to treatment services only.

In SPR funds, various adjustments impact AMP, APRA, and Center for Policy, Planning and Evaluation (CPPE). Fixed costs are being reduced by \$509,988, and allocations for sub-grants are also being reduced by \$194,000. Other adjustments in SPR include a reduction of \$1,055,340 that aligns the budget with revenue estimates and available fund balance. Multiple adjustments in Federal Grants funds include reductions of \$1,486,132 and 35.4 FTEs in personal services and \$511,811 for office and medical supplies. Other adjustments in Federal Grants funds include reductions of \$9,119,352 due to the expiration of various stimulus grants, and \$4,787,480 due to expiration of stimulus grants primarily in HAHS-TA. The proposal for Private Grants is being reduced by \$104,660 to align the budget with CHA's projections of grant awards in FY 2012.

DOH's intra-District funds budget is impacted by several adjustments for reductions in various program areas and elimination of several projects. APRA is being reduced by \$750,000 due to elimination of a funding transfer from the Child and Family Services Agency (CFSA) for the Family Treatment Court Program. Similarly, adjustments in CHA's budget have been carried out due to the elimination of various intra-District projects. A reduction of \$12,501,458 is due to discontinuation of CHA's Memorandum of Understanding (MOU) with the Department of Health Care Finance (DHCF) for the School Health Nursing Program. CHA's other MOUs with DHCF that are being eliminated are responsible for reductions of \$3,129,309 for pharmaceutical purchases and formulary services to various programs, \$400,000 for the immunization registry, and \$9,704 for the D.C. Linkage and Tracking. Finally, a decrease of \$56,000 is due to the discontinuation of CHA's intra-District project with the District of Columbia Public Schools (DCPS) for the school immunization initiative.

**Cost Increases/Enhancements:** As part of the FY 2012 budget request, the Local funds budget in HCRLA will be increased by \$170,000 and 2.0 FTEs. In addition, CHA will receive an additional \$12,500,000 in Local funds to fund DOH's School Nurse program. DOH provided offsets for a number of cost related increases in Local funds. On the other hand, the agency's use of non-Local funds to enhance services is reflected in increased funding in FY 2012. An increase of \$932,800 in SPR funds supports cost related increases in personal services, however, SPR-funded FTEs are being reduced by 0.8. Other adjustments in the SPR budget proposal include increases of \$20,924 for office and medical supplies, \$144,169 for membership dues, and travel and employee tuition, \$443,747 for cost-related increases in various contracts, and \$14,616 for IT hardware purchases.

The budget proposal for Federal Grants funds is adjusted for increases of \$2,436,956 that support fixed costs, and \$878,528 for various professional contracts, software maintenance, travel and tuition. An increase of \$72,340 is for cost-related increases in IT hardware purchases.

Adjustments in the intra-District funds budget proposal include increases related to DOH's projects with the Department of General Services (DGS), the Office of the Attorney General, (OAG), the Department of Human Services (DHS), and DHCF. The budget is being increased by \$145,320 due to CHA's project with DHCF for janitorial costs for the ACC Clinics. Similarly, an increase of \$5,596 is related to CHA's project with DHCF for the 1115 Waiver. An increase of \$15,874 is due to HCRLA's project with DGS for the Rodent and Vector Control Program, and an increase of \$40,000 is accounted for by CHA's project with DHS for Refugee Services. Lastly, there is an increase of \$400,000 as a result of an MOU with Child and Family Services Agency for APRA.

The proposed budget includes a federal payment of \$5,000,000 for HIV/AIDS prevention.

**Transfer In:** DOH will receive an increase of \$271,000 in SPR funds in HCRLA as a result of a transfer from the Alcohol Beverage Regulation Administration to fund the Medical Marijuana program.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table HCO-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table HCO-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>72,223</b>	<b>129.5</b>
Cost Decrease: Decrease in equipment purchase	Agency Management Support	-104	0.0
Cost Decrease: Decrease in IT hardware/software maintenance	Agency Management Support	-100	0.0
Cost Increase: Cost increase in OCP and HR Assessments	Agency Management Support	544	0.0
Shift: Shift employee training cost to Federal Grant	Agency Management Support	-75	0.0
Shift: Shift of Temp Service Contract to Federal Grant	Agency Management Support	-68	0.0
Cost Increase: Increase in Single Audit cost	Agency Financial Operations	7	0.0
Cost Decrease: Decrease in contracts	Addiction Prevention and Recovery Administration	-98	0.0
Adjust: Align funds to program needs	Health Emergency Preparedness and Response Administration	-71	0.0
Cost Increase: Increase for DC Hospital Association in sub-grants	Health Emergency Preparedness and Response Administration	75	0.0
Cost Decrease: Cost decrease of Midtown Personnel contract	HIV/AIDS Hepatitis STD and TB Administration	-12	0.0
Cost Decrease: Decrease costs for printing services	HIV/AIDS Hepatitis STD and TB Administration	-10	0.0
Cost Increase: Cost increase of MD Lab contract	HIV/AIDS Hepatitis STD and TB Administration	38	0.0
Cost Increase: Increase in CTR sub-grant	HIV/AIDS Hepatitis STD and TB Administration	28	0.0
Eliminate: Eliminate U-Store, copier maintenance, outreach material and office water contract	HIV/AIDS Hepatitis STD and TB Administration	-53	0.0
Shift: Shift in Animal Shelter contract	Health Care Regulation and Licensing Administration	-8	0.0
Cost Decrease: Decrease in sub-grants	Community Health Administration	-116	0.0
Cost Increase: Increase for Immunization Registry contract	Community Health Administration	53	0.0
Cost Decrease: Adjust costs for out-of-city travel and postage	Multiple Programs	-30	0.0
Cost Increase: Cost increase in fringe benefits	Multiple Programs	264	0.0
Cost Increase: Cost increase in membership dues	Multiple Programs	15	0.0
Cost Increase: Cost increase in office support	Multiple Programs	37	0.0
Shift: Shift fixed cost to O-type and Federal Grant	Multiple Programs	-586	0.0
Cost Decrease: Align fleet assessment with DPW	Agency Management Support	-113	0.0
Cost Decrease: Adjusts costs for professional service contracts	Multiple Programs	-63	0.0
Cost Decrease: Align IT costs with OCTO estimates	Multiple Programs	-3	0.0
Cost Decrease: Decrease in Maintenance and Repairs	Multiple Programs	-57	0.0
Cost Decrease: Manage purchase of office supplies, IT supplies, and medical supplies	Multiple Programs	-198	0.0
Cost Increase: Cost increase in personal services cost due to step increases	Multiple Programs	703	1.2

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**Table HCO-5 (Continued)**

(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>FY 2012 Initial Adjusted Budget</b>		<b>72,223</b>	<b>130.8</b>
Cost Decrease: Decrease in fixed costs - occupancy	Agency Management Support	-75	0.0
Cost Decrease: Decrease in fixed costs - security services	Agency Management Support	-100	0.0
Cost Decrease: Decrease in other services and charges	Agency Management Support	-20	0.0
Cost Decrease: Decrease in fixed costs - utilities	Agency Management Support	-75	0.0
Cost Decrease: Reduce Janitorial Services and shift the HR assessment to IDCR	Agency Management Support	-150	0.0
Cost Decrease: Reduce fixed costs and transfer to SPR funds	Agency Management Support	-500	0.0
Cost Decrease: Reduces Subsidies and Transfers to provide treatment services only	Addiction Prevention and Recovery Administration	-750	0.0
Cost Increase: 2.0 FTEs in Health Care Regulation Administration	Health Care Regulation and Licensing Administration	170	2.0
Cost Increase: Fund School Nurse program	Community Health Administration	12,500	0.0
Shift: Convert Special Purpose Revenue (SPR) funds to Local funds	Multiple Programs	4,163	48.1
Shift: Convert SPR funds to Local funds and designate as one-time costs	Multiple Programs	3,286	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>90,672</b>	<b>180.8</b>
<b>FEDERAL PAYMENTS: FY 2011 Approved Budget and FTE</b>		<b>0</b>	<b>0.0</b>
Cost Increase: Cost increase for HIV/AIDS prevention	HIV/AIDS Hepatitis STD and TB Administration	5,000	0.0
<b>FEDERAL PAYMENTS: FY 2012 Proposed Budget and FTE</b>		<b>5,000</b>	<b>0.0</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>149,223</b>	<b>507.4</b>
Cost Decrease: Cost decrease in office and medical supplies	Multiple Programs	-512	0.0
Cost Increase: Cost increase for fixed cost	Multiple Programs	2,437	0.0
Cost Increase: Cost increase in IT hardware purchases	Multiple Programs	72	0.0
Cost Increase: Cost increase in various professional contracts, software maintenance, travel and tuition	Multiple Programs	879	0.0
Cost Decrease: Cost decrease in personal services	Multiple Programs	-1,486	-35.4
Cost Decrease: Cost decrease in various stimulus grants and reductions per grant awards	Multiple Programs	-9,119	0.0
Cost Decrease: Cost decrease in various stimulus grants and reductions per grant awards including HAHSTA	Multiple Programs	-4,787	0.0
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>136,706</b>	<b>472.0</b>
<b>PRIVATE GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>319</b>	<b>0.0</b>
Cost Decrease: Reduction in grant funds	Community Health Administration	-105	0.0
<b>PRIVATE GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>214</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>14,879</b>	<b>132.8</b>
Cost Decrease: Cost decrease is sub grants	Addiction Prevention and Recovery Admin	-194	0.0
Adjust: Reduce SPR funds to align budget with revenue estimates and fund balance	Multiple Programs	-1,055	-5.7
Cost Decrease: Cost decrease in fixed cost	Multiple Programs	-510	0.0
Cost Increase: Cost increase in IT hardware purchases	Multiple Programs	15	0.0

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**Table HCO-5 (Continued)**

(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>SPECIAL PURPOSE REVENUE FUNDS (Continued)</b>			
Cost Increase: Cost increase in memberships, travel and employee tuition	Multiple Programs	144	0.0
Cost Increase: Cost Increase in office and medical supplies	Multiple Programs	21	0.0
Cost Increase: Cost increase in personal services	Multiple Programs	933	-0.8
Cost Increase: Cost Increase in various contracts	Multiple Programs	444	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>14,676</b>	<b>126.3</b>
Transfer In: Transfer in from Alcohol Beverage Regulation Administration to fund Medical Marijuana Program	Health Care Regulation and Licensing Admin	271	0.0
Shift: Convert Special Purpose Revenue (SPR) funds to Local funds	Multiple Programs	-3,951	-48.5
Shift: Convert SPR funds to Local funds and designate as one-time costs	Multiple Programs	-3,235	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>7,761</b>	<b>77.8</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>35,052</b>	<b>4.8</b>
Cost Increase: Cost increase from Department of Health Care Finance for janitorial cost for ACC Clinics	Agency Management Support	145	0.0
Eliminate: Eliminate one time-time transfer in from Child and Family Services Agency for Family Treatment Court Program	Addiction Prevention and Recovery Admin	-750	0.0
Cost Decrease: Decrease for Summer Meal Program	Health Care Regulation and Licensing Admin	-3	0.0
Cost Decrease: Decrease in funds from Department of Health Care Finance for D.C. Linkage and Tracking	Community Health Administration	-10	-0.3
Cost Decrease: Decrease in funds from Department of Health Care Finance for pharmaceutical purchases and formulary services to various programs	Community Health Administration	-3,129	0.0
Cost Increase: Cost increase from Department of health Care Finance for 1115 Waiver	Community Health Administration	6	0.0
Cost Increase: Increase from Department of Human Services for Refugee Services	Community Health Administration	40	0.5
Eliminate: Eliminate one-time transfer from Department of Health Care Finance for the immunization registry	Community Health Administration	-400	0.0
Eliminate: Eliminate one-time transfer in from DC Public Schools for school immunization initiative	Community Health Administration	-56	0.0
Eliminate: Eliminate one-time transfer in from Department of Health Care Finance for School Health Nursing Program	Community Health Administration	-12,501	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>18,394</b>	<b>5.0</b>
Cost Increase: Intra-District with Child and Family Services Agency	Addiction Prevention and Recovery Admin	400	0.0
Cost Increase: Department of General Services for Rodent and Vector Control Program	Health Care Regulation and Licensing Admin	16	0.0
Cost Increase: Cost increase from the Office of the Attorney General	Ctr for Policy, Planning and Evaluation	48	0.0
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>18,858</b>	<b>5.0</b>
<b>Gross for HCO - Department of Health</b>		<b>259,211</b>	<b>735.6</b>

(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 2012:

### 1. Addiction Prevention and Recovery Administration (APRA)

**Objective 1:** Implement an integrated prevention system to reduce priority risk factors and increase protective factors that reduce substance use by District children, youths, and families.

**Objective 2:** Maintain and support a comprehensive continuum of accessible substance abuse treatment services.

**Objective 3:** Promote long-term recovery from substance use disorder through maintenance of a comprehensive continuum of accessible recovery support services.

## Addiction Prevention and Recovery Administration (APRA)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of Prevention Centers serving all 8 Wards of the District	0	4	4	4	4	4
Number of APRA-supported community capacity-building training and technical assistance opportunities provided to increase knowledge, skills and implementation of evidence-based prevention programs	2	10	25	15	15	15
Percentage of clients presenting at the Assessment and Referral Center that complete the assessment and referral process within 2 hours	Not Available	95%	45.71%	100%	100%	100%
Percentage of clients that are screened for mental health disorders during the assessment and referral process	Not Available	100%	100%	100%	100%	100%
Percentage of clients assessed and referred for service that are admitted to a community-based provider	Not Available	85%	Not Available	85%	85%	85%
Percentage of clients that complete the detoxification and stabilization program within 3-5 days	Baseline	95%	98.51%	95%	95%	95%
Percentage of clients referred to outpatient or intensive outpatient services that complete 2 treatment sessions within the first 2 weeks of treatment	Not Available	80%	Not Available	85%	90%	95%
Percentage of clients referred to residential treatment services that remain in active treatment for at least 30 days	Not Available	85%	50.91%	90%	95%	95%
Percentage of District residents age 12 or older reporting cocaine use <sup>1</sup>	Not Available	Not Available	Not Available	Not Available	4.2%	4.2%

## 2. Center for Policy, Planning, and Evaluation

**Objective 1:** Promote the availability of accessible, high quality and affordable healthcare service.

**Objective 2:** Monitor compliance of health care facilities with the requirements that govern the provision of uncompensated care to needy residents.

**Objective 3:** Collect and analyze health care data to be in compliance with DC law.

**Objective 4:** Provide vital statistics in a timely manner for monitoring the health of District residents.

**Objective 5:** Design epidemiologic studies and reports to address issues and disparities in the District of Columbia.

**Objective 6:** Enhance project/program monitoring and evaluation within the Department of Health.

**Objective 7:** Conduct the Behavioral Risk Factor Surveillance System Survey (BRFSS)

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## Center for Policy, Planning, and Evaluation

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of certificate of need application decisions	27	22	21	23	23	23
Length of time from submission of complete application to SHPDA decision	60-90 days	60-90 days	60-90 days	60-90 days	60-90 days	60-90 days
Percentage of hospitals (13) submitting reports on uncompensated care	100%	100%	100%	100%	100%	100%
Length of time from fiscal year to published uncompensated care report	Not Available	12 months	12 months	12 months	12 months	12 months
Percentage of hospitals (13) submitting data on health care facilities	100%	Not Available	100%	100%	100%	100%
Percentage of vital records requests completed in 72 hours	80%	98%	95%	98%	98%	98%
Number of epidemiology studies/reports produced	Not Available	3	Not Available	5	6	7
Percentage of program results indicating improved performance	Not Available	Not Available	Not Available	50%	60%	70%
Number of BRFSS surveys completed <sup>2</sup>	4,150	4,150	4,252	4,150	4,150	4,150

SHPDA: State Health Planning and Development Agency

### 3. Community Health Administration (CHA)

**Objective 1:** To support the promotion of chronic disease prevention, health and wellness initiatives and community programs that serve priority populations in the District.

**Objective 2:** To reduce the District's cancer burden by effectively manage data surveillance through the Central Cancer Registry, providing high quality screenings and treatment, and delivering health education programs and navigation services.

**Objective 3:** Reduce infant mortality and improve birth outcomes in the District.

**Objective 4:** To recruit and retain health care practitioners to provide services to the District's under-

served and increase the number and types of health care facilities serving the underserved.

**Objective 5:** Expand the District's medication distribution capabilities

**Objective 6:** Reverse the trend in obesity by increasing breastfeeding rates, empowering residents to make healthier food choices and promoting physical activity.

**Objective 7:** Enhance efficiency and effectiveness of child health efforts in the District to improve child health outcomes

### Community Health Administration (CHA)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of businesses assessed	Not Available	10	10	30	50	75
Number of colonoscopies performed	Not Available	25	52	400	500	650
Number of mammograms and/or clinical breast exams	594	600	307	600	650	700
Number of pelvic/cervical exams and PAP test	234	300	80	300	350	400
Number of women participating in Healthy Start <sup>3</sup>	620	370	348	395	420	450
Number of men enrolled in Healthy Start	140	150	163	155	160	165
Average number of prenatal home visits provided to Healthy Start participants per month	1.6	2	1.4	2	2	2
Percentage of Healthy Start participants who enter the program during the prenatal period and deliver LBW babies	14.8%	10%	14.8%	5%	3%	2%
Number of HPSAs <sup>4</sup>	8	8	8	10	11	11
ADAP clients enrolled in MOP	Not Available	Not Available	Not Available	Baseline	50%	70%
Alliance clients enrolled in MOP	Not Available	Not Available	Not Available	Baseline	50%	70%
Number of clients receiving MTM services	Not Available	Not Available	Not Available	Baseline	50%	70%
Number of farmers' market sites accepting WIC	24	34	34	36	38	40
Farmers' market check redemption rate among WIC participants	68% (9,256/13,644)	70%	Not Available	72%	75%	80%
Farmers' market check redemption rate among CSFP participants	81% (5,267/6,535)	83%	Not Available	85%	87%	90%

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## Community Health Administration (CHA) (Continued)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percent of postpartum WIC mothers who initiate breastfeeding <sup>5</sup>	51%	45%	47%	45%	46%	47%
Percentage of residents attending SNAP-ED sessions who are not eligible for SNAP	Not Available	Baseline	Not Available	20%	30%	40%
Percentage of children with up-to-date immunizations in Public Schools	98.21%	98%	88.29%	98%	98%	98%
Percentage of children with up-to-date immunizations in Charter schools	95.55%	98%	77.97%	98%	98%	98%
Percentage of children with up-to-date immunizations in Licensed Child Development Centers	91.02%	98%	87.46%	98%	98%	98%
Percentage of students enrolled in schools with school nursing services that are overweight or obese (per BMI)	Not Available	Not Available	Not Available	Baseline	TBD	TBD

ADAP: AIDS Drug Assistance Program

BMI: Body Mass Index

CSFP: Commodity Supplemental Food Program

HPSA: Health Professional Shortage Area

LBW: Low Birth Weight

MOP: Mail Order Pharmacy

MTM: Medication Therapy Management

SNAP-ED: Supplemental Nutrient Assistance Program – Education

WIC: Women, Infants, Children

#### 4. HIV/AIDS, Hepatitis, STD, and TB Administration (HAHSTA)

**Objective 1:** Reduce transmission/prevent new infections of HIV, STD, TB, and Hepatitis through early diagnosis and treatment, harm reduction, and behavior change interventions.

**Objective 2:** Improve care and treatment outcomes, as well as quality of life, for HIV-infected individuals through increased access to, retention in, and quality of care and support services.

**Objective 3:** Increase the District's Capacity to Respond to HIV, STD, TB and Hepatitis effectively.

### HIV/AIDS, Hepatitis, STD, and TB Administration

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of new HIV (HIV/AIDS) cases diagnosed within the fiscal year <sup>6</sup>	714	1,500	694	1,500	1,500	1,300
Number of publicly supported HIV tests performed	90,151	125,000	110,358	150,000	150,000	150,000
Number of needles off the streets through D.C. NEX Program	279,707	300,000	305,385	350,000	400,000	425,000
Number of condoms (female and male) distributed by D.C. DOH Condom Program	3,219,446	3,000,000	4,000,000	4,500,000	4,500,000	5,000,000
Number of peri-natal HIV infections <sup>7</sup>	1	0	0	0	0	0
Number of youth (15-19 years) screened for STDs through youth outreach programs	5,265	10,000	4,974	12,000	12,000	12,000
Number of persons enrolled in ADAP	Not Available	2,650	3,439	3,350	2,000	2,000
Percent of HIV positive persons with viral load suppression (below 400)	Not Available	TBD	Not Available	TBD	TBD	TBD
Total number transitioning from HIV Housing Programs	11	Not Available	0	20	30	40
Percentage of Effi Barry participants scoring in the high capacity group after at least one year of training	Not Available	65	Not Available	75	75	80

**5. Health Emergency Preparedness and Response Administration (HEPRA)**

**Objective 1:** Improve the quality of Emergency Medical Services (EMS) in the District.

**Objective 2:** Improve the efficiency of the DOH response and recovery to public health and medical crisis.

**Objective 3:** Improve the ability of the public health laboratory to provide quality healthcare support and emergency preparedness services within the District of Columbia.

**Objective 4:** Improve all-hazards preparedness and response in the District of Columbia's healthcare facilities.

**Health Emergency Preparedness and Response Administration (HEPRA)**

<b>Measure</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Target</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Projection</b>	<b>FY 2013 Projection</b>
Percentage of District ambulances that pass an unannounced inspection for compliance	Not Available	Not Available	83%	50%	75%	90%
Percentage of D.C. EMTs that pass National Registry Exam on 1st attempt <sup>8</sup>	64%	80%	76%	85%	90%	95%
Percentage of Community-Based Health Centers that bi-annually update their EOPS and evacuation plans	Not Available	75%	67%	83%	91%	100%
Percentage of clinics submitting request forms electronically to PHL	60%	80%	97%	85%	90%	93%
Percentage of clinics reporting above average satisfaction with PHL services	70%	80%	67%	85%	90%	93%
Percentage of staff recalls which have at least a 70 percentage response rate within one hour.	Not Available	25%	25%	>75%	>75%	>75%

EMT: Emergency Medical Technician

EOPS: Emergency Operations Plan

PHL: Public Health Laboratory

## 6. Health Regulation and Licensing Administration (HRLA)

**Objective 1:** Conduct annual licensure inspections of health care facilities as required by Centers for Medicare and Medicaid Services (CMS) and District Laws.

**Objective 2:** Update Health Occupational Revisions Act (HORA) to reflect “best practices” for health care professionals.

**Objective 3:** Maintain safety of food supply, pharmacies and public facilities such as swimming pools, spas, barber/beauty parlors.

### Health Regulation and Licensing Administration (HRLA)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2012 Projection
Percentage of complaints closed for nursing homes, ICF/MR and CRFs within 45 days	Not Available	Not Available	100%	100%	100%	100%
Percentage of adverse events reported by nursing homes and hospitals	Not Available	Not Available	80%	90%	100%	100%
Percentage of food facility inspected annually	Not Available	Not Available	Not Available	93%	95%	96%
Percentage of food samples tested from food facilities throughout the District	Not Available	Not Available	Not Available	10%	12%	14%
Percentage of food inspections completed and posted within designated timeline of five days	Not Available	Not Available	Not Available	85%	88%	90%

ICF/MR: Intermediate Care Facility for the Mentally Retarded

CRF: Children's Residential Facility

## 7. Office of the Director (OD)

**Objective 1:** Ensure the development and retention of a competent workforce.

**Objective 2:** Ensure standardized and effective administrative and business practices across the Department.

**Objective 3:** Effectively communicate with stakeholders and the community about public health assets and challenges.

### Office of the Director

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2012 Projection
Percentage of Employee Reviews completed on time <sup>9</sup>	65%	Not Available	86%	90%	95%	100%
Number of single audit findings that indicate non-compliance or a reportable condition	2	Not Available	7	<02	< 02	<02
Percentage lapse of total dollar amount of federal grant budget	4%	3.70%	1%	<3%	< 3%	< 3%
Percentage of grants management specialists receiving skills-based grants management training	Not Available	64%	78.57%	95%	90%	95%
Percentage of total carryover funds requested	2%	<5%	5.70%	<5%	<5%	<5%
Percentage of DOH grantees who received a satisfactory performance rating	Not Available	Not Available	92.24%	85%	90%	95%
Number of visitors to the DOH website	Not Available	Not Available	1,187,244	724,500	760,725	785,500
Office of Unified Communication's Customer Service Rating	63%	85%	76%	85%	90%	95%
Percentage of subgrantee's budget spent on programmatic costs <sup>10</sup>	Not Available	Not Available	Not Available	65%	65%	65%
Percentage of scheduled monitoring reports as defined in agency monitoring plan completed for each grant award <sup>11</sup>	Not Available	Not Available	Not Available	100%	100%	100%

(Continued on next page)

### **Performance Plan Endnotes:**

1. Industry Standard: The National Survey on Drug Use and Health is conducted every 4-5 years. Nationally, it has reflected stable trends between 2002 and 2008 (4.2 percent).
2. Industry Standard: The Centers for Disease Control and Prevention requires a minimum of 4,000 surveys to be completed annually for the BRFSS. DOH's goal is to achieve 6,000.
3. In FY 2002, this number includes participants in the Healthy Babies program. In subsequent years, this number represents DOH Healthy Start program participants only.
4. Industry Standard: The RAND report compares the District to six benchmark cities (Atlanta, Baltimore, Cleveland, Detroit, Philadelphia and Richmond) with four to nineteen HPSAs, and a mean of one HPSA per 65,000 residents.
5. Breastfeeding data is currently only available for WIC participants.
6. Industry Standard: The Centers for Disease Control and Prevention reports 2005 data for Baltimore (1,001.3), Chicago (351.4), Detroit (291.1), Philadelphia (645.4), New York City (725.9) and Washington, DC (1,386.0). Due to increased testing, DOH expects that the number of newly diagnosed HIV cases will increase for several years.
7. Industry Standard: NYC's Department of Health and Mental Hygiene December 2008 Pediatric and Adolescent HIV Report reports six peri-natal infections in 2007.
8. Industry Standard: The 2010 YTD National Registry of EMTs' reports the average as 68%.
9. Industry Standard: The International City/County Management Association for Performance Management's Center for Performance Management's median for "Percentage of Employee Reviews Completed on Time" is 85 percent in 2008.
10. The Wise Giving Alliance of the Better Business Bureau identifies 65 percent to be an industry standard for this measure <http://www.bbb.org/us/Charity-Standards/>. This metric measures all subgrantees' programmatic costs as a percentage of their overall costs.
11. Pursuant to section 11.4 of the Grants Manual and Source Book, all District agencies must complete monitoring reports. All District agencies should be in compliance with this standard. The standard is 100 percent.

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# Department of Parks and Recreation

<http://dpr.dc.gov>

Telephone: 202-673-7647

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$51,903,435	\$41,664,621	\$35,802,037	-14.1
FTEs	535.3	577.3	508.0	-12.0

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The mission of the Department of Parks and Recreation (DPR) is to enhance the quality of life and wellness of D.C. residents and visitors by providing equal access to affordable and quality recreational services; by organizing programs, activities, and events; and by building and maintaining safe and beautiful open spaces and recreational amenities.

## Summary of Services

DPR provides a wide range of recreational activities to individuals and groups of all ages throughout the District of Columbia, including aquatics, athletics, fitness, urban camps, therapeutic recreation, environmental education, and food and nutrition programs.

To offer such diversified activities and services, DPR builds and maintains over 900 acres of parkland, 68 recreation and community centers, 40 aquatic facilities, and several additional recreational facilities, including playgrounds, athletic fields and play courts.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table HA0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table HA0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	49,607	46,945	37,577	32,174	-5,403	-14.4
Special Purpose Revenue Funds	1,548	1,565	1,395	1,399	4	0.3
<b>Total for General Fund</b>	<b>51,154</b>	<b>48,510</b>	<b>38,972</b>	<b>33,573</b>	<b>-5,399</b>	<b>-13.9</b>
<b>Private Funds</b>						
Private Grant Funds	974	57	0	0	0	N/A
Private Donations	361	84	0	0	0	N/A
<b>Total for Private Funds</b>	<b>1,335</b>	<b>141</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Intra-District Funds</b>						
Intra-District Funds	6,913	3,253	2,693	2,229	-463	-17.2
<b>Total for Intra-District Funds</b>	<b>6,913</b>	<b>3,253</b>	<b>2,693</b>	<b>2,229</b>	<b>-463</b>	<b>-17.2</b>
<b>Gross Funds</b>	<b>59,402</b>	<b>51,903</b>	<b>41,665</b>	<b>35,802</b>	<b>-5,863</b>	<b>-14.1</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents Authorized by Revenue Type

Table HA0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table HA0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change</b>
<b>General Fund</b>						
Local Funds	552.3	523.5	566.3	503.1	-63.2	-11.2
Special Purpose Revenue Funds	4.3	8.5	7.0	0.0	-7.0	-100.0
<b>Total for General Fund</b>	<b>556.6</b>	<b>532.0</b>	<b>573.3</b>	<b>503.1</b>	<b>-70.2</b>	<b>-12.2</b>
<b>Private Funds</b>						
Private Donations	0.9	0.0	0.0	0.0	0.0	N/A
Private Grant Funds	19.0	0.0	0.0	0.0	0.0	N/A
<b>Total for Private Funds</b>	<b>20.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>N/A</b>
<b>Intra-District Funds</b>						
Intra-District Funds	108.4	3.2	4.0	4.9	0.9	21.5
<b>Total for Intra-District Funds</b>	<b>108.4</b>	<b>3.2</b>	<b>4.0</b>	<b>4.9</b>	<b>0.9</b>	<b>21.5</b>
<b>Total Proposed FTEs</b>	<b>684.9</b>	<b>535.3</b>	<b>577.3</b>	<b>508.0</b>	<b>-69.3</b>	<b>-12.0</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table HA0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table HA0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	16,520	14,742	16,472	13,950	-2,522	-15.3
12 - Regular Pay - Other	14,232	10,687	10,132	9,783	-349	-3.4
13 - Additional Gross Pay	3,387	1,040	165	135	-30	-18.2
14 - Fringe Benefits - Curr Personnel	6,543	5,322	5,155	5,818	662	12.8
15 - Overtime Pay	222	379	175	144	-32	-18.0
99 - Unknown Payroll Postings	0	1	0	0	0	N/A
<b>Subtotal Personal Services (PS)</b>	<b>40,904</b>	<b>32,170</b>	<b>32,099</b>	<b>29,829</b>	<b>-2,271</b>	<b>-7.1</b>
20 - Supplies and Materials	1,450	944	889	903	14	1.6
30 - Energy, Comm. and Building Rentals	3,778	5,283	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc.	817	767	5	5	0	0.0
32 - Rentals - Land and Structures	143	80	0	0	0	N/A
34 - Security Services	1,146	0	0	0	0	N/A
35 - Occupancy Fixed Costs	0	1	0	0	0	N/A
40 - Other Services and Charges	1,203	865	928	719	-210	-22.6
41 - Contractual Services - Other	8,556	11,331	7,536	4,026	-3,510	-46.6
50 - Subsidies and Transfers	342	0	0	0	0	N/A
70 - Equipment and Equipment Rental	1,062	461	207	320	114	55.1
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>18,498</b>	<b>19,733</b>	<b>9,565</b>	<b>5,973</b>	<b>-3,592</b>	<b>-37.6</b>
<b>Gross Funds</b>	<b>59,402</b>	<b>51,903</b>	<b>41,665</b>	<b>35,802</b>	<b>-5,863</b>	<b>-14.1</b>

\*Percent change is based on whole dollars.

## Division Description

The Department of Parks and Recreation operates through the following 5 divisions:

**Office of the Director** - provides vision and guidance to senior managers to achieve the agency's mission and goals.

This division contains the following 3 activities:

- **Director's Office** – provides vision for and support to the department in order to guide senior managers in a direction most advantageous to the government and residents of the District of Columbia;
- **Community Relations** – fosters support for DPR through donations, sponsorships, and innovative public private partnerships to enhance programs and activities; and
- **Data and Accountability** – collects and reports data on agency functions, such as program participation, work order requests and completion, and facility usage, to inform decision-making.

**Programs Division** - plans and collaborates with community groups, non-profit organizations, and volunteers to provide programming and other services at DPR facilities.

This division contains the following 10 activities:

- **Recreational Services – Community Recreation** – provides personnel, supplies and equipment for unstructured leisure activities;
- **Aquatics Programs** – provides swimming instruction, fitness and competitive opportunities to District residents and visitors;
- **Sports, Health and Fitness – (Organized)** – provides structured and self-directed recreational sports, health, and fitness programs to District residents and visitors;
- **Youth Development – (Roving Leaders)** – provides specialized outreach services to District children and youth aged 9 to 21 years old who are at risk of negative social behavior, by providing opportunities in education, employment, community services, and scholarship;
- **Urban Camps** – provides direct services to thousands of youth during the nine weeks of the summer break to include a wide range of access to pools, trails, courts, as well as supervised activities at recreation centers;

- **Cooperative Play** – provides daily services to District children aged 3 to 5 years old at locations throughout the city, and engages children in various developmentally appropriate activities;
- **Teen Programs** – provides specialized programming, such as Teen Nights, to District youth aged 13 to 18 years old, and manages the summer youth employment program in partnership with the Department of Employment Services;
- **Senior Services Program** – provides recreational, seasonal, social, educational, health promotion, and transportation services to District residents and visitors aged 50 years old or older;
- **Therapeutic Recreation** – provides comprehensive rehabilitative services to persons of all abilities, particularly to persons with disabilities; and
- **Nutritional Services** – provides nutritious meals and nutritional supplements to eligible children and families in the District of Columbia enrolled in recreational programming in outside school hours care centers.

**Operations** - maintains over 900 acres of parkland and 68 facilities across the District of Columbia, including recreation and community centers, pools, playgrounds, athletic fields, and play courts. These resources are managed and operated to support recreational programs and activities and to provide open recreational spaces for customers.

This division contains the following 7 activities:

- **Site Management** – manages the programming and maintenance of recreational facilities, and works closely with and reports directly to ward managers;
- **Aquatics – Operations** – provides personnel, programs, and equipment to ensure the safety of District residents and visitors at DPR aquatic facilities;
- **Park Rangers** – secures and promotes safe and sound settings for park visitors, prepares exhibits and informational materials about DPR parks, and leads tours and nature walks;
- **Stagecraft** – provides tools, equipment, and installation to successfully support events throughout the community;
- **Warehouse** – provides sufficient space and expertise to assemble, house, and manage shipments of materials, equipment, and supplies;

- **Athletic Fields** – provides specialized care needed to maintain DPR’s playing fields; and
- **Permit Services** – controls, supervises, and governs the use of ball fields, parks, picnic areas, and other facilities operated and maintained by DPR through permits and fees.

**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**

In FY 2012, the agency consolidated some divisions and/or activities. The proposed division structure changes are provided in the Agency Realignment appendix to the proposed budget, which is located at [www.cfo.dc.gov](http://www.cfo.dc.gov) on the Annual Operating Budget and Capital Plan page.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table HA0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table HA0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management</b>								
(1010) Personnel	513	402	431	29	4.5	5.0	5.0	0.0
(1015) Training and Employee Development	83	58	142	84	0.0	0.0	0.0	0.0
(1017) Labor/Management Partnerships	28	0	0	0	0.9	0.0	0.0	0.0
(1020) Contracting and Procurement	378	79	84	5	0.9	1.0	1.0	0.0
(1030) Property Management	5,204	0	0	0	0.0	0.0	0.0	0.0
(1040) Information Technology	1,457	699	461	-238	1.8	2.0	2.0	0.0
(1055) Risk Management	172	206	74	-131	0.9	1.0	1.0	0.0
(1070) Fleet Management	1,141	1,206	1,400	194	21.3	18.0	19.0	1.0
(1080) Communications	113	48	51	4	1.0	1.0	1.0	0.0
(1085) Customer Service	134	131	140	9	1.9	2.0	2.0	0.0
<b>Subtotal (1000) Agency Management</b>	<b>9,223</b>	<b>2,828</b>	<b>2,785</b>	<b>-43</b>	<b>33.1</b>	<b>30.0</b>	<b>31.0</b>	<b>1.0</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Agency Budget Operations	104	113	121	8	0.9	1.0	1.0	0.0
(120F) Agency Accounting Operations	215	204	218	14	2.7	3.0	3.0	0.0
(130F) Agency Fiscal Officer Operations	127	144	157	13	0.9	1.0	1.0	0.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>446</b>	<b>461</b>	<b>495</b>	<b>34</b>	<b>4.5</b>	<b>5.0</b>	<b>5.0</b>	<b>0.0</b>
<b>(2400) Agency Support</b>								
(2410) Director's Office	567	0	0	0	5.5	0.0	0.0	0.0
(2430) Community Relations	286	0	0	0	4.6	0.0	0.0	0.0
(2450) Permitting	123	0	0	0	1.9	0.0	0.0	0.0
<b>Subtotal (2400) Agency Support</b>	<b>976</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(2500) Office of the Director</b>								
(2511) Director's Office	0	386	431	45	0.0	3.0	3.0	0.0
(2533) Community Relations	0	91	97	6	0.0	1.0	1.0	0.0
(2555) Data and Accountability	0	80	86	6	0.0	1.0	1.0	0.0
(2566) Program Development	0	39	0	-39	0.0	0.5	0.0	-0.5
<b>Subtotal (2500) Office of the Director</b>	<b>0</b>	<b>596</b>	<b>614</b>	<b>18</b>	<b>0.0</b>	<b>5.5</b>	<b>5.0</b>	<b>-0.5</b>

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**Table HA0-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(3400) Recreational Programs</b>								
(3410) Recreational Services/Programs	12,975	0	0	0	202.6	0.0	0.0	0.0
(3420) Aquatics	3,184	0	0	0	60.0	0.0	0.0	0.0
(3430) Sports, Health and Fitness	1,282	0	0	0	10.4	0.0	0.0	0.0
(3440) Youth Development	3,328	0	0	0	42.8	0.0	0.0	0.0
(3450) Urban Camps (Summer Operations)	2,067	0	0	0	0.0	0.0	0.0	0.0
(3460) Program Development	5	0	0	0	0.0	0.0	0.0	0.0
(4410) Coop Play (Educational Services)	-3	0	0	0	0.0	0.0	0.0	0.0
(4420) Environmental Activities	70	0	0	0	0.0	0.0	0.0	0.0
(4430) Senior Services	1,159	0	0	0	17.9	0.0	0.0	0.0
(4440) Therapeutic Recreation	409	0	0	0	7.8	0.0	0.0	0.0
(4460) Childcare Program (DHS Funded)	-65	0	0	0	0.0	0.0	0.0	0.0
(4477) St. Education (Summer Feeding Program)	2,017	0	0	0	1.1	0.0	0.0	0.0
<b>Subtotal (3400) Recreational Programs</b>	<b>26,427</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>342.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(3600) Programs Division</b>								
(3605) Recreational Services - Comm Recreation	0	9,134	11,445	2,311	0.0	165.8	207.5	41.8
(3610) Aquatics - Programs	0	477	478	1	0.0	7.0	7.0	0.0
(3615) Sports, Health and Fitness - Organized	0	1,133	1,435	302	0.0	11.5	11.5	0.0
(3620) Youth Development - Roving Leaders	0	2,649	2,594	-55	0.0	46.2	43.1	-3.1
(3625) Urban Camps	0	1,755	2,173	418	0.0	2.1	2.5	0.4
(3630) Cooperative Play (Ages 3-5)	0	27	27	0	0.0	0.0	0.0	0.0
(3635) Childrens Programs	0	75	0	-75	0.0	0.0	0.0	0.0
(3640) Teen Programs	0	100	107	7	0.0	1.0	1.0	0.0
(3650) Senior Services Program	0	1,036	1,119	83	0.0	16.5	16.5	0.0
(3655) Therapeutic Recreation Program	0	485	557	73	0.0	8.5	8.5	0.0
(3660) Nutritional Services Program	0	2,693	2,229	-463	0.0	4.0	4.9	0.9
<b>Subtotal (3600) Programs Division</b>	<b>0</b>	<b>19,563</b>	<b>22,164</b>	<b>2,601</b>	<b>0.0</b>	<b>262.6</b>	<b>302.5</b>	<b>39.9</b>
<b>(4400) Speciality and Targeted Programs</b>								
(4488) Child and Adult Care Feeding Program	194	0	0	0	2.2	0.0	0.0	0.0
<b>Subtotal (4400) Speciality and Targeted Programs</b>	<b>194</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

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**Table HA0-4 (Continued)**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(4500) Operations Division</b>								
(4510) Site Management	0	4,091	4,622	530	0.0	65.0	66.0	1.0
(4520) Aquatics - Operations	0	4,079	3,428	-652	0.0	77.0	74.0	-3.0
(4530) Park Rangers	0	640	677	37	0.0	11.0	11.0	0.0
(4540) Stagecraft	0	576	510	-66	0.0	9.5	7.5	-2.0
(4550) Warehouse	0	406	212	-194	0.0	7.0	2.0	-5.0
(4560) Athletic Fields	0	1,769	2	-1,767	0.0	0.0	0.0	0.0
(4570) Permit Services	0	277	295	18	0.0	4.0	4.0	0.0
<b>Subtotal (4500) Operations Division</b>	<b>0</b>	<b>11,838</b>	<b>9,745</b>	<b>-2,093</b>	<b>0.0</b>	<b>173.5</b>	<b>164.5</b>	<b>-9.0</b>
<b>(5400) Park and Facility Management</b>								
(5410) Maintenance	176	0	0	0	0.0	0.0	0.0	0.0
(5411) Facility Management Administration	12,319	0	0	0	105.8	0.0	0.0	0.0
(5413) Natural Resources	561	0	0	0	10.0	0.0	0.0	0.0
(5425) Planning and Design	15	0	0	0	0.0	0.0	0.0	0.0
(5430) Park and Facility Operations (Administration)	8	0	0	0	0.0	0.0	0.0	0.0
(5440) Capital Improvement Program (CIP)	139	0	0	0	1.9	0.0	0.0	0.0
(5450) Park and Facility Operations (Park Rangers)	625	0	0	0	9.0	0.0	0.0	0.0
(5460) Park and Facility Operations (Stagecraft)	235	0	0	0	4.2	0.0	0.0	0.0
(5470) Park and Facility Operations (Warehouse)	419	0	0	0	9.9	0.0	0.0	0.0
(5471) Daily Shuttle Service for the Homeless	140	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (5400) Park and Facility Management</b>	<b>14,636</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(5500) Facilities Maintenance Division</b>								
(5510) Site Maintenance	0	1,931	0	-1,931	0.0	35.0	0.0	-35.0
(5520) Aquatics - Pool Maintenance	0	314	0	-314	0.0	4.8	0.0	-4.8
(5525) Facilities Maintenance - Administration	0	2,828	0	-2,828	0.0	40.0	0.0	-40.0
(5535) Capital Improvements Program	0	131	0	-131	0.0	2.0	0.0	-2.0
(5540) Park and Facilities - Trade	0	1,123	0	-1,123	0.0	19.0	0.0	-19.0
(5545) Park and Facilities - Landscaping	0	53	0	-53	0.0	0.0	0.0	0.0
<b>Subtotal (5500) Facilities Maintenance Division</b>	<b>0</b>	<b>6,379</b>	<b>0</b>	<b>-6,379</b>	<b>0.0</b>	<b>100.8</b>	<b>0.0</b>	<b>-100.8</b>
<b>Total Proposed Operating Budget</b>	<b>51,903</b>	<b>41,665</b>	<b>35,802</b>	<b>-5,863</b>	<b>535.3</b>	<b>577.3</b>	<b>508.0</b>	<b>-63.4</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Budget Changes**

**Intra-Agency Adjustments:** DPR's proposed budget includes several inter-agency adjustments to align its FY 2012 budget with operational needs. The agency's budget includes a net increase of \$743,694 and a net decrease of 1.5 FTEs across multiple programs in personal services as a result of salary and benefit changes and other funding adjustments. In order to fund the increases in personal services, the agency reduced various activities within the Programs Division. The net reduction includes \$890,564 and 9.7 FTEs. In addition, a net increase of \$767,557 and 4.0 FTEs in the Facilities Maintenance Division is a result of the reclassification of Capital FTEs to the operating budget, including salary and fringe benefits adjustments.

The budget includes a net decrease of \$463,364 and an increase of 0.9 FTEs in Intra-District funds within the Programs Division. The agency will reduce funding by \$593,047 and 3.0 FTEs to their Child and Adult Care Feeding Program to align with projected revenue and reimbursement. As a result of the costs associated with seasonal hires, projected increases in food services, and other managerial costs, DPR has increased funding to their Summer Meals Program under the Programs Division by an additional \$129,683 and 3.9 FTEs.

Lastly, the proposed budget includes a net increase of \$4,105 and a decrease of 7.0 FTEs in Special Purpose Revenue funds. The agency has reduced its personal services budget in the Operations division by \$193,586 and 5.0 FTEs and has reallocated the revenue fund source from personal to nonpersonal services in the amount of \$197,691 and a decrease in 2.0 FTEs.

**Cost Decrease:** In FY 2012 the agency will eliminate 3 unfunded FTEs in the Programs Division.

**Cost Increase:** In FY 2012, DPR will receive an additional \$1,148,322 in Local funds to fund the operational costs associated with new DPR facilities. The

agency will increase its authorized FTEs by an additional 43.5 FTEs to support staffing needs. DPR will receive \$1,851,678 to restore funding to support Urban Camps, organized sports, health and fitness programs, and summer pool openings. DPR will receive \$80,000 in local funds to support neighborhood park needs.

**Transfers Out:** As part of the FY 2012 budget request, DPR will transfer its facilities and maintenance functions to the Department of General Services (DGS). The agency will transfer \$8,852,678 and 100.0 FTEs to DGS. The proposed budget also includes a transfer out of \$251,604 in Local funds for the OCTO IT Assessment.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table HA0-5 table itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table HA0-5**  
(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>37,577</b>	<b>566.3</b>
Cost Increase: Net effect of salary and fringe benefit changes - salary step increases and other personal services funding adjustments	Agency Financial Operations	34	0.0
Cost Increase: Net effect of salary and fringe benefit changes - salary step increases and other personal services funding adjustments	Office of the Director	18	-0.5
Cost Decrease: Net effect of reductions in various activities to fund agency-wide salary, step increases and fringe benefits	Programs Division	-891	-9.7
Cost Increase: Net effect of salary and fringe benefit changes - salary step increases and other personal services funding adjustments	Operations Division	514	-1.0
Cost Increase: Net effect of salary and fringe benefit changes - salary step increases and other personal services funding adjustments	Agency Management	179	0.0
Cost Increase: Net effect of personal services funding adjustments	Facilities Maintenance Division	110	-3.0
Shift: Reclassification of Capital FTEs to the operating budget, including salary step and fringe benefits adjustments	Facilities Maintenance Division	658	7.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>38,198</b>	<b>559.1</b>
Cost Increase: Additional Local funds to be utilized for operational costs for new facilities	Programs Division	1,148	43.5
Transfer Out: Transfer Local portion of the IT assessment to OCTO	Agency Management	-252	0.0
Restore: Restore funding to support Urban Camps, organized sports, health and fitness programs, and summer pool openings	Programs Division	1,852	3.5
Eliminate: Eliminate 3 unfunded FTEs	Programs Division	0	-3.0
Cost Increase: To support neighborhood park needs	Operations Division	80	0.0
Transfer Out: Transfer out of Facilities and Maintenance functions to the Department of General Services	Multiple Programs	-8,853	-100.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>32,174</b>	<b>503.1</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>1,395</b>	<b>7.0</b>
Cost Decrease: Reduction in personal services	Operations Division	-194	-5.0
Cost Increase: Reallocation of Special Purpose Revenue fund source	Multiple Programs	198	-2.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>1,399</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>1,399</b>	<b>0.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>2,693</b>	<b>4.0</b>
Correct: Decrease Child and Adult Care Feeding program to align with projected revenue/reimbursement	Programs Division	-593	-3.0
Cost Increase: Net increase associated with the costs of seasonal hires, projected increase in food services and other costs to manage the Summer Meals Food program	Programs Division	130	3.9
<b>FY 2012 Initial Adjusted Budget</b>		<b>2,229</b>	<b>4.9</b>
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>2,229</b>	<b>4.9</b>
<b>Gross for HA0 - Department of Parks and Recreation</b>		<b>35,802</b>	<b>508.0</b>

(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 2012:

### 1. Programs

**Objective 1:** Enhance diversity of programs offered.

**Objective 2:** Increase diversity of programming, while ensuring solid structure and sustainability for the variety of programs offered.

**Objective 3:** Ensure consistent quality of core programs across all recreational centers and increase customer satisfaction.

**Objective 4:** Ensure affordability and efficiency of programs.

## Programs

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of program targeting infants/children 0-6	Not Available	Not Available	Not Available	TBD	TBD	TBD
Number of programs targeting children age 6-12	Not Available	Not Available	Not Available	TBD	TBD	TBD
Number of programs targeting teens age 13-18	Not Available	Not Available	Not Available	TBD	TBD	TBD
Number of programs targeting adults age 19-54	Not Available	Not Available	Not Available	TBD	TBD	TBD
Number of programs targeting seniors age 55+	Not Available	Not Available	Not Available	TBD	TBD	TBD
Number of programs targeting people with disabilities	Not Available	Not Available	Not Available	TBD	TBD	TBD
Number of DPR sponsored events with 50+ attendees	Not Available	Not Available	360	420	444	480
Number of therapeutic recreation programs	Not Available	Not Available	116	128	140	140
Number of meals served <sup>1</sup>	1,039,085	1,142,993	1,142,993	902,747	1,038,159	TBD
Percentage of meals for which DPR receives reimbursement	87%	90%	90%	94%	95%	TBD
Number of CBOs partnering with DPR	41	50	110	55	60	65
Fees collected – total DPR (dollars)	\$1,705,883	\$1,820,675	\$1,820,675	TBD	TBD	TBD

CBO: Community Based Organizations

## 2. Parks and Facilities Operations and Maintenance

**Objective 1:** Increase productivity of the maintenance team.

**Objective 2:** Improve quality rating of Athletic fields.

**Objective 3:** Maintain safety and cleanliness for pools.

**Objective 4:** Implement a preventative maintenance schedule for all facilities associated with each Recreation Center.

**Objective 5:** Increase productivity of the warehouse and supply management system.

**Objective 6:** Improve efficiency and utilization of the fleet.

### Parks and Facilities Operations and Maintenance

Measure	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2012 Projection	FY 2013 Projection
Number of maintenance requests completed within 3 days	1,658	2,365	Not Available	TBD	TBD	TBD
Number of maintenance requests completed within 4-15 days	694	845	Not Available	TBD	TBD	TBD
Number of maintenance requests completed within 16-30 days	244	170	Not Available	TBD	TBD	TBD
Number of maintenance requests outstanding for more than 30 days	615	75	Not Available	TBD	TBD	TBD
Number of maintenance requests outstanding for more than 60 days	328	45	Not Available	TBD	TBD	TBD
Number of maintenance requests outstanding for more than 90 days	230	30	Not Available	TBD	TBD	TBD
Percentage of outdoor pools opened on time for the season	100%	100%	100%	100%	100%	100%
Percentage of children pools opened on time for the season	100%	100%	100%	100%	100%	100%
Percentage of spray parks opened on time for the season	100%	100%	100%	100%	100%	100%
Percentage of outdoor pools closed before the end of season	5%	0%	0%	0%	0%	0%
Percentage of children pools closed before the end of season	0%	0%	0%	0%	0%	0%
Percentage of spray parks closed before the end of season	0%	0%	0%	0%	0%	0%
Number of premier fields <sup>2</sup>	Not Available	Not Available	13	15	18	20
Percentage of athletic fields rated "Average" rating by STMA PCI standards <sup>3</sup>	Not Available	34	Not Available	50%	55%	60%

(Continued on next page)

## Parks and Facilities Operations and Maintenance (Cont.)

Measure	FY 2009 Actual	FY 2010 Target	FY 2011 Actual	FY 2012 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of premier fields rated "Excellent" rating by STMA PCI standards <sup>4</sup>	Not Available	Not Available	Not Available	15%	18%	20%
Percentage of DPR capital projects completed on schedule	Not Available	Not Available	Not Available	75%	80%	85%
Percentage of DPR capital projects completed late	Not Available	Not Available	Not Available	25%	20%	15%
Percentage of DPR capital projects completed within budget limit	Not Available	95%	Not Available	90%	90%	90%

STMA PCI: Sports Turf Manager Association Playing Conditions Index

### 3. Human Capital Management

**Objective 1:** Improve human capacity by attracting and recruiting talent.

**Objective 2:** Create a performance-driven culture through the use of evaluations, promotions, incentives, and corrective actions.

**Objective 3:** Supplement human capacity through the strategic use of volunteers, interns, and seasonal staff.

**Objective 4:** Professionally develop workforce through regularly scheduled trainings, assessments, and innovation projects.

## Human Capital Management

Measure	FY 2009 Actual	FY 2010 Actual	FY 2011 Target	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Portion of summer applications received per position	Not Available	Not Available	Not Available	TBD	TBD	TBD
Percentage of required staff hired by program start date	Not Available	Not Available	Not Available	95%	96%	97%
Percentage of staff members receiving 1-3 training courses annually	Not Available	Not Available	Not Available	75%	85%	95%
Percentage of highly qualified summer employees rehired	Not Available	Not Available	Not Available	TBD	TBD	TBD
Percentage of staff members receiving 4-5 training courses annually	Not Available	Not Available	Not Available	10%	25%	50%
Number of volunteers processed and approved to work	383	450	417	500	550	600
Number of volunteer hours	7,660	9,000	8,340	10,000	11,000	12,000
Number of interns employed	Not Available	Not Available	0	5	10	15

STMA PCI: Sports Turf Manager Association Playing Conditions Index

#### 4. Office of the Director

**Objective 1:** Improve the efficiency of the permit and registration process.

**Objective 2:** Improve customer satisfaction.

**Objective 3:** Increase funding from sources outside the Government.

**Objective 4:** Effectively manage and prevent risks for customers.

### Office of the Director

Measure	FY 2009 Actual	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2012 Projection	FY 2013 Projection
Revenue generated from permit and registration	Not Available	Not Available	\$223,741	\$240,500	\$250,000	\$300,000
Dollar amount of cash donations and sponsorships	Not Available	Not Available	\$208,857	\$350,000	\$450,000	\$500,000
Dollar value of in-kind donations and sponsorships	Not Available	Not Available	\$3,557,769	\$1,350,000	\$1,400,000	\$1,450,000
Percentage of customer complaints/ inquiries addressed within 3 days	Not Available	Not Available	Not Available	TBD	TBD	TBD

#### Performance Plan Endnotes:

1. The District of Columbia is ranked number one in the nation for its Free Summer Meals Program. This program feeds children and youth from free and reduced meal households during the summer months when school is not in session. The Free Summer Meals Program is a USDA program that is administered by the Office of the State Superintendent of Education (OSSE) in the District of Columbia. DPR is the largest sponsor of the Free Summer Meals program in the District with over 210 locations. Locations include recreation centers, faith and community based organizations. The Food Research Action Center (FRAC) analyzes every city across the country and has found the District feeds up to 80 percent of children from free and reduced meal households, thus ranking the District number one in the nation.
2. A premier field is a natural turf field made of Bermuda grass or an artificial turf that receives the highest maintenance level of service. DPR has built premier athletic fields across the District of Columbia. DPR is going to develop standards that will enable DPR to have premier fields that are rated above average in the nation.
3. The Sports Turf Managers Association (STMA, [www.stma.org](http://www.stma.org)) was developed to establish more respect for athletic field management. Members include professional sports (NFL, MLB), park and recreational departments, high schools, colleges, and students. STMA members developed standards for the Playing Conditions Index, a survey consisting of 30 questions. Each question is answered with a 1-5 with 5 being excellent. At the end of the survey total points are entered into a chart to identify the playing field from Unplayable to Excellent.
4. Ibid.

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# D.C. Office on Aging

[www.dcoa.dc.gov](http://www.dcoa.dc.gov)

Telephone: 202-724-5622

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$26,023,600	\$24,155,483	\$25,445,324	5.3
FTEs	32.6	39.5	42.0	6.3

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The mission of the District of Columbia Office on Aging (DCOA) is to promote longevity, independence, dignity, and choice for District of Columbia residents who are age 60 and older.

## Summary of Services

DCOA provides a variety of community-based services to District seniors and their caregivers, including: transportation services; senior wellness centers; congregate and in-home meals and nutrition programs; employment and job training; in-home care, adult day care and nursing home care; caregivers' respite and support; recreation and special annual events; case management; and information and assistance.

DCOA operates more than 31 programs internally and in collaboration with 21 grantees and lead agencies in each of the District's eight wards. Since August 2008, DCOA has also operated (with support from the Department of Health Care Finance) the Aging and Disability Resource Center, a one-stop resource for long-term care information, benefits and assistance for residents age 60 and older and persons with disabilities age 18 and older.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table BY0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table BY0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	16,585	16,638	16,165	16,068	-98	-0.6
<b>Total for General Fund</b>	<b>16,585</b>	<b>16,638</b>	<b>16,165</b>	<b>16,068</b>	<b>-98</b>	<b>-0.6</b>
<b>Federal Resources</b>						
Federal Grant Funds	6,940	7,493	6,999	8,126	1,127	16.1
<b>Total for Federal Resources</b>	<b>6,940</b>	<b>7,493</b>	<b>6,999</b>	<b>8,126</b>	<b>1,127</b>	<b>16.1</b>
<b>Intra-District Funds</b>						
Intra-District Funds	3,413	1,892	991	1,252	261	26.3
<b>Total for Intra-District Funds</b>	<b>3,413</b>	<b>1,892</b>	<b>991</b>	<b>1,252</b>	<b>261</b>	<b>26.3</b>
<b>Gross Funds</b>	<b>26,938</b>	<b>26,024</b>	<b>24,155</b>	<b>25,445</b>	<b>1,290</b>	<b>5.3</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table BY0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table BY0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	15.5	19.6	19.5	175	-2.0	-10.3
<b>Total for General Fund</b>	<b>15.5</b>	<b>19.6</b>	<b>19.5</b>	<b>175</b>	<b>-2.0</b>	<b>-10.3</b>
<b>Federal Resources</b>						
Federal Grant Funds	7.0	13.0	8.0	12.5	4.5	56.2
<b>Total for Federal Resources</b>	<b>7.0</b>	<b>13.0</b>	<b>8.0</b>	<b>12.5</b>	<b>4.5</b>	<b>56.2</b>
<b>Intra-District Funds</b>						
Intra-District Funds	8.4	0.0	12.0	12.0	0.0	0.0
<b>Total for Intra-District Funds</b>	<b>8.4</b>	<b>0.0</b>	<b>12.0</b>	<b>12.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed FTEs</b>	<b>30.9</b>	<b>32.6</b>	<b>39.5</b>	<b>42.0</b>	<b>2.5</b>	<b>6.3</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table BY0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table BY0-3**

(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	1,841	1,989	2,382	2,699	317	13.3
12 - Regular Pay - Other	642	789	531	907	376	70.7
13 - Additional Gross Pay	3	1	0	0	0	N/A
14 - Fringe Benefits - Curr Personnel	401	497	616	832	216	35.1
<b>Subtotal Personal Services (PS)</b>	<b>2,886</b>	<b>3,276</b>	<b>3,530</b>	<b>4,439</b>	<b>909</b>	<b>25.7</b>
20 - Supplies and Materials	51	74	178	218	40	22.5
30 - Energy, Comm. and Bldg Rentals	244	49	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc	23	55	0	0	0	N/A
32 - Rentals - Land and Structures	11	112	0	0	0	N/A
33 - Janitorial Services	23	23	0	0	0	N/A
34 - Security Services	25	19	0	0	0	N/A
35 - Occupancy Fixed Costs	56	96	0	0	0	N/A
40 - Other Services and Charges	154	261	450	300	-150	-33.3
41 - Contractual Services - Other	5,192	6,334	5,934	5,875	-59	-1.0
50 - Subsidies and Transfers	18,127	15,551	13,973	14,513	540	3.9
70 - Equipment and Equipment Rental	148	172	90	100	10	11.1
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>24,052</b>	<b>22,747</b>	<b>20,626</b>	<b>21,007</b>	<b>381</b>	<b>1.8</b>
<b>Gross Funds</b>	<b>26,938</b>	<b>26,024</b>	<b>24,155</b>	<b>25,445</b>	<b>1,290</b>	<b>5.3</b>

\*Percent change is based on whole dollars.

## Program Description

The District of Columbia Office on Aging operates through the following 4 programs:

**Consumer Information, Assistance and Outreach** – provides information and assistance, special events, training, education, and employment services for District residents and caregivers so that they can be better informed about aging issues and maintain their independence.

This program contains the following 3 activities:

- **Employment Services** – provides job counseling and placement opportunities for District residents age 55 or older so that they can gain and maintain employment;
- **Special Events** – provides socialization, information, and recognition services for District residents age 60 or older to increase awareness of services provided, expand their social network, and project a positive image of aging; and
- **Training and Education** – provides consumer training for seniors and professional training for service providers and the general public to enhance their knowledge and increase their skills regarding policies and procedures affecting elderly programs and services.

**In-Home and Continuing Care** – provides homemaker assistance, day care, nutrition, case management services and caregiver support to allow older residents to age in place, in their own home.

This program contains the following 2 activities:

- **In-Home and Day Care Services** – provides homemaker assistance, day care, nutrition and case management services for frail District residents 60 years of age and older; and
- **Caregivers Support** – provides caregiver education and training, respite, stipends, and transportation services to eligible caregivers.

**Community-Based Support** - provides residential facilities, elder rights assistance, health promotion, wellness, counseling, legal services, transportation, and recreation activities for District residents who are 60 years of age or older so that they can live independently in the community and minimize institutionalization.

This program contains the following 4 activities:

- **Health Promotion and Wellness** – provides physical fitness, health screening, and wellness information for District residents age 60 or older to increase their health awareness and to adopt healthier behaviors;
- **Community Services** – provides congregate and home delivered meals, transportation, recreation, counseling, volunteer activities, and legal services;
- **Supportive Residential Facilities** – provides emergency shelter, supportive housing, advocacy, and aging-in-place programs; and
- **Advocacy/Elder Rights** – supports elder rights protection and adult protective service activities that concur with relevant state laws, provides public education regarding elder abuse, and assists in resolving complaints between residents/families and nursing homes and other community residential facilities for seniors.

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

## Program Structure Change

The District of Columbia Office on Aging has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table BY0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table BY0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Services</b>								
(1010) Personnel Costs	2,390	1,667	2,652	984	29.6	17.0	25.0	8.0
(1020) Contract and Procurement	133	216	0	-216	0.0	2.0	0.0	-2.0
(1030) Property Management	342	68	0	-68	0.0	0.0	0.0	0.0
(1040) Contract and Procurement	473	1,061	992	-69	0.0	2.0	0.0	-2.0
(1050) Financial Services	0	148	0	-148	0.0	1.5	0.0	-1.5
(1087) Language Access	0	10	10	0	0.0	0.0	0.0	0.0
(1090) Performance Management	0	697	0	-697	0.0	5.0	0.0	-5.0
<b>Subtotal (1000) Agency Management Services</b>	<b>3,339</b>	<b>3,867</b>	<b>3,653</b>	<b>-213</b>	<b>29.6</b>	<b>27.5</b>	<b>25.0</b>	<b>-2.5</b>
<b>(9200) Consumer Information, Assistance and Outreach</b>								
(9205) Employment Services	290	315	315	0	0.0	0.0	0.0	0.0
(9215) Special Events	223	223	223	0	0.0	0.0	0.0	0.0
(9220) Training and Education	2,136	1,501	1,534	33	0.0	12.0	12.0	0.0
<b>Subtotal (9200) Consumer Info., Assistance and Outreach</b>	<b>2,648</b>	<b>2,039</b>	<b>2,071</b>	<b>33</b>	<b>0.0</b>	<b>12.0</b>	<b>12.0</b>	<b>0.0</b>
<b>(9300) In-Home and Continuing Care Program</b>								
(9325) In-Home and Day Care Services	6,574	6,120	5,810	-310	0.0	0.0	0.0	0.0
(9330) Caregivers Support	703	787	787	0	0.0	0.0	0.0	0.0
<b>Subtotal (9300) In-Home and Continuing Care Program</b>	<b>7,276</b>	<b>6,907</b>	<b>6,597</b>	<b>-310</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(9400) Community-Based Support Program</b>								
(9440) Health Prom. and Wellness	2,291	2,266	4,336	2,069	3.0	0.0	5.0	5.0
(9450) Community Services	9,268	7,871	7,598	-273	0.0	0.0	0.0	0.0
(9470) Supportive Residential Facilities	723	729	713	-16	0.0	0.0	0.0	0.0
(9480) Advocacy/Elder Rights	478	478	478	0	0.0	0.0	0.0	0.0
<b>Subtotal (9400) Community-Based Support Program</b>	<b>12,760</b>	<b>11,344</b>	<b>13,124</b>	<b>1,781</b>	<b>3.0</b>	<b>0.0</b>	<b>5.0</b>	<b>5.0</b>
<b>Total Proposed Operating Budget</b>	<b>26,024</b>	<b>24,155</b>	<b>25,445</b>	<b>1,290</b>	<b>32.6</b>	<b>39.5</b>	<b>42.0</b>	<b>2.5</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Budget Changes**

**Intra-Agency Adjustments:** DCOA funded its step and fringe benefits increase of \$34,060 by reducing one full-time position with an annualized salary of \$44,963. The balance of \$10,903 from the elimination of the position was transferred to subsidies and transfers. The overall increase of \$175,877 in subsidies and transfers was also funded by decreases of \$116,964 in other services and charges and \$48,006 in contractual services. The Federal Grants budget for DCOA was reduced by \$174,756 to reflect a discontinuation of a grant. The Federal Grants budget was also increased by \$1,287,277 and 5.0 FTEs to reflect updated grant notifications. Also, a correction of \$14,104 and a decrease of 0.5 FTE were made to align FTEs with funding in the Federal Grants budget.

**Transfers Out:** DCOA's Intra-District budget was increased by \$260,775 to reflect additional transfer of funds from the Department of Health Care Finance through a continuing Memorandum of Understanding to fund the operations of the Aging and Disability Resource Center (ADRC). DCOA's Local fund budget was decreased by \$49,035 due to the transfer of the Local portion of the information technology assessment to the Office of the Chief Technology Officer (OCTO). Elimination of a Clerical Assistant position provided a savings of \$48,524, which was transferred to Advisory Neighborhood Commissions (ANC) and the Office on Latino Affairs (OLA).

**Protected Programs:** The FY 2012 budget retains funding to support the essential and life-sustaining services for District seniors provided by DCOA and its grantees. This budget proposes constant funding levels for services including transportation to medical treatments and other appointments, nutrition programs, case management senior centers, operations and management of the ADRC, and wellness/health promotion programs.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table BY0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table BY0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>16,165</b>	<b>19.5</b>
Eliminate: Eliminate vacant position	Agency Management Services	-45	-1.0
Cost Increase: Adjust personal services costs for salary steps and fringe benefits	Agency Management Services	34	0.0
Cost Decrease: Reduce other services and charges	Agency Management Services	-117	0.0
Cost Decrease: Reduce contractual services	Community-Based Support Program	-48	0.0
Cost Increase: Increase funding for subsidies and transfers	Community-Based Support Program	176	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>16,165</b>	<b>18.5</b>
Transfer Out: Transfer Local portion of the IT assessment to OCTO	Agency Management Services	-49	0.0
Transfer Out: Eliminate Clerical Assistant position (transfer funding to ANC and OLA)	Agency Management Services	-49	-1.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>16,068</b>	<b>17.5</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>6,999</b>	<b>8.0</b>
Cost Increase: Align FTEs with the correct fund and with grant limitations	Agency Management Services	14	-0.5
Cost Decrease: Adjust Federal Grants budget to reflect grant notification	In-home and Continuing Care Program	-175	0.0
Enhance: Adjust Federal Grants budget to reflect grant notification	Community-Based Support Program	1,287	5.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>8,126</b>	<b>12.5</b>
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>8,126</b>	<b>12.5</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>991</b>	<b>12.0</b>
Cost Increase: Adjust Intra-District budget authority for ADRC funded through DHCF	Consumer Info., Assistance and Outreach	35	0.0
Cost Increase: Increase Intra-District budget authority for ADRC funded through DHCF	Community-Based and Outreach	226	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>1,252</b>	<b>12.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>1,252</b>	<b>12.0</b>
<b>Gross for BY0 - D. C. Office on Aging</b>		<b>25,445</b>	<b>42.0</b>

(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 2012:

**Objective 1:** Improve health and wellness, and enable independent living among District seniors.

**Objective 2:** Ensure that older adults who want to or need to work are trained, placed, and remain employed.

**Objective 3:** Provide information and outreach to District residents to improve access to and decision making for health, housing, transportation, and long-term care services.

**Objective 4:** Evaluate the needs of District seniors and the operations of DCOA to identify and address service gaps.

**Objective 5:** Implement system, infrastructure and management changes to increase program efficiency, improve service quality, and save District funds.

**Objective 6:** Implement, expand, and evaluate new services provided to vulnerable District seniors.

### Agency Performance Measures

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of seniors receiving health promotion, nutrition education and counseling programs at centers and network sites	6,339	7,000	3,910	8,000	9,000	9,000
Percentage of persons requesting and receiving nutritious meals	99%	98%	99.48%	98%	98%	98%
Percentage of wellness center participants who increase their awareness and adopt healthy behaviors as identified by improvements in their overall health (evidence-based health outcomes)	85%	75%	100%	80%	85%	90%
Percentage of seniors seeking employment that receive job placements	24%	50%	33.60%	55%	60%	60%
Percentage of participants in UDC specialized job skill training program placed in unsubsidized jobs	Not Available	Not Available	50%	50%	55%	60%
Number of elderly and disabled customers served for all services by DCOA/ADRC	18,215	19,000	339	20,000	21,000	22,000
Number of new customers served by ADRC age 18-59	451	500	1,009	600	700	800
Number of ADRC cases age 18 and older (open and closed)	125/687	50/1,000	998	50/1,300	50/1,500	50/1,700
Average time (days) to close ADRC case	21 days	14 days	14 days	14 days	10 days	7 days
Number of Medicaid waivers for elderly and persons with disabilities	2,945	3,500	2,769	4,500	4,500	5,000

(Continued on next page)

## Agency Performance Measures

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of persons attending DCOA/ADRC outreach events and activities	11,068	14,000	32,518	16,000	18,000	19,000
Number of long-term planning guides distributed to District residents	Not Available	80,000	77,000	Not Available	Not Available	Not Available
Number of new vehicles for senior programs	6	10	10	5	2	2
Cost savings from vehicle maintenance and repairs due to new vehicles	\$0	\$100,000	\$25,000	\$125,000	\$125,000	\$125,000
Number of organized aging in place programs and senior villages funded and operational	5	5	5	5	5	5
Number of persons requesting and receiving nutritious meals from stimulus funds	Not Available	700	725	Not Available	Not Available	Not Available
Value of competitive grants awarded	\$50,000	\$500,000	\$1,800,000	\$700,000	\$750,000	\$800,000
Percentage of subgrantee's budget spent on programmatic costs <sup>1</sup>	Not Available	Not Available	85%	85%	85%	85%
Percentage of scheduled monitoring reports as defined in agency monitoring plan completed for each grant award <sup>2</sup>	Not Available	Not Available	100%	100%	100%	100%

ADRC: Aging and Disability Resource Center

### Performance Plan Endnotes:

1. The Wise Giving Alliance of the Better Business Bureau identifies 65 percent to be an industry standard for this measure <http://www.bbb.org/us/Charity-Standards/>. This metric measures all subgrantees' programmatic costs as a percentage of their overall costs.
2. Pursuant to section 11.4 of the Grants Manual and Source Book, all District agencies must complete monitoring reports. All District agencies should be in compliance with this standard. The standard is 100 percent.

# Unemployment Compensation Fund

www.does.dc.gov

Telephone: 202-724-7000

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$17,230,795	\$18,512,000	\$6,512,000	-64.8

The mission of the Unemployment Compensation Fund is to provide unemployment compensation benefits to former District government employees who have been separated from employment through no fault of their own.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table BHO-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table BHO-1**  
(dollars in thousands)

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>Appropriated Fund</b>						
<b>General Fund</b>						
Local Funds	13,929	17,231	18,512	6,512	-12,000	-64.8
<b>Total for General Fund</b>	<b>13,929</b>	<b>17,231</b>	<b>18,512</b>	<b>6,512</b>	<b>-12,000</b>	<b>-64.8</b>
<b>Gross Funds</b>	<b>13,929</b>	<b>17,231</b>	<b>18,512</b>	<b>6,512</b>	<b>-12,000</b>	<b>-64.8</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table BH0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table BH0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	13,929	17,231	18,512	6,512	-12,000	-64.8
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>13,929</b>	<b>17,231</b>	<b>18,512</b>	<b>6,512</b>	<b>-12,000</b>	<b>-64.8</b>
<b>Gross Funds</b>	<b>13,929</b>	<b>17,231</b>	<b>18,512</b>	<b>6,512</b>	<b>-12,000</b>	<b>-64.8</b>

\*Percent change is based on whole dollars.

### Program Description

The Unemployment Compensation Fund operates through the following program:

**Unemployment Compensation Fund** - provides unemployment compensation to qualified former District government employees during periods of unemployment.

### Program Structure Changes

The Unemployment Compensation Fund has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table BH0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table BH0-3**  
(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Unemployment Compensation Fund</b>								
(1100) Unemployment Compensation Fund	17,231	18,512	6,512	-12,000	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Unemployment Compensation Fund</b>	<b>17,231</b>	<b>18,512</b>	<b>6,512</b>	<b>-12,000</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>17,231</b>	<b>18,512</b>	<b>6,512</b>	<b>-12,000</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Cost Savings:** With the projected reduction in the number of former District employees claiming benefits in FY 2012 and a decrease in the average duration of unemployment, a cost savings of \$12,000,000 is expected.

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## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table BH0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table BH0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>18,512</b>	<b>0.0</b>
No Change: No change	Unemployment Compensation Fund	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>18,512</b>	<b>0.0</b>
Cost Decrease: Reduce Unemployment Compensation Fund	Unemployment Compensation Fund	-12,000	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>6,512</b>	<b>0.0</b>
<b>Gross for BH0 - Unemployment Compensation Fund</b>		<b>6,512</b>	<b>0.0</b>

# Disability Compensation Fund

<http://orm.dc.gov>  
202-727-8600

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$38,309,539	\$38,169,140	\$19,657,685	-48.5

The mission of the Disability Compensation Fund is to provide fiscal resources to administer the Workers' Compensation program for public sector employees and to pay the required claims costs of eligible claimants, pursuant to applicable District laws.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table BG0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table BG0-1**

(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	27,822	38,310	38,169	19,658	-18,511	-48.5
<b>Total for General Fund</b>	<b>27,822</b>	<b>38,310</b>	<b>38,169</b>	<b>19,658</b>	<b>-18,511</b>	<b>-48.5</b>
<b>Gross Funds</b>	<b>27,822</b>	<b>38,310</b>	<b>38,169</b>	<b>19,658</b>	<b>-18,511</b>	<b>-48.5</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table BG0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table BG0-2**  
(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
20 - Supplies and Materials	1,431	1,539	1,607	759	-848	-52.8
40 - Other Services and Charges	8,716	17,890	17,448	7,448	-10,000	-57.3
50 - Subsidies and Transfers	17,624	18,856	19,090	11,451	-7,639	-40.0
70 - Equipment and Equipment Rental	50	24	25	0	-25	-100.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>27,822</b>	<b>38,310</b>	<b>38,169</b>	<b>19,658</b>	<b>-18,511</b>	<b>-48.5</b>
<b>Gross Funds</b>	<b>27,822</b>	<b>38,310</b>	<b>38,169</b>	<b>19,658</b>	<b>-18,511</b>	<b>-48.5</b>

\*Percent change is based on whole dollars.

### Program Description

The Disability Compensation Fund operates through the following program:

**Employees' Disability Fund** - is established by the District of Columbia Merit Personnel Act (D.C. Law 2-139, as amended). Payments are made to District employees with eligible, verified claims as compensation for lost wages and for medical services related to workplace injuries and services such as vocational rehabilitation. In FY 2004, the administrative functions of the Employees' Disability Fund were transferred to the D.C. Office of Risk Management.

### Program Structure Change

The Disability Compensation Fund has no program structure changes in the FY 2012 proposed budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table BG0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table BG0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(0010) Disability Compensation Fund</b>								
(1000) Disability Compensation Fund	38,310	38,169	19,658	-18,511	0.0	0.0	0.0	0.0
<b>Subtotal (0010) Disability Compensation Fund</b>	<b>38,310</b>	<b>38,169</b>	<b>19,658</b>	<b>-18,511</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>38,310</b>	<b>38,169</b>	<b>19,658</b>	<b>-18,511</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

### FY 2012 Proposed Budget Changes

**Intra-Agency Adjustments:** Local funds will be decreased by \$5,780,729, due to the end of one-time funding of historic insurance premiums in FY 2011.

**Transfers Out:** The Disability Compensation Fund will transfer \$847,726 to the Office of Risk Management to fund 9.4 FTEs with Local funds. The Fund will also transfer \$2,000,000 to Non-Departmental for the Return-to-Work Initiative.

**Cost Savings:** Due to improved management, the enhanced Return-to-Work program and other initiatives designed to decrease the number of workers' compensation claimants in FY 2012 will yield a cost savings of \$10,000,000 in Local funds to the Fund.

**Policy Initiatives:** The FY 2012 budget includes a Local funds increase of \$117,000, to fund attorney fee costs for successful workers compensation claimants.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table BGO-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table BGO-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>38,169</b>	<b>0.0</b>
Cost Decrease: Reduce funding due to one-time payment of insurance liability	Disability Compensation Fund	-5,781	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>32,388</b>	<b>0.0</b>
Transfer Out: Transfer funding to the Office of Risk Management to fund 9.4 FTEs with Local funds	Disability Compensation Fund	-848	0.0
Transfer Out: Transfer funding to Non-Departmental for the Return-to-Work Initiative	Disability Compensation Fund	-2,000	0.0
Cost Decrease: Reduce funding due to Return-to-Work and cost savings initiatives	Disability Compensation Fund	-10,000	0.0
Cost Increase: Increase funding for workers compensation claimants	Disability Compensation Fund	117	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>19,658</b>	<b>0.0</b>
<b>Gross for BGO - Disability Compensation Fund</b>		<b>19,658</b>	<b>0.0</b>

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

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# Office of Human Rights

www.ohr.dc.gov  
Telephone: 202-727-4559

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$2,551,088	\$2,443,366	\$2,379,142	-2.6
FTEs	27.0	26.0	24.0	-7.7

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The mission of the District of Columbia Office of Human Rights (OHR) is to eradicate discrimination, increase equal opportunity, and protect human rights in the city.

## Summary of Services

The D.C. OHR investigates and resolves complaints of discrimination in employment, housing, places of public accommodation, and educational institutions, pursuant to the D.C. Human Rights Act of 1977 and numerous other local and federal laws. OHR also prevents discrimination by providing training and educating District government employees, private employers, workers, and the community at large of their legal rights and responsibilities. OHR monitors compliance with the Language Access Act of 2004

and investigates allegations of non-compliance with this Act by District government agencies. The agency also investigates complaints and conditions that may cause community tension and conflict that can ultimately lead to breaches of the peace. The Commission on Human Rights is the adjudicatory body that decides private sector cases after OHR has found probable cause of discrimination.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table HM0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table HM0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	2,626	2,222	2,166	2,148	-18	-0.8
<b>Total for General Fund</b>	<b>2,626</b>	<b>2,222</b>	<b>2,166</b>	<b>2,148</b>	<b>-18</b>	<b>-0.8</b>
<b>Federal Resources</b>						
Federal Grant Funds	317	329	277	231	-46	-16.5
<b>Total for Federal Resources</b>	<b>317</b>	<b>329</b>	<b>277</b>	<b>231</b>	<b>-46</b>	<b>-16.5</b>
<b>Gross Funds</b>	<b>2,943</b>	<b>2,551</b>	<b>2,443</b>	<b>2,379</b>	<b>-64</b>	<b>-2.6</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table HM0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table HM0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	24.6	25.1	24.0	22.1	-1.9	-7.9
<b>Total for General Fund</b>	<b>24.6</b>	<b>25.1</b>	<b>24.0</b>	<b>22.1</b>	<b>-1.9</b>	<b>-7.9</b>
<b>Federal Resources</b>						
Federal Grant Funds	1.8	1.9	2.0	1.9	-0.1	-5.0
<b>Total for Federal Resources</b>	<b>1.8</b>	<b>1.9</b>	<b>2.0</b>	<b>1.9</b>	<b>-0.1</b>	<b>-5.0</b>
<b>Total Proposed FTEs</b>	<b>26.4</b>	<b>27.0</b>	<b>26.0</b>	<b>24.0</b>	<b>-2.0</b>	<b>-7.7</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table HM0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table HM0-3**  
(dollars in thousands)

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>Comptroller Source Group</b>						
11 - Regular Pay - Cont Full Time	1,156	969	1,063	1,032	-31	-2.9
12 - Regular Pay - Other	818	709	770	735	-35	-4.5
13 - Additional Gross Pay	4	29	0	0	0	N/A
14 - Fringe Benefits - Curr Personnel	393	360	377	386	9	2.4
15 - Overtime Pay	3	0	0	0	0	N/A
<b>Subtotal Personal Services (PS)</b>	<b>2,374</b>	<b>2,067</b>	<b>2,209</b>	<b>2,152</b>	<b>-57</b>	<b>-2.6</b>
20 - Supplies and Materials	10	27	18	18	0	2.0
30 - Energy, Comm. and Bldg Rentals	11	35	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc.	17	16	0	0	0	N/A
32 - Rentals - Land and Structures	10	0	0	0	0	N/A
33 - Janitorial Services	19	16	0	0	0	N/A
34 - Security Services	11	16	0	0	0	N/A
35 - Occupancy Fixed Costs	34	24	0	0	0	N/A
40 - Other Services and Charges	311	233	121	98	-23	-19.1
41 - Contractual Services - Other	129	98	93	109	15	16.4
70 - Equipment and Equipment Rental	17	18	2	2	0	0.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>568</b>	<b>484</b>	<b>234</b>	<b>227</b>	<b>-7</b>	<b>-3.2</b>
<b>Gross Funds</b>	<b>2,943</b>	<b>2,551</b>	<b>2,443</b>	<b>2,379</b>	<b>-64</b>	<b>-2.6</b>

\*Percent change is based on whole dollars.

## Program Description

The Office of Human Rights operates through the following 3 programs:

**Equal Justice** – provides education and awareness; and investigates, adjudicates, and provides compliance services to people who live, work, and/or conduct business in the District of Columbia so that they are informed of, and may have timely resolution of, discrimination complaints.

This program contains the following 7 activities:

- **Intake** – provides intake, referral, and counseling services to complainants who live, work, and/or conduct business in the District of Columbia so that they may have timely and quality assessments of their complaints;
- **Mediation** – provides mediation services to complainants and respondents in an attempt to resolve potentially unlawful discriminatory practices and avoid costly and timely investigations and litigation;
- **Investigations** – conducts full investigations whenever *prima facie* evidence has been established for each complaint brought to the Office of Human Rights. This applies to cases in employment, public accommodations, and educational institutions;
- **Fair Housing** – investigates complaints and provides outreach and education to people who live, work, or conduct business in the District on matters relating to alleged violations of federal and local fair housing laws;
- **Research and Compliance** – conducts compliance reviews of, provides training on, and performs research related to human rights law as well as mandates issued by the Equal Employment Opportunity Commission and the U.S. Department of Housing and Urban Development;
- **Public Education** – provides awareness, education, training, and public information to ensure a workforce environment free of discrimination in the District; and
- **Language Access Oversight** - provides information, education, monitoring, and enforcement services pertaining to the D.C. Language Access Act and its implementation and applicability.

**Commission on Human Rights** – provides adjudication services through an administrative, trial-type hearing conducted before a hearing examiner or a panel of commissioners. The Commission rules and can issue injunctive relief and award damages (if discrimination is found) to people who live, work, or conduct business in the District of Columbia.

**Office of Human Rights (Agency Management Program)** – provides for administrative support and the required tools to achieve operational and programmatic results. This program is standard for all agencies using performance-based budgeting.

## Program Structure Change

The Office of Human Rights has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table HM0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table HM0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Office of Human Rights</b>								
(1010) Personnel	25	93	10	-83	0.1	1.0	0.1	-0.9
(1015) Training and Employee Development	8	0	0	0	0.1	0.0	0.0	0.0
(1020) Contracting and Procurement	33	0	0	0	0.1	0.0	0.0	0.0
(1030) Property Management	120	1	20	19	0.1	0.0	0.2	0.2
(1040) Information Technology	13	0	19	19	0.1	0.0	0.2	0.2
(1050) Financial Services	13	0	19	19	0.1	0.0	0.2	0.2
(1055) Risk Management	10	0	10	10	0.1	0.0	0.1	0.1
(1080) Communications	18	99	10	-90	0.9	1.0	0.1	-0.9
(1085) Customer Service	40	0	120	120	0.2	0.0	1.1	1.1
(1087) Language Access	86	0	0	0	1.1	0.0	0.0	0.0
(1090) Performance Management	170	171	174	3	0.8	1.0	1.0	0.0
<b>Subtotal (1000) Office of Human Rights</b>	<b>535</b>	<b>364</b>	<b>382</b>	<b>18</b>	<b>3.7</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0</b>
<b>(2000) Equal Justice</b>								
(2010) Intake	133	102	273	170	1.4	1.5	3.5	2.0
(2020) Mediation	245	209	119	-90	2.0	2.0	1.0	-1.0
(2030) Investigations	756	829	1,019	190	11.3	10.5	10.5	0.0
(2050) Fair Housing	308	204	132	-72	2.9	2.0	2.0	0.0
(2060) Research and Compliance	20	102	10	-92	0.8	1.0	0.0	-1.0
(2070) Public Education	99	100	102	2	1.1	1.0	1.0	0.0
(2090) Language Access Oversight	107	215	16	-199	0.8	2.0	0.0	-2.0
<b>Subtotal (2000) Equal Justice</b>	<b>1,668</b>	<b>1,760</b>	<b>1,670</b>	<b>-90</b>	<b>20.4</b>	<b>20.0</b>	<b>18.0</b>	<b>-2.0</b>
<b>(3000) Commission on Human Rights</b>								
(3010) Human Rights Commission	347	319	327	8	3.0	3.0	3.0	0.0
<b>Subtotal (3000) Commission on Human Rights</b>	<b>347</b>	<b>319</b>	<b>327</b>	<b>8</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>2,551</b>	<b>2,443</b>	<b>2,379</b>	<b>-64</b>	<b>27.0</b>	<b>26.0</b>	<b>24.0</b>	<b>-2.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary By Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Intra-Agency Adjustments:** The OHR's budget proposal includes intra-agency adjustments made in Local funds to align the FY 2012 budget with operational needs. Adjustments in the agency's personal services include a reduction of \$75,979 and 1.9 FTEs in vacant positions to offset increases in salary step and fringe benefits and other cost increases in nonpersonal services. OHR's personal services budget is being increased by \$25,515 to account for salary steps and fringe benefits, and the nonpersonal services budget is adjusted by a net increase of \$50,464 for contractual and other services.

The Federal Grants budget proposal for OHR is reduced by \$45,810 and 0.1 FTE, reflecting updated Federal Grant award projections for FY 2012. A reduction of \$6,297 is for salary and fringe benefits, and a reduction of \$39,513 in nonpersonal services is for contractual and other services.

**Transfers Out:** The OHR's budget of \$18,414 for the Local portion of the information technology assessments is transferred to the Office of the Chief Technology Officer (OCTO).

## FY 2011 Approved Budget to FY 2012 Proposed Budget, Revenue Type

Table HM0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table HM0-5**

(dollars in thousands)

	Program	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>2,166</b>	<b>24.0</b>
Cost Increase: Salary, steps and fringe benefits increase	Office of Human Rights	18	0.0
Cost Decrease: Elimination of vacant positions	Equal Justice Program	-76	-1.9
Cost Increase: Contractual and other services	Equal Justice Program	50	0.0
Cost Increase: Salary, steps and fringe benefits increase	Commission on Human Rights	8	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>2,166</b>	<b>22.1</b>
Transfer Out: Transfer Local portion of the IT assessment to OCTO	Equal Justice Program	-18	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>2,148</b>	<b>22.1</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>277</b>	<b>2.0</b>
Cost Decrease: Elimination of vacant position	Equal Justice Program	-6	-0.1
Cost Decrease: Contractual and other services	Equal Justice Program	-40	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>231</b>	<b>1.9</b>
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>231</b>	<b>1.9</b>
<b>Gross for HM0 - Office of Human Rights</b>		<b>2,379</b>	<b>24.0</b>

## Agency Performance Plan<sup>1</sup>

The agency's performance plan has the following objectives for FY 2012:

**Objective 1:** Improve the effectiveness of the agency's enforcement functions by shortening response times and strengthening quality controls.

**Objective 2:** Prevent discrimination by promoting awareness of and compliance with local and federal

anti-discrimination laws through education and compliance monitoring.

**Objective 3:** Effectively collaborate with District government agencies and the community to promote and enforce equal access to government services by Limited English Proficient/Non English (LEP/NEP) populations that live, work and visit the District.

## Agency Performance Measures

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of case reviews with "very good" or higher score	96%	90%	94.12%	92%	95%	96%
Number of backlogged cases at the end of the year <sup>2</sup>	60	69	1	20	10	0
Percentage of newly filed cases processed within 5 business days	100%	100%	100%	100%	100%	100%
Percentage of OHR complainants satisfied with the agency's intake process	83.2%	85%	91.53%	90%	95%	95%
Percentage of mediations that lead to settlement agreements	50%	30%	35.31%	35%	40%	50%
Percentage reduction in the total inventory of cases adjudicated at the Commission	Not Available	80%	Not Available	50%	60%	70%
Percentage of recommendations for decision on all appeals filed to the Commission under the Criminal Background Check for the Protection of Children Act	Not Available	Not Available	Not Available	60%	70%	80%
Number of District government and private employers and workers trained on diversity and EEO policies.	1,168	2,000	5,965	3,500	3,500	4,000
Percentage of District agencies trained by OHR on EEO laws and policies	Not Available	100%	91.67%	100%	100%	100%
Percentage of District "covered" agencies launching Language Access E-Learning Programs	Not Available	50%	79.41%	70%	60%	80%
Percentage of District agencies trained on the requirements of the Language Access Act, submit a Language Access Plan, and report on language access progress	100%	95%	93.38%	100%	100%	100%
Percentage of "covered" agencies under the LAA that receive an overall rating of good (at least 3 out of 5) or more during foreign language testing	58%	70%	76.47%	70%	75%	80%

EEO: Equal Employment Opportunity

LAA: Language Access Act

### Performance Plan Endnotes:

1. This Performance Plan includes the Office of Human Rights and the Commission on Human Rights.
2. Employment, education and public accommodation cases are considered backlogged after 210 days; housing cases after 90 days; language access cases after 6 months. These targets begin on the date the case is docketed.

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# Office on Latino Affairs

[www.ola.dc.gov](http://www.ola.dc.gov)

Telephone: 202-671-2825

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$4,627,907	\$2,863,837	\$2,865,556	0.1
FTEs	10.1	10.0	10.0	0.0

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The mission of the Office on Latino Affairs (OLA) is to facilitate access to health, education, and other social services for the District's Latino population.

## Summary of Services

OLA provides community-based grants, advocacy, community relations, and outreach services to District Latinos so that they can have access to a full range of human services, health, education, housing, economic development, and employment opportunities.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table BZ0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table BZ0-1**

(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	4,477	3,712	2,664	2,666	2	0.1
<b>Total for General Fund</b>	<b>4,477</b>	<b>3,712</b>	<b>2,664</b>	<b>2,666</b>	<b>2</b>	<b>0.1</b>
<b>Intra-District Funds</b>						
Intra-District Funds	1,280	916	200	200	0	0.0
<b>Total for Intra-District Funds</b>	<b>1,280</b>	<b>916</b>	<b>200</b>	<b>200</b>	<b>0</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>5,757</b>	<b>4,628</b>	<b>2,864</b>	<b>2,866</b>	<b>2</b>	<b>0.1</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table BZ0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table BZ0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	10.4	10.1	10.0	10.0	0.0	0.0
<b>Total for General Fund</b>	<b>10.4</b>	<b>10.1</b>	<b>10.0</b>	<b>10.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed FTEs</b>	<b>10.4</b>	<b>10.1</b>	<b>10.0</b>	<b>10.0</b>	<b>0.0</b>	<b>0.0</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table BZ0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table BZ0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	340	298	290	253	-37	-12.6
12 - Regular Pay - Other	319	323	320	367	47	14.7
13 - Additional Gross Pay	2	4	0	0	0	N/A
14 - Fringe Benefits - Curr Personnel	133	125	136	155	19	14.1
<b>Subtotal Personal Services (PS)</b>	<b>793</b>	<b>751</b>	<b>746</b>	<b>776</b>	<b>30</b>	<b>4.0</b>
20 - Supplies and Materials	1	3	5	5	0	0.0
30 - Energy, Comm. and Bldg Rentals	28	26	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc	10	12	0	0	0	N/A
32 - Rentals - Land and Structures	1	0	0	0	0	N/A
33 - Janitorial Services	13	26	0	0	0	N/A
34 - Security Services	17	12	0	0	0	N/A
35 - Occupancy Fixed Costs	16	42	0	0	0	N/A
40 - Other Services and Charges	136	32	79	80	1	1.2
50 - Subsidies and Transfers	4,742	3,705	2,028	1,999	-29	-1.4
70 - Equipment and Equipment Rental	0	17	5	5	0	0.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>4,964</b>	<b>3,877</b>	<b>2,118</b>	<b>2,090</b>	<b>-28</b>	<b>-1.3</b>
<b>Gross Funds</b>	<b>5,757</b>	<b>4,628</b>	<b>2,864</b>	<b>2,866</b>	<b>2</b>	<b>0.1</b>

\*Percent change is based on whole dollars.

### Program Description

The Office on Latino Affairs operates through the following 4 programs:

**Community-Based Grants** - provides technical assistance and grants management support including grant selection, award funding, and monitoring services to District Latino-serving non-profit organizations so that they can provide linguistically and culturally appropriate services to the limited English proficient Latino population of the District.

**Advocacy and Language Access** - provides consultation, collaboration, and problem-solving services to the Mayor, District government agencies, community groups, and other entities in an effort to enhance the provision of linguistically and culturally appropriate services to the Latino community as well as comply with the 2004 Language Access Act.

**Community Relations and Outreach** - provides partnership and outreach services to District Latino residents in an effort to increase their knowledge and access to vital programs and services available to them.

This program contains the following 2 activities:

- **Community Information Exchange** – provides information dissemination and educational services to the District Latino residents so that they can better access vital services provided by District government and the non-profit sector.
- **Community Partnerships** – provides information gathering services to District Latino residents so that OLA and District government agencies can better design and support systems to serve the Latino community.

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

### Program Structure Change

The Office on Latino Affairs has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table BZ0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table BZ0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1010) Personnel	0	2	4	2	0.0	0.0	0.0	0.0
(1020) Contracting and Procurement	5	0	0	0	0.0	0.0	0.0	0.0
(1050) Financial Management	8	12	12	0	0.0	0.0	0.0	0.0
(1090) Performance Management	0	221	281	60	1.7	2.0	2.0	0.0
<b>Subtotal (1000) Agency Management Program</b>	<b>13</b>	<b>235</b>	<b>297</b>	<b>62</b>	<b>1.7</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>
<b>(1001) Community Based Programs</b>								
(1011) Technical Assistance	6	7	0	-7	0.0	0.0	0.0	0.0
(1012) Grants Management	3,714	2,037	1,999	-38	0.0	0.0	0.0	0.0
<b>Subtotal (1001) Community Based Programs</b>	<b>3,720</b>	<b>2,045</b>	<b>1,999</b>	<b>-46</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(2001) Advocacy Program</b>								
(2011) Language Access	164	76	83	7	1.2	1.0	1.0	0.0
(2012) Intergovernmental/Private Sector Relations	0	2	0	-2	0.0	0.0	0.0	0.0
<b>Subtotal (2001) Advocacy Program</b>	<b>164</b>	<b>78</b>	<b>83</b>	<b>5</b>	<b>1.2</b>	<b>1.0</b>	<b>1.0</b>	<b>0.0</b>
<b>(3001) Community Relations and Outreach</b>								
(3011) Community Information Exchange	731	486	479	-8	7.3	7.0	7.0	0.0
(3012) Community Partnerships	0	5	9	4	0.0	0.0	0.0	0.0
(3013) OLA and City-Sponsored Events	0	15	0	-15	0.0	0.0	0.0	0.0
<b>Subtotal (3001) Community Relations and Outreach</b>	<b>731</b>	<b>506</b>	<b>487</b>	<b>-19</b>	<b>7.3</b>	<b>7.0</b>	<b>7.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>4,628</b>	<b>2,864</b>	<b>2,866</b>	<b>2</b>	<b>10.1</b>	<b>10.0</b>	<b>10.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Intra-Agency Adjustments:** The Office on Latino Affairs (OLA) increased its Local funds in personal services by shifting \$29,786 from nonpersonal services (subsidies and transfers, other services and charges) to adjust for salary and fringe benefits based on historical growth rates and step increases.

**Transfers Out:** OLA's Local fund budget is decreased by \$6,806 due to the transfer of the Local portion of the information technology assessment to OCTO.

**Transfer In:** A transfer of \$8,524 is made from the D.C. Office on Aging for restoration of Community Partnerships.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table BZ0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table BZ0-5**  
(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>2,664</b>	<b>10.0</b>
Cost Increase: Adjust personal services budget for salary step increases and fringe benefits	Multiple Programs	30	0.0
Cost Decrease: Reduce subsidies and transfers to offset personal services cost increase	Multiple Programs	-29	0.0
Cost Decrease: Reduce other services and charges	Multiple Programs	-1	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>2,664</b>	<b>10.0</b>
Transfer Out: Transfer Local portion of the IT assessment to OCTO	Agency Management Program	-7	0.0
Transfer In: Transfer from D.C. Office on Aging for the restoration of Community Partnerships	Community Relations and Outreach	9	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>2,666</b>	<b>10.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>200</b>	<b>0.0</b>
No Change: No change	Multiple Programs	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>200</b>	<b>0.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>200</b>	<b>0.0</b>
<b>Gross for BZ0 - Office on Latino Affairs</b>		<b>2,866</b>	<b>10.0</b>

## Agency Performance Plan

The agency's performance plan has the following objectives for FY 2012:

**Objective 1:** Improve institutional knowledge and skills, as well as the quality of programs and services offered to District Latinos by Latino-serving non-profit organizations.

**Objective 2:** Provide consultation, collaboration, and problem-solving services to the Mayor, District gov-

ernment agencies, community-based groups, and other entities, so that District Latinos are better informed, represented, and served.

**Objective 3:** Provide community outreach services and generate non-profit/public/private sector partnerships, in order to augment District Latinos' knowledge of, and access to, vital programs, services, and information.

## Agency Performance Measures

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of clients at non-profits funded by OLA that report satisfactory experiences with programs and personnel	76%	75%	76%	75%	80%	82%
Number served by organizations receiving funding from OLA	18,201	6,500	39,572	41,000	43,000	45,000
Number of Language Access Act covered agencies receiving technical assistance	14	23	14	23	25	27
Number of Latinos reached at events in Wards 5, 6, 7, and 8	Not Available	150	350	400	550	600
Percentage of subgrantee's budget spent on programmatic costs <sup>1</sup>	Not Available	Not Available	65%	65%	65%	65%
Percentage of scheduled monitoring reports as defined in agency monitoring plan completed for each grant award <sup>2</sup>	Not Available	Not Available	100%	100%	100%	100%

### Performance Plan Endnotes:

1. The Wise Giving Alliance of the Better Business Bureau identifies 65 percent to be an industry standard for this measure <http://www.bbb.org/us/Charity-Standards/>. This metric measures all subgrantees' programmatic costs as a percentage of their overall costs.
2. Pursuant to section 11.4 of the Grants Manual and Source Book, all District agencies must complete monitoring reports. All District agencies should be in compliance with this standard. The standard is 100 percent.

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# Children and Youth Investment Collaborative

<http://cyitc.org>  
Telephone: 202-347-4441

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$10,602,000	\$4,625,000	\$3,000,000	-35.1

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The mission of the Children and Youth Investment Collaborative is to provide funds to the D.C. Children and Youth Investment Trust Corporation (CYITC), a not-for-profit organization that disburses grants to community-based providers, with the purpose of creating a seamless approach to the development of policy, planning, and services for children, youth, and their families.

The Children and Youth Investment Collaborative, administered by CYITC, was established in 1999 as part of the District's FY 2000 budget. The CYITC was created as a public/private partnership to receive and leverage funding designated under the Children and Youth Initiative Establishment Act of 1999. Its board of directors, made up of seven members appointed by the Mayor and District Council and four advisory members from the District government, governs the corporation. The CYITC does not provide direct services to families; however, it grants funds and provides technical assistance to nonprofit organizations that provide direct services to families and thereby increases the quality and availability of services in areas of greatest need.

The CYITC plans to fulfill its mission by increasing the effectiveness of children and youth programs and working to ensure high quality programs and services for every child in the District.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table JY0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table JY0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	19,100	10,602	4,625	3,000	-1,625	-35.1
<b>Total for General Fund</b>	<b>19,100</b>	<b>10,602</b>	<b>4,625</b>	<b>3,000</b>	<b>-1,625</b>	<b>-35.1</b>
<b>Gross Funds</b>	<b>19,100</b>	<b>10,602</b>	<b>4,625</b>	<b>3,000</b>	<b>-1,625</b>	<b>-35.1</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table JY0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table JY0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	19,100	10,602	4,625	3,000	-1,625	-35.1
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>19,100</b>	<b>10,602</b>	<b>4,625</b>	<b>3,000</b>	<b>-1,625</b>	<b>-35.1</b>
<b>Gross Funds</b>	<b>19,100</b>	<b>10,602</b>	<b>4,625</b>	<b>3,000</b>	<b>-1,625</b>	<b>-35.1</b>

\*Percent change is based on whole dollars.

### Program Description

The District's subsidy to the CYITC is shown as a single program in the District's financial system. The CYITC's goals are funded through the following grant competitions:

- **Out-of-school Time/Youth Development Programs** – provide services, supports, and opportunities to children and youths during out-of-school hours, promoting academic achievement and positive youth outcomes, which can

reduce negative behavior that correlates with unsupervised, unstructured time outside of school;

- **Older Youth Programs** - support youths between the ages of 14 and 24 years old, both those enrolled in school and those no longer connected to school, in the areas of academic support, college-going culture, job readiness, and community service;

- **Parent Center Programs** - provide support services to parents of young and adolescent children with parenting skills that help ensure their children are ready for and succeeding in school; and
- **Summer Programs** - provide enriching opportunities to ensure that children and youths aged 5 to 24 years old are safe and have opportunities to enhance their learning over the summer months. These funds include providing alternative services during late night hours.

The CYITC has two major funding cycles: one for school-year youth-serving programs and year-round parent center programs, and one for summer youth-serving programs.

### Program Structure Change

The Children and Youth Investment Collaborative has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table JY0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table JY0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Children Investment Trust</b>								
(1100) Children Investment Trust	10,602	4,625	3,000	-1,625	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Children Investment Trust</b>	<b>10,602</b>	<b>4,625</b>	<b>3,000</b>	<b>-1,625</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>10,602</b>	<b>4,625</b>	<b>3,000</b>	<b>-1,625</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

### FY 2012 Proposed Budget Changes

**Cost Savings:** The FY 2012 budget proposal incorporates cost-saving measures that result in an aggregate reduction of \$1,625,000 in the Local funds budget. The fiscal impact of the decrease remains in line with prior fiscal year adjustments. As such, the reduction of Local budget subsidy support for grantee administrative expenses to 5 percent will continue in FY 2012. Additionally, capping the rate at 5 percent for indirect cost allocation in grant awards to community-based organizations also continues in FY 2012.

In FY 2012, the CYITC will intensify efforts towards leveraging donations from District resident income tax returns to boost revenue. Furthermore, the FY 2012 budget reduces the amount of competitive grant awards and also reduces the designated funding for one-time community-based gang street intervention and outreach.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table JY0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table JY0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>4,625</b>	<b>0.0</b>
No Change: No change	Children Investment Trust	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>4,625</b>	<b>0.0</b>
Reduce: Reduce subsidy for children and youth services through various subgrants administered by Children and Youth Investment Trust	Children Investment Trust	-1,625	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>3,000</b>	<b>0.0</b>
<b>Gross for JY0 - Children and Youth Investment Collaborative</b>		<b>3,000</b>	<b>0.0</b>

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

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# Office on Asian and Pacific Islander Affairs

[www.apia.dc.gov](http://www.apia.dc.gov)

Telephone: 202-727-3120

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$891,623	\$775,700	\$767,921	-1.0
FTEs	6.5	6.0	6.0	0.0

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The mission of the Office on Asian and Pacific Islander Affairs (OAPIA) is to ensure that the full range of health, education, employment, business, and social opportunities are accessible to the District's Asian and Pacific Islander American (APIA) residents and merchants.

## Summary of Services

OAPIA provides advocacy, community outreach, and community grants to District APIAs and advises District agencies on the APIA community, so that District APIAs can have access to a full range of health, education, employment, business, and social services opportunities.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table AP0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table AP0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	902	869	776	768	-8	-1.0
<b>Total for General Fund</b>	<b>902</b>	<b>869</b>	<b>776</b>	<b>768</b>	<b>-8</b>	<b>-1.0</b>
<b>Private Funds</b>						
Private Donations	3	2	0	0	0	N/A
<b>Total for Private Funds</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Intra-District Funds</b>						
Intra-District Funds	20	21	0	0	0	N/A
<b>Total for Intra-District Funds</b>	<b>20</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Gross Funds</b>	<b>925</b>	<b>892</b>	<b>776</b>	<b>768</b>	<b>-8</b>	<b>-1.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table AP0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table AP0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	6.3	6.5	6.0	6.0	0.0	0.0
<b>Total for General Fund</b>	<b>6.3</b>	<b>6.5</b>	<b>6.0</b>	<b>6.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed FTEs</b>	<b>6.3</b>	<b>6.5</b>	<b>6.0</b>	<b>6.0</b>	<b>0.0</b>	<b>0.0</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table AP0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table AP0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	147	124	107	108	0	0.4
12 - Regular Pay - Other	293	279	295	314	18	6.1
13 - Additional Gross Pay	3	3	0	0	0	N/A
14 - Fringe Benefits - Curr Personnel	96	93	93	106	13	14.1
<b>Subtotal Personal Services (PS)</b>	<b>540</b>	<b>497</b>	<b>496</b>	<b>528</b>	<b>32</b>	<b>6.4</b>
20 - Supplies and Materials	7	5	2	2	0	0.0
30 - Energy, Comm. and Bldg Rentals	13	12	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc.	7	7	0	0	0	N/A
33 - Janitorial Services	0	7	0	0	0	N/A
34 - Security Services	4	2	0	0	0	N/A
35 - Occupancy Fixed Costs	8	5	0	0	0	N/A
40 - Other Services and Charges	50	72	19	8	-11	-59.2
41 - Contractual Services - Other	0	2	2	0	-2	-100.0
50 - Subsidies and Transfers	294	276	255	230	-25	-9.8
70 - Equipment and Equipment Rental	2	5	1	0	-1	-100.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>385</b>	<b>394</b>	<b>280</b>	<b>240</b>	<b>-39</b>	<b>-14.1</b>
<b>Gross Funds</b>	<b>925</b>	<b>892</b>	<b>776</b>	<b>768</b>	<b>-8</b>	<b>-1.0</b>

\*Percent change is based on whole dollars.

### Program Description

The Office on Asian and Pacific Islander Affairs operates through the following 2 programs:

**APIA Programs** – provides outreach, education, and funding to Asian and Pacific Islander American (APIA) community members and guidance to District agencies to help ensure equitable access to government services and programs for APIA community members.

This program contains the following 3 activities:

- **Advocacy** - provides capacity and funding support to community-based organizations providing vital services to the APIA community;

- **Outreach/Education** - conducts outreach, case assistance, educational workshops, and cultural events for APIA residents and merchants; and
- **Inter-Agency Coordination** - provides technical assistance and guidance to District agencies on providing appropriate services to Asian and non-English proficient constituents, and monitors the performance of these agencies in providing language access.

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

## Program Structure Change

The Office on Asian and Pacific Islander Affairs has no program structure changes in the FY 2012 Proposed Budget.

### FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table AP0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table AP0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1010) Personnel	126	158	103	-55	0.8	1.5	1.0	-0.5
(1020) Contracting and Procurement	12	0	0	0	0.0	0.0	0.0	0.0
(1030) Property Management	34	0	0	0	0.0	0.0	0.0	0.0
(1040) Information Technology	0	12	0	-12	0.0	0.0	0.0	0.0
(1090) Performance Management	0	0	0	0	0.8	0.0	0.0	0.0
<b>Subtotal (1000) Agency Management Program</b>	<b>171</b>	<b>169</b>	<b>103</b>	<b>-66</b>	<b>1.5</b>	<b>1.5</b>	<b>1.0</b>	<b>-0.5</b>
<b>(2000) APIA Programs</b>								
(2100) Advocacy	59	8	104	97	1.0	0.1	1.1	1.0
(2200) Outreach/Education	540	507	470	-37	3.0	3.3	2.9	-0.4
(2300) Inter-Agency Coordination	122	91	90	-1	1.0	1.1	1.0	-0.1
<b>Subtotal (2000) APIA Programs</b>	<b>720</b>	<b>606</b>	<b>665</b>	<b>59</b>	<b>5.0</b>	<b>4.5</b>	<b>5.0</b>	<b>0.5</b>
<b>Total Proposed Operating Budget</b>	<b>892</b>	<b>776</b>	<b>768</b>	<b>-8</b>	<b>6.5</b>	<b>6.0</b>	<b>6.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Intra-Agency Adjustments:** The Office on Asian and Pacific Islander Affairs (OAPIA) moved \$58,618 and 0.5 FTE in Local funds from the Agency Management program to APIA programs to address OAPIA's projected needs.

**Transfers Out:** OAPIA's Local fund budget was decreased by \$7,779 due to transfer of Local portion of the information technology assessment to the Office of the Chief Technology Officer.

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## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table AP0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table AP0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>776</b>	<b>6.0</b>
Cost Increase: Adjust salary and fringe schedule to include step increases	APIA Programs	59	0.5
Cost Decrease: Reduce nonpersonal services to offset personal services increases	Agency Management Program	-59	-0.5
<b>FY 2012 Initial Adjusted Budget</b>		<b>776</b>	<b>6.0</b>
Transfer Out: Transfer Local portion of the IT assessment to OCTO	Agency Management Program	-8	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>768</b>	<b>6.0</b>
<b>Gross for AP0 - Office on Asian and Pacific Islander Affairs</b>		<b>768</b>	<b>6.0</b>

## Agency Performance Plan

The agency's performance plan has the following objectives for FY 2012:

**Objective 1:** Ensure the APIA community's access to District government services by providing expanded outreach efforts and problem-solving services.

**Objective 2:** Ensure capacity of District agencies to deliver culturally and linguistically competent services to the APIA community by providing technical assistance and policy guidance.

**Objective 3:** Assist in maintaining and ensuring quality service of APIA-serving community organizations to the APIA community by providing capacity-building support.

## Agency Performance Measures

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of APIA community members reached by outreach efforts	Not Available	Not Available	1,100	1,150	1,212	1,272
Percentage of constituent issues/cases resolved	Not Available	Not Available	Not Available	95%	95%	95%
Percentage of satisfactory or above rating on OAPIA services	Not Available	Not Available	Not Available	90%	90%	90%
Number of District agencies <sup>1</sup> who receive technical assistance through OAPIA efforts	Not Available	Not Available	Not Available	34	34	34
Percentage of District agencies giving a satisfactory or above rating on OAPIA's technical assistance efforts	100%	90%	100%	90%	90%	90%
Number of capacity-building efforts <sup>2</sup> provided to APIA community organizations and individuals	115	121	182	191	200	210
Subgrantee's percentage of budget spent on programmatic costs <sup>3</sup>	Not Available	Not Available	Not Available	65%	65%	65%
Percentage of scheduled monitoring reports as defined in agency monitoring plan completed for each grant award <sup>4</sup>	Not Available	Not Available	Not Available	100%	100%	100%

### Performance Plan Endnotes:

1. There is a total of 34 covered entities (District agencies) under the Language Access Act, which was enacted in 2004.
2. Capacity building efforts include: training sessions, consultation sessions, information dissemination, resource sharing, and Community Based Organization visits.
3. The Wise Giving Alliance of the Better Business Bureau identifies 65 percent to be an industry standard for this measure <http://www.bbb.org/us/Charity-Standards/>. This metric measures all subgrantees' programmatic costs as a percentage of their overall costs.
4. Pursuant to section 11.4 of the Grants Manual and Source Book, all District agencies must complete monitoring reports. All District agencies should be in compliance with this standard. The standard is 100 percent.

# Office of Veterans Affairs

<http://ova.dc.gov>

Telephone: 202-724-5454

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$422,977	\$378,852	\$372,714	-1.6
FTEs	3.9	4.0	4.0	0.0

The mission of the District of Columbia Office of Veterans Affairs (OVA) is to assist, recognize, and effectively advocate on behalf of District of Columbia veterans and their families.

## Summary of Services

OVA assists District veterans and their dependents and survivors with applying for and receiving federal Department of Veterans Affairs benefits, with service record acquisition and correction, and with discharge upgrades. OVA also supports veterans recently released from active-duty service with transition assistance from military service to civilian life. Finally,

OVA connects veterans with wrap-around District and Federal services that address homelessness, employment, ex-offender re-entry, and general quality of life issues.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table VA0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table VA0-1**

(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	322	423	379	373	-6	-1.6
<b>Total for General Fund</b>	<b>322</b>	<b>423</b>	<b>379</b>	<b>373</b>	<b>-6</b>	<b>-1.6</b>
<b>Gross Funds</b>	<b>322</b>	<b>423</b>	<b>379</b>	<b>373</b>	<b>-6</b>	<b>-1.6</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table VA0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table VA0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	2.9	3.9	4.0	4.0	0.0	0.0
<b>Total for General Fund</b>	<b>2.9</b>	<b>3.9</b>	<b>4.0</b>	<b>4.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed FTEs</b>	<b>2.9</b>	<b>3.9</b>	<b>4.0</b>	<b>4.0</b>	<b>0.0</b>	<b>0.0</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table VA0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table VA0-3**

(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	103	160	161	157	-4	-2.3
12 - Regular Pay - Other	103	106	105	108	3	2.9
14 - Fringe Benefits - Curr Personnel	44	69	47	78	31	66.3
<b>Subtotal Personal Services (PS)</b>	<b>250</b>	<b>335</b>	<b>312</b>	<b>342</b>	<b>30</b>	<b>9.7</b>
20 - Supplies and Materials	3	6	2	1	-2	-60.0
30 - Energy, Comm. and Bldg Rentals	15	7	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc.	6	6	0	0	0	N/A
33 - Janitorial Services	0	2	0	0	0	N/A
34 - Security Services	2	1	0	0	0	N/A
35 - Occupancy Fixed Costs	0	1	0	0	0	N/A
40 - Other Services and Charges	46	48	23	7	-16	-69.2
41 - Contractual Services - Other	0	0	39	22	-17	-42.8
70 - Equipment and Equipment Rental	0	17	2	0	-2	-100.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>72</b>	<b>88</b>	<b>67</b>	<b>30</b>	<b>-36</b>	<b>-54.6</b>
<b>Gross Funds</b>	<b>322</b>	<b>423</b>	<b>379</b>	<b>373</b>	<b>-6</b>	<b>-1.6</b>

\*Percent change is based on whole dollars.

## **Program Description**

The Office of Veterans Affairs operates through the following 2 programs:

**Veterans** - provides efficient veteran benefits and claims assistance, effective advocacy and outreach, recognition assistance, and services to District veterans and their families so that they may receive timely veteran benefit assistance and services from the federal Department of Veterans Affairs and other governmental agencies.

This program contains the following 2 activities:

- **Recognition** – ensures District veterans are recognized by the Mayor’s office during recognition events. To ensure involvement in recognition programs, the agency actively participates in and supports recognition efforts of veteran and military organizations and non-affiliated organizations. All efforts are targeted to ensure District veterans receive proper respect and recognition for their service to this country; and
- **Outreach** – ensures agency contact with veterans in the District for purposes of recognition, connection to the Department of Veterans Affairs for benefit claims and health services, and connection to District and community services. All efforts are targeted to ensure veterans in the District are provided the opportunity to improve the quality of their lives.

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

## **Program Structure Change**

The Office of Veterans Affairs has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table VA0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table VA0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1010) Personnel	13	12	13	1	0.0	0.1	0.1	0.0
(1015) Training and Employee Development	17	12	13	1	0.0	0.1	0.1	0.0
(1020) Contracting and Procurement	14	12	13	1	0.0	0.1	0.1	0.0
(1030) Property Management	30	12	13	1	0.0	0.1	0.1	0.0
(1040) Information Technology	23	19	13	-6	0.0	0.1	0.1	0.0
(1050) Financial Management	83	72	83	11	1.1	1.2	1.2	0.0
(1060) Legal	13	12	13	1	0.0	0.1	0.1	0.0
(1070) Fleet Management	0	2	1	-1	0.0	0.0	0.0	0.0
(1080) Communications	23	14	13	-1	0.0	0.1	0.1	0.0
(1085) Customer Service	13	12	13	1	0.0	0.1	0.1	0.0
(1090) Performance Management	13	12	13	1	1.0	0.1	0.1	0.0
<b>Subtotal (1000) Agency Management Program</b>	<b>241</b>	<b>192</b>	<b>204</b>	<b>12</b>	<b>2.1</b>	<b>2.1</b>	<b>2.1</b>	<b>0.0</b>
<b>(2000) Veterans Programs</b>								
(2100) Recognition	136	99	131	32	1.1	1.1	1.6	0.5
(2200) Outreach	46	88	38	-50	0.8	0.8	0.3	-0.5
<b>Subtotal (2000) Veterans Programs</b>	<b>182</b>	<b>186</b>	<b>169</b>	<b>-18</b>	<b>1.9</b>	<b>1.9</b>	<b>1.9</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>423</b>	<b>379</b>	<b>373</b>	<b>-6</b>	<b>3.9</b>	<b>4.0</b>	<b>4.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Intra-Agency Adjustments:** OVA has increased its Agency Management program personal services by \$17,707 to cover the cost of step increases, and has decreased the Veterans programs by \$17,707 to cover this increase.

**Transfers Out:** OVA's Local fund budget is decreased by \$6,138 due to the transfer of the Local portion of the information technology assessment to the Office of the Chief Technology Officer.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table VA0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table VA0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>379</b>	<b>4.0</b>
Cost Decrease: Reduce nonpersonal services to offset personal services increases	Veterans Programs	-18	0.0
Cost Increase: Adjust salary and fringe schedule to include step increases	Agency Management Program	18	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>379</b>	<b>4.0</b>
Transfer Out: Transfer Local portion of the IT assessment to OCTO	Agency Management Program	-6	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>373</b>	<b>4.0</b>
<b>Gross for VA0 - Office of Veterans Affairs</b>		<b>373</b>	<b>4.0</b>

### Agency Performance Plan

The agency's performance plan has the following objectives for FY 2012:

**Objective 1:** Expand recognition of the military service of District veterans.

**Objective 2:** Connect more District veterans to the full benefits and support made available by local and federal government.

**Objective 3:** Streamline efforts to inform returning veterans of educational opportunities at state schools.

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## Agency Performance Measures

<b>Measures</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Target</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Projection</b>	<b>FY 2013 Projection</b>
Percentage of veterans who rate OVA services as satisfactory or better	92%	96%	88.36%	96%	96%	96%
Number of District veterans contacted in outreach efforts	679	700	679	700	700	700
Number of veteran events and programs coordinated in partnership with other organizations	26	25	26	25	25	25
Number of veterans assisted	927	350	664	500	550	600
Number of veteran events produced by OVA as the lead organization	1	2	1	2	2	2
Percentage of all negative surveys directed toward OVA	Not Available	Baseline	Not Available	5 or less	5 or less	5 or less

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# Department of Youth Rehabilitation Services

[www.dyrs.dc.gov](http://www.dyrs.dc.gov)

Telephone: 202-576-8175

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$100,848,633	\$90,846,547	\$107,177,365	18.0
FTEs	581.1	580.0	579.5	-0.1

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The mission of the Department of Youth Rehabilitation Services (DYRS) is to improve public safety and give court-involved youth the opportunity to become more productive citizens by building on the strengths of youth and their families in the least restrictive, most home-like environment consistent with public safety.

## Summary of Services

The District's DYRS is the local juvenile justice agency responsible for providing safe and stable secure residential and community-based programs to youth who have been committed to its care. Programs for committed youth are designed to expand opportunities for them to become more productive citizens and to reduce delinquent behavior. In addition, DYRS provides secure detention and effective detention

alternative programs to detained youth who are placed under custody of the D.C. Superior Court's Division of Social Services. Youth participating in detention alternative programs are intended to appear for scheduled court hearings without being re-arrested.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table JZ0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table JZ0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	93,732	97,016	90,311	106,899	16,588	18.4
<b>Total for General Fund</b>	<b>93,732</b>	<b>97,016</b>	<b>90,311</b>	<b>106,899</b>	<b>16,588</b>	<b>18.4</b>
<b>Federal Resources</b>						
Federal Payments	0	2,742	0	0	0	N/A
Federal Grant Funds	23	638	258	0	-258	-100.0
<b>Total for Federal Resources</b>	<b>23</b>	<b>3,380</b>	<b>258</b>	<b>0</b>	<b>-258</b>	<b>-100.0</b>
<b>Intra-District Funds</b>						
Intra-District Funds	588	452	278	278	0	0.0
<b>Total for Intra-District Funds</b>	<b>588</b>	<b>452</b>	<b>278</b>	<b>278</b>	<b>0</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>94,343</b>	<b>100,849</b>	<b>90,847</b>	<b>107,177</b>	<b>16,331</b>	<b>18.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table JZ0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table JZ0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	511.3	581.1	579.5	579.5	0.0	0.0
<b>Total for General Fund</b>	<b>511.3</b>	<b>581.1</b>	<b>579.5</b>	<b>579.5</b>	<b>0.0</b>	<b>0.0</b>
<b>Federal Resources</b>						
Federal Grant Funds	0.0	0.0	0.5	0.0	-0.5	-100.0
<b>Total for Federal Resources</b>	<b>0.0</b>	<b>0.0</b>	<b>0.5</b>	<b>0.0</b>	<b>-0.5</b>	<b>-100.0</b>
<b>Total Proposed FTEs</b>	<b>511.3</b>	<b>581.1</b>	<b>580.0</b>	<b>579.5</b>	<b>-0.5</b>	<b>-0.1</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table JZ0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table JZ0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	26,126	28,019	27,927	29,238	1,311	4.7
12 - Regular Pay - Other	4,197	3,061	3,671	2,626	-1,045	-28.5
13 - Additional Gross Pay	2,683	2,280	1,917	1,986	69	3.6
14 - Fringe Benefits - Curr Personnel	6,940	7,394	6,916	7,753	836	12.1
15 - Overtime Pay	4,162	3,571	3,707	2,658	-1,049	-28.3
<b>Subtotal Personal Services (PS)</b>	<b>44,107</b>	<b>44,325</b>	<b>44,138</b>	<b>44,261</b>	<b>122</b>	<b>0.3</b>
20 - Supplies and Materials	1,865	1,312	1,524	1,519	-5	-0.3
30 - Energy, Comm. and Bldg Rentals	1,154	1,322	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc.	478	441	0	0	0	N/A
32 - Rentals - Land and Structures	1,061	1,142	0	0	0	N/A
33 - Janitorial Services	286	11	0	0	0	N/A
34 - Security Services	160	0	0	0	0	N/A
35 - Occupancy Fixed Costs	441	384	0	0	0	N/A
40 - Other Services and Charges	1,544	1,693	1,027	927	-100	-9.7
41 - Contractual Services - Other	7,940	7,559	2,868	2,377	-491	-17.1
50 - Subsidies and Transfers	34,845	42,182	40,727	57,441	16,714	41.0
70 - Equipment and Equipment Rental	462	477	563	653	90	16.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>50,236</b>	<b>56,524</b>	<b>46,708</b>	<b>62,917</b>	<b>16,209</b>	<b>34.7</b>
<b>Gross Funds</b>	<b>94,343</b>	<b>100,849</b>	<b>90,847</b>	<b>107,177</b>	<b>16,331</b>	<b>18.0</b>

\*Percent change is based on whole dollars.

### Division Description

The Department of Youth Rehabilitation Services operates through the following 6 divisions:

**Committed Youth Services** - provides custodial care, supervision, services, support, and opportunities to youth committed to the care and custody of DYRS. The array of placement options managed by staff in this administration range from secure confinement, to residential and community placements, to home-based care. The administration assures that there is a case manager assigned to each committed youth. The administration also manages the operation of a secure facility for committed youth, the New Beginnings Youth Development Center, and non-secure, community-based facilities and programs.

This division contains the following 6 activities:

- **Community Services** – provides services, support and opportunities to committed youth in their home and/or home-like community-based residential placements that offer expanded opportunities for pro-social development, growth and rehabilitation, while assuring public safety;
- **Committed Services - Secured** – the New Beginnings Youth Development Center, located in Laurel, Maryland, provides 24-hour supervision, custody and care including residential, nutritional, educational, recreational, workforce development, medical, dental, and mental health services. The facility's six-to-twelve month rehabilitation program, modeled after the acclaimed Missouri approach, serves the most serious and

chronic young offenders. The program prepares youth for community reintegration in the least restrictive environment consistent with public safety grounded in the principles of positive youth development and guided peer interaction that promote youth rehabilitation;

- **Food Services** – ensures that youth at New Beginnings Youth Development Center are provided meals that are nutritionally balanced, healthy, properly prepared, and served in pleasant surroundings. Meals are prepared and served daily and may include special diets. Culinary staff is responsible for menu planning, food preparation, maintaining an adequate food inventory at all times, operating a clean and sanitary work environment, and complying with the Federal Child Nutrition Breakfast/Lunch Reimbursement program;
- **Community Residential Programs** – manages and operates small, community-based group homes for committed youth in the District of Columbia. These programs include the Renaissance House, a non-secure community-based transitional living program serving up to six committed youth at one time, and the Exodus House, a non-secure community-based home serving up to six committed youth awaiting placement in a non-secure residential program;
- **Case Management** – provides individualized case and care planning, management, and monitoring for DYRS youth and families so that they are provided with the supervision, services, supports, and opportunities that will foster their successful transition to adulthood and reduce their likelihood to recidivate; and
- **Program Management** – provides management oversight, supervision, and administrative support to ensure DYRS committed services administration goals are achieved.

**Detained Youth Services** - provides for the care and custody of youth awaiting court processing who are placed in the secure detention facility (Youth Services Center) or shelter care by the D.C. Superior Court. The Administration also advocates for alternatives to secure confinement for youth who can be supervised in a non-residential setting and contracts for Intensive Third-Party Monitoring Services and an Evening Reporting Center as alternatives to detention.

This division contains the following 4 activities:

- **Community Services** - provides community-based supervision services to youth awaiting court processing;
- **Detained Services Secured** - provides short-term care in secure custody at the Youth Services Center (YSC) for youth awaiting adjudication, disposition, or transfer to another facility. YSC provides 24-hour custody, care and supervision; ensures the protection of juveniles' legal rights; and provides programs, services and supports to meet the basic physical, emotional, religious, educational, and social needs for juveniles in secure custody. YSC also conducts diagnostic assessments to inform court processing and dispositional planning and maintains a safe and humane environment, ensuring the level of security necessary to prevent escape, assault, and intimidation;
- **Food Services** - ensures that youth at YSC are provided meals that are nutritionally balanced, healthy, properly prepared, and served in pleasant surroundings. Meals are prepared and served daily and may include special diets. Culinary staff is responsible for menu planning, food preparation, maintaining an adequate food inventory at all times, operating a clean and sanitary work environment, and complying with the Federal Child Nutrition Breakfast/Lunch Reimbursement program; and
- **Program Management** - provides management oversight, supervision, and administrative support to ensure DYRS detained services administration goals are achieved.

**Health Services** - provides for the design, development, coordination, delivery, and evaluation of a 24-hour comprehensive continuum of quality adolescent medical and behavioral health care services and supports DYRS in the two secure facilities and in the community-based shelters, group homes, and transition centers. Upon release from secure care facilities, DYRS Health Services - both medical and behavioral health - work to ensure that appropriate community-based linkages for continuing care are established.

This division contains the following 3 activities:

- **Primary Care** - provides acute care services, immunizations, health education, and preventive and comprehensive medical and dental services to all DYRS youth in secure care;

- **Behavioral Health** - oversees both mental health and substance abuse services and supports (i.e., co-occurring disorders). The behavioral health services program provides initial screening, comprehensive assessments, and evaluations, including both clinical interviews and the use of standardized instruments. While individual, group and family counseling are mainstays of the program, the program is heavily focused on a trauma-informed agenda; and
- **Program Management** - provides management oversight, supervision, and administrative support to ensure DYRS medical and behavioral health service goals are achieved.

**Resource Management and Utilization Administration**

- is responsible for identifying, developing, resourcing, managing, brokering, and tracking utilization of the continuum of residential and non-residential community-based programs, services, supports, and opportunities provided to detained and committed youth under the department's care and custody. The administration is also responsible for contract management (placement, utilization and monitoring), pre-dispositional case planning, scheduling and facilitating Youth Family Team Meetings, program referral and placement, optimizing the use of Medicaid funds, and securing government and Private grant funding.

This division contains the following 4 activities:

- **Youth Family Team Meeting** – schedules, coordinates, and facilitates initial and subsequent Youth Family Team Meetings to develop and modify appropriate Individualized Service Plans for all committed youth, specifically at the point of commitment to DYRS, prior to reentry, and to modify the service plans for youth placed in the community;
- **Pre-Dispositional Plan Development** - provides pre-dispositional case planning for adjudicated youth likely to be committed to the department to reduce lengths of stay in secure detention and delays in post-commitment placement. This is accomplished by determining which youth are likely to be committed and by conducting risk assessments to ascertain the appropriate level of restrictiveness;

- **Referral and Placement** – manages all referrals to contracted residential services and tracks the utilization of contracted programs and services to inform planning and resource allocation. The unit also closely tracks youth in residential placements to ensure timely review of progress and to reduce unnecessarily long lengths of stay, coordinates the department's Interstate Compact functions, and is responsible for establishing a program that will enable DYRS to take full advantage of Federal Medicaid funds for placements and eligible services necessary for court-involved youth under the agency's care and custody; and
- **Contract Management and Compliance Unit** – ensures the timely delivery of quality community-based and residential services in safe and therapeutic settings with fiscal integrity. To accomplish this, unit staff ascertain service and program needs, develop statements of work, oversee and manage contract solicitations in cooperation with the Office of Contracting and Procurement (OCP), develop and refine procedures and protocols for service provider compliance and progress in meeting contract standards and deliverables, submit annual contract evaluations to the OCP, and institute an effective monitoring system to ensure contracted program activities are meeting the needs of youth in the care and custody of DYRS.

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

**Division Structure Change**

The Department of Youth and Rehabilitation Services has no division structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table JZ0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table JZ0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1010) Personnel	1,152	802	785	-16	10.2	10.0	10.0	0.0
(1015) Training	615	649	645	-4	5.0	6.0	6.0	0.0
(1020) Contracts and Procurement	898	755	716	-39	8.0	11.0	10.0	-1.0
(1030) Property Management	5,842	3,286	3,234	-51	12.9	18.0	18.0	0.0
(1040) Information Technology	1,984	1,277	1,302	25	4.0	4.0	4.0	0.0
(1055) Risk Management	178	87	92	4	2.0	1.0	1.0	0.0
(1070) Fleet Management	870	468	489	21	5.0	5.0	5.0	0.0
(1080) Communications	151	152	158	6	1.8	2.0	2.0	0.0
(1085) Customer Service	47	45	47	2	0.8	1.0	1.0	0.0
(1090) Performance Management	3,255	3,837	3,483	-354	33.7	35.0	32.0	-3.0
(1099) Court Supervision	492	497	497	0	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Agency Management Program</b>	<b>15,483</b>	<b>11,855</b>	<b>11,448</b>	<b>-407</b>	<b>83.2</b>	<b>93.0</b>	<b>89.0</b>	<b>-4.0</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Budget Operations	279	334	364	30	3.0	3.0	3.0	0.0
(120F) AFO Accounting Operations	229	216	224	9	3.0	3.0	3.0	0.0
(130F) ACFO Operations	4	5	5	0	0.0	0.0	0.0	0.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>513</b>	<b>555</b>	<b>594</b>	<b>39</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>0.0</b>
<b>(2000) Committed Youth Services</b>								
(2010) Community Services	29,042	23,495	36,810	13,315	13.2	6.0	6.0	0.0
(2020) Committed Services-Secured	17,544	17,051	16,903	-149	177.5	166.0	168.5	2.5
(2030) Food Services	1,099	1,139	1,070	-68	12.0	10.5	10.0	-0.5
(2040) Community Residential Programs	653	1,125	1,674	549	12.0	6.0	5.0	-1.0
(2050) Case Management	6,563	5,120	8,262	3,142	25.2	43.0	47.0	4.0
(2060) Program Management	2,027	548	560	12	26.2	6.0	6.0	0.0
<b>Subtotal (2000) Committed Youth Services</b>	<b>56,929</b>	<b>48,477</b>	<b>65,279</b>	<b>16,801</b>	<b>266.0</b>	<b>237.5</b>	<b>242.5</b>	<b>5.0</b>

(Continued on next page)

**Table JZ0-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(3000) Detained Youth Services</b>								
(3010) Community Services	8,770	8,112	8,044	-68	38.9	12.0	13.0	1.0
(3020) Detained Services - Secured	13,891	12,666	12,044	-622	135.0	145.5	140.0	-5.5
(3030) Food Services	855	942	945	3	7.0	7.0	7.0	0.0
(3050) Care Management	0	0	0	0	0.0	0.0	0.0	0.0
(3060) Program Management	219	689	701	12	8.7	8.0	8.0	0.0
<b>Subtotal (3000) Detained Youth Services</b>	<b>23,735</b>	<b>22,410</b>	<b>21,734</b>	<b>-676</b>	<b>189.6</b>	<b>172.5</b>	<b>168.0</b>	<b>-4.5</b>
<b>(4000) Health Services</b>								
(4020) Primary Care	2,530	3,077	3,543	466	18.9	22.0	24.0	2.0
(4030) Community Services	5	0	0	0	0.0	0.0	0.0	0.0
(4040) Program Management	949	0	0	0	5.0	0.0	0.0	0.0
(4050) Behavioral Health	705	1,048	1,079	30	12.3	9.0	9.0	0.0
(4060) Program Management	0	890	951	61	0.0	7.0	8.0	1.0
<b>Subtotal (4000) Health Services</b>	<b>4,189</b>	<b>5,015</b>	<b>5,572</b>	<b>557</b>	<b>36.2</b>	<b>38.0</b>	<b>41.0</b>	<b>3.0</b>
<b>(5000) Resource Management and Utilization Division</b>								
(5010) Youth Family Team Meeting	0	765	797	32	0.0	10.0	10.0	0.0
(5020) Predisposition Plan Development	0	814	748	-66	0.0	11.0	11.0	0.0
(5030) Referral and Placement	0	395	410	15	0.0	5.0	5.0	0.0
(5040) Contract Management Compliance Unit	0	561	595	34	0.0	7.0	7.0	0.0
<b>Subtotal (5000) Resource Management and Utilization Division</b>	<b>0</b>	<b>2,535</b>	<b>2,550</b>	<b>16</b>	<b>0.0</b>	<b>33.0</b>	<b>33.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>100,849</b>	<b>90,847</b>	<b>107,177</b>	<b>16,331</b>	<b>581.1</b>	<b>580.0</b>	<b>579.5</b>	<b>-0.6</b>

(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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Budget Changes**

The Department of Youth Rehabilitation Services (DYRS) proposed budget aims to provide sustainable funding necessary to improve public safety in the District. In FY 2012, DYRS will continue to provide court-involved youth the opportunity to become more productive citizens. One crucial aspect of improving public safety involves building on the strengths of youth and their families in the least restrictive, most homelike environment. The number of youth committed to the care of DYRS continues to be the major cost driver for the agency. Youth placements continue to increase year-over-year. Over the last three fiscal years, the agency has faced tremendous fiscal challenges due to the increase in youth committed to DYRS and costs associated with maintaining service levels. The FY 2012 budget proposal is formulated to support the agency's mission of providing care and support to committed youth.

**Intra-Agency Adjustments:** The DYRS budget proposal includes several intra-agency adjustments made in Local funds to align the budget with operational needs. These are budget-neutral changes with no service impact on Local funds. DYRS proposes a reduction of \$93,205 and 2.0 FTEs from the Agency Management program and \$352,647 and 4.5 FTEs from Detained Youth Services. Health Services will receive an increase of \$369,309 and 3.0 FTEs and Committed Youth Services will be increased by \$186,710 and 3.5 FTEs.

DYRS' personal services costs have been adjusted further in Local funds to reflect increases of \$198,771 for salary steps adjustments, and \$845,811 for changes in fringe benefits growth rate. Other personal services changes include a decrease of \$1,049,087 that is related to a reduction of overtime costs, and an increase of \$68,725 for terminal leave pay. Adjustments in nonpersonal services costs in Local funds reflect reductions of \$66,124 for IT supplies, equipment and contracts; \$14,265 for agency planned training and tuition; and \$94,000 for miscellaneous contracts.

**Cost Decrease:** As part of the FY 2012 budget request, DYRS will eliminate 2.0 vacant FTEs in the Agency Management Program in the amount of \$172,294. In addition, the Youth Empowerment Support contract has been reduced by \$54,000 and funding for the Residential Treatment Center's budget will be reduced by \$1,000,000.

**Cost Increase:** Over the last few years, DYRS has seen year-over-year increases in the number of youth placements. The FY 2012 budget request for DYRS includes 2 new Case Managers in the Committed Services Program. The funding for Educational Services was increased by \$200,000, and an increase of \$824,000 in funding was requested for youth who are awaiting placement for housing. In FY 2012, the budget for Committed Youth Services was increased by \$16,690,413 to support the increased number of youths committed to DYRS. Prior year data demonstrates a consistent trend of expenditures over budget for services to committed youth that have resulted in spending pressures in the past few years. The increase in funding will help to sustain service levels that correlate with the increase of new youth commitments. Lastly, Health Services was increased by \$30,000 for Formal Assessment for substance abuse and alcohol treatment, recovery and relapse prevention programs at New Beginnings.

**Transfers Out:** The proposed budget includes a transfer of \$85,721 in Local funds for the information technology assessment to the Office of the Chief Technology Officer (OCTO).

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table JZ0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table JZ0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>90,311</b>	<b>579.5</b>
Cost Decrease: Reduce agency planned training and tuition	Agency Management Program	-14	0.0
Cost Decrease: Reduce IT supplies, equipment, and contracts	Agency Management Program	-66	0.0
Cost Decrease: Reduce miscellaneous contracts	Agency Management Program	-94	0.0
Cost Decrease: Reduce overtime costs	Committed Youth Services	-1,049	0.0
Cost Increase: Increase terminal leave pay	Committed Youth Services	69	0.0
Cost Increase: Increase personal services and other resources to align budget with operational needs	Health Services	369	3.0
Cost Increase: Adjust salary schedule to include planned step increases	Multiple Programs	199	0.0
Cost Decrease: Decrease personal services and other resources to align budget with operational needs	Agency Management Program	-93	-2.0
Cost Increase: Increase personal services and other resources to align budget with operational needs	Committed Youth Services	187	3.5
Cost Decrease: Decrease personal services and other resources to align budget with operational needs	Detained Youth Services	-353	-4.5
Cost Increase: Adjust fringe benefits based on historical growth rate	Multiple Programs	846	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>90,311</b>	<b>579.5</b>
Eliminate: Eliminate of 2 vacant FTEs	Agency Management Program	-172	-2.0
Cost Decrease: Reduce Youth Empowerment Support contract	Agency Management Program	-54	0.0
Transfer Out: Transfer Local portion of the IT assessment to OCTO	Agency Management Program	-86	0.0
Cost Increase: Provide additional funding to house, support, educate and provide services to court-ordered committed youth	Committed Youth Services	16,690	0.0
Cost Increase: 2 new Case Manager FTEs in the Committed Services Program	Committed Youth Services	156	2.0
Cost Increase: Increase funding for Educational Services	Committed Youth Services	200	0.0
Cost Increase: Increase funding for Secured Awaiting Placement Housing	Committed Youth Services	824	0.0
Cost Decrease: Reduce funding for Residential Treatment Center's budget	Committed Youth Services	-1,000	0.0
Cost Increase: Increase funding for Formal Assessment for substance abuse and alcohol treatment, recovery and relapse prevention programs at New Beginnings	Health Services	30	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>106,899</b>	<b>579.5</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>258</b>	<b>0.5</b>
Cost Decrease: Reduction in Federal Grants	Committed Youth Services	-258	-0.5
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>0</b>	<b>0.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>278</b>	<b>0.0</b>
No Change: No change	Multiple Programs	0	0.0
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>278</b>	<b>0.0</b>
<b>Gross for JZ0 - Department of Youth Rehabilitation Services</b>		<b>107,177</b>	<b>579.5</b>

(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 2012:

### 1. Committed Services

**Objective 1:** Provide proven community-based programs, services, support and opportunities that help young people to turn their lives around, achieve and flourish.

**Objective 2:** Operate secure facilities that are safe, humane, and address youths' needs by building on their strengths.

**Objective 3:** Provide services, supports and opportunities to young people that will reduce their delinquent behavior and promote public safety.

## Committed Services

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of committed youth in out-of-state residential placements	35%	24%	19.85%	20%	15%	15%
Rate of injuries to youth from assaults at NBYC	8.1	6	13.6	8.0	7.75	7.5
Average caseload – case manager to committed youth ratio	23	25	31.14	25	25	25
Percentage of newly committed youth that undergo a complete case planning process and are in placements and receiving services consistent with their YFTM action plan	72%	90%	85.98%	95%	98%	98%
Recidivism rate for youth released from the D.C. Model Unit program within six months of the date of their release <sup>1</sup>	35%	20%	34.43%	20%	20%	20%
Percentage of committed youth connected to school or work at six-month intervals from the date of their enrollment in the Service Coalition	Not Available	Not Available	Not Available	TBD	TBD	TBD
Percentage of committed youth connected to school, work and positive adult at six-month intervals from the date of their release from the D.C. Model Unit program <sup>2</sup>	69%	75%	79.58%	80%	90%	90%

NBYC: New Beginnings Youth Center

YFTM: Youth Family Team Meeting

## 2. Detained Services

**Objective 1:** Continue providing proven community-based programs, services, supports and opportunities that help young people to turn their lives around, achieve and flourish.

**Objective 2:** Continue operating secure facilities that are safe, humane and address youths' needs by building on their strengths.

**Objective 3:** Provide services, supports and opportunities to young people that will reduce their delinquent behavior and promote public safety.

### Detained Services

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Average length of stay in secure detention awaiting placement in shelter home	5 days	4 days	6 days	3 days	2 days	2 days
Average length of stay in secure detention	23 days	22 days	21.75 days	21 days	20 days	19 days
Rate of injuries to youth as a result of assaults at YSC	10.9	10	10.35	9.5	9.0	8.75
Percentage of youth receiving medical and mental health screening within four hours of admission to YSC	87%	95%	93%	95%	95%	95%
Percentage of youth completing detention alternatives without re-arrest and failure to appear in court	95%	95%	93.02%	95%	95%	95%

YSC: Youth Service Center

## 3. Office of the Director/Agency Management

**Objective 1:** Recruit and retain a professional staff capable of carrying out the mission and vision of the Department.

**Objective 2:** Develop a performance driven culture and infrastructure focusing on improved outcomes for youth in our care and supported by a qualified and well-trained professional staff.

### Office of the Director/Agency Management

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percent of newly hired YDR staff with at least 30 college credits	Not Available	100% <sup>3</sup>	100%	100%	100%	100%

YDR: Youth Development Representatives

#### Performance Plan Endnotes:

1. Measured as a finding of involvement in a new offense; Industry standard: <http://cjca.net/cjcaresources/15/CJCA-Recidivism-WhitePaper.pdf>
2. In school, General Education Development (GED) or other educational program, employed or enrolled in workforce training program. Positive adult assessed by youth's case manager.
3. Reflects hires made since the 30 college credit requirement was implemented.

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# Department on Disability Services

[www.dds.dc.gov](http://www.dds.dc.gov)

Telephone: 202-730-1700

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$93,343,087	\$88,594,724	\$91,950,519	3.8
FTEs	415.4	406.8	400.8	-1.5

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The mission of the Department on Disability Services (DDS) is to provide innovative, high-quality services that enable people with disabilities to lead meaningful and productive lives as vital members of their families, schools, workplaces, and communities in every neighborhood in the District of Columbia.

## Summary of Services

The Department on Disability Services (DDS) is composed of two Administrations that oversee and coordinate services for residents with disabilities through a network of private, for-profit and not-for-profit providers. The Developmental Disabilities Administration (DDA) ensures that residents with intellectual disabilities receive the services and supports they need to lead self-determined and valued lives in the community. DDA achieves this by delivering outreach and service coordination services; developing and managing a provider network delivering community residential, day, vocational, employment and individual and family support services; and operating a comprehensive quality management program.

The Rehabilitation Services Administration (RSA) delivers vocational rehabilitation services focusing on employment and training activities that allow persons with disabilities to experience a greater quality of life by obtaining and sustaining employment, economic self-sufficiency and independence. RSA provides employment marketing and placement services, vocational rehabilitation, inclusive business enterprises and support for the D.C. Center for Independent Living. The agency also serves as the state agency for Social Security Disability Insurance determinations.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table JM0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table JM0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	92,843	59,465	53,344	53,344	0	0.0
Special Purpose Revenue Funds	7,394	5,437	6,200	6,900	700	11.3
<b>Total for General Fund</b>	<b>100,237</b>	<b>64,902</b>	<b>59,544</b>	<b>60,244</b>	<b>700</b>	<b>1.2</b>
<b>Federal Resources</b>						
Federal Grant Funds	21,744	24,523	26,141	26,860	719	2.7
Federal Medicaid Payments	2,781	3,268	2,910	4,847	1,937	66.6
<b>Total for Federal Resources</b>	<b>24,526</b>	<b>27,791</b>	<b>29,051</b>	<b>31,707</b>	<b>2,656</b>	<b>9.1</b>
<b>Intra-District Funds</b>						
Intra-District Funds	380	650	0	0	0	N/A
<b>Total for Intra-District Funds</b>	<b>380</b>	<b>650</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Gross Funds</b>	<b>125,143</b>	<b>93,343</b>	<b>88,595</b>	<b>91,951</b>	<b>3,356</b>	<b>3.8</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table JM0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table JM0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	214.6	186.8	198.0	194.6	-3.4	-1.7
<b>Total for General Fund</b>	<b>214.6</b>	<b>186.8</b>	<b>198.0</b>	<b>194.6</b>	<b>-3.4</b>	<b>-1.7</b>
<b>Federal Resources</b>						
Federal Grant Funds	146.9	202.4	181.8	180.2	-1.6	-0.9
Federal Medicaid Payments	22.3	26.2	27.0	26.0	-1.0	-3.7
<b>Total for Federal Resources</b>	<b>169.2</b>	<b>228.6</b>	<b>208.8</b>	<b>206.2</b>	<b>-2.6</b>	<b>-1.2</b>
<b>Total Proposed FTEs</b>	<b>383.7</b>	<b>415.4</b>	<b>406.8</b>	<b>400.8</b>	<b>-6.0</b>	<b>-1.5</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table JM0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table JM0-3**  
(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
11 - Regular Pay - Cont Full Time	24,015	23,520	25,621	25,856	235	0.9
12 - Regular Pay - Other	816	977	597	575	-22	-3.7
13 - Additional Gross Pay	1,063	509	0	0	0	N/A
14 - Fringe Benefits - Current Personnel	4,858	5,078	5,099	5,720	621	12.2
15 - Overtime Pay	167	242	120	120	0	0.0
<b>Subtotal Personal Services (PS)</b>	<b>30,919</b>	<b>30,327</b>	<b>31,437</b>	<b>32,270</b>	<b>834</b>	<b>2.7</b>
20 - Supplies and Materials	218	189	221	203	-18	-8.2
30 - Energy, Comm. and Bldg Rentals	318	4	5	1	-5	-87.0
31 - Telephone, Telegraph, Telegram, Etc.	269	420	213	439	226	106.3
32 - Rentals - Land and Structures	7,365	5,504	5,570	5,956	386	6.9
34 - Security Services	261	24	34	126	91	265.7
35 - Occupancy Fixed Costs	0	29	0	0	0	N/A
40 - Other Services and Charges	2,416	2,731	3,350	3,415	65	1.9
41 - Contractual Services - Other	5,707	5,294	3,737	4,223	486	13.0
50 - Subsidies and Transfers	76,971	48,259	43,511	44,867	1,356	3.1
70 - Equipment and Equipment Rental	699	561	517	452	-66	-12.7
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>94,224</b>	<b>63,016</b>	<b>57,158</b>	<b>59,680</b>	<b>2,522</b>	<b>4.4</b>
<b>Gross Funds</b>	<b>125,143</b>	<b>93,343</b>	<b>88,595</b>	<b>91,951</b>	<b>3,356</b>	<b>3.8</b>

\*Percent change is based on whole dollars.

## Division Description

The Department on Disability Services (DDS) operates through the following 4 divisions:

### Developmental Disabilities Administration (DDA)

- provides individualized services, supports and life planning to individuals with intellectual and developmental disabilities so that they may lead self-determined and valued lives in the community.

This division contains the following 3 activities:

- **DDA Service Planning and Coordination** - provides services to qualified individuals by coordinating available resources and opportunities in the community, assisting with the development of Individualized Service Plans (ISPs), and advocating for quality services to promote healthy lifestyles for each individual;
- **Quality Assurance** - examines and improves internal and external service delivery systems by conducting external provider reviews to ensure performance standards, federal and local regulations, quality frameworks issued by the Centers for Medicare and Medicaid Services, national best practices, and court mandates are met. Quality Assurance includes functional responsibility for incident management and enforcement and clinical technical assistance to improve healthcare delivery; and
- **DDA Consumer Resources and Operations** - oversees the intake of all new applicants; the management of all providers for the safety of individuals supported by DDA; and the management of the Home and Community Based Waiver, including technical assistance, service authorization, and management of consumer funds and coordination of activities carried out in D.C. Superior Court.

**Rehabilitation Services Administration (RSA)** - assists disabled persons achieve a greater quality of life by obtaining and sustaining employment, economic self-sufficiency, and independence.

This division contains the following 4 activities:

- **RSA Vocational Rehabilitation Services** - assesses, plans, develops and provides vocational rehabilitation services to individuals with disabilities to

enable them to prepare and engage in gainful and competitive employment;

- **Blind and Visual Impairment Services** - assists blind and visually impaired District residents obtain information they need to make informed choices by providing services that increase their opportunities;
- **Disability Determination Services** - administers Social Security Disability Insurance and Supplemental Security Income; and
- **Quality Assurance** - provides monitoring, compliance reviews, and evaluation of local and federal agencies, ensuring that RSA customers receive quality 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 division-based budgeting.

## Division Structure Change

The Department on Disability Services has no division structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table JM0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table JM0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1010) Personnel	659	548	615	67	7.4	7.0	7.0	0.0
(1015) Training and Employee Development	357	405	415	10	3.2	3.0	3.0	0.0
(1020) Contracts and Procurement	847	641	735	94	8.0	8.0	8.0	0.0
(1030) Property Management	5,818	6,021	6,584	564	8.4	9.0	9.0	0.0
(1040) Information Technology	1,513	1,551	1,617	66	9.3	10.0	10.0	0.0
(1060) Legal Services	764	963	965	2	1.8	1.0	1.0	0.0
(1080) Communications	42	0	0	0	0.0	0.0	0.0	0.0
(1090) Performance Management	991	569	779	211	9.8	4.0	4.0	0.0
(1099) Court Supervision	3,198	2,896	3,149	253	0.0	0.0	0.0	0.0
(1120) Consumer Rights and Protection	164	158	163	5	2.0	2.0	2.0	0.0
<b>Subtotal (1000) Agency Management Program</b>	<b>14,352</b>	<b>13,750</b>	<b>15,022</b>	<b>1,272</b>	<b>49.9</b>	<b>44.0</b>	<b>44.0</b>	<b>0.0</b>
<b>(100F) Agency Financial Operations Program</b>								
(110F) Budget Operations	306	313	320	7	3.4	3.0	3.0	0.0
(120F) Accounting Operations	653	575	522	-54	6.5	5.8	5.8	0.0
(130F) Associate Chief Financial Officer	148	142	252	110	1.9	2.0	2.0	0.0
(140F) Agency Fiscal Officer	409	545	568	22	2.0	2.0	2.0	0.0
<b>Subtotal (100F) Agency Financial Operations Program</b>	<b>1,516</b>	<b>1,576</b>	<b>1,662</b>	<b>86</b>	<b>13.8</b>	<b>12.8</b>	<b>12.8</b>	<b>0.0</b>
<b>(6000) Developmental Disabilities Administration</b>								
(6035) DDA Service Planning and Coordination	38,950	35,954	35,404	-550	93.3	96.0	96.0	0.0
(6060) Quality Assurance	6,456	5,925	6,875	950	30.0	42.0	35.0	-7.0
(6080) DDA Consumer Resources and Operations	3,658	3,421	3,799	378	38.0	45.0	46.0	1.0
(6090) DDA Incident Management and Enforcement	1,096	0	0	0	10.3	0.0	0.0	0.0
<b>Subtotal (6000) Developmental Disabilities Administration</b>	<b>50,159</b>	<b>45,300</b>	<b>46,079</b>	<b>778</b>	<b>171.6</b>	<b>183.0</b>	<b>177.0</b>	<b>-6.0</b>
<b>(7000) Rehabilitation Services</b>								
(7025) RSA Vocational Rehabilitation Services	16,214	15,102	15,187	86	103.6	93.0	89.0	-4.0
(7030) RSA Blind and Visual Impairment Services	3,767	4,970	5,769	799	17.5	17.0	19.0	2.0
(7035) RSA Transition and Supported Employment	0	0	0	0	0.0	0.0	0.0	0.0
(7055) RSA Disability Determination Services	6,827	7,361	7,704	344	52.5	51.0	53.0	2.0
(7060) Quality Assurance	506	536	527	-9	6.5	6.0	6.0	0.0
<b>Subtotal (7000) Rehabilitation Services</b>	<b>27,315</b>	<b>27,969</b>	<b>29,188</b>	<b>1,219</b>	<b>180.1</b>	<b>167.0</b>	<b>167.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>93,343</b>	<b>88,595</b>	<b>91,951</b>	<b>3,356</b>	<b>415.4</b>	<b>406.8</b>	<b>400.8</b>	<b>-6.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** volume located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Budget Changes**

The Department on Disability Services' (DDS) commitment to continue to provide services to District residents with disabilities is reinforced in the FY 2012 budget proposal. The proposed budget aims to limit the service impact on DDS' Rehabilitation Services Administration (RSA) as it continues to provide training and other services that assist people with disabilities to prepare for and retain employment; and the Developmental Disabilities Administration (DDA) to sustain its services that enable people with intellectual and developmental disabilities to live meaningful and productive lives in our community.

**Cost Increases:** In spite of DDS' challenges with budgetary constraints, the agency will continue to optimize the use of Local funds to extend services to the most vulnerable District residents. Service-driven cost increases have been adjusted to minimize impact and maximize efficiencies. The Local funds budget proposal has been adjusted for an increase of \$252,948 that is related to contractual services for Court Supervision.

**Enhancements:** DDS continues in FY 2012 to leverage federal grants and other non-local available funding resources to provide high quality client services. In Special Purpose Revenue funds, an increase of \$700,000 aligns the budget with projected revenue for the Cost of Care for DDA Clients.

The Federal Grants budget proposal has been adjusted for an increase of \$2,914,173 for various grants within the agency. An increase of \$410,011 in the Federal Medicaid Payments proposal aligns the budget with projected federal Medicaid reimbursements in FY 2012.

**Operational Adjustments:** DDS' personal services (PS) costs including salary step increases and fringe benefits have been adjusted across various programs for a net increase of \$417,756 over the prior fiscal year funding. Other PS adjustments in the proposed Local funds budget include the elimination of 3.4 unfunded FTEs and a reduction of \$31,416 to align PS costs with budget estimates..

The Local funds budget proposal for fixed costs is also adjusted to align budget with estimates from the Department of General Services (DGS) and the Office of the Chief Technology Officer (OCTO).

Therefore, an increase of \$101,089 is based on DGS's estimates for rent, energy, and security services. Similarly, OCTO's estimates for telecom accounts for an increase of \$129,582.

**Cost Savings/Decreases:** Also, included in DDS's proposed local budget is a reduction in Service Planning and Coordination of \$756,876; and a decrease of \$113,083 in Vocational Rehabilitation Services.

In the Federal Grants funds budget proposal, DDS accounted for reductions in FY 2012 federal grant awards. A reduction of \$600,000 is due to the expiration of the federal stimulus grant award for the Basic Support Recovery Act Grants. Further adjustments in Federal Grants funds include a reduction of \$69,004 for various grants within the agency.

**Shift:** A reduction of \$1,527,200 from Federal Grants reflects a reclassification of funds to properly account for certain Indirect Cost Recovery items in Federal Medicaid Payments.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table JM0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table JM0-5**  
(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>53,344</b>	<b>198.0</b>
Cost Decrease: Align personal services costs with budget estimates	Agency Management Program	-31	0.0
Eliminate: Eliminate unfunded positions	Developmental Disabilities Administration	0	-3.4
Cost Increase: Adjust personal services budget for salary step increases and fringe benefits	Rehabilitation Services	12	0.0
Cost Increase: Adjust personal services budget for salary step increases and fringe benefits	Developmental Disabilities Administration	406	0.0
Cost Increase: Align fixed costs with revised DGS estimate for Rent, Energy, and Security	Rehabilitation Services	101	0.0
Cost Increase: Align fixed costs with OCTO estimates for Telecoms	Developmental Disabilities Administration	130	0.0
Cost Increase: Adjust contractual services costs for Court Supervision	Agency Management Program	253	0.0
Cost Decrease: Reduce Service Planning & Coordination to offset increases in personal services and fixed costs	Developmental Disabilities Administration	-757	0.0
Cost Decrease: Reduce Vocational Rehabilitation Services to offset increases in personal services and fixed costs	Rehabilitation Services	-113	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>53,344</b>	<b>194.6</b>
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>53,344</b>	<b>194.6</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>26,141</b>	<b>181.8</b>
Adjust: Adjust Indirect Cost Recovery (IDCR) to align budget with change in rate	Multiple Programs	1,026	-2.0
Adjust: Align budget with the FY 2012 allocation for the Disability Determination Grant	Rehabilitation Services	344	0.0
Adjust: Align budget with the FY 2012 allocation for the Assistive Technology Grant	Rehabilitation Services	26	0.0
Adjust: Align budget with the FY 2012 allocation for the Basic Support Grant	Rehabilitation Services	1,508	0.4
Adjust: Align budget with the FY 2012 allocation for the Independent Living Grant	Rehabilitation Services	-49	0.0
Adjust: Align budget with the FY 2012 allocation for the Independent Living Older Blind Grant	Rehabilitation Services	-5	0.0
Adjust: Align budget with the FY 2012 allocation for the Supported Employment Grant	Rehabilitation Services	-15	0.0
Adjust: Align budget with the FY 2012 allocation for the Client Assistance Grant	Rehabilitation Services	7	0.0
Adjust: Align budget with the FY 2012 allocation for the Vocational Rehabilitation Grant	Rehabilitation Services	3	0.0
Adjust: Adjust the Basic Support Recovery Act grants based on expiration of the federal stimulus grants award in FY 2011	Rehabilitation Services	-600	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>28,386</b>	<b>180.2</b>
Shift: Reclassify certain IDCR to Federal Medicaid Payments	Multiple Programs	-1,527	0.0
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>26,860</b>	<b>180.2</b>

(Continued on next page)

**Table JMO-5 (Continued)**  
(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>FEDERAL MEDICAID PAYMENTS: FY 2011 Approved Budget and FTE</b>		<b>2,910</b>	<b>27.0</b>
Adjust: Align budget with the FY 2012 projected federal Medicaid reimbursement	Multiple Programs	410	-1.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>3,320</b>	<b>26.0</b>
Adjust: Align Federal Medicaid Payments with IDCR reclassified from Federal Grants Funds	Multiple Programs	1,527	0.0
<b>FEDERAL MEDICAID PAYMENTS: FY 2012 Proposed Budget and FTE</b>		<b>4,847</b>	<b>26.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>6,200</b>	<b>0.0</b>
Enhance: Align budget with projected revenue for the Cost of Care Non-Medicaid Clients	Developmental Disabilities Administration	700	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>6,900</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>6,900</b>	<b>0.0</b>
<b>Gross for JMO - Department on Disabilities Services</b>		<b>91,951</b>	<b>400.8</b>

(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 2012.

### 1. Rehabilitation Services Administration (RSA)

**Objective 1:** Increase the number of employment outcomes in the Washington, D.C. Metropolitan area, with priority given to those with significant and most significant disabilities.

**Objective 2:** Improve the efficiency of RSA operations.

**Objective 3:** Improve RSA's overall customer service to individuals with disabilities.

**Objective 4:** Build and strengthen the capacity of RSA providers to provide quality VR services to a diverse group of individuals across disability types, and expand the pool of available qualified employer candidates.

**Objective 5:** Strengthen and expand existing collaboration and coordination of transition services to improve vocational, post-secondary employment and career opportunities for youths between the ages of 16-22 transitioning from school to work.

**Objective 6:** Provide specialized vocational rehabilitation and independent living services to individuals with blindness and visual impairments.

## Rehabilitation Services Administration (RSA)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of applicants classified as having the most significant disabilities	1,395	1,500	1,339	1,000	1,250	1,500
Number of clients graduating from vocational and trade-based training	108	175	54	100	125	150
Number of clients employed for 90 calendar days or more	410	600	475	600	700	850
Percent of cases exceeding 90 calendar day Federal timeframe from eligibility to plan development	13%	5%	28.7%	20%	10%	5%
Average time taken for development of Individualized Plan (in calendar days)	90	80	83.9	75	70	65
Number of Certified Rehabilitation Counselors	7	11	7	10	20	30
Percent of transition students with an IPE	Not Available	50%	38.6%	50%	65%	75%
Percent of cases where eligibility is determined within 60 calendar days	Not Available	Not Available	Not Available	85%	95%	95%
Percent of transition students who exit the system with a successful employment outcome	Not Available	Not Available	Not Available	25%	35%	50%
Percent of clients receiving post-secondary education services (including associates, bachelors, and masters degrees) who graduate	Not Available	Not Available	Not Available	40%	50%	60%
Percent of job placements with Human Care providers achieving employment	Not Available	Not Available	Not Available	40%	50%	60%

IPE: Individual Plans for Employment

## 2. Developmental Disabilities Administration (DDA)

**Objective 1:** Access – Assure necessary services and supports for participant access are available and initiated in a timely manner.

**Objective 2:** Person-Centered Service Planning and Delivery – Services and supports are planned and effectively implemented in accordance with each participant’s unique needs, expressed preferences and decisions concerning his/her life in the community.

**Objective 3:** Provider Capacity and Capabilities – Continue to recruit and retain qualified providers to meet specialty clinical and support needs and contin-

ue to implement and refine mechanisms to remove poorly performing providers.

**Objective 4:** Individual Safeguards – Improve the performance of DDA and the provider community to meet all health, safety and welfare requirements.

**Objective 5:** Rights and Responsibilities-Protection of rights and decision-making authority, as well as due process and grievance procedures.

**Objective 6:** Outcomes and Satisfaction – Increase the number of individuals who achieve quality of life outcomes in the areas of health, work, relationships and community inclusion.

### Developmental Disabilities Administration (DDA)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of intake applications received that have been responded to within required timelines	15%	50%	16.8%	70%	75%	80%
Percentage of prior authorization requests issued within policy	70%	80%	57.1%	85%	95%	95%
Percentage of ISPs that are completed on-time (annually)	Not Available	90%	58.5%	90%	95%	97%
Percentage of issues that are resolved on-time	10%	50%	36.9%	50%	60%	75%
Percentage of health and clinical services received within appropriate timelines	Not Available	75%	92%	75% <sup>1</sup>	85%	90%
Percentage of individuals receiving services in congregate settings (ICF/MR)	23%	21%	19.8%	19%	18%	17%
Number of providers on enhanced monitoring status	Not Available	5	7	10	8	6
Percentage of Investigations completed within required timelines	33%	75%	28.9%	80%	85%	90%
Percentage of recommendations from SRI investigations that are implemented within required timelines	46%	80%	90.1%	90%	95%	97%
Number of individuals requiring 1:1 supervision for behavioral support	165	155	58	120	110	100
Percentage of DDA Service Coordinators, staff and supervisors who completed required competency-based training, including medication and medical monitoring skills	Not Available	90%	60%	80%	90%	100%
Number of new clinical providers identified and made available	Not Available	5	5	5	5	5
Number of individuals in competitive or supported employment	Not Available	120	163	190	220	250
Percent of all providers that complete the Provider Certification Review process annually	Not Available	Not Available	Not Available	95%	97%	98%
Average number of days between entry to continuing services and completion of the initial ISP	Not Available	Not Available	Not Available	Baseline	TBD	TBD
Percent of persons reviewed whose ISPs were revised, as needed, to address changing needs	Not Available	Not Available	Not Available	Baseline	TBD	TBD

ISP: Individualized Service Plans

ICF/MR: Intermediate Care Facility for the Mentally Retarded

### 3. Office of the Director

**Objective 1:** Establish an online performance management system using a Performance Reporting Online (PRO) application which includes metrics and baseline data.

**Objective 2:** Improve the DDS website through publication of consumer/individual, provider, and agency information for the general public.

**Objective 3:** Green initiative: Institute methods for reducing DDS' carbon footprint and increasing the efficiency of the agency's workforce.

**Objective 4:** Continue to reduce budgetary pressures through competitive contracting and improved contract administration.

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## Office of the Director

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of subgrantee's budget spent on programmatic costs <sup>2</sup>	Not Available	Not Available	Not Available	65%	65%	65%
Percentage of scheduled monitoring reports as defined in agency monitoring plan completed for each grant award <sup>3</sup>	Not Available	Not Available	Not Available	100%	100%	100%
Percentage of achieved performance metrics	Not Available	Not Available	35%	55%	75%	90%
Percentage of DDS stakeholders who report satisfaction with website	Not Available	Not Available	Not Available	50%	70%	80%

### Performance Plan Endnotes:

1. Methodology for calculating will change in FY 2011 and follow more restrictive indicators of whether health and clinical services were received within timeframe.
2. The Wise Giving Alliance of the Better Business Bureau identifies 65 percent to be an industry standard for this measure <http://www.bbb.org/us/Charity-Standards/>. This metric measures all subgrantees' programmatic costs as a percentage of their overall costs.
3. Pursuant to section 11.4 of the Grants Manual and Source Book, all District agencies must complete monitoring reports. All District agencies should be in compliance with this standard. The standard is 100 percent.

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# Department of Health Care Finance

<http://dhcf.dc.gov>

Telephone: 202-442-5988

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$1,999,081,736	\$2,115,700,475	\$2,207,645,006	4.3
FTEs	120.7	173.0	173.0	0.0

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The mission of the Department of Health Care Finance (DHCF) is to improve health outcomes by providing access to comprehensive, cost-effective, and quality health care services for residents of the District of Columbia.

### Summary of Services

The Department of Health Care Finance, an agency that was established in FY 2009, provides health care services to low-income children, adults, elderly, and persons with disabilities. Over 200,000 District of Columbia residents (one-third of all residents) receive health care services through DHCF's Medicaid and Alliance programs. DHCF strives to provide these services in the most appropriate and cost-effective settings possible.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table HT0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table HT0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	457,011	486,326	529,624	647,209	117,586	22.2
Dedicated Taxes	6,666	41,552	60,159	57,427	-2,732	-4.5
Special Purpose Revenue Funds	482	2,247	2,018	2,024	6	0.3
<b>Total for General Fund</b>	<b>464,159</b>	<b>530,124</b>	<b>591,800</b>	<b>706,660</b>	<b>114,860</b>	<b>19.4</b>
<b>Federal Resources</b>						
Federal Grant Funds	5,496	15,662	8,215	15,399	7,184	87.5
Federal Medicaid Payments	1,280,154	1,441,961	1,505,086	1,475,186	-29,900	-2.0
<b>Total for Federal Resources</b>	<b>1,285,650</b>	<b>1,457,622</b>	<b>1,513,300</b>	<b>1,490,585</b>	<b>-22,716</b>	<b>-1.5</b>
<b>Intra-District Funds</b>						
Intra-District Funds	34,943	11,335	10,600	10,400	-200	-1.9
<b>Total for Intra-District Funds</b>	<b>34,943</b>	<b>11,335</b>	<b>10,600</b>	<b>10,400</b>	<b>-200</b>	<b>-1.9</b>
<b>Gross Funds</b>	<b>1,784,752</b>	<b>1,999,082</b>	<b>2,115,700</b>	<b>2,207,645</b>	<b>91,945</b>	<b>4.3</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table HT0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table HT0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change</b>
<b>General Fund</b>						
Local Funds	56.2	52.3	69.8	78.8	9.1	13.0
Dedicated Taxes	0.0	5.0	5.0	3.4	-1.6	-33.0
Special Purpose Revenue Funds	2.1	4.0	3.0	3.2	0.2	8.3
<b>Total for General Fund</b>	<b>58.3</b>	<b>61.3</b>	<b>77.8</b>	<b>85.4</b>	<b>7.7</b>	<b>9.9</b>
<b>Federal Resources</b>						
Federal Grant Funds	8.8	9.5	26.0	8.9	-17.1	-65.8
Federal Medicaid Payments	54.4	49.9	69.2	78.6	9.4	13.6
<b>Total for Federal Resources</b>	<b>63.1</b>	<b>59.4</b>	<b>95.2</b>	<b>87.5</b>	<b>-7.7</b>	<b>-8.1</b>
<b>Total Proposed FTEs</b>	<b>121.4</b>	<b>120.7</b>	<b>173.0</b>	<b>173.0</b>	<b>0.0</b>	<b>0.0</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table HT0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table HT0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	10,275	9,835	12,583	13,098	516	4.1
12 - Regular Pay - Other	173	219	854	685	-170	-19.9
13 - Additional Gross Pay	907	449	0	0	0	N/A
14 - Fringe Benefits - Curr Personnel	1,800	1,805	2,611	2,836	225	8.6
15 - Overtime Pay	8	19	0	0	0	N/A
<b>Subtotal Personal Services (PS)</b>	<b>13,163</b>	<b>12,327</b>	<b>16,049</b>	<b>16,619</b>	<b>571</b>	<b>3.6</b>
20 - Supplies and Materials	51	76	156	176	20	12.8
30 - Energy, Comm. and Bldg Rentals	201	227	2	0	-2	-87.7
31 - Telephone, Telegraph, Telegram, Etc	24	82	80	81	1	1.2
32 - Rentals - Land and Structures	25	1,062	1,321	1,734	413	31.2
34 - Security Services	269	22	544	1	-543	-99.8
35 - Occupancy Fixed Costs	0	200	0	0	0	N/A
40 - Other Services and Charges	417	1,005	734	1,244	511	69.6
41 - Contractual Services - Other	37,451	44,452	43,893	49,618	5,725	13.0
50 - Subsidies and Transfers	1,733,094	1,939,566	2,052,546	2,138,061	85,515	4.2
70 - Equipment and Equipment Rental	56	63	376	110	-266	-70.7
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>1,771,589</b>	<b>1,986,754</b>	<b>2,099,652</b>	<b>2,191,026</b>	<b>91,374</b>	<b>4.4</b>
<b>Gross Funds</b>	<b>1,784,752</b>	<b>1,999,082</b>	<b>2,115,700</b>	<b>2,207,645</b>	<b>91,945</b>	<b>4.3</b>

\*Percent change is based on whole dollars.

## Division Description

The Department of Health Care Finance operates through the following 8 divisions:

**Health Care Delivery Management** - manages selected services provided to District residents, including chronic and long-term care services; home and community-based services to adults enrolled in the Medicaid program; managed care contracts for the Medicaid and Alliance programs; the Ombudsman and the Health Care Bill of Rights Office; Health Check (Early Periodic Screening, Diagnosis, and Treatment (EPSDT)); and oversight of preventive and acute care, including the Children's Health Insurance Program (CHIP).

This division contains the following 5 activities:

- **Chronic and Long Term Care** - ensures that beneficiaries who are receiving long-term care or home and community-based services are provided with adequate and appropriate services of the highest quality;
- **Managed Care Management** - directs managed care contracts including, but not limited to, planning, managing, and evaluating the District's managed care program;
- **Preventive and Acute Care** - oversees CHIP, Health Check (EPSDT), the Immigrant Children's program, and the Medicaid program's acute and preventive care services;
- **Office of the Health Care Bill of Rights Ombudsman** - counsels and assists uninsured District residents and individuals insured by health benefits plans in the District regarding matters pertaining to their health care coverage; and
- **Health Care Delivery Management Support Service** - provides administrative support functions to the Health Care Delivery Management division.

**Health Care Policy and Planning** - maintains the Medicaid and CHIP state plans that govern eligibility, scope of benefits, and reimbursement policies for the District's Medicaid and CHIP programs; develops policy for the administration of the Alliance and other publicly funded health care programs that are administered or monitored by DHCF based on sound analysis of local and national healthcare and reimbursement

policies and strategies; and ensures coordination and consistency among health care and reimbursement policies developed by the various divisions within DHCF.

This division contains the following 5 activities:

- **Policy Unit Management** - maintains the Medicaid State Plan, which governs the eligibility, scope of benefits, and reimbursement policies of the Medicaid and CHIP programs; manages federal Medicaid waivers; develops policy for the administration of medical assistance programs administered or monitored by DHCF; and ensures coordination and consistency among health care and reimbursement policies developed by various divisions within DHCF;
- **Public Provider Liaison Management** - maintains positive ongoing coordination and continuity with all public provider agencies of the District of Columbia government to enhance each agency's understanding of Medicaid reimbursement policies, ensures accountability within DHCF for policies that directly impact other District agencies, identifies opportunities to improve the reimbursement procedures of each agency, and works closely with agencies to review federal policy to ensure that federal contribution and reimbursement is maximized and compliance with federal requirements is assured through claims processing and program development;
- **Data Analysis** - gathers information, analyzes data, and evaluates all activities related to multiple District-wide components of Medicaid, CHIP, the Alliance, and future Locally funded healthcare delivery systems, including data collection systems;
- **Member Management** - monitors eligibility and member management policies for the District's publicly funded health care enrollees to ensure eligibility and that member management requirements are correctly established and followed, and serves as liaison with the District's Income Maintenance Administration (IMA) to ensure IMA's collaboration and coordination with DHCF in activities related to eligibility and member management policy implementation; and
- **Health Care Policy and Planning Support** - provides administrative support functions to the Health Care Policy and Planning Administration.

**Health Care Accountability** - continuously improves, as defined by the Institute of Medicine's (IOM's) standards, the safety, effectiveness, patient-centeredness, timeliness, efficiency, and equity of health care services received by individuals enrolled in the health care programs administered by DHCF.

This division contains the following 5 activities:

- **Quality Management** - ensures that quality and performance improvement principles and practices pervade all the components and activities that impact the delivery and outcomes of health care services to patients served by the District's Medicaid, CHIP, and Alliance programs;
- **Utilization Management** - monitors utilization, including appropriateness of medical services, to ensure that the highest quality medical care is provided to beneficiaries of publicly funded District programs, and identifies the utilization of third-party resources available for the cost of medical care rendered to beneficiaries of publicly funded District programs to ensure that the publicly funded programs are the payers of last resort;
- **Program Integrity** - monitors the prevention, detection, and limitation of fraud, abuse, and waste by persons who provide and receive services financed by DHCF;
- **Pharmacy Management** - administers the pharmaceutical and durable medical equipment (DME) programs under the D.C. Medicaid program and provides consultation and guidance in all pharmaceutical and DME services; and
- **Health Care Accountability Support Services** - provides administrative support functions to the Health Care Accountability Administration.

**Health Care Finance** - provides provider payments for the following provider types: Medicaid providers, public providers, and Health Care Alliance providers.

This division contains the following 3 activities:

- **Medicaid Provider Payment** - provides payment to Medicaid providers;
- **Medicaid Public Provider Payment** - provides payment to Medicaid public providers; and
- **Alliance Provider Payment** - provides payment to Alliance providers.

**Health Care Operations Administration** - administers programs that pertain to the payment of claims, manages fiscal agent and administrative contracts, manages the operating systems, and maintains provider enrollment and requirements.

This division contains the following 4 activities:

- **Medicaid Information Systems** - oversees the fiscal agent contracts, including those for the Medicaid Management Information System (MMIS) and the Medicaid Drug Rebate program, as well as handling provider relations and education;
- **Systems Operations** - manages payment of claims, provider enrollment and recruitment, and pricing/reference files;
- **Administrative Contract Management** - provides contract management for the Administrative Services Organization contract, the Non-Emergency Transportation contract, and other administrative contracts; and
- **Health Care Operations Support** - provides administrative support functions to the Health Care Operations division.

**Employer and Private Market Initiatives** - administers new health care initiatives that utilize private market insurance, including employer-sponsored coverage for publicly funded enrollees.

**Agency Management Program** - provides for administrative support and the required tools to achieve an agency's operational and programmatic results. This division is standard for all agencies using division-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 division-based budgeting.

## Division Structure Change

The Department of Health Care Finance has no division structure changes in the FY 2012 Proposed Budget. However, after the submission of the budget, the agency received approval from the Mayor to realign programs in FY 2012.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table HT0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table HT0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1010) Personnel	61	289	374	85	0.0	3.0	5.0	2.0
(1015) Training & Development	0	32	29	-3	0.0	0.0	0.0	0.0
(1020) Contracting & Procurement	-70	354	381	27	2.4	3.0	3.0	0.0
(1030) Property Management	1,676	2,207	2,138	-68	0.0	3.0	3.0	0.0
(1040) Information Technology	745	3,140	6,938	3,798	0.7	13.0	10.0	-3.0
(1055) Risk Management	-1	0	0	0	0.0	0.0	0.0	0.0
(1060) Legal	665	529	529	0	1.0	0.0	0.0	0.0
(1070) Fleet Management	12	75	64	-11	0.7	1.0	1.0	0.0
(1080) Communications	202	114	116	2	0.0	1.0	1.0	0.0
(1085) Customer Service	2	0	161	161	0.0	0.0	2.0	2.0
(1087) Language Access	40	45	85	40	0.0	0.0	0.0	0.0
(1090) Performance Management	4,366	3,299	2,895	-404	13.1	8.0	7.0	-1.0
<b>Subtotal (1000) Agency Management Program</b>	<b>7,697</b>	<b>10,085</b>	<b>13,710</b>	<b>3,626</b>	<b>17.9</b>	<b>32.0</b>	<b>32.0</b>	<b>0.0</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Budgeting Operations	278	295	312	17	2.3	3.0	3.0	0.0
(120F) Accounting Operations	830	936	1,931	995	7.4	9.0	9.5	0.5
(140F) Agency Fiscal Officer	281	237	216	-20	1.7	2.0	1.4	-0.6
<b>Subtotal (100F) Agency Financial Operations</b>	<b>1,388</b>	<b>1,467</b>	<b>2,459</b>	<b>992</b>	<b>11.3</b>	<b>14.0</b>	<b>14.0</b>	<b>0.0</b>
<b>(2000) Health Care Delivery Management</b>								
(2001) Chronic and Long Term Care	9,436	6,388	12,648	6,260	12.9	24.0	24.5	0.5
(2002) Managed Care Management	6,767	6,030	5,385	-645	5.1	9.0	9.0	0.0
(2003) Preventive and Acute Care	483	1,352	1,448	97	5.8	6.0	5.0	-1.0
(2005) Health Care Bill of Rights Ombudsman	552	633	1,121	488	4.4	4.0	7.5	3.5
(2010) Health Care Delivery Mgt Support Svcs	1,826	1,103	1,250	147	2.0	1.0	1.0	0.0
<b>Subtotal (2000) Health Care Delivery Management</b>	<b>19,063</b>	<b>15,506</b>	<b>21,853</b>	<b>6,347</b>	<b>30.2</b>	<b>44.0</b>	<b>47.0</b>	<b>3.0</b>

(Continued on next page)

**Table HT0-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(3000) Health Care Policy and Planning</b>								
(3001) Policy Unit Management	6,757	342	259	-83	6.6	4.0	4.0	0.0
(3002) Public Provider Liaison Mgmt	426	572	535	-37	4.4	6.0	6.0	0.0
(3003) Data Analysis	140	486	450	-36	2.2	6.0	5.0	-1.0
(3004) Member Management	150	218	373	156	2.2	4.0	4.0	0.0
(3010) Health Care Policy and Planning Support	1,802	829	845	16	2.2	4.0	4.0	0.0
<b>Subtotal (3000) Health Care Policy and Planning</b>	<b>9,275</b>	<b>2,447</b>	<b>2,463</b>	<b>17</b>	<b>17.4</b>	<b>24.0</b>	<b>23.0</b>	<b>-1.0</b>
<b>(4000) Health Care Accountability</b>								
(4001) Program Operations	-32	0	0	0	0.7	0.0	0.0	0.0
(4002) Quality Management	5,112	5,509	5,478	-31	5.1	6.0	5.0	-1.0
(4003) Utilization Management	610	857	876	19	8.6	11.0	9.0	-2.0
(4004) Program Integrity	765	1,035	1,043	8	8.7	13.0	13.0	0.0
(4006) Pharmacy Management	210	243	1,705	1,463	1.0	2.0	2.0	0.0
(4010) Health Care Accountability Support Svcs	1,911	892	900	8	2.1	3.0	3.0	0.0
<b>Subtotal (4000) Health Care Accountability</b>	<b>8,576</b>	<b>8,536</b>	<b>10,003</b>	<b>1,467</b>	<b>26.3</b>	<b>35.0</b>	<b>32.0</b>	<b>-3.0</b>
<b>(5000) Health Care Finance</b>								
(5001) Medicaid Provider Payment	1,783,799	1,920,715	2,065,149	144,434	0.0	0.0	0.0	0.0
(5002) Medicaid Public Provider Payments	41,383	71,629	23,190	-48,439	0.0	0.0	0.0	0.0
(5003) Alliance Provider Payments	109,647	51,975	40,737	-11,238	0.0	0.0	0.0	0.0
(5004) Healthy DC Provider Payments	0	6,858	0	-6,858	0.0	0.0	0.0	0.0
<b>Subtotal (5000) Health Care Finance</b>	<b>1,934,829</b>	<b>2,051,177</b>	<b>2,129,076</b>	<b>77,899</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(6000) Health Care Operations</b>								
(6001) Medicaid Information Systems	14,511	14,695	14,495	-200	3.5	0.0	0.0	0.0
(6002) Technical Systems Management	204	0	0	0	0.0	0.0	0.0	0.0
(6003) Systems Operations	677	1,079	990	-88	4.4	8.0	7.0	-1.0
(6004) Administrative Contract Management	118	122	1,989	1,867	0.7	1.0	2.0	1.0
(6010) Health Care Operations Support	1,936	9,391	8,577	-814	3.9	10.0	11.0	1.0
<b>Subtotal (6000) Health Care Operations</b>	<b>17,447</b>	<b>25,287</b>	<b>26,052</b>	<b>765</b>	<b>12.5</b>	<b>19.0</b>	<b>20.0</b>	<b>1.0</b>
<b>(7000) Employer and Private Market Initiatives</b>								
(7001) Healthy DC Management	807	1,196	2,029	833	5.0	5.0	5.0	0.0
<b>Subtotal (7000) Employer and Private Market Initiatives</b>	<b>807</b>	<b>1,196</b>	<b>2,029</b>	<b>833</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>1,999,082</b>	<b>2,115,700</b>	<b>2,207,645</b>	<b>91,945</b>	<b>120.8</b>	<b>173.0</b>	<b>173.0</b>	<b>0.0</b>

(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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Budget Changes**

The proposed budget for the Department of Health Care Finance (DHCF) aims to provide adequate funding to sustain the District's Medicaid entitlement program in a fiscally challenging economic climate. Key factors that significantly impact the budget proposal include the health care reform legislation of 2010, expiration of the federal stimulus funding for Medicaid in June 2011, and recession-driven high unemployment rates in the District.

Overall, the proposed budget has been organized to ensure District residents' continued access to healthcare services in spite of the growth in service utilization and expanded Medicaid eligibility criteria. The budget changes reflect adjustments that are targeted at cost savings in Local funds that partially offsets increases in the Medicaid provider payments, the agency's operational costs, and DHCF's core Medicaid functions.

**Cost Increases:** An enhanced Federal Medical Assistance Percentage (FMAP) provided the District increases over its adjusted base rate due to the enactment of the American Recovery and Reinvestment Act (ARRA) of 2009. Congressional legislation extended the ARRA-related FMAP from its expiration in December 31, 2010 by six months, through June 30, 2011. The additional federal Medicaid reimbursement based on the enhanced FMAP is projected to offset Local funds expenditures in FY 2011 by approximately \$80.7 million.

The budget proposal assumes that the District will revert to its adjusted base rate with the expiration of the enhanced FMAP in the third quarter of FY 2011, thus eliminating the leverage of additional federal stimulus Medicaid reimbursements in FY 2012. Consequently, DHCF's budget proposal compensates for this expected reduction in federal Medicaid match by an increase of \$80,736,396 in the Local funds budget, thereby maintaining a Local funding level that is comparable to FY 2011.

The District remains committed via the Home and Community-Based Services (HCBS) waiver programs to supporting its residents that are in need of institutionalized care but opt to receive care in the setting of their homes and communities. In order to support growth in participation in the HCBS waivers, the budget is being increased by \$12,224,900 in Local funds.

The expansion of Medicaid eligibility criteria through the healthcare reform legislation creates impacts on Medicaid managed care as well as fee-for-service expenses. In FY 2012, DHCF projects increased spending related to higher fee-for-service enrollments, and this calls for an increase of \$10,598,597 in Local funds. Likewise, an increase of \$1,445,104 is driven by projected enrollment growth for Medicaid managed care services.

The budget proposal includes an increase of \$30,110,000 in Local funds to support the proposed Managed Care Organization (MCO) rate increase for both Medicaid and the Alliance in FY 2012. The additional funding provides \$22,088,625 to cover services for Medicaid recipients, \$721,479 to cover Medicaid services for immigrant children, and \$7,299,896 to cover services for the D.C. Healthcare Alliance members. This increase for the Alliance partially reverses a decrease of \$7,831,842 initially made to achieve the budget target, for a net decrease of \$531,946 attributable to the MCO rates. The proposed MCO rate increase is in keeping with the District's obligation to meet the threshold of actuarial soundness as it pertains to the Centers for Medicare and Medicaid Services (CMS) guidelines.

The proposed budget for the DC Healthcare Alliance is being increased by \$10,600,000 for maintaining District residents' unrestricted access to the program's benefits. This increase reverses an initial proposal to meet the budget target that would have reduced the Alliance by \$10,641,000 based on implementing certain restrictions on the program.

Finally, the budget proposal includes a reclassification of \$3,689,000 in spending from Dedicated Taxes to Local funds. This change is related to the uncertainty of collecting revenue from the Stevie Sellows Intermediate Care Facilities for the Mentally Retarded (ICF/MR) provider assessments as a result of the ICF/MR provider community appeals.

In Federal Medicaid Payments, adjustments that are related to the cost increases in Local funds are the corresponding federal Medicaid reimbursements matched to local expenditures on eligible services. These changes include increases of \$28,068,357 for the HCBS waivers, \$25,733,357 for the fee-for-service enrollment growth, and \$3,371,000 for enrollment growth in Medicaid managed care services.

**Enhancements:** DHCF's Local funds budget is being increased by \$1,035,154 to reflect restoration of prior year Healthy DC Dedicated Tax fund balance in FY 2012. The additional funding is allocated to the DC Healthcare Alliance program. Several adjustments in non-Local funding sources will allow DHCF to enhance services to District residents in FY 2012. An increase of \$144,743 in the Dedicated Taxes budget proposal accounts for projections based on historic patterns of revenue collection for the Nursing Homes Quality of Care Fund. Additional projections of Dedicated Tax revenue based on implementation of the Hospital Bed Tax increases the budget for Medicaid Provider Payments by \$7,100,000. Furthermore, an increase of \$172,222 restores funding for the Employer and Private Market Initiatives (EMPI) to support 2.8 FTEs associated with the District's Health Care Reform plan. In Special Purpose Revenue funds, the proposed budget also reflects an increase of \$6,256 based on projected revenue from assessments to insurance companies with regard to the Health Benefit Grievance Plan.

Adjustments in the Federal Grants funds align the budget with the FY 2012 allocations for three federal grants. DHCF's budget includes funding from the Money Follows the Person (MFP) Grant, which is federal funding available to support the balancing of long-term care in terms of transitioning institutionalized District Medicaid enrollees to the community. The budget is being increased by \$5,824,241 and 2.0 FTEs to reflect federal funding for the MFP Grant in FY 2012.

The budget proposal include allocations for the DC Health Information Exchange (HIE) Grant, a federal stimulus grant award that allows the District to facilitate adoption of electronic health records, thereby promoting improved quality of care and health outcomes. An increase of \$1,060,550 is related to the HIE grant award allocation in FY 2012.

The budget is also being increased by \$2,204,000 due to multiple federal grant awards under the Affordable Care Act and Health Care Reform Grants based on the FY 2012 funding.

DHCF's Federal Medicaid Payments budget proposal includes an increase of \$2,908,000 that accounts for the Health Information Technology Grant award from CMS.

Further adjustments in the Federal Medicaid Payments includes increases of \$16,566,667 that accounts for the federal match dollars for Dedicated Tax funding pertaining to the implementation of the Hospital Bed Tax, \$73,810 of federal match dollars for the Employer and Private Market Initiatives to support 1.2 FTEs associated with the District's Health Care Reform plan, and \$300,000 to reflect DMH's additional federal Medicaid revenue for the Comprehensive Psychiatric Emergency Program, which DHCF with transfer to DMH via intra-District transfer.

**Operational Adjustments:** DHCF's personal services budget reflects a net increase of \$1,411,720 across multiple programs in Local funds to adjust for salary step increases, fringe benefit changes, and a funding shift of 9.1 FTEs related to the agency's transition to a public assistance cost allocation plan. Nonpersonal services cost adjustments related to this transition includes changes in Medicaid contracts, supplies, and other services and charges that accounts for a net increase of \$677,000 across multiple programs in Local funds. Additionally, there is a net increase of \$644,072 due to adjustments for increases in audit costs, the OCTO assessment, required MMIS system upgrades, and reductions due to discontinuing FY 2011 contracts. A reduction of \$53,695 in Local funds aligns DHCF's fixed costs budget with the Department of General Services (DGS) and the Office of the Chief Technology Officer (OCTO) estimates.

Corresponding changes in Federal Medicaid Payments includes net increase of \$1,139,604 across multiple programs for salary step increases, fringe benefit changes, and a funding shift of 8.2 FTEs related to the transition to a public assistance cost allocation plan. Similarly, nonpersonal services costs related to the transition accounts for a reduction of \$879,903 across multiple programs for Medicaid contracts, supplies, and other services and charges. Additionally, there is a corresponding increase for the net increase in audit costs, the OCTO assessment, MMIS system upgrades and the reductions to FY 2011 contracts of \$801,000. Furthermore, a reduction of \$77,459 aligns DHCF's fixed costs budget in Federal Medicaid Payments with the DGS and OCTO estimates.

**Cost Savings/Decreases:** To maintain access to the District's public health insurance programs, DHCF will partially offset projected healthcare service utilization and operational costs increases through a combination of various cost-saving measures applied to the Local funds budget. A net reduction of \$2,894,000 will be achieved by adjustment of nursing facility rates to properly account for the cost of therapies. DHCF will also change the current pharmacy pricing methodology for single source brand drugs from Average Wholesale Price minus 10 percent to the Whole Acquisition Cost plus 3 percent and this change is expected to reduce Local fund costs by \$1,266,500.

Optimization of service utilization of the Personal Care Attendants (PCA) benefits through better needs assessments, concurrent monitoring, and more stringent regulation will minimize overutilization of the PCA benefits. DHCF's budget proposal will save \$1,199,000 by implementing better control of the PCA benefits.

Prior-year trends in the growth of the DC Healthcare Alliance constituted a significant cost driver in the District's healthcare budget. DHCF will achieve significant savings in the Alliance program by implementing face-to-face re-certifications of the current membership on a semiannual basis. A total reduction of \$11,700,000 will be realized in Local funds as a result of the Alliance membership re-certification initiative.

Changes in Federal Medicaid Payments that corresponds to cost savings in Local funds includes a reduction of \$6,752,127 for adjustment of nursing facility rates, \$2,955,000 for adjustments in the pharmacy pricing methodology, and \$2,798,000 for implementation of more robust management of the PCA benefit. In addition, the Federal Medicaid budget for public providers was reduced by a net \$13,955,000 to align those budgets with current estimates. A reduction of \$80,736,396 is due to the expiration of the ARRA-related FMAP in FY 2011.

Adjustments in the budget proposal for Dedicated Taxes reflect a reduction of \$5,001,182 and 4.4 FTEs across multiple programs for the Healthy DC Fund. Additionally, DHCF is reducing a total of \$4,689,000 from the budget in Dedicated Taxes that is related to provider appeals of the Stevie Sellows ICF/MR provider assessments. The budget proposal however, reclassifies \$3,689,000 of the

spending to Local funds as described earlier. A decrease of \$172,222 of funding for the Health Care Finance program offsets funding for the FTEs in the EMPI associated with the District's Health Care Reform plan. A reduction of \$200,000 in the Intra-District budget proposal aligns DHCF's budget submission with the terms of a Memorandum of Understanding (MOU) with the Department of Health's Addiction Prevention and Recovery Administration.

Finally, in Federal Grants Funds there is a reduction of \$1,904,483 and 19.1 FTEs due to the expiration of IDCR as part of the transition to the Public Assistance Cost Allocation Plan.

**Other Adjustments:** The FY 2012 Dedicated Tax budget is being reduced by \$286,332 based on revised revenue estimates. Similarly, the proposed budget for Federal Medicaid Payments is reduced by \$668,108 to reflect the corresponding adjustment in the federal Medicaid match.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table HT0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table HT0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>529,624</b>	<b>69.8</b>
Cost Increase: Adjust personal services budget for step increases, fringe benefit changes, and transition to public assistance cost allocation plan	Multiple Programs	1,412	9.1
Cost Decrease: Align fixed costs with DGS and OCTO estimates	Multiple Programs	-54	0.0
Cost Increase: Adjust Medicaid provider payments for projected decrease in federal reimbursements based on expiration of ARRA-related enhanced FMAP in FY 2011	Health Care Finance	80,736	0.0
Shift: Reclassify ICF/MR spending from provider assessment to Local funds as a result of appeals and legal challenges to the assessments	Health Care Finance	3,689	0.0
Cost Increase: Support growth in participation in Home and Community-Based Services Waivers	Health Care Finance	12,225	0.0
Cost Increase: Provide for net increase in fee-for-service spending due to forecasted enrollment increase	Health Care Finance	10,599	0.0
Cost Increase: Provide for enrollment growth forecasted for Medicaid managed care	Health Care Finance	1,445	0.0
Cost Decrease: Adjust nursing facility rates to properly account for the cost of therapies and eliminate rates set above cost, by cost center	Agency Management Program	-10,617	0.0
Cost Decrease: Adjust pharmacy pricing to substitute Wholesale Acquisition Cost plus 3 percent for Average Wholesale Price minus 10 percent	Health Care Finance	-1,266	0.0
Cost Decrease: Reduce the DC Healthcare Alliance provider payments based on applying certain restrictions to the membership enrollment	Health Care Finance	-10,641	0.0
Optimize: Improve utilization of the Personal Care Attendant benefit through better needs assessment, concurrent monitoring and more stringent regulation	Health Care Finance	-1,199	0.0
Adjust: Reduce cost based on FY 2011 Alliance MCO rate reduction	Health Care Finance	-7,832	0.0
Cost Increase: Adjust Medicaid contracts, Other Services and Charges, and Supplies due to transition to a public assistance cost allocation plan	Multiple Programs	677	0.0
Adjust: Net Increase due to increase in audit cost, OCTO assessment and required MMIS system upgraded and decrease due to the discontinuance/ reduction of prior year contracts	Multiple Programs	644	0.0

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**Table HT0-5 (Continued)**  
(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>LOCAL FUNDS (Cont.)</b>			
<b>FY 2012 Initial Adjusted Budget</b>		<b>609,441</b>	<b>78.8</b>
Adjust: Reduce funding for the Alliance based on semiannual face-to-face membership recertification initiative	Health Care Finance	-11,700	0.0
Adjust: Reverse the initial decision to restrict the Alliance membership enrollment	Health Care Finance	10,600	0.0
Adjust: Partially offset changes to nursing home rate incentives	Health Care Finance	7,723	0.0
Adjust: Restoration of Healthy DC Fund Balance	Multiple Programs	1,035	0.0
Cost Increase: Additional funding to support projected Medicaid MCO rate increases	Health Care Finance	22,089	0.0
Cost Increase: Additional funding to support projected DC Healthcare Alliance MCO rate increases	Health Care Finance	7,300	0.0
Cost Increase: Additional funding to support projected Immigrant Children Medicaid MCO rate increases	Health Care Finance	721	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>647,209</b>	<b>78.8</b>
<b>DEDICATED TAXES: FY 2011 Approved Budget and FTE</b>		<b>60,159</b>	<b>5.0</b>
Reduce: Healthy DC budget to account for FY 2011 use of fund balance	Multiple Programs	-5,001	-4.4
Shift: ICF/MR spending shifted from Stevie Sellows to Local due to provider appeals	Health Care Finance	-3,689	0.0
Eliminate: Stevie Sellows funded quality initiatives due to lack of provider assessment revenue	Health Care Finance	-1,000	0.0
Enhance: Increase the Nursing Home Quality of Care Fund based on historic pattern of collections	Health Care Finance	145	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>50,613</b>	<b>0.6</b>
Enhance: Increase budget for Medicaid Provider Payments based on revenue from implementation of the Hospital Bed Tax	Health Care Finance	7,100	0.0
Correct: Provide funding to support salary and fringe benefits for positions associated with the District's health care reform initiatives	Employer and Private Market Initiatives	172	2.8
Reduce: Reallocate funds to support salary and fringe benefits for positions associated with the District's health care reform initiatives	Health Care Finance	-172	0.0
Adjust: Technical Adjustment to align budget with revenues	Health Care Finance	-286	0.0
<b>DEDICATED TAXES: FY 2012 Proposed Budget and FTE</b>		<b>57,427</b>	<b>3.4</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>8,215</b>	<b>26.0</b>
Enhance: Increase budget for the DC Health Information Exchange Grant based on availability of federal stimulus grant in FY 2012	Agency Management Program	1,061	0.0
Correct: Reduction due to the expiration of IDCR due to public assistance cost allocation plan and transfer of Medicaid Infrastructure grant to Department on Disability Services	Multiple Programs	-1,904	-19.1
Enhance: Increase budget due to multiple federal award under the Affordable Care Act and Health Care Reform Grants based on the FY 2012 funding	Multiple Programs	2,204	0.0
Enhance: Increase budget for the Money Follows the Person grant based on the FY 2012 award	Healthcare Delivery Management	5,824	2.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>15,399</b>	<b>8.9</b>
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>15,399</b>	<b>8.9</b>

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**Table HT0-5 (Continued)**  
(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>FEDERAL MEDICAID PAYMENTS: FY 2011 Approved Budget and FTE</b>		<b>1,505,086</b>	<b>69.2</b>
Cost Increase: Adjust personal services budget for step increases, fringe benefit changes, and transition to public assistance cost allocation plan	Multiple Programs	1,140	8.2
Cost Decrease: Align fixed costs with DGS and OCTO estimates	Multiple Programs	-77	0.0
Adjust: Adjust Medicaid provider payments for projected decrease in federal reimbursements based on expiration of ARRA-related enhanced FMAP in FY 2011	Health Care Finance	-80,736	0.0
Cost Increase: Support growth in participation in Home and Community-Based Services Waivers	Health Care Finance	28,068	0.0
Cost Increase: Provide for net increase in fee-for-service spending due to forecasted enrollment increase	Health Care Finance	25,733	0.0
Cost Increase: Provide for enrollment growth forecasted for Medicaid managed care	Health Care Finance	3,371	0.0
Cost Decrease: Adjust nursing facility rates to properly account for the cost of therapies and eliminate rates set above cost, by cost center	Health Care Finance	-6,752	0.0
Cost Decrease: Adjust pharmacy pricing to substitute Wholesale Acquisition Cost plus 3 percent for Average Wholesale Price minus 10 percent	Health Care Finance	-2,955	0.0
Correct: Align public provider budgets with current estimates	Health Care Finance	-13,995	0.0
Optimize: Improve utilization of the Personal Care Attendant benefit through better needs assessment, concurrent monitoring, and more stringent regulation	Health Care Finance	-2,798	0.0
Cost Increase: Adjust for the Health Information Technology grant from CMS	Multiple Programs	2,908	0.0
Cost Decrease: Net decrease to adjust Medicaid personal services, Contracts, Other Services and Charges, and Supplies due to transition to a public assistance cost allocation plan	Multiple Programs	-880	0.0
Cost Increase: Net increase due to increase in audit cost, OCTO assessment and required MMIS system upgrade and decrease due to the discontinuance/ reduction of prior year contracts	Multiple Programs	801	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>1,458,913</b>	<b>77.4</b>
Enhance: Budget for federal Medicaid reimbursement based on revenue from implementation of the Hospital Bed Tax	Health Care Finance	16,567	0.0
Correct: Federal Medicaid match to support salary and fringe benefits for positions associated with the District's health care reform initiatives	Employer and Private Market Initiatives	74	1.2
Enhance: Reflect DMH's additional federal Medicaid revenue for CPEP via intra-District transfer	Health Care Finance	300	0.0
Adjust: Technical Adjustment to align budget with revenues	Health Care Finance	-668	0.0
<b>FEDERAL MEDICAID PAYMENTS: FY 2012 Proposed Budget and FTE</b>		<b>1,475,186</b>	<b>78.6</b>

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**Table HT0-5 (Continued)**  
(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>2,018</b>	<b>3.0</b>
Enhance: Increase budget for the Health Benefit Grievance Plan based projected revenue from assessments charged to Insurance Companies	Healthcare Delivery Management	6	0.2
<b>FY 2012 Initial Adjusted Budget</b>		<b>2,024</b>	<b>3.2</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>2,024</b>	<b>3.2</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>10,600</b>	<b>0.0</b>
Adjust: Align budget based on MOU with the Department of Health for APRA	Health Care Finance	-200	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>10,400</b>	<b>0.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>10,400</b>	<b>0.0</b>
<b>Gross for HT0 - Department of Health Care Finance</b>		<b>2,207,645</b>	<b>173.0</b>

(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 2012:

### 1. Overall:

The Department of Health Care Finance identified nine objectives central to carrying out the agency's mission. Each division's performance is focused on one or more of these objectives. They include:

1. Increase access to care for District residents;
2. Design and implement health information exchange initiatives;
3. Improve health outcomes for District residents;
4. Ensure limited resources are utilized appropriately;
5. Develop policies, plans and data to enable effective program administration and utilization of resources;

6. Support District-wide Health Reform Initiatives;
7. Improve access to high quality services and improve resource management;
8. Improve the efficiency of program operations; and
9. Expand access to high quality health care.

### 2. Health Care Accountability Administration

**Objective 3:** Improve health outcomes for District residents.

**Objective 4:** Ensure limited resources are utilized appropriately.

## Health Care Accountability Administration

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Quality Improvement Initiative 1: Adverse Perinatal Outcomes per 1,000 pregnancies and infants <sup>1</sup>	231	Less than 230	231	Less than 220	Less than 210	Less than 200
Quality Improvement Initiative 2: Adverse Chronic Disease Outcomes per 1,000 people with asthma, diabetes, hypertension and congestive heart failure <sup>2</sup>	490	Less than 490	490	Less than 475	Less than 450	Less than 425
HEDIS measure for childhood immunization <sup>3</sup>	82%	83%	Not available	85%	87%	87%
HEDIS measure for timeliness of prenatal care <sup>4</sup>	65%	78%	Not available	75%	80%	82%
Adults' access to preventive/ambulatory care services (adults aged 20-44, enrolled in health plans) <sup>5</sup>	75%	80%	Not available	85%	87%	90 %
Number of referrals to the Medicaid Fraud Control Unit (MFCU)	21	25	25	25	25	25
Total recovered from provider audits (Local and Federal Funds)	\$1.3M	\$7.5M	\$5.6M	\$6.5M	\$6.5M	\$6.5M
Total recovered from Third Party Liability (TPL)	\$4.3M	\$6.5M	\$5.8M	\$7M	\$7.5 M	\$7M

HEDIS: Healthcare Effectiveness Data and Information Set

### 3. Health Care Policy and Planning Administration

Objective 6: Support District-wide Health Reform Initiatives.

Objective 5: Develop policies, plans and data to enable effective program administration and utilization of resources.

#### Health Care Policy and Planning Administration

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of adults in new 1115 waiver <sup>6</sup>	Not Available	Not Available	Not Available	3,000	3,000	3,000

### 4. Health Care Delivery Management Administration

Objective 7: Improve access to high quality services and improve resource management.

#### Health Care Delivery Management Administration

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of participants in Elderly and Physically Disabled (EPD) Waiver (Year End)	2,181	2,175	2,201	2,250	2,325	2,350
Average number days to process EPD Waiver application <sup>7</sup>	45 (estimate)	30	35	30	30	30
Number of participants in Developmental Disabilities Waiver (Year End)	1,327	1,300	1,345	1,300	1,300	1,310
Number of beneficiaries in out-of-state nursing facilities	178	170	190	165	160	155
Number of beneficiaries in ICF/MRs	390	370	402	350	340	330
Number of individuals moved from institutions to community	Not Available	75	60	100	120	130
Percentage Medicaid beneficiaries satisfied with their health plan <sup>8</sup>	73%	75%	67%	77%	79%	80%
Number of consumers served by Ombudsman	723	4,200	3,742	4,400	4,600	4,700
Average number of days to resolve issues brought to Ombudsman	2.5 <sup>9</sup>	2.5	2.87	2.0	2.0	2.0
Percentage of eligible children receiving any preventive dental services	Not Available	35%	47%	42%	50%	55%
Reported complaints (including missed/late trips) on transportation broker services, per 1,000 trips	1.48 per 1,000 trips	2.5 per 1,000 trips	1.57 per 1,000 trips	2.5 per 1,000 trips	2.0 per 1,000 trips	2.0 per 1,000 trips
Percentage of providers participating HealthCheck/ EPSDT Trainings	Not Available	Not Available	Not Available	50%	55%	70%
Number of individuals moved through MFP	Not Available	120	Not Available	140	145	150

EPSDT: Early Periodic Screening, Diagnosis, and Treatment

MFP: Money Follows the Person

ICF/MR: Intermediate Care Facilities for the Mentally Retarded

## 5. Health Care Operations Administration

Objective 8: Improve the efficiency of program operations.

### Health Care Operations Administration

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percent of providers paid electronically	25%	50%	31%	75%	100%	100%
Average number of days to process Medicaid provider application	Not Available	60	22	45	45	45

## 6. Office of Health Care Innovation

Objective 9: Expand access to high quality health care.

## 7. Office of the Director

Objective 1: Increase access to care for District residents.

### Office of the Director

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of District residents uninsured	6.2%	9% <sup>10</sup>	6.2%	6.2%	6 %	6%

#### Performance Plan Endnotes:

1. This measure aggregates the following metrics: newborns with birth weight less than 2,500 grams; newborns of 32 weeks or less gestational age; pregnant women NOT tested for HIV prior to giving birth; and pregnancies ending in miscarriage or fetal loss (early or late); and deaths of infants in the first year of life.
2. This measure aggregates emergency room visits and hospital admissions by individuals diagnosed with asthma, diabetes, high blood pressure, and congestive heart failure.
3. HEDIS (Healthcare Effectiveness Data and Information Set) measure on the percent of children enrolled in managed care who received age-appropriate immunizations by their second birthday.
4. HEDIS measure on the percent of deliveries to women enrolled in Medicaid managed care for which the woman received a prenatal care visit in either their first trimester or within 42 days of enrolling in the managed care organization.
5. The percent of Medicaid managed care enrollees aged 20-44 who had an ambulatory care or preventive care visit (as opposed to an emergency or hospital visit) during the year.
6. The District's Childless Adults Section 1115 waiver allows the District to provide Medicaid benefits to childless adults ages 21-64 with incomes above 133% to at or below 200% of the Federal Poverty Level.
7. Measured by average time between DHCF receipt of a complete Elderly Individuals and Individuals with Physical Disabilities (EPD) Waiver application and approval/denial of the application.
8. Data from The Consumer Assessment of Healthcare Providers and Systems (CAHPS) Health Plan Survey.
9. Note: Issues reported in FY 2009 were simple cases that did not require external interventions.
10. Health Insurance Coverage in the District of Columbia, Estimates from the 2009 DC Health Insurance Survey, The Urban Institute, April 2010.

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# Office of the Deputy Mayor for Health and Human Services

[www.dmhhs.dc.gov](http://www.dmhhs.dc.gov)  
Telephone: 202-727-7973

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$0	\$0	\$698,000	N/A
FTEs	0.0	0.0	5.0	N/A

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The mission of the Office of the Deputy Mayor for Health and Human Services (DMHHS) is to support the Mayor in coordinating a comprehensive system of benefits, goods, and services across multiple agencies to ensure that children, youth, and adults, with and without disabilities, can lead healthy, meaningful, and productive lives.

## Summary of Services

The function of the DMHHS is to plan, coordinate, and supervise all health and human services-related policies and activities under its jurisdiction including:

- Developing and supporting policies and programs to improve the delivery of services by government agencies and contracted providers;
- Coordinating interagency initiatives;
- Identifying opportunities for reducing redundancies, leveraging resources, and creating economies of scale; and
- Ensuring compliance with local and federal mandates.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table HG0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget.

**Table HG0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	0	0	0	698	698	N/A
<b>Total for General Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>698</b>	<b>698</b>	<b>N/A</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table HG0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type.

**Table HG0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	0.0	0.0	0.0	5.0	5.0	N/A
<b>Total for General Fund</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>5.0</b>	<b>5.0</b>	<b>N/A</b>
<b>Total Proposed FTEs</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>5.0</b>	<b>5.0</b>	<b>N/A</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table HG0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget.

**Table HG0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	0	0	0	544	544	N/A
14 - Fringe Benefits - Curr Personnel	0	0	0	110	110	N/A
<b>Subtotal Personal Services (PS)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>654</b>	<b>654</b>	<b>N/A</b>
20 - Supplies and Materials	0	0	0	6	6	N/A
31 - Telephone, Telegraph, Telegram, Etc.	0	0	0	2	2	N/A
40 - Other Services and Charges	0	0	0	30	30	N/A
70 - Equipment and Equipment Rental	0	0	0	6	6	N/A
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>44</b>	<b>44</b>	<b>N/A</b>
<b>Gross Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>698</b>	<b>698</b>	<b>N/A</b>

\*Percent change is based on whole dollars.

### Program Description

The Office of the Deputy Mayor for Health and Human Services operates through the following 2 programs:

**Human Support Services** - manages the Human Support Services program through the provision of leadership for policy and planning, government relations, and communication and community relations for the agencies under its jurisdiction, including:

- Child and Family Services Agency;
- Department on Disability Services;
- Department of Health;
- Department of Health Care Finance;
- Department of Human Services;
- Department of Mental Health;
- Department of Parks and Recreation;
- Department of Youth Rehabilitation Services;
- Office of Disability Rights;
- Office on Aging; and
- Children and Youth Investment Trust Corporation.

This program encompasses all of the staffing necessary to provide agency oversight and support for all

citywide health and human services-related policies, activities, and initiatives under its jurisdiction including:

- Developing and supporting policies and programs to improve the delivery of services by government agencies and contracted providers;
- Coordinating interagency activities and initiatives;
- Identifying opportunities for reducing redundancies, leveraging resources, creating economies of scale, and improving outcomes;
- Ensuring compliance with local and federal mandates; and
- Collecting and disseminating performance data on and for agency activities and initiatives.

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

### Program Structure Change

The Office of the Deputy Mayor for Health and Human Services is a new agency in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table HG0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget.

**Table HG0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1090) Performance Management Activity	0	0	660	660	0.0	0.0	5.0	5.0
<b>(Subtotal (1000) Agency Management Program</b>	<b>0</b>	<b>0</b>	<b>660</b>	<b>660</b>	<b>0.0</b>	<b>0.0</b>	<b>5.0</b>	<b>5.0</b>
<b>(2000) Human Support Services</b>								
(2010) Agency Oversight and Support	0	0	38	38	0.0	0.0	0.0	0.0
<b>Subtotal (2000) Human Support Services</b>	<b>0</b>	<b>0</b>	<b>38</b>	<b>38</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>0</b>	<b>0</b>	<b>698</b>	<b>698</b>	<b>0.0</b>	<b>0.0</b>	<b>5.0</b>	<b>5.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

### FY 2012 Proposed Budget Changes

The newly established DMHHS will provide general support to all human support services' agencies, particularly on interagency initiatives, such as improved service delivery, streamlined policy development, economies of scale, and timely compliance with local and federal mandates, among others. The start-up cost of DMHHS is \$698,000 with 5.0 full-time positions.

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## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table HG0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table HG0-5**  
(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>0</b>	<b>0.0</b>
Create: Newly created agency - Deputy Mayor for Health and Human Services	Agency Management Program	660	5.0
Create: Newly created agency - Deputy Mayor for Health and Human Services	Human Support Services	38	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>698</b>	<b>5.0</b>
<b>Gross for HG0 - Deputy Mayor for Health and Human Services</b>		<b>698</b>	<b>5.0</b>

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### Agency Performance Plan

The Office of the Deputy Mayor for Health and Human Services is a new agency, and the agency's performance plan is under development. Once the plan is developed, it will be posted to Office of the City Administrator's web-page.

# F

## Public Works

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# Department of Public Works

[www.dpw.dc.gov](http://www.dpw.dc.gov)

Telephone: 202-673-6833

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$159,759,630	\$122,987,473	\$125,806,560	2.3
FTEs	1,433.1	1,428.8	1,340.9	-6.2

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The mission of the Department of Public Works (DPW) is to provide the highest quality sanitation, parking enforcement, and fleet management services that are both ecologically sound and cost effective.

## Summary of Services

DPW provides municipal services to District residents and businesses in two distinct program areas: solid waste management and parking enforcement. Behind the scenes, DPW's Fleet Management Administration supports all city services by procuring, fueling, and maintaining thousands of District government vehicles from sedans to heavy equipment.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table KT0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides the FY 2009 and FY 2010 actual expenditures.

**Table KT0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	127,375	119,211	96,441	97,219	778	0.8
Special Purpose Revenue Funds	5,846	5,527	5,470	5,862	392	7.2
<b>Total for General Fund</b>	<b>133,220</b>	<b>124,738</b>	<b>101,911</b>	<b>103,081</b>	<b>1,170</b>	<b>1.1</b>
<b>Intra-District Funds</b>						
Intra-District Funds	25,706	35,022	21,076	22,725	1,649	7.8
<b>Total for Intra-District Funds</b>	<b>25,706</b>	<b>35,022</b>	<b>21,076</b>	<b>22,725</b>	<b>1,649</b>	<b>7.8</b>
<b>Gross Funds</b>	<b>158,926</b>	<b>159,760</b>	<b>122,987</b>	<b>125,807</b>	<b>2,819</b>	<b>2.3</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table KT0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table KT0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	1,317.8	1,266.0	1,223.8	1,135.9	-88.0	-7.2
Special Purpose Revenue Funds	176	18.6	25.0	26.0	1.0	4.0
<b>Total for General Fund</b>	<b>1,335.4</b>	<b>1,284.6</b>	<b>1,248.8</b>	<b>1,161.9</b>	<b>-87.0</b>	<b>-7.0</b>
<b>Intra-District Funds</b>						
Intra-District Funds	142.1	148.5	180.0	179.0	-1.0	-0.6
<b>Total for Intra-District Funds</b>	<b>142.1</b>	<b>148.5</b>	<b>180.0</b>	<b>179.0</b>	<b>-1.0</b>	<b>-0.6</b>
<b>Total Proposed FTEs</b>	<b>1,477.4</b>	<b>1,433.1</b>	<b>1,428.8</b>	<b>1,340.9</b>	<b>-88.0</b>	<b>-6.2</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table KT0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KT0-3**  
(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
11 - Regular Pay - Cont Full Time	60,555	64,196	64,083	60,991	-3,092	-4.8
12 - Regular Pay - Other	7,550	7,905	5,552	6,808	1,256	22.6
13 - Additional Gross Pay	3,796	2,241	1,244	1,316	72	5.8
14 - Fringe Benefits - Curr Personnel	15,774	17,218	15,719	15,279	-440	-2.8
15 - Overtime Pay	6,442	6,341	3,708	3,565	-143	-3.9
<b>Subtotal Personal Services (PS)</b>	<b>94,116</b>	<b>97,901</b>	<b>90,306</b>	<b>87,959</b>	<b>-2,346</b>	<b>-2.6</b>
20 - Supplies and Materials	5,035	3,815	3,220	6,424	3,204	99.5
30 - Energy, Comm. and Bldg Rentals	11,731	13,571	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc	908	983	0	0	0	N/A
32 - Rentals - Land and Structures	966	1,520	0	0	0	N/A
33 - Janitorial Services	406	670	0	0	0	N/A
34 - Security Services	3,725	1,963	0	0	0	N/A
35 - Occupancy Fixed Costs	251	764	0	0	0	N/A
40 - Other Services and Charges	18,550	21,133	14,695	14,425	-269	-1.8
41 - Contractual Services - Other	18,538	13,695	13,537	15,235	1,698	12.5
50 - Subsidies and Transfers	600	1,250	0	0	0	0
70 - Equipment and Equipment Rental	4,100	2,496	1,230	1,763	533	43.4
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>64,810</b>	<b>61,859</b>	<b>32,682</b>	<b>37,847</b>	<b>5,165</b>	<b>15.8</b>
<b>Gross Funds</b>	<b>158,926</b>	<b>159,760</b>	<b>122,987</b>	<b>125,807</b>	<b>2,819</b>	<b>2.3</b>

\*Percent change is based on whole dollars.

### Division Description

The Department of Public Works (DPW) operates through the following 5 divisions:

**Solid Waste Management** - performs a number of daily operations, including trash, recycling, and bulk collections; sanitation education and enforcement; graffiti removal; public litter can service; fall leaf collection; and street and alley cleaning.

This division contains the following 4 activities:

- **Enforcement of Sanitation Regulations** - inspects properties for sanitation violations; enforces sanitation regulations, including commercial recycling; educates residents and businesses about sanitation regulations; collects household hazardous waste and electronic materials; and shreds residents' personal documents;
- **Public Space Cleaning** – provides comprehensive street and alley cleaning services to residents, visi-

tors, and businesses so that they can live, work, and play in clean neighborhoods. Specific services include mechanical street sweeping, litter can collections, rights-of-way mowing, nuisance and graffiti abatement, seasonal leaf collection, and snow and ice removal;

- **Sanitation Collection and Removals** – provides solid waste (trash, recycling, and bulk) collection services to residents of single-family homes and buildings with no more than three dwelling units so that they can have their trash, recyclables, and bulk items removed conveniently and regularly; and
- **Sanitation Disposal** – provides municipal waste disposal services to DPW, other District agencies, private haulers, and residents so that they can dispose of waste safely, conveniently, and legally.

**Parking Enforcement Management** - provides on-street parking enforcement services, including ticketing, towing, booting, and removal of abandoned and dangerous vehicles.

This division contains the following 3 activities:

- **Parking Regulations Enforcement** – provides parking enforcement of the District's parking regulations to promote vehicular safety and provide smooth traffic flow and increased access to short-term parking at meters and long-term parking on residential streets;
- **Towing** – provides reduced parking congestion in the District by facilitating the timely relocation and/or impoundment of illegally parked vehicles from public space; and
- **Abandoned and Junk Vehicles** – provides the oversight of safe streets through the efficient removal of abandoned and dangerous vehicles from public space and nuisance properties within the District.

**Fleet Management** - supports all city services by procuring and maintaining more than 3,000 vehicles, excluding those used by the Metropolitan Police Department, the Fire and Emergency Medical Services Department, the Department of Corrections, and DC Public Schools. This division fuels all 6,000 District government vehicles, including school buses, fire and trash trucks, and street sweepers.

This division contains the following 5 activities:

- **Fleet Consumables** – provides most District agencies with operational fueling stations; procures fuel, oil, and other lubricants; and installs fuel rings;
- **Scheduled Fleet Maintenance** – performs preventive maintenance actions, including changing oil and filters and checking tires, engines, batteries, and transmissions; and prepares vehicles for seasonal and year-round duties (alley cleaning, snow removal, leaf collection, pothole repair, etc);
- **Unscheduled Vehicle and Equipment Repairs** – tows inoperable vehicles, diagnoses why vehicles are not operating properly, and makes the necessary repairs or transfers vehicles to vendors for return to service;
- **Vehicle and Equipment Acquisitions** – consults with District government agencies about vehicle needs, ensures these agencies have sufficient budget authority to meet their needs, procures vehicles, and reduces unnecessary vehicles from the fleet; and
- **Fleet Administrative Support** - provides administrative and managerial personnel and nonpersonal services support for the District-wide fleet operations. This includes, but is not limited to, uniform rentals, office supplies, information technology acquisitions, as well as information technology Software Maintenance/License renewals.

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

### **Division Structure Change**

The Department of Public Works has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table KT0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table KT0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management</b>								
((1010) Personnel	895	727	755	28	5.2	6.4	6.9	0.6
(1015) Training and Employee Development	542	519	464	-56	3.4	3.4	3.0	-0.4
(1017) Labor Management Partnerships	91	51	117	66	1.4	0.4	1.0	0.6
(1020) Contracting and Procurement	740	949	592	-358	9.2	8.4	6.0	-2.4
(1030) Property Management	15,046	10,559	10,192	-367	6.2	6.4	6.0	-0.4
(1040) Information Technology	3,081	1,712	1,470	-242	13.4	11.4	11.0	-0.4
(1055) Risk Management	480	524	362	-161	3.4	4.4	3.0	-1.4
(1060) Legal	48	51	0	-51	0.4	0.4	0.0	-0.4
(1080) Communications	352	373	360	-13	4.9	3.9	4.0	0.1
(1085) Customer Service	79	86	0	-86	1.0	1.0	0.0	-1.0
(1090) Performance Management	421	610	1,352	743	2.4	5.4	10.0	4.6
(SNOW) District of Columbia Snow Program	0	0	5,230	5,230	0.0	0.0	1.0	1.0
<b>Subtotal (1000) Agency Management</b>	<b>21,774</b>	<b>16,160</b>	<b>20,894</b>	<b>4,734</b>	<b>51.2</b>	<b>51.8</b>	<b>51.9</b>	<b>0.0</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Budget Operations	2,065	385	601	217	5.0	3.0	5.0	2.0
(120F) Accounting Operations	1,960	1,557	1,328	-229	20.8	19.0	16.0	-3.0
(130F) ACFO	1,256	1,339	1,553	214	11.0	11.0	12.0	1.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>5,280</b>	<b>3,281</b>	<b>3,482</b>	<b>201</b>	<b>36.8</b>	<b>33.0</b>	<b>33.0</b>	<b>0.0</b>
<b>(4000) Fleet Management</b>								
(4010) Fleet Consumables	14,064	1,185	1,149	-36	19.4	15.0	9.0	-6.0
(4020) Scheduled Fleet Maintenance	6,988	762	1,234	472	70.5	5.0	13.0	8.0
(4030) Unscheduled Vehicle and Equipment Repairs	5,244	12,392	7,685	-4,707	33.2	114.0	73.0	-41.0
(4040) Vehicle and Equipment Acquisitions	1,462	1,532	4,987	3,454	6.6	8.0	14.0	6.0
(4050) Fleet Administrative Support	0	0	3,439	3,439	0.0	0.0	33.0	33.0
<b>Subtotal (4000) Fleet Management</b>	<b>27,758</b>	<b>15,871</b>	<b>18,494</b>	<b>2,623</b>	<b>129.8</b>	<b>142.0</b>	<b>142.0</b>	<b>0.0</b>
<b>(5000) Parking Enforcement Management</b>								
(5010) Parking Regulations Enforcement	21,038	19,366	18,617	-749	317.7	310.0	298.0	-12.0
(5020) Towing	4,331	3,728	3,778	51	50.4	59.0	58.0	-1.0
(5030) Abandoned and Junk Vehicles	2,331	2,221	1,188	-1,032	24.7	30.0	13.0	-17.0
<b>Subtotal (5000) Parking Enforcement Management</b>	<b>27,701</b>	<b>25,314</b>	<b>23,584</b>	<b>-1,730</b>	<b>392.8</b>	<b>399.0</b>	<b>369.0</b>	<b>-30.0</b>

(Continued on next page)

**Table KTO-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(6000) Solid Waste Management</b>								
(6010) Enforcement of Sanitation Regulations	5,834	5,104	3,857	-1,246	84.7	60.0	35.0	-25.0
(6020) Public Space Cleaning	36,313	25,349	23,736	-1,613	397.9	396.0	380.0	-16.0
(6030) Sanitation Collections and Removals	21,837	18,896	18,115	-781	278.3	286.0	274.0	-12.0
(6040) Sanitation Disposal	13,663	13,013	13,644	631	61.8	61.0	56.0	-5.0
<b>Subtotal (6000) Solid Waste Management</b>	<b>77,647</b>	<b>62,362</b>	<b>59,353</b>	<b>-3,009</b>	<b>822.7</b>	<b>803.0</b>	<b>745.0</b>	<b>-58.0</b>
No Activity Assigned	-400	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal</b>	<b>-400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>159,760</b>	<b>122,987</b>	<b>125,807</b>	<b>2,819</b>	<b>1,433.2</b>	<b>1,428.8</b>	<b>1,340.9</b>	<b>-88.0</b>

(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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Budget Changes**

**Intra-Agency Adjustments:** The personal services portion of DPW increased by \$1,376,000 due to annual increases in step and fringe benefits. Supplies and equipment were also increased by \$326,000 and \$463,000, respectively. The agency absorbed these costs through reductions to Additional Gross Pay by \$809,000, Overtime by \$198,000, Other Services and Charges by \$35,000 and Contractual Services by \$1,123,000. In addition, 15.9 FTEs were reduced.

**Cost Increase:** To continue DPW's ability to operate efficiently and to maintain a clean city for its citizens, a policy decision was made to provide \$400,000 for Additional Gross Pay and \$300,000 for the Sweeper-cam contract. The agency's citywide fleet and solid waste management services intra-District budget increased by a net \$1,649,192 over FY 2011.

**Shift:** A portion of DPW's Special Purpose Revenue (SPR) funds were shifted to Local funds. This shift included \$370,891 and 4.0 FTEs.

**Transfer Out:** DPW's Local fund budget decreased by \$397,334 due to a transfer of the information technology assessment to Office of the Chief Technology Officer (OCTO).

**Cost Savings:** The operations of the Department of Public Works were reviewed in 2011. In an effort to achieve efficiency and provide adequate services to the people of the District of Columbia, DPW eliminated 69.1 FTEs and realized a cost savings of \$4,190,976. Also, DPW shifted \$575,989 and 8.0 FTEs from local funds to SPR to support the activities of the agency.

**Transfer In:** The District Department of Transportation (DDOT) and DPW work in conjunction to manage snow cleaning efforts within the District. Beginning in FY 2012, DPW will retain a majority of the funding for snow cleaning efforts. This decision resulted in a shift of \$5,322,454, which includes the transfer of 1.0 FTE, from DDOT to DPW.

**Protected Programs:** A clean city with a superior public works program is one of the District's highest priorities, and the proposed cost savings will not affect DPW's ability to perform its core services. The trash and recycling collection, nuisance abatement, street sweeping, and leaf removal programs will remain at the same exceptional level in FY 2012. Focused litter control programs in Adams Morgan, the U Street Neighborhood, and the H Street Corridor will continue, and the graffiti removal program remains strong.

Fleet Administration will continue to operate at full capacity, providing preventive and unscheduled maintenance, fuel management, and vehicle acquisition. The fleet share program, which allows District agencies to share vehicles for work activities, will continue in FY 2012.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

This table KT0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table KT0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>96,441</b>	<b>1,223.8</b>
Cost Increase: Increase in personal services for step increase and fringe benefits	Multiple Programs	1,376	-15.9
Cost Decrease: Decrease in Additional Gross Pay	Multiple Programs	-809	0.0
Cost Decrease: Decrease agency Overtime	Multiple Programs	-198	0.0
Cost Increase: Increase in Supplies	Multiple Programs	326	0.0
Cost Decrease: Decrease in Other Services and Charges	Multiple Programs	-35	0.0
Cost Decrease: Decrease in Contractual Services	Multiple Programs	-1,123	0.0
Cost Increase: Increase in Equipment	Multiple Programs	463	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>96,441</b>	<b>1,207.9</b>
Transfer In: Snow program from DDOT	Agency Management	5,322	1.0
Cost Increase: Increase in Contracts	Solid Waste Management	300	0.0
Cost Decrease: Decrease in Personal Services and elimination of FTEs	Solid Waste Management	-2,512	-43.9
Transfer Out: Transfer Local portion of the IT Assessment to OCTO	Agency Management	-397	0.0
Shift: Special Purpose Revenue Funds	Parking Enforcement Management	371	4.0
Cost Increase: Increase in Additional Gross Pay	Multiple Programs	400	0.0
Cost Decrease: Decrease in administrative cost	Agency Management	-451	0.0
Shift: Personal Services cost and FTEs to SPR	Solid Waste Management	-576	-8.0
Cost Decrease: Decrease in Personal Services and eliminate FTEs	Parking Enforcement Management	-1,679	-25.2
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>97,219</b>	<b>1,135.8</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>5,470</b>	<b>25.0</b>
Cost Increase: Increase in nonpersonal services cost	Multiple Programs	520	0.0
Cost Decrease: Decrease in personal services cost	Multiple Programs	-333	-3.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>5,657</b>	<b>22.0</b>
Shift: Convert Special Purpose Revenue funds to Local and FTEs	Parking Enforcement Management	-371	-4.0
Shift: Local funds and FTEs to Special Purpose Revenue funds	Solid Waste Management	576	8.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>5,862</b>	<b>26.0</b>

(Continued on next page)

**Table KTO-5 (continued)**  
(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>21,076</b>	<b>180.0</b>
Cost Decrease: Personal services cost for share services	Multiple Programs	-97	-1.0
Cost Increase: Increase in nonpersonals services	Multiple Programs	946	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>21,925</b>	<b>179.0</b>
Cost Increase: Increase in Other Services and Charges	Solid Waste Management	800	0.0
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>22,725</b>	<b>179.0</b>
<b>Gross for KTO - Department of Public Works</b>		<b>125,807</b>	<b>1,340.9</b>

(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 2012:

### 1. Office of the Director (OD)

Objective 1: Efficiently and effectively manage the resources and operations of the department.

### 2. Solid Waste Management Administration (SWMA)

Objective 1: Keep DC Clean. Increase the cleanliness of the District's residential neighborhoods, high-visibility commercial areas, gateway corridors and industrial zones.

## Solid Waste Management Administration (SWMA)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of the District's Gateways, commercial and residential areas rated "clean" or "moderately clean" <sup>1</sup>	90.7%	95.0%	90.8%	95.0%	95.0%	95.0%
Percentage of trash collection routes completed on the scheduled day	99.6%	99.8%	95.1%	99.8%	99.8%	99.8%
Complaint rate for missed trash and yard waste collections per 10,000 residential collections	20	10	16	8	6	6
Complaint rate for missed trash and yard waste collections per 10,000 residential collections (excluding snow season) <sup>2</sup>	17	10	14	8	6	6
Cost per ton to collect trash and yard waste <sup>3</sup>	\$199.79	\$180.00	\$169.20	\$165.00	\$165.00	\$165.00
Percentage of residential recycling collection routes completed on the scheduled day	99.9%	99.8%	95.1%	99.8%	99.8%	99.8%
Complaint rate for missed residential recycling collections per 10,000 collections	6	6	4	4	4	4
Cost per ton to collect recyclables <sup>4</sup>	\$294.30	\$290.00	\$303.33	\$300.00	\$295.00	\$295.00
Residential recycling diversion rate <sup>5</sup>	24.1%	25.0%	21.7%	30.0%	30.0%	30.0%
Percentage sanitation enforcement requests resolved within 5 business days <sup>6</sup>	95.2%	95%	68.0%	95.0%	95.0%	95.0%
Percentage of bulk pickup requests collected on day of appointment <sup>7</sup>	97.9%	99%	90.1%	95.0%	95.0%	95.0%

### 3. Parking Enforcement Management Administration (PEMA)

**Objective 1:** Ensure parking opportunities for District residents, businesses and visitors by enforcing parking regulations.

#### Parking Enforcement Management Administration (PEMA)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of Residential Parking Permit (RPP) program blocks covered by daily enforcement	21.3%	60.0%	23.6%	75.0%	80.0%	85.0%
Percentage of call-in requests for Residential Parking Permit (RPP) enforcement responded to within 4 hours	New Measure	98.0%	95.3%	98.0%	98.0%	98.0%
Percentage of general enforcement requests responded to within 4 hours	New Measure	98%	94.6%	98%	98%	98%
Cost per ticket issued (measured by Personnel Services/# of tickets)	\$11.15	Not Available	\$13.81	\$14.50	\$14.50	\$14.50
Percentage improvement in productivity of PEOs utilizing a Segway or bicycle (# of tickets written in FY 2009 = 154,554).	Baseline	Not Available	Not Available	10%	15%	15%
Percentage reduction in fuel usage by the Parking Control Division compared to FY 2009 baseline (Gallons used in FY 2009 = 66,742.90)	Baseline	Not Available	Not Available	5%	10%	15%
Percentage of parking tickets upheld	96%	95%	98.0%	99%	99%	99%
Percentage of challenged parking tickets upheld by adjudication	54%	38.8%	46.2%	90%	90%	90%
Percentage of reported abandoned vehicles on public space resolved within 5 business days	80.8%	90%	86.9%	90%	90%	90%

PEO: Parking Enforcement Officer

**4. Fleet Management Administration (FMA)**

**Objective 1:** Ensure that at least 95 percent of mission critical equipment will be available to all agencies, while reducing the environmental impact of the District’s fleet.

**Fleet Management Administration (FMA)**

<b>Measure</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Target</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Projection</b>	<b>FY 2013 Projection</b>
Percentage of mission critical fleet maintained by DPW available for daily operations	100.0%	95.0%	96.6%	95.0%	95.0%	95.0%
Percentage citywide compliance with preventive maintenance appointments	76%	90.0%	66.7%	90.0%	90.0%	90.0%
Percentage agency compliance with preventive maintenance appointments	New Measure	90.0%	83.5%	90.0%	90.0%	90.0%
Percentage light vehicle maintenance (excluding engine, transmission and body work) completed within 24 hours	83.2%	95.0%	72.3%	95.0%	95.0%	95.0%
Percentage of mechanics with at least one ASE or professional certification	28.0%	25.0%	47.2%	55%	55%	55%
Percentage reduction of unleaded fuel usage (Gallons used in FY 2009 = 2,612,646.54)	New Measure	Not Available	23%	23%	25%	25%
Percentage increase in alternative fuel consumed (FY 2009 baseline = 225,099.41)	Baseline year	New Measure	9.0%	12.0%	20.0%	23.0%

ASE: Automotive Service Excellence

**Performance Plan Endnotes:**

1. The Clean City Ratings grade the level of cleanliness of the major corridors/interstate highways, high visibility communities, residential streets and alleys and industrial areas within the Wards on a scale of 1 to 4, with 1 being the best rating (clean) and 4 being the worst rating (hazardous).
2. Accounting for record setting snowfall is a common practice throughout the country. (*Municipal Benchmarks* by D.A. Ammons, 2001, pp. 401-402)
3. The FY 2010 cost per ton is calculated from accounting system of record data and data reports through July 31, 2010. The calculations are for trash collection only and do not include vehicle replacement or disposal costs.
4. The FY 2010 cost per ton is calculated from accounting system of record data and data reports through July 31, 2010. The calculations are for recyclable collection only and do not include vehicle replacement or processing costs.
5. The diversion rate represents the portion of total discarded materials collected by DPW that is diverted from disposal through recycling. It is calculated by dividing the weight of DPW collected recyclables by the weight of DPW collected refuse and recyclables. According to WasteAge, a 25 percent recycling diversion rate is common for many cities, although recycling programs vary by jurisdiction. [http://wasteage.com/mag/waste\\_recyclings\\_rising\\_rates/](http://wasteage.com/mag/waste_recyclings_rising_rates/)
6. Outcome is affected by system issues with 311.
7. Web portal should have a positive impact on the ratio.

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# Department of Transportation

[www.ddot.dc.gov](http://www.ddot.dc.gov)

Telephone: 202-673-6813

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$119,087,808	\$97,198,578	\$128,121,199	31.8
FTEs	334.2	320.0	568.3	77.6

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The District Department of Transportation's (DDOT) mission is to enhance the quality of life for District residents and visitors by ensuring that people and goods move safely with minimal adverse impact on residents and the environment.

## Summary of Services

DDOT executes its mission through the work of seven divisions: the Infrastructure Project Management Administration designs and builds roads and bridges, rails and other transportation projects; the Progressive Transportation Services Administration provides public transportation service through Metro and the Circulator bus system; the Transportation Operations Administration ensures a safe and user-friendly transportation environment; the Planning, Policy and Sustainability Administration

develops strategic goals for the agency; the Urban Forestry Administration maintains the District's street trees, providing our community with traffic calming, improved air quality, increased ground water retention that minimizes runoff and flooding, temperature moderation, and aesthetics; and the Agency Management and Agency Financial Operations divisions support DDOT's operations.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table KA0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KA0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	3,309	5,409	2,940	118,879	115,939	3,943.2
Dedicated Taxes	11,420	13,000	15,000	500	-14,500	-96.7
Special Purpose Revenue Funds	90,129	88,260	75,079	4,615	-70,464	-93.9
<b>Total for General Fund</b>	<b>104,857</b>	<b>106,669</b>	<b>93,020</b>	<b>123,994</b>	<b>30,974</b>	<b>33.3</b>
<b>Federal Resources</b>						
Federal Payments	2,852	6,364	0	0	0	N/A
Federal Grant Funds	3,211	3,053	3,800	4,127	327	8.6
<b>Total for Federal Resources</b>	<b>6,064</b>	<b>9,418</b>	<b>3,800</b>	<b>4,127</b>	<b>327</b>	<b>8.6</b>
<b>Private Funds</b>						
Private Donations	0	94	0	0	0	N/A
<b>Total for Private Funds</b>	<b>0</b>	<b>94</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Intra-District Funds</b>						
Intra-District Funds	5,510	2,908	379	0	-379	-100.0
<b>Total for Intra-District Funds</b>	<b>5,510</b>	<b>2,908</b>	<b>379</b>	<b>0</b>	<b>-379</b>	<b>-100.0</b>
<b>Gross Funds</b>	<b>116,431</b>	<b>119,088</b>	<b>97,199</b>	<b>128,121</b>	<b>30,923</b>	<b>31.8</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table KA0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table KA0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change</b>
<b>General Fund</b>						
Local Funds	72.1	0.0	0.0	566.3	566.3	N/A
Special Purpose Revenue Funds	194.9	331.0	3170	0.0	-3170	-100.0
<b>Total for General Fund</b>	<b>267.0</b>	<b>331.0</b>	<b>3170</b>	<b>566.3</b>	<b>249.3</b>	<b>78.6</b>
<b>Federal Resources</b>						
Federal Grant Funds	0.0	0.0	0.0	2.0	2.0	N/A
<b>Total for Federal Resources</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2.0</b>	<b>2.0</b>	<b>N/A</b>
<b>Intra-District Funds</b>						
Intra-District Funds	4.0	3.1	3.0	0.0	-3.0	-100.0
<b>Total for Intra-District Funds</b>	<b>4.0</b>	<b>3.1</b>	<b>3.0</b>	<b>0.0</b>	<b>-3.0</b>	<b>-100.0</b>
<b>Total Proposed FTEs</b>	<b>271.0</b>	<b>334.2</b>	<b>320.0</b>	<b>568.3</b>	<b>248.3</b>	<b>77.6</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table KA0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KA0-3**  
(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
11 - Regular Pay - Cont Full Time	12,813	9,723	9,690	24,273	14,583	150.5
12 - Regular Pay - Other	2,406	4,306	3,854	5,816	1,962	50.9
13 - Additional Gross Pay	860	1,340	283	365	82	29.1
14 - Fringe Benefits - Curr Personnel	3,030	3,612	2,752	6,429	3,677	133.6
15 - Overtime Pay	995	2,194	1,028	775	-253	-24.6
<b>Subtotal Personal Services (PS)</b>	<b>20,104</b>	<b>21,176</b>	<b>17,606</b>	<b>37,658</b>	<b>20,052</b>	<b>113.9</b>
20 - Supplies and Materials	959	1,090	1,100	903	-197	-17.9
30 - Energy, Comm. and Building Rentals	14,428	12,623	14,131	12,251	-1,880	-13.3
31 - Telephone, Telegraph, Telegram, Etc.	1,403	1,292	1,349	1,635	286	21.2
32 - Rentals - Land and Structures	2,825	3,247	3,530	3,530	0	0.0
33 - Janitorial Services	267	567	197	181	-15	-7.8
34 - Security Services	1,383	780	829	419	-410	-49.5
35 - Occupancy Fixed Costs	466	755	534	150	-384	-71.9
40 - Other Services and Charges	3,731	6,213	4,756	4,155	-600	-12.6
41 - Contractual Services - Other	22,833	24,874	15,291	13,670	-1,622	-10.6
50 - Subsidies and Transfers	47,225	46,178	37,105	53,069	15,964	43.0
70 - Equipment and Equipment Rental	805	293	770	500	-271	-35.1
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>96,327</b>	<b>97,912</b>	<b>79,593</b>	<b>90,463</b>	<b>10,870</b>	<b>13.7</b>
<b>Gross Funds</b>	<b>116,431</b>	<b>119,088</b>	<b>97,199</b>	<b>128,121</b>	<b>30,923</b>	<b>31.8</b>

\*Percent change is based on whole dollars.

## Division Description

The Department of Transportation operates through the following 7 divisions:

**Urban Forestry Administration** - establishes a full population of street trees within the District of Columbia and ensures that the trees lining the District's roadways are maintained in a healthy and safe environment. This division also provides educational information to District residents about the benefits of growing trees and encourage planting of appropriate tree species in our urban environment.

**Infrastructure Project Management Administration (IPMA)** - manages the design, engineering and construction of roadways, bridges, traffic signals, and alley projects in the District of Columbia. IPMA also manages special construction projects and all roadway assets.

This division contains the following 3 activities:

- **Project Development and Management** – Supports ward-based teams that design and construct transportation infrastructure projects. They manage the condition of the streets, sidewalks and alleys - DDOT's most visible work. This division is overseen by the Deputy Chief Engineer for Design and Construction Team Management;
- **Preventive and Routine Roadway Maintenance** – protects the quality of the District's streets, bridges, tunnels, alleys and sidewalks. This function maintains an inventory and condition assessment of all DDOT assets and tests and evaluates all construction materials used in DDOT projects; and
- **Rights-of-Way** – manages the transfer of funds to the local roads program.

**Progressive Transportation Services** – provides the public with efficient, affordable and diverse means of travel within the District of Columbia by providing funding, policy recommendations, and coordination services to the Washington Metropolitan Area Transit Authority (WMATA).

This division contains the following 6 activities:

- **Mass Transit** – provides fiduciary and operational oversight in collaboration with WMATA and

designs and formulates alternative means of transportation to reduce congestion and parking problems with innovative transportation options, such as bike-sharing and car-sharing;

- **School Subsidy Program** – provides the District of Columbia's student population with efficient, affordable, and reliable means of travel to and from school. DDOT manages the program in conjunction with WMATA, the D.C. Public Schools, and D.C. Public Charter Schools;
- **Streetcar** - plans, manages, and builds a modern streetcar transportation network that complements the existing transit operations to support and create neighborhood linkages for the District residents;
- **Circulator** - plans and manages the operation of the Circulator buses that complement the existing transportation network;
- **WMATA Bus Non-regional** - plans and supervises the operation of non-regional buses; and
- **Reduced Fares East of River** - manages the fare buy-down on several bus routes in southeast DC.

**Planning, Policy and Sustainability** – establishes broad strategic goals to guide multi-modal program development, formulates the policies necessary to implement these goals, and ensures compliance with these goals and policies through plan review and permitting.

This division contains the following 3 activities:

- **Policy Development** – is comprised of three branches: the Public Space Policy Branch, which develops policies that govern the use of public space, such as sidewalks, underground vaults and special projects; the Transportation Systems Policy Branch, which implements thematic programs including safety, and pedestrian and bicycle programs; and the Research and Technology Development Branch, which provides best practices in transportation, manages the DDOT library and archives, and performs program evaluation to measure effectiveness;
- **Public Space Management** – manages the Public Space Committee; issues permits to developers, vendors and utilities; and assumes responsibility for the overall management of DC public space; and

- **Planning** - develops vehicular and non-vehicular transportation projects and activities, including planning and designing bicycle and pedestrian transportation projects and initiatives.

**Transportation Operations (TOA)** - maintains the integrity of public assets, such as roadways, sidewalks, traffic calming devices, streetlights, and parking meters. TOA also operates the transportation system, ensuring a safe and user-friendly driver, commuter, and pedestrian environment.

This division contains the following 9 activities:

- **Citywide Program Support** – manages operations and condition of the single and multi-space parking meters and the District's street, alley, bridge, tunnel and navigation lighting systems;
- **Intelligent Transportation Systems** – reviews, assesses, integrates, and implements the latest available technologies to enhance the District of Columbia's transportation infrastructure;
- **Office of the Associate Director** – provides management for the various functions of the administration, including snow;
- **Systems Inspection and Oversight** – initiates inspections and monitoring of construction and related activities located in the public right-of-way to minimize the impact on the transportation infrastructure within the District of Columbia;
- **Special Events** – provides traffic support and management to special events such as parades, protests, concerts, and sporting events;
- **Street and Bridge Maintenance** – performs proactive and preventive maintenance to ensure safe passage on all District roads, sidewalks, bridges, and alleys;
- **Transportation Operations and Traffic Management** – provides traffic regulation and safety services to pedestrians, cyclists, and motorists in the District of Columbia so that they can move about safely in the city and avoid personal injury and property damage;
- **Traffic Services Field Operations** – installs and maintains traffic control devices such as signs, pavement markings, traffic signals, and streetlights; and
- **Parking Meters, Streetlight and Snow** – provides quality control and management for the daily

operation of the District's streetlights and parking meters; also provides passable streets and designated public space for District residents, commuters, visitors, and businesses so that they can safely use roadways and bridges during and after a snow event.

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

### **Division Structure Change**

In FY 2012, the agency consolidated some divisions and/or activities. The proposed division structure changes are provided in the Agency Realignment appendix to the proposed budget, which is located at [www.cfo.dc.gov](http://www.cfo.dc.gov) on the Annual Operating Budget and Capital Plan page.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table KA0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table KA0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management</b>								
(1010) Personnel	1,021	824	2,240	1,416	6.7	8.0	27.0	19.0
(1015) Training and Employment Development	13	13	175	162	0.0	0.0	2.0	2.0
(1020) Contracting and Procurement	865	3	1,579	1,576	0.0	0.0	17.0	17.0
(1030) Property Management	9,360	9,027	8,633	-394	0.0	2.0	8.0	6.0
(1040) Information Technology	885	893	2,913	2,020	0.7	1.0	19.0	18.0
(1050) Financial Management	1,403	650	1,444	794	0.0	0.0	8.0	8.0
(1055) Risk Management	540	253	613	360	2.2	1.0	4.0	3.0
(1060) Legal	84	84	54	-30	0.0	0.0	0.0	0.0
(1070) Fleet Management	3,034	2,870	3,631	761	0.0	0.0	0.0	0.0
(1080) Communications	120	149	338	190	0.7	2.0	4.0	2.0
(1085) Customer Service	25	10	579	569	0.0	0.0	8.0	8.0
(1090) Performance Management	896	543	649	105	5.1	6.0	5.0	-1.0
<b>Subtotal (1000) Agency Management</b>	<b>18,247</b>	<b>15,319</b>	<b>22,848</b>	<b>7,529</b>	<b>15.4</b>	<b>20.0</b>	<b>102.0</b>	<b>82.0</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Budget Operations	688	727	1,512	785	4.4	6.0	13.0	7.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>688</b>	<b>727</b>	<b>1,512</b>	<b>785</b>	<b>4.4</b>	<b>6.0</b>	<b>13.0</b>	<b>7.0</b>
<b>(9960) Year End Close</b>								
No Activity Assigned	-138	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (9960) Year End Close</b>	<b>-138</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(AT00) Alternative Transportation</b>								
(ALTP) Alternative Transportation	3,666	0	0	0	4.6	0.0	0.0	0.0
<b>Subtotal (AT00) Alternative Transportation</b>	<b>3,666</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(GM00) Greenspace Management</b>								
(TMOW) Mowing	1,474	0	0	0	0.0	0.0	0.0	0.0
(TRMT) Tree Management	516	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (GM00) Greenspace Management</b>	<b>1,989</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(GR00) Urban Forestry Administration</b>								
(GSSM) Green Partnership and Stewardship Management	0	1,796	1,937	142	0.0	0.0	10.0	10.0
<b>Subtotal (GR00) Urban Forestry Administration</b>	<b>0</b>	<b>1,796</b>	<b>1,937</b>	<b>142</b>	<b>0.0</b>	<b>0.0</b>	<b>10.0</b>	<b>10.0</b>

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**Table KA0-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(IN00) Infra Development and Maintenance</b>								
(PROJ) Project Development and Management	1,193	0	0	0	11.6	0.0	0.0	0.0
(PRRM) Preventive and Routine Roadway Maintenance	35,303	2,940	0	-2,940	3.6	0.0	0.0	0.0
(TREE) Trees	94	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (IN00) Infra Development and Maintenance</b>	<b>36,590</b>	<b>2,940</b>	<b>0</b>	<b>-2,940</b>	<b>15.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(IS00) Infrastructure Project Management Administration</b>								
(PRDM) Project Development and Management	0	750	1,058	308	0.0	17.0	13.0	-4.0
(PREV) Preventive and Routine Roadway Maintenance	0	349	722	373	0.0	4.0	8.0	4.0
(RITW) Rights-of-Way	0	31,690	583	-31,107	0.0	0.0	9.0	9.0
<b>Subtotal (IS00) Infrastructure Project Management Admin.</b>	<b>0</b>	<b>32,789</b>	<b>2,363</b>	<b>-30,425</b>	<b>0.0</b>	<b>21.0</b>	<b>30.0</b>	<b>9.0</b>
<b>(PR00) Planning and Research</b>								
(PLNN) Planning	60	0	0	0	0.0	0.0	0.0	0.0
(PODV) Policy Development	687	0	0	0	2.9	0.0	0.0	0.0
(PUSM) Public Space Management	4,143	0	0	0	49.3	0.0	0.0	0.0
<b>Subtotal (PR00) Planning and Research</b>	<b>4,890</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>52.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(PT00) Progressive Transportation Services</b>								
(CIRL) Circulator	0	0	12,614	12,614	0.0	0.0	0.0	0.0
(MATR) Mass Transit	0	3,513	5,175	1,662	0.0	5.0	11.0	6.0
(OPBU) WMATA Bus Non-Regional	0	0	31,509	31,509	0.0	0.0	0.0	0.0
(REDF) Reduced Fares East of River	0	0	1,570	1,570	0.0	0.0	0.0	0.0
(SCAR) Street Car	0	0	268	268	0.0	0.0	0.0	0.0
(SCHS) School Subsidy Program	0	0	6,058	6,058	0.0	0.0	3.0	3.0
<b>Subtotal (PT00) Progressive Transportation Services</b>	<b>0</b>	<b>3,513</b>	<b>57,195</b>	<b>53,681</b>	<b>0.0</b>	<b>5.0</b>	<b>14.0</b>	<b>9.0</b>
<b>(PU00) Planning, Policy and Sustainability</b>								
(POLD) Policy Development	0	687	1,701	1,014	0.0	2.0	7.0	5.0
(SPMG) Public Space Management	0	3,772	4,173	401	0.0	66.0	50.0	-16.0
(TPLN) Planning	0	3,060	3,347	287	0.0	0.0	0.0	0.0
<b>Subtotal (PU00) Planning, Policy and Sustainability</b>	<b>0</b>	<b>7,519</b>	<b>9,221</b>	<b>1,702</b>	<b>0.0</b>	<b>68.0</b>	<b>57.0</b>	<b>-11.0</b>

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**Table KAO-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(TR00) Transportation Operations</b>								
(ALTT) Alternative Transportation	6,311	0	0	0	0.0	0.0	0.0	0.0
(CWPS) Citywide Program Support	0	0	13,845	13,845	0.0	0.0	6.0	6.0
(ITSO) Intelligent Transportation Systems	0	0	289	289	0.0	0.0	3.0	3.0
(OAIT) Office of the Associate Director	0	0	1,806	1,806	0.0	0.0	6.0	6.0
(PSSP) Parking Meters, Streetlights and Snow Program	0	22,196	283	-21,913	0.0	3.0	0.0	-3.0
(SIOD) System Inspection and Oversight	0	367	1,989	1,622	0.0	3.0	30.0	27.0
(SMSM) Signs, Markings and Signal Maintenance	0	295	0	-295	0.0	2.0	0.0	-2.0
(SPET) Special Events	0	0	544	544	0.0	0.0	2.0	2.0
(STBM) Street and Bridge Maintenance	0	423	5,458	5,035	0.0	3.0	97.5	94.5
(TFLO) Traffic Flow	14,753	2,461	0	-2,461	240.8	34.0	0.0	-34.0
(TOTM) Transportation Operations and Traffic Management	0	6,834	8,168	1,334	0.0	155.0	187.8	32.8
(TSFO) Traffic Services Field Operations	0	0	663	663	0.0	0.0	10.0	10.0
(TSFY) Transportation Safety	11,950	20	0	-20	1.5	0.0	0.0	0.0
(TSNW) Snow	20,142	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (TR00) Transportation Operations</b>	<b>53,156</b>	<b>32,596</b>	<b>33,045</b>	<b>449</b>	<b>242.3</b>	<b>200.0</b>	<b>342.3</b>	<b>142.3</b>
<b>Total Proposed Operating Budget</b>	<b>119,088</b>	<b>97,199</b>	<b>128,121</b>	<b>30,923</b>	<b>334.2</b>	<b>320.0</b>	<b>568.3</b>	<b>248.3</b>

(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 Division Summary By Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Budget Changes**

**Shift:** Due to the change in the structure of the Unified Fund, \$72,076,816 and 317.0 FTEs were shifted from Special Purpose Revenue (SPR) to Local funds. To retain the same funding level as FY 2011, a decrease of \$10,517,500 in Local funds was made. In addition, \$15,000,000 of Dedicated Taxes transferred from DDOT to WMATA to support its operational cost. DDOT shifted \$26,000 of funds previously designated as SPR to Local funds. These funds will continue to support the mission of the agency. The agency shifted \$500,000 from Local funds to Dedicated Taxes to fund the Capital Bikeshare Advertisements Contract. Also, \$15,470,670 and 302.1 FTEs were shifted from the Capital budget to Local funds to support the operations of the agency.

**Transfers:** As part of the restructuring of DDOT, funding for local District transportation was transferred from WMATA to DDOT. These included funding for the School Transit Authority at a cost of \$6,058,000, non-regional bus service at a cost of \$32,729,000, and the Circulator bus at a cost of \$11,718,000. DDOT will spend these funds in FY 2012 by making an intra-District transfer to WMATA. DDOT and the Department of Public Works (DPW) work in conjunction to manage snow cleaning efforts within the District. Beginning in FY 2012, DPW will retain a majority of the funding for snow cleaning efforts. This decision resulted in a transfer of \$5,322,454 and 1.0 FTE from DDOT to DPW. DDOT's Local fund budget decreased by \$291,000 due to a transfer of the information technology assessment to Office of the Chief Technology Officer.

**Cost Savings:** DDOT eliminated 62.8 vacant FTEs and will achieve an overall savings of \$6,820,000 in Local Funds from personal and nonpersonal services. SPR funds decreased by \$218,000 and the intra-District budget was eliminated.

**Cost Increase:** Federal Grants revenue increased by a net \$328,000 due to new awards. In addition, SPR increased by \$1,106,454 due to increases in fares for the Circular: \$0.70 for Smartrip card users and \$1.00 for cash payments. In Local, there were increases in personal services cost of \$874,000 and 11.0 FTEs. This will fund five traffic control officers and six tree pruning officials. \$435,000 is provided to keep WMATA fare at the current level of \$1.00 for the Circulator Bus. Also, SPR increased by \$750,000 to fund the operating subsidy cost in WMATA.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table KA0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table KA0-5**

(dollars in thousands)

	DIVISION	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>2,940</b>	<b>0.0</b>
Shift: Capital FTEs to Local funds	Multiple Programs	15,471	302.1
Shift: Shift personal services budget authority from Special Purpose Revenue fund to Local funds due to the reorganization of Unified Fund	Multiple Programs	17,348	317.0
Shift: Shift nonpersonal services budget authority from Special Purpose Revenue funds to Local funds due to the reorganization of Unified Fund	Multiple Programs	54,729	0.0
Cost Decrease: Operating cost	Multiple Programs	-10,518	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>79,969</b>	<b>619.1</b>
Cost Increase: Increase personal services cost	Multiple Programs	874	11.0
Cost Increase: Increase in subsidies and transfers	Progressive Transportation Services	435	0.0
Shift: Shift Local funds to Dedicated Taxes	Progressive Transportation Services	-500	0.0
Transfer Out: Transfer information technology assessment cost to OCTO	Agency Management	-291	0.0
Cost Decrease: Decrease in personal services and 4.0 FTEs	Infrastructure Project Management Administration	-300	-4.0
Transfer In: Transfer from WMATA non-regional cost plus 4.7% increase	Progressive Transportation Services	32,729	0.0
Transfer In: Transfer from School Subsidy	Progressive Transportation Services	6,058	0.0
Transfer In: Transfer from KEO Circulator cost	Progressive Transportation Services	11,718	0.0
Cost Decrease: Decrease in operating cost and 2.0 FTEs	Progressive Transportation Services	-349	-2.0
Cost Decrease: Decrease in contract services by \$250,000 and supplies and materials by \$9,000	Urban Forestry Administration	-259	0.0
Cost Decrease: Decrease in operating cost	Planning, Policy and Sustainability	-180	0.0
Cost Decrease: Decrease in personal services cost and 29 FTEs	Transportation Operations	-1,492	-29.0
Cost Decrease: Decrease in operating cost and 17.8 FTEs	Agency Management	-2,161	-17.8
Cost Decrease: Decrease in operating cost and 10.0 FTEs	Planning, Policy and Sustainability	-768	-10.0
Cost Decrease: Decrease in personal services cost	Agency Financial Operations	-91	0.0
Transfer Out: Transfer Snow operation to DPW and 1.0 FTEs	Transportation Operations	-5,322	-1.0
Cost Decrease: Decrease Parking Meter Maintenance contract	Transportation Operations	-918	0.0
Cost Decrease: Decrease contractual services by \$7,000 and supplies and materials by \$20,000	Infrastructure Project Management Administration	-27	0.0
Cost Decrease: Decrease Streetcar support by \$198,020, and supplies and materials by \$38,000	Progressive Transportation Services	-236	0.0
Cost Decrease: Decrease in supplies and materials	Planning, Policy and Sustainability	-39	0.0
Shift: Convert Special Purpose Revenue to Local funds	Agency Management	26	0.0
Cost Increase: Increase in supplies	Agency Management	2	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>118,879</b>	<b>566.3</b>
<b>DEDICATED TAXES: FY 2011 Approved Budget and FTE</b>		<b>15,000</b>	<b>0.0</b>
Shift: Shift to WMATA	Infrastructure Project Management Administration	-15,000	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>0</b>	<b>0.0</b>
Shift: Shift from Local funds	Progressive Transportation Services	500	0.0
<b>DEDICATED TAXES: FY 2012 Proposed Budget and FTE</b>		<b>500</b>	<b>0.0</b>

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**Table KA0-5 (Continued)**  
(dollars in thousands)

	DIVISION	BUDGET	FTE
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>3,800</b>	<b>0.0</b>
Adjust: Increase in personal services and 2.0 FTEs	Multiple Programs	159	2.0
Cost Increase: Increases in supplies, \$43,880; other services and charges, \$45,883, and contracts, \$135,000	Multiple Programs	225	0.0
Cost Decrease: Decrease in equipment and equipment rental	Multiple Programs	-56	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>4,127</b>	<b>2.0</b>
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>4,127</b>	<b>2.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>75,079</b>	<b>317.0</b>
Shift: Shift operating cost to Local funds due to reorganization of the Unified Fund in Special Purpose Revenue funds	Multiple Programs	-72,077	-317.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>3,003</b>	<b>0.0</b>
Cost Increase: Increase in contractual services	Progressive Transportation Services	750	0.0
Adjust: OBP scrub to properly align budget	Agency Management	-218	0.0
Shift: Convert Special Purpose Revenue funds to Local funds	Multiple Programs	-26	0.0
Cost Increase: In fare by \$0.70 Smartrip and \$1 cash on Circulator	Progressive Transportation Services	1,106	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>4,615</b>	<b>0.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>379</b>	<b>3.0</b>
Cost Increase: Increase in personal services cost	Progressive Transportation Services	53	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>432</b>	<b>3.0</b>
Cost Decrease: Decrease in supplies and materials by \$100,000 and contractual services by \$60,784	Progressive Transportation Services	-161	0.0
Cost Decrease: Decrease in personal services cost and FTEs	Progressive Transportation Services	-271	-3.0
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>0</b>	<b>0.0</b>
<b>Gross for KA0 - Department of Transportation</b>		<b>128,121</b>	<b>568.3</b>

(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 2012:

### 1. Infrastructure Project Management Administration (IPMA)

**Objective 1:** Preserve existing transportation infrastructure including highways, bridges and other facil-

ities so that they cost-effectively meet or exceed their useful life expectancy.

**Objective 2:** When replacing assets, use updated designs that account for new focus on sustainability, particularly regarding alternative modes of transportation (transit, bicycle, pedestrian, etc) and reductions in the volume, velocity and pollutant load of storm water runoff.

## Infrastructure Project Management Administration

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of current year projects completed within 10% of budget (except for those with scope change)	93%	94%	91%	94%	94%	94%
Percentage of current year projects completed within 60 days of planned end date (except for those with scope change)	92%	94%	84%	94%	94%	94%
Percentage of blocks in paving plan completed	100%	100%	65%	100%	100%	100%
Percentage of streets in "Good" or "Excellent" condition*	61%	60%	60%	60%	60%	50%
Number of Structurally Deficient Bridges	19	18	18	17	16	14
Percentage of sidewalks in "Good" or "Excellent" condition	47%	46%	46%	50%	55%	60%
Fatality Rate per 100 million Vehicle Miles Traveled (VMT) <sup>1</sup>	1.08	1.05	0.69	Not Available	Not Available	Not Available
Percentage observed belt use in passenger vehicles <sup>2</sup>	93%	94%	92.3%	95%	96%	96%

## 2. Transportation Operations Administration (TOA)

Objective 2: Enhance operational efficiency, safety and customer service.

Objective 1: Ensure that the District's current transportation assets (traffic signals, parking meters, streetlights) are in good condition and utilized at their optimal capacity.

### Transportation Operations Administration

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Average percentage of parking meters working daily	97%	97%	97%	97%	97%	97%
Percentage of streetlights fixed within schedule of service (based on type of repair required)	Not Available	90%	98%	90%	90%	95%
Percentage of potholes filled within 48 hours	97.8%	95%	97%	95%	95%	95%
Number of public space violation citations per inspector labor hour	0.027	0.031	.02	0.034	0.038	0.4
Number of signs installed/replaced (includes permanent and emergency no parking signs)	42,173	30,000	28,962	30,000	30,000	30,000
Miles of pavement markings refreshed	27.8	30	107.63	30	30	30
Proportion of work generated by DDOT initiative (DDOT work orders divided by all work orders, including those initiated by residents)	Not Available	Not Available	62%	65%	68%	72%
Percentage of snow events where cleaning standards are met. (For each type of event, different goals are to be reached within a certain number of hours after the end of precipitation.)	75%	85%	100%	85%	85%	90%
Miles of bike lane markings installed <sup>3</sup>	4.5	5	5.15	10	10	5
Total violations written by Traffic Control Officers (TCOs) Annually	97,500	115,000	127,269	125,000	125,000	125,000
Number of citations per TCO	147	250	353	275	275	275

### 3. Policy Planning and Sustainability Administration (PPSA)

**Objective 1:** Ensure comprehensive and integrated transportation policies and planning.

**Objective 2:** Increase non-vehicular transportation mode share to meet the mobility and economic devel-

opment needs of the District, as well as reduce the use of fossil fuel and related climate change effects.

**Objective 3:** Improve management, regulation and maintenance of the public rights of way.

## Policy Planning and Sustainability Administration

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Membership in bike sharing program(s)	1,000+	2,000	2,100	5,000	10,000	15,000
Employers (100+ employees) providing transit subsidies	110	115	319	120	125	100
Percentage of zoning cases (BZA or Zoning Commission) with DDOT approved Transportation Demand Management Plans	80%	100%	100%	100%	100%	100%
Percentage of zoning case transportation impact reports submitted a minimum of 10 days before hearing	100%	100%	100%	100%	100%	100%
Percentage of Public Space Permits issued within 30 days	93.6%	95%	78.3%	95%	95%	95%
Online public space permits issued	Not Available	1,000	7,589	2,000	2,500	2,600
Vehicle Miles Traveled (in Millions) <sup>4</sup>	3,607.3	3,826.9	3,614.5	3,749	3,671	3,636.3

BZA: Board of Zoning Appeals

### 4. Progressive Transportation Service Administration

**Objective 1:** Increase and promote mass transportation modes to meet the mobility and economic development needs of the District.

## Progressive Transportation Service Administration (PTSA)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Farebox Recovery (percentage of cost covered by fare revenues)	17.9%	19.0%	32.5%	20.0%	20.0%	20.0%
Total Circulator Riders	2,329,097	3,761,272	4,645,198	4,687,000	4,780,740	4,876,000
Subsidy per Circulator Rider	\$2.62	\$2.50	\$2.23	\$2.50	\$2.50	\$2.50
Number of Students in School Transit Subsidy Program	13,875	14,000	47,493	14,200	14,600	15,000
Number of Students in SmarTrip Card pilot	Not Available	2,500	1,600	7,100	14,600	15,000
Total X1, X2, and X3 Ridership	3,060,589	4,756,047	2,850,824	4,874,948	4,996,822	5,121,742
Total Metrobus Riders	51,071,917	74,802,080	62,981,001	76,672,132	78,588,935	80,553,658
Total Metrorail Riders	92,779,630	129,230,240	123,803,338	132,460,996	135,772,521	139,166,834

**5. Urban Forestry Administration (UFA)**

**Objective 1:** Increase the number and health of street trees in order to provide District neighborhoods with an enhanced urban tree canopy. Urban tree canopy provides the following benefits that increase community livability: cleaner air and water, decreased storm water runoff, energy conservation through shading and community stability and cohesion.

**Urban Forestry Administration**

<b>Measure</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Target</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Projection</b>	<b>FY 2013 Projection</b>
Number of Street Trees under UFA Jurisdiction	144,000	144,000	144,000	144,000	144,000	144,000
Percentage of Street Tree Population Inspected	22.6%	24.0%	23.6%	26.0%	27.0%	28.0%
Number of Vegetation Plans written	0	4	3	4	4	4
Percentage of the newly planted trees cared for under the Stewardship program	25.0%	20.0%	14.9%	20.0%	20.0%	20.0%
Number of trees tended by BIDs	0	225	692	275	325	375
Percentage of Street Trees in a Healthy Condition	Not Available	87%	84%	87.5%	88.3%	89%
Number of Sq Ft of impervious surface removed from street tree plantings	Not Available	Not Available	Not Available	5,000	7,500	9,500
Certified Arborist (number of staff certified by the industry standard)	17	20	20	21	22	23
Municipal Specialist (number of staff certified by the industry standard)	5	5	5	7	9	10
Utility Arborist (number of staff certified by the industry standard)	1	1	1	3	5	6
Tree Risk Assessment (number of staff certified by the industry standard)	Not Available	9	9	10	11	12

BID: Business Improvement District

## 6. Office of the Director

Objective 1: Strengthen Agency staff through training and workforce development.

Objective 2: Improve the Agency's Customer Service functions.

### Office of the Director

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Host agency-level Tech Stat sessions for adherence to best practices standards	0	2	3	2	2	2
Average number of training/enrichment hours per employee <sup>5</sup>	0	24	24	24	24	24
Percentage of projects in which performance measures were developed/applied	10%	Not Available	Not Available	75%	80%	80%
Percentage of subgrantee's budget spent on programmatic costs <sup>6</sup>	Not Available	Not Available	Not Available	65%	65%	65%
Percentage of scheduled monitoring reports as defined in agency monitoring plan completed for each grant award <sup>7</sup>	Not Available	Not Available	Not Available	100%	100%	100%

#### Performance Plan Endnotes:

1. This data is only available in Calendar Year (CY). Data for projected fatalities is not available.
2. Observed rates of seatbelt use in the District typically exceed the national average. As a result, DDOT qualifies for special USDOT safety incentive grants. Funds are shared with MPD to enhance enforcement of safety laws and regulations.
3. Industry standard: DDOT is the entity collecting this information and the industry standard utilized was "Street Miles."
4. Metropolitan Washington Council of Governments data.
5. Automating tracking system in FY 2011 to improve reporting capabilities and timeliness.
6. The Wise Giving Alliance of the Better Business Bureau identifies 65 percent to be an industry standard for this measure <http://www.bbb.org/us/Charity-Standards/>. This metric measures all subgrantees' programmatic costs as a percentage of their overall costs.
7. Pursuant to section 11.4 of the Grants Manual and Source Book, all District agencies must complete monitoring reports. All District agencies should be in compliance with this standard. The standard is 100 percent.

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# Department of Motor Vehicles

<http://dmv.dc.gov>

Telephone: 202-737-4404

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$40,474,788	\$38,385,964	\$38,295,255	-0.2
FTEs	247.6	232.0	233.0	0.4

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The mission of the Department of Motor Vehicles (DMV) is to provide excellent customer service and to promote public safety by ensuring the safe operation of motor vehicles.

## Summary of Services

The DMV provides service to approximately 460,000 licensed drivers and identification card holders and 275,000 registered vehicles at three service centers. DMV conducts adjudication services and collects ticket payments for more than 2.5 million tickets each year. DMV also conducts over 200,000 annual vehicle inspections. Combining these services into a customer-centered, mission-driven organization is the responsibility of the Agency Management division.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table KV0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KV0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	26,376	26,630	23,868	24,786	918	3.8
Special Purpose Revenue Funds	11,258	9,606	11,821	8,280	-3,541	-30.0
<b>Total for General Fund</b>	<b>37,634</b>	<b>36,235</b>	<b>35,689</b>	<b>33,066</b>	<b>-2,623</b>	<b>-7.3</b>
<b>Federal Resources</b>						
Federal Grant Funds	540	154	0	0	0	N/A
<b>Total for Federal Resources</b>	<b>540</b>	<b>154</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Intra-District Funds</b>						
Intra-District Funds	3,262	4,086	2,697	5,230	2,532	93.9
<b>Total for Intra-District Funds</b>	<b>3,262</b>	<b>4,086</b>	<b>2,697</b>	<b>5,230</b>	<b>2,532</b>	<b>93.9</b>
<b>Gross Funds</b>	<b>41,435</b>	<b>40,475</b>	<b>38,386</b>	<b>38,295</b>	<b>-91</b>	<b>-0.2</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table KV0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table KV0-2**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	173.5	196.5	185.0	186.0	1.0	0.5
Special Purpose Revenue Funds	570	51.1	470	470	0.0	0.0
<b>Total for General Fund</b>	<b>230.5</b>	<b>247.6</b>	<b>232.0</b>	<b>233.0</b>	<b>1.0</b>	<b>0.4</b>
<b>Total Proposed FTEs</b>	<b>230.5</b>	<b>247.6</b>	<b>232.0</b>	<b>233.0</b>	<b>1.0</b>	<b>0.4</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table KV0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KV0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	13,094	12,129	12,467	12,964	497	4.0
12 - Regular Pay - Other	629	403	497	429	-68	-13.7
13 - Additional Gross Pay	81	234	0	0	0	N/A
14 - Fringe Benefits - Curr Personnel	2,960	2,883	2,791	3,232	441	15.8
15 - Overtime Pay	422	206	100	50	-50	-50.0
99 - Unknown Payroll Postings	5	3	0	0	0	N/A
<b>Subtotal Personal Services (PS)</b>	<b>17,191</b>	<b>15,858</b>	<b>15,854</b>	<b>16,674</b>	<b>819</b>	<b>5.2</b>
20 - Supplies and Materials	275	211	276	244	-32	-11.5
30 - Energy, Comm. and Bldg Rentals	738	594	512	512	0	0.0
31 - Telephone, Telegraph, Telegram, Etc	675	287	425	340	-85	-20.1
32 - Rentals - Land and Structures	597	575	438	438	0	0.0
33 - Janitorial Services	275	227	145	145	0	0.0
34 - Security Services	1,704	1,488	1,353	1,353	0	0.0
35 - Occupancy Fixed Costs	431	98	0	0	0	N/A
40 - Other Services and Charges	3,446	3,438	5,563	3,417	-2,146	-38.6
41 - Contractual Services - Other	15,948	17,282	13,538	14,981	1,443	10.7
70 - Equipment and Equipment Rental	155	417	281	192	-90	-31.9
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>24,244</b>	<b>24,617</b>	<b>22,532</b>	<b>21,622</b>	<b>-910</b>	<b>-4.0</b>
<b>Gross Funds</b>	<b>41,435</b>	<b>40,475</b>	<b>38,386</b>	<b>38,295</b>	<b>-91</b>	<b>-0.2</b>

\*Percent change is based on whole dollars.

### Division Description

The Department of Motor Vehicles operates through the following 7 divisions:

**Adjudication Services** – provides ticket processing, notices, and hearing and hearing support services to residents and non-residents, in order to render legally-sound decisions on parking, photo, and moving violations, and to ensure proper processing of violation and penalty payments for those infractions.

This division contains the following 3 activities:

- **Hearings** – provides fair and equitable reviews of ticket and permit violations for respondents so that they can resolve outstanding issues of liability;
- **Hearing Support** – provides intake, data review, records management, and administrative support functions to ensure accurate records and transmittal of information in support of adjudication hearings; and

- **Ticket Processing** – provides processed ticket information to create and maintain DMV’s database; provides scheduled notifications and information to residents and non-residents of the District of Columbia; and processes and tracks fines and penalty payments for tickets issued by traffic enforcement authorities.

**Vehicle Services** - provides certification and inspection services to residents, businesses, and government entities so that they may legally park, drive, and sell their vehicles in the District of Columbia.

This division contains the following 4 activities:

- **Inspections** – provides safety and emission inspection services to residents and non-residents so that they can receive a timely vehicle inspection to facilitate reduced auto emissions (all vehicles) and safer vehicles (for-hire and commercial vehicles only). The air emission inspections meet the requirements of the District’s Air Quality Attainment State Implementation Plan;
- **Registrations** – provides legal certification services to residents and non-residents by providing timely documentations of ownership and authority to operate, allowing them to legally drive, park, or sell their vehicles;
- **Out of State Vehicles** – provides registration services for “for hire” vehicles whose owner is based outside of the District; and
- **International Registration** – provides for administration of the District of Columbia’s participation in the U.S.-based plan, which allows for the distribution of registration fees for commercial motor vehicles travelling inter-jurisdictionally through member states and provinces.

**Driver Services** - provides driver certification and identification services to residents to ensure they have the proper credentials to reflect identity, residence, and driving qualifications so that they may legally operate their vehicles.

This division contains the following 3 activities:

- **Licensing** – provides driver certification and identification services to residents to ensure they have the proper credentials to reflect identity, residence, and driving qualifications;

- **Drivers Education** – provides information and outreach to ensure citizens are aware of District of Columbia requirements for the operation of motor vehicles and supports programs that enhance operator skills and public safety; and
- **Commercial Driver License** – provides eligibility testing and certification services to commercial vehicle drivers.

**Service Integrity** - ensures the security and integrity of all DMV transactions, employees, and products by implementing and auditing procedures to minimize fraud, abuse, corruption, and risk of financial loss related to the execution of departmental functions.

This division contains the following 2 activities:

- **Risk Management** – provides reviews and audits procedures and controls to minimize the risk of financial loss related to the execution of departmental functions; and
- **Integrity** – provides reviews and audits procedures and controls to minimize fraud, abuse, corruption, and the loss of the public’s trust related to the execution of departmental operations.

**Technology Services** – provides integrated and reliable information systems for all DMV services and complies with District-wide technology standards and requirements.

This division contains the following 3 activities:

- **Information Technology** – provides for the operation and maintenance of the automated systems specific to DMV operations support, including wait-queuing, digital photos, and hearing recordings;
- **Driver and Vehicle Systems** – provides for the operation and maintenance of the automated systems providing support for driver and vehicles databases and service functions; and
- **Ticket Information Systems** – provides for the operation and maintenance of the automated systems providing support for ticketing and adjudication 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 division-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 division-based budgeting.

**Division Structure Change**

The Department of Motor Vehicles has no division structure changes in the FY 2012 Proposed Budget.

**FY 2012 Proposed Operating Budget and FTEs, by Division and Activity**

Table KV0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table KV0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management</b>								
(1008) Communications 11	0	93	94	1	0.0	1.0	1.0	0.0
(1010) Personnel	222	237	247	9	2.5	3.0	3.0	0.0
(1015) Training	136	88	92	5	2.1	1.0	1.0	0.0
(1020) Contracting and Procurement	201	0	0	0	0.0	0.0	0.0	0.0
(1030) Property Management	2,004	2,912	2,827	-85	0.0	0.0	0.0	0.0
(1070) Fleet Management	31	20	15	-5	0.0	0.0	0.0	0.0
(1087) Language Access Act	80	40	35	-5	0.0	0.0	0.0	0.0
(1090) Performance Management	2,851	1,489	1,420	-69	11.8	12.0	12.0	0.0
<b>Subtotal (1000) Agency Management</b>	<b>5,525</b>	<b>4,879</b>	<b>4,730</b>	<b>-149</b>	<b>16.4</b>	<b>17.0</b>	<b>17.0</b>	<b>0.0</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Budget Operations	213	217	231	14	2.1	2.0	2.0	0.0
(120F) Accounting Operations	196	223	240	16	4.1	4.0	4.0	0.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>408</b>	<b>441</b>	<b>471</b>	<b>30</b>	<b>6.2</b>	<b>6.0</b>	<b>6.0</b>	<b>0.0</b>
<b>(2000) Adjudication Services</b>								
(2010) Hearings	2,192	2,124	2,375	251	20.9	20.5	21.5	1.0
(2020) Hearing Support	1,748	1,734	2,026	293	32.7	31.5	31.5	0.0
(2030) Ticket Processing	12,231	11,111	13,649	2,538	1.0	1.0	1.0	0.0
<b>Subtotal (2000) Adjudication Services</b>	<b>16,171</b>	<b>14,969</b>	<b>18,050</b>	<b>3,082</b>	<b>54.6</b>	<b>53.0</b>	<b>54.0</b>	<b>1.0</b>

(Continued on next page)

**Table KVO-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(3000) Vehicle Services</b>								
(3010) Inspections	6,884	5,482	3,731	-1,751	49.1	45.0	45.0	0.0
(3020) Registrations	2,346	2,505	2,557	52	32.1	35.0	35.0	0.0
(3030) Registrations - Out of State Vehicle	238	350	254	-96	0.0	0.0	0.0	0.0
(3040) International Registration Plan	201	2,278	1,468	-809	2.0	2.0	2.0	0.0
<b>Subtotal (3000) Vehicle Services</b>	<b>9,668</b>	<b>10,615</b>	<b>8,010</b>	<b>-2,605</b>	<b>83.2</b>	<b>82.0</b>	<b>82.0</b>	<b>0.0</b>
<b>(4000) Driver Services</b>								
(4010) Licensing	3,558	3,598	4,041	443	65.0	62.0	62.0	0.0
(4020) Driver Support Services	0	0	0	0	-0.4	0.0	0.0	0.0
(4030) Drivers Education	920	671	520	-151	0.0	0.0	0.0	0.0
(4040) Commercial Driver's License (CDL)	17	128	103	-25	0.0	0.0	0.0	0.0
<b>Subtotal (4000) Driver Services</b>	<b>4,495</b>	<b>4,396</b>	<b>4,664</b>	<b>267</b>	<b>64.5</b>	<b>62.0</b>	<b>62.0</b>	<b>0.0</b>
<b>(5000) Business Services</b>								
(5010) International Registration Program	-29	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (5000) Business Services</b>	<b>-29</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(6000) Customer Contact Services</b>								
(1080) Communications	214	0	0	0	2.1	0.0	0.0	0.0
(6010) Customer Contact Services Program	20	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (6000) Customer Contact Services</b>	<b>234</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(7000) Service Integrity</b>								
(1055) Risk Management	20	12	6	-6	0.0	0.0	0.0	0.0
(7010) Integrity	218	240	264	24	5.2	3.0	3.0	0.0
<b>Subtotal (7000) Service Integrity</b>	<b>238</b>	<b>252</b>	<b>270</b>	<b>18</b>	<b>5.2</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0</b>
<b>(8000) Technology Services Program</b>								
(1040) Information Technology	3,341	2,489	1,749	-740	14.4	8.0	8.0	0.0
(8010) Driver and Vehicle Systems	386	337	343	6	1.0	1.0	1.0	0.0
(8020) Ticket Information Systems	30	8	8	0	0.0	0.0	0.0	0.0
<b>Subtotal (8000) Technology Services Program</b>	<b>3,757</b>	<b>2,834</b>	<b>2,100</b>	<b>-734</b>	<b>15.5</b>	<b>9.0</b>	<b>9.0</b>	<b>0.0</b>
<b>(9960) Year End Close</b>								
No Activity Assigned	9	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (9960) Yr End Close</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>40,475</b>	<b>38,386</b>	<b>38,295</b>	<b>-91</b>	<b>247.6</b>	<b>232.0</b>	<b>233.0</b>	<b>1.0</b>

(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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Budget Changes**

**Intra-Agency Adjustments:** In order to align DMV's intra-District budget with actual division costs for the Ticket Processing Project, an intra-District with the Metropolitan Police Department will increase by \$2,532,211 in FY 2012 over FY 2011. Other increases include \$604,859 from the Vehicle Services division to the Driver Services division in Special Purpose Revenue to accommodate higher costs for Office of the Chief Technology Officer's (OCTO) Information Technology assessment, and \$100,000 for overtime costs, which was shifted from Local funds. DMV will increase its personal services funding in Local and Special Purpose Revenue funds by \$843,811 to cover both historical expenditures and increased personal services costs that include growth in fringe benefits. Other reductions to Local funds include printing and office supplies by \$7,244, technology services for Information Technology contracts, risk management payouts, and hardware acquisitions by \$652,977. Other Special Purpose Revenue reductions include \$651,518 in various equipment maintenance contracts, \$95,000 in the L1D contract, and \$365,224 in other nonpersonal services adjustments.

**Transfers Out:** DMV will transfer out \$606,100 to OCTO for Information Technology Assessment cost.

**Cost Savings:** DMV will achieve savings in FY 2012 in a variety of areas. The Local fund budget will decrease by \$16,740 for office supplies. A \$2,594,530 Special Purpose Revenue savings will be achieved by reducing \$1,230,930 in other services and charges in areas such as the Driver's Services division for Information Technology equipment supplies, contractual services, printing and travel, and \$1,363,600 in Vehicles Services division from other services and charges and contractual services.

**Policy Initiatives:** In order to maximize efficiency and ensure adequate funding for critical services, DMV received additional Local budget in the following manner; \$596,137 to support its Driver's License operations and other vital programs, \$96,677 and 1.0 FTE for a hearing examiner in Adjudication Services so that the agency could better manage the increased in-person customer volume related to traffic fines, and \$225,000 as a one-time allocation for a system upgrade.

**Shift:** A policy decision was made to review all Special Purpose Revenue and a determination was made to shift some Special Purpose Revenues to Local funds. DMV shifted \$622,840 of funds previously designated as Special Purpose Revenues to Local funds. These funds will continue to support the mission of the agency while improving efficiency.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table KV0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table KV0-5**  
(dollars in thousands)

	DIVISION	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>23,868</b>	<b>185.0</b>
Shift: Transfer of overtime funding to Special Purpose Revenue funds	Agency Management	-100	0.0
Cost Increase: Adjust salaries and fringe benefits to include step increases	Agency Management	60	0.0
Cost Decrease: Reduce printing and office supplies costs to fund personal services costs	Agency Management	-7	0.0
Cost Increase: Align budget with personal services adjustment	Multiple Programs	700	0.0
Cost Decrease: Reduce IT contract, IT supplies, and Hardware Acquisitions to fund personal services costs	Technology Services Program	-653	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>23,868</b>	<b>185.0</b>
Cost Increase: Align FTE and budget with personal services costs	Adjudication Services Program	97	1.0
Reduce: Reduction in office supplies	Agency Management	-17	0.0
Shift: Funding from Special Purpose Revenue funds to Local funds to fund several projects	Driver Services Program	623	0.0
Cost Increase: One-time increase for a database upgrade	Technology Services Program	225	0.0
Transfer Out: Local portion of the IT assessment to OCTO	Technology Services Program	-606	0.0
Shift: Funding for Driver's License operations and other programs	Multiple Programs	596	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>24,786</b>	<b>186.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>11,821</b>	<b>47.0</b>
Cost Decrease: Align IT assessment with OCTO estimates	Agency Management	-85	0.0
Shift: A portion of OCTO IT assessment from Vehicle Services to Driver Services and reduction in postage budget	Vehicle Services Program	-280	0.0
Reduce: Net reduction in various inspection station equipment maintenance contracts offset with funding for step and fringe benefits increases	Vehicle Services Program	-652	0.0
Cost Increase: Adjust salaries and fringe benefits to include step increases	Vehicle Services Program	84	0.0
Shift: Overtime funding from Local funds	Driver Services Program	100	0.0
Cost Increase: OCTO IT assessment budget increased to accurately reflect historical spending pattern	Driver Services Program	605	0.0
Cost Decrease: Reduce Licensing contract	Driver Services Program	-95	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>11,497</b>	<b>47.0</b>
Shift: To Local funding per Citywide policy decision	Driver Services Program	-623	0.0
Reduce: Align budget with available resources	Multiple Programs	-2,595	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>8,280</b>	<b>47.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>2,697</b>	<b>0.0</b>
Cost Increase: Increase in Memorandum of Understanding funding with Metropolitan Police Department for the ticket processing contract	Adjudication Services	2,532	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>5,230</b>	<b>0.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>5,230</b>	<b>0.0</b>
<b>Gross for KV0 - Department of Motor Vehicles</b>		<b>38,295</b>	<b>233.0</b>

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

## Agency Performance Plan

The agency has the following objectives and performance indicators for their divisions:

### 1. Adjudication Services

**Objective 1:** Make it easier, faster, and friendlier to do business with DMV.

**Objective 2:** Ensure a skilled and diverse workforce for quality customer service.

**Objective 3:** Ensure the integrity, security, and safety of DMV's adjudication services.

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## Adjudication Services

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of mail adjudication hearings completed within 150 days of request <sup>1</sup>	99%	82%	83%	80%	80%	80%
Percentage of adjudication customers whose wait times are 40 minutes or less <sup>2</sup>	87%	87%	82%	80%	80%	80%
Average adjudication customer wait time in minutes <sup>3</sup>	23	30	22.8	35	35	35
Percentage of customers rating Adjudication Services as satisfactory or better	Not Available	80%	87.4%	82%	84%	84%
Percentage of appeals decided based on those filed	48%	50%	47.6%	53%	55%	57%
Percentage of hearing decisions reversed on appeal	18%	30%	21.7%	13%	10%	10%
Percentage of adjudication-related 311 service requests addressed timely	30%	80%	88.0%	83%	85%	85%

## 2. Vehicle Services

Objective 1: Make it easier, faster, and friendlier to do business with DMV.

Objective 2: Ensure a skilled and diverse workforce for quality customer service.

Objective 3: Ensure the integrity, security, and safety of DMV's registration.

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### Vehicle Services

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of vehicle inspections per staff hour	4.26	4	4.7	4	4	4
Percentage of customers rating Vehicle Services as satisfactory or better	Not Available	83%	83.4%	85%	87%	87%
Percentage of mail and drop box registration renewals processed within 2 business days	Not Available	98%	98.7%	100%	100%	100%
Percentage of registrations renewed online	26%	35%	54.1%	45%	55%	60%
Percentage of dealer transactions processed w/in 7 business days	Not Available	95%	97.0%	98%	100%	100%
Percentage of vehicle related 311 service requests addressed timely	Not Available	85%	85.3%	87%	87%	87%

### 3. Driver Services

**Objective 1:** Make it easier, faster, and friendlier to do business with DMV.

**Objective 2:** Ensure a skilled and diverse workforce for quality customer service.

**Objective 3:** Ensure the integrity, security, and safety of DMV's licensing and identification cards.

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## Driver Services

<b>Measure</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Target</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Projection</b>	<b>FY 2013 Projection</b>
Percentage of service center customers whose wait times are 40 minutes or less <sup>4</sup>	81%	83%	63.3%	80%	80%	80%
Average service center customer wait time in minutes <sup>5</sup>	23	30	34.3	30	30	30
Percentage of customers rating Driver Services as satisfactory or better	Not Available	83%	83.4%	85%	85%	85%
Percentage of licenses renewed online	24%	25%	28.3%	27%	30%	32%
Percentage of ID cards renewed online	4%	5%	8.7%	6%	7%	10%
Percentage of driver related 311 service requests addressed timely	Not Available	85%	75.4%	87%	87%	87%

#### 4. Technology Services

**Objective 1:** Make it easier, faster, and friendlier to do business with DMV.

**Objective 2:** Ensure the integrity, security, and safety of DMV's registration, licensing and adjudication services and facilities.

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### Technology Services

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of increase in online driver/vehicle services use	41%	10%	57%	10%	10%	10%

#### 5. Service Integrity

**Objective 1:** Ensure a skilled and diverse workforce for quality customer service.

**Objective 2:** Ensure the integrity, security, and safety of DMV's registration.

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### Service Integrity

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of employees completing Fraudulent Document Recognition training	Not Available	85%	92.3%	90%	100%	100%

## 6. Agency Management

**Objective 1:** Make it easier, faster, and friendlier to do business with DMV.

**Objective 2:** Ensure a skilled and diverse workforce for quality customer service.

**Objective 3:** Ensure the integrity, security, and safety of DMV's registration, licensing and adjudication services and facilities.

### Agency Management

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of increase in online driver/vehicle services use	41%	10%	57%	10%	10%	10%
Percentage of customers rating overall DMV service as satisfactory or better	85%	85%	83.4%	85%	85%	85%
Percentage of organ donors through DMV	33%	35%	39.0%	37%	39%	40%
Percentage of OIG inquiries completed within deadline	Not Available	99%	100%	100%	100%	100%
Percentage of correspondence addressed timely	Not Available	85%	87.3%	87%	89%	90%
Percentage of subgrantee's budget spent on programmatic costs <sup>6</sup>	Not Available	Not Available	Not Available	65%	65%	65%
Percentage of scheduled monitoring reports as defined in agency monitoring plan completed for each grant award <sup>7</sup>	Not Available	Not Available	Not Available	100%	100%	100%

OIG: Office of Inspector General

#### Performance Plan Endnotes:

1. For FY 2010, measure of 150 days reflects increased ticket issuance by MPD, DPW, DDOT, without increase in adjudication staff.
2. Wait time based on Q-matic ticket issued at information desk.
3. Ibid.
4. Wait time based on Q-matic ticket issued at information desk. Wait time is expected to increase in FY11 and FY12 due to additional federal requirements in REAL ID legislation.
5. Ibid.
6. The Wise Giving Alliance of the Better Business Bureau identifies 65 percent to be an industry standard for this measure <http://www.bbb.org/us/Charity-Standards/>. This metric measures all subgrantees' programmatic costs as a percentage of their overall costs.
7. Pursuant to section 11.4 of the Grants Manual and Source Book, all District agencies must complete monitoring reports. All District agencies should be in compliance with this standard. The standard is 100 percent.

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# District Department of the Environment

[www.ddoe.dc.gov](http://www.ddoe.dc.gov)  
Telephone: 202-535-2600

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$83,182,613	\$98,918,859	\$85,289,752	-13.8
FTEs	260.6	305.7	311.7	2.0

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The mission of the District Department of the Environment (DDOE) is to protect and enhance human health and the environment through preservation, conservation, restoration, education, enforcement, and energy efficient practices to improve the quality of life in the District of Columbia and build a world-class green city.

## Summary of Services

DDOE is the lead agency for creating, promulgating, and enforcing District of Columbia environmental standards, in addition to implementing, through grant requirements and other mechanisms, federal environmental laws and regulations. The department also provides certification, review, and technical analysis services to both the District government and District residents through inspections, training pro-

grams, and permitting processes, in addition to providing energy-related policy, planning, and direct services. Finally, the department develops and implements innovative solutions and programs designed to improve environmental quality and sustainability in the District.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table KG0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KG0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	21,175	16,314	12,611	16,157	3,546	28.1
Special Purpose Revenue Funds	24,237	30,113	31,966	34,424	2,457	7.7
<b>Total for General Fund</b>	<b>45,413</b>	<b>46,427</b>	<b>44,577</b>	<b>50,581</b>	<b>6,004</b>	<b>13.5</b>
<b>Federal Resources</b>						
Federal Payments	278	241	0	0	0	N/A
Federal Grant Funds	26,376	31,648	52,742	34,158	-18,584	-35.2
<b>Total for Federal Resources</b>	<b>26,655</b>	<b>31,889</b>	<b>52,742</b>	<b>34,158</b>	<b>-18,584</b>	<b>-35.2</b>
<b>Private Funds</b>						
Private Grant Funds	0	190	292	150	-142	-48.7
<b>Total for Private Funds</b>	<b>0</b>	<b>190</b>	<b>292</b>	<b>150</b>	<b>-142</b>	<b>-48.7</b>
<b>Intra-District Funds</b>						
Intra-District Funds	865	4,677	1,307	401	-906	-69.3
<b>Total for Intra-District Funds</b>	<b>865</b>	<b>4,677</b>	<b>1,307</b>	<b>401</b>	<b>-906</b>	<b>-69.3</b>
<b>Gross Funds</b>	<b>72,933</b>	<b>83,183</b>	<b>98,919</b>	<b>85,290</b>	<b>-13,629</b>	<b>-13.8</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Full-Time Equivalents, by Revenue Type**

Table KG0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table KG0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change</b>
<b><u>General Fund</u></b>						
Local Funds	55.3	80.2	67.8	93.1	25.3	37.4
Special Purpose Revenue Funds	44.6	82.5	86.1	71.0	-15.1	-17.5
<b>Total for General Fund</b>	<b>99.9</b>	<b>162.7</b>	<b>153.8</b>	<b>164.1</b>	<b>10.3</b>	<b>6.7</b>
<b><u>Federal Resources</u></b>						
Federal Grant Funds	122.1	95.8	147.9	143.7	-4.2	-2.9
<b>Total for Federal Resources</b>	<b>122.1</b>	<b>95.8</b>	<b>147.9</b>	<b>143.7</b>	<b>-4.2</b>	<b>-2.9</b>
<b><u>Intra-District Funds</u></b>						
Intra-District Funds	2.7	2.0	3.9	3.9	0.0	-0.8
<b>Total for Intra-District Funds</b>	<b>2.7</b>	<b>2.0</b>	<b>3.9</b>	<b>3.9</b>	<b>0.0</b>	<b>-0.8</b>
<b>Total Proposed FTEs</b>	<b>224.7</b>	<b>260.6</b>	<b>305.7</b>	<b>311.7</b>	<b>6.0</b>	<b>2.0</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table KG0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KG0-3**  
(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
11 - Regular Pay - Cont Full Time	5,722	5,992	3,589	4,946	1,357	37.8
12 - Regular Pay - Other	12,065	10,605	17,257	16,667	-589	-3.4
13 - Additional Gross Pay	190	163	17	17	0	0.0
14 - Fringe Benefits - Current Personnel	2,855	3,048	4,202	4,895	693	16.5
15 - Overtime Pay	26	2	20	99	79	390.7
<b>Subtotal Personal Services (PS)</b>	<b>20,858</b>	<b>19,810</b>	<b>25,085</b>	<b>26,624</b>	<b>1,540</b>	<b>6.1</b>
20 - Supplies and Materials	619	505	896	540	-356	-39.7
30 - Energy, Comm. and Bldg Rentals	97	48	48	48	0	0.0
31 - Telephone, Telegraph, Telegram, Etc.	165	182	62	62	0	0.0
32 - Rentals - Land and Structures	1,625	623	200	200	0	0.0
33 - Janitorial Services	18	-2	32	32	0	0.0
34 - Security Services	45	0	32	32	0	0.0
35 - Occupancy Fixed Costs	29	100	0	0	0	N/A
40 - Other Services and Charges	3,216	3,720	7,363	7,209	-154	-2.1
41 - Contractual Services - Other	2,509	5,164	26,893	21,121	-5,772	-21.5
50 - Subsidies and Transfers	43,056	52,326	37,423	28,525	-8,897	-23.8
70 - Equipment and Equipment Rental	696	707	886	895	10	1.1
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>52,074</b>	<b>63,372</b>	<b>73,834</b>	<b>58,665</b>	<b>-15,169</b>	<b>-20.5</b>
<b>Gross Funds</b>	<b>72,933</b>	<b>83,183</b>	<b>98,919</b>	<b>85,290</b>	<b>-13,629</b>	<b>-13.8</b>

\*Percent change is based on whole dollars.

## Division Description

The District Department of the Environment operates through the following 9 divisions:

**Natural Resources** - oversees fisheries and wildlife, water quality, watershed protection, and stormwater management in the District. The division provides certification, review, and technical analysis services to businesses, Federal and District government agencies, and District residents through licensing, inspections, monitoring, permitting, and technical assistance. It also provides natural resources education and outreach and demonstrates new technologies to protect natural resources.

This division contains the following 4 activities:

- **Fisheries and Wildlife** - supports and implements programs for urban fish and wildlife conservation, protection, recreation, and sustainability;
- **Water Quality** - restores and protects the surface and ground waters of the District by setting and enforcing water quality standards and monitoring, assessing, protecting, and restoring water quality and aquatic resources;
- **Watershed Protection** - conserves the soil and water resources of the District and protects its watersheds from nonpoint source pollution; and
- **Storm Water Administration** - reduces storm water runoff pollution through the implementation of activities that go beyond the activities required in the District's National Pollution Discharge Elimination System (NPDES) Permit, and administers the Municipal Separate Storm Sewer System (MS4) NPDES permit issued to the District by the United States Environmental Protection Agency.

**Environmental Services** - works to reduce contaminants in District land, air, water, and homes by certifying facilities and professional service providers, reviewing plans, issuing permits, conducting inspections, developing regulations, and recommending new policy directions.

This division contains the following 3 activities:

- **Toxic Substances** - protects human health and the environment from the potential hazards associated with toxic substances (pesticides), hazardous waste, underground storage of petroleum prod-

ucts, and the redevelopment of environmentally contaminated properties;

- **Air Quality** - protects human health and the environment from the effects of air pollution in the District, and ensures the implementation of, and compliance with, the District's air quality program; and
- **Lead and Healthy Housing** - protects the health of District residents by monitoring lead safety throughout the District's housing stock and by raising awareness of other residential environmental and safety hazards.

**Policy and Sustainability** - develops innovative policy and programming solutions to address environmental challenges and increase sustainability in the District. The division promotes widespread adoption of sustainable practices including green building, green infrastructure, green jobs, sustainability planning, and climate change greenhouse gas emission reductions. The division also develops policy for new and emerging environmental sites and coordinates with other offices and agencies on outreach and education for sustainability programs.

**Community Relations** - manages public affairs and community education programs for DDOE. The division coordinates educational outreach activities, including promotional events, educational workshops, and seminars, to engage the regulated community, businesses, and residents of the District on DDOE programs and services; develops printed materials and the green.dc.gov website; and conducts press outreach on behalf of the agency.

**Energy** - supports residential, commercial, governmental, institutional, and transportation energy users by providing financial assistance and discounts for low-income customers, informing consumers on how to become energy efficient, and providing incentives for renewable energy generation systems.

This division contains the following 4 activities:

- **Energy Efficiency and Conservation** - provides conservation and energy efficiency services to residential, commercial, institutional, and governmental sectors;
- **Energy Affordability** - assists low-income residents with their energy and utility bills, including emergency and non-emergency financial assistance, utility discounts, and bill forgiveness;

- **Energy Assistance Benefit Payments** - identifies funding available for Low-Income Home Energy Assistance Program (LIHEAP) payments; and
- **Utilities Management** - responsible for the development, coordination, monitoring, and evaluation of energy efficiency and renewable energy programs authorized by the Clean and Affordable Energy Act of 2008, and analyzes the effectiveness of utility companies' energy-related initiatives and matters before the District of Columbia regulatory and legislative bodies.

**Enforcement and Environmental Justice** - develops and implements effective practices in order to support DDOE enforcement efforts. The division works directly with DDOE's environmental enforcement programs by providing training, developing standard procedures, maintaining records, and managing the civil infractions program. The division ensures that DDOE programs develop and implement fair and effective compliance and enforcement policies and practices and maintain a highly trained inspection and enforcement staff to fulfill the agency's environmental mandates. It also ensures that citizens are not disproportionately burdened by negative environmental decisions and that all groups have meaningful involvement in critical decision-making processes.

**Green Economy** - drives growth of the green economy by encouraging green businesses, green buildings, and green jobs, and pursues the research and creation of market-based incentives that jointly promote environmental sustainability and economic development.

This division contains the following 2 activities:

- **Green Economy** - promotes environmentally progressive economic growth and development through the implementation of green building policies, the creation and attraction of green job opportunities, and the research and development of market-based strategies to encourage environmental sustainability; and
- **Green Jobs and Youth Programs** - provides environmental education, community outreach, hands-on field experience, and green job skill development to District residents between the ages of 14 and 21.

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

### **Division Structure Change**

The Department of the Environment has no division structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table KG0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table KG0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management</b>								
(1010) Personnel	219	327	344	17	2.9	3.2	3.0	-0.2
(1015) Training and Employment Development	2	11	11	0	0.0	0.0	0.0	0.0
(1020) Contracting and Procurement	146	293	455	162	0.8	3.0	5.0	2.0
(1030) Property Management	1,121	591	598	7	1.9	3.0	3.0	0.0
(1040) Information Technology	618	599	630	31	4.5	4.0	4.0	0.0
(1055) Risk Management	37	226	216	-9	0.8	1.0	1.0	0.0
(1060) Legal	644	1,506	1,693	187	0.0	0.0	0.0	0.0
(1070) Fleet Management	19	105	160	56	0.0	0.0	0.0	0.0
(1085) Customer Service	55	97	100	3	0.6	1.0	1.0	0.0
(1090) Performance Management	572	1,349	1,201	-148	5.3	6.0	6.0	0.0
<b>Subtotal (1000) Agency Management</b>	<b>3,435</b>	<b>5,104</b>	<b>5,409</b>	<b>305</b>	<b>16.8</b>	<b>21.2</b>	<b>23.0</b>	<b>1.8</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Budget Operations	250	798	798	1	4.4	7.0	7.0	0.0
(120F) Accounting Operations	116	331	332	1	2.9	4.0	4.0	0.0
(130F) ACFO	187	340	339	-1	0.0	0.0	0.0	0.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>553</b>	<b>1,468</b>	<b>1,470</b>	<b>2</b>	<b>7.3</b>	<b>11.0</b>	<b>11.0</b>	<b>0.0</b>
<b>(2000) Natural Resources</b>								
(2020) Water Resources	130	0	0	0	0.0	0.0	0.0	0.0
(2030) Fisheries and Wildlife	2,022	2,634	2,594	-41	17.0	20.5	20.5	0.0
(2070) Water Quality	3,457	5,292	4,551	-741	31.9	32.7	33.0	0.2
(2080) Watershed Protection	5,772	12,024	11,075	-948	34.1	41.6	44.8	3.1
(2090) Storm Water Administration	3,523	3,678	3,284	-394	7.8	13.5	15.5	2.0
<b>Subtotal (2000) Natural Resources</b>	<b>14,904</b>	<b>23,628</b>	<b>21,504</b>	<b>-2,124</b>	<b>90.8</b>	<b>108.4</b>	<b>113.7</b>	<b>5.4</b>
<b>(3000) Environmental Services</b>								
(3050) Toxic Substances	3,531	4,605	6,027	1,422	28.2	33.0	38.8	5.8
(3080) Air Quality	3,626	3,449	4,218	769	23.0	30.8	32.0	1.2
(3090) Lead and Health Housing	1,867	1,921	1,960	39	27.4	19.2	19.2	0.0
<b>Subtotal (3000) Environmental Services</b>	<b>9,024</b>	<b>9,974</b>	<b>12,204</b>	<b>2,230</b>	<b>78.7</b>	<b>83.1</b>	<b>90.0</b>	<b>6.9</b>

(Continued on next page)

**Table KGO-4 (Continued)**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(4000) Policy and Sustainability</b>								
(4010) Policy and Sustainability	13,547	480	688	207	10.2	4.1	6.0	1.9
(4020) Environmental Coordination	2,505	0	0	0	6.0	0.0	0.0	0.0
(4030) Planning and Emergency Response	48	0	0	0	0.9	0.0	0.0	0.0
(4040) Sustainability and Green Buildings	603	0	0	0	2.6	0.0	0.0	0.0
<b>Subtotal (4000) Policy and Sustainability</b>	<b>16,702</b>	<b>480</b>	<b>688</b>	<b>207</b>	<b>19.7</b>	<b>4.1</b>	<b>6.0</b>	<b>1.9</b>
<b>(5000) Community Relations</b>								
(5010) Community Relations	2,087	2,038	1,866	-172	10.0	9.0	10.0	1.0
(5020) Enforcement and Environmental Justice	228	0	0	0	3.5	0.0	0.0	0.0
<b>Subtotal (5000) Community Relations</b>	<b>2,314</b>	<b>2,038</b>	<b>1,866</b>	<b>-172</b>	<b>13.5</b>	<b>9.0</b>	<b>10.0</b>	<b>1.0</b>
<b>(6000) Energy</b>								
(6010) Energy Efficiency and Conservation	11,253	23,467	5,847	-17,620	10.5	20.7	14.0	-6.7
(6020) Energy Affordability	2,881	3,972	2,848	-1,125	23.3	27.0	21.0	-6.0
(6030) Energy Assistance Benefit Payments	22,117	16,656	12,917	-3,739	0.0	0.0	0.0	0.0
(6040) Utilities Management	0	9,990	19,475	9,485	0.0	10.3	14.0	3.7
<b>Subtotal (6000) Energy</b>	<b>36,252</b>	<b>54,086</b>	<b>41,087</b>	<b>-12,999</b>	<b>33.9</b>	<b>58.0</b>	<b>49.0</b>	<b>-9.0</b>
<b>(7000) Enforcement and Environmental Justice</b>								
(7010) Enforcement and Environmental Justice	0	537	534	-3	0.0	5.0	5.0	0.0
<b>Subtotal (7000) Enforcement and Environmental Justice</b>	<b>0</b>	<b>537</b>	<b>534</b>	<b>-3</b>	<b>0.0</b>	<b>5.0</b>	<b>5.0</b>	<b>0.0</b>
<b>(8000) Green Economy</b>								
(8010) Green Economy	0	545	354	-191	0.0	4.0	2.0	-2.0
(8020) Green Jobs and Youth Programs	0	1,058	174	-884	0.0	2.0	2.0	0.0
<b>Subtotal (8000) Green Economy</b>	<b>0</b>	<b>1,603</b>	<b>527</b>	<b>-1,075</b>	<b>0.0</b>	<b>6.0</b>	<b>4.0</b>	<b>-2.0</b>
<b>Total Proposed Operating Budget</b>	<b>83,183</b>	<b>98,919</b>	<b>85,290</b>	<b>-13,629</b>	<b>260.6</b>	<b>305.7</b>	<b>311.7</b>	<b>6.0</b>

(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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Budget Changes**

**Intra-Agency Adjustments:** Local funding to the Environmental Services division for consultant services and computer upgrades was increased by \$61,000. Of the \$61,000 increase, \$11,000 was for expert consulting for the Anacostia “Cleaning Project”, \$36,000 for information technology consulting services, and \$14,000 for Thermographic imaging equipment. Also, the Air Quality division was increased by \$72,000 to fully fund Local maintenance of effort requirements for the Air Pollution grant. \$155,000 was added to fund step and associated fringe benefit increases to multiple programs, and a decrease of 1.3 FTEs for \$175,000 was made to align the budget with personal services costs for a net decrease to personal services of \$20,000. Lastly, the other services and charges category was decreased by \$113,000.

**Transfers Out:** \$24,285 in local funding was transferred to the Office of the Chief Technology Officer (OCTO) to cover the information technology assessment, and \$17,000 was transferred to the Public Employees Relations Board.

**Shift:** \$3,577,367 was shifted from Special Purpose Revenue (SPR) budget authority to Local funds. Of the shift of \$3,577,367 in budget authority, \$1,659,211 is one-time funding, while \$1,918,156 is recurring.

**Increases:** In federal grants, the Environmental Protection Agency grant was increased by \$1,454,143 and other federal grants increased by \$261,011 to help cover costs associated with step and fringe increases and rising healthcare costs. In SPR, the Low Impact Design Maintenance project was increased by \$360,000; overtime for Natural Resources program staff was increased by \$79,000; the Brownfield and Clean Land Fund increased by \$1,666,006; the Integrated Pest Management System and training contract with the University of District of Columbia increased funding by \$180,000; funding for the Anacostia “Cleaning Project” increased by \$75,000; the rebate incentive and Residential Essential Services expansion programs increased funding by \$1,061,848; the Renewable Energy Development fund increased by \$720,000; the Sustainable Energy Utility contract measurement and evaluation funding

increased by \$7,484,000; and a net increase of \$965,000 was made to fund step, fringe and health care costs. \$3,074,975 represents SPR fund balance that was converted to Local revenue.

**Reductions:** In Federal grants, stimulus funding was decreased by \$15,900,000. Of this amount, approximately \$4,093,000 was reduce, primarily in LIHEAP, and a small portion in National Oceanic and Atmospheric Administration grants. There was an additional reduction of \$306,086 and 5.1 FTEs associated with other federal grants. The Fish and Wildlife Foundation private grant decreased by \$142,500. In SPR, the Storm Water funds and the Bag Bill program funding were reduced by \$3,631,000; the Lead program funding was reduced by \$19,000; and the natural gas and electricity programs trust funds were reduced by \$1,658,000. In order to properly align funding for the LIHEAP, the Local funds portion of the budget was reduced by a net \$61,127.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table KG0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table KG0-5**

(dollars in thousands)

	Division	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>12,611</b>	<b>67.8</b>
Cost Increase: Increase cost for expert consultant for the Anacostia cleaning project	Environmental Services	11	0.0
Cost Increase: Increase costs for the thermographic imaging equipment for surveys and computer upgrade	Environmental Services	14	0.0
Cost Increase: Increase IT costs for consultants	Environmental Services	36	0.0
Cost Increase: Increase the maintenance of effort requirement for the Air Pollution grant	Energy	72	0.0
Cost Decrease: Align other services and charges to meet historical spending pattern	Multiple Programs	-113	0.0
Cost Decrease: Align FTEs and budget with personal services costs	Multiple Programs	-175	-1.3
Cost Increase: Adjust salary to include step increases, fringe benefits, and healthcare costs	Multiple Programs	155	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>12,611</b>	<b>66.5</b>
Transfer Out: Transfer Local portion of the IT assessment to OCTO	Agency Management Program	-24	0.0
Adjust: Adjustment to budget to reflect personal services actual amount	Environmental Services	10	0.0
Cost Increase: Converted SPR to Local revenue	Multiple Programs	61	0.0
Shift: SPR budget authority shifted to local	Multiple Programs	625	0.0
Shift: Special Purpose Revenues as a one-time allocation to support multiple programs	Multiple Programs	1,659	5.9
Shift: Transfer from Special Purpose Revenues to support multiple projects	Multiple Programs	1,293	20.7
Cost Decrease: Reduce Low Income Home Energy Assistance Program (LIHEAP)	Multiple Programs	-3,136	0.0
Shift: Special Purpose Revenues fund balance shifted to Local funds to restore LIHEAP to FY 2011 level	Multiple Programs	3,075	0.0
Transfer Out: To the Public Employees Relations Board to cover personal services costs	Energy	-17	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>16,157</b>	<b>93.1</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>52,742</b>	<b>147.9</b>
Cost Decrease: Align FTE and budget with personal services costs	Energy	-237	-5.1
Reduce: Decrease in anticipated stimulus grant funds	Energy	-15,900	0.0
Cost Decrease: Decrease in funding for multiple grants	Multiple Programs	-69	0.0
Cost Decrease: Decrease in grant receipt for LIHEAP and National Oceanic and Atmospheric Administration (NOAA) grants	Multiple Programs	-4,093	0.0
Cost Increase: Adjust salary to include step increases	Multiple Programs	73	0.0
Cost Increase: Healthcare costs increase	Multiple Programs	188	0.0
Cost Increase: Increase in Environmental Protection Agency (EPA) grant funding	Multiple Programs	1,454	0.9
<b>FY 2012 Initial Adjusted Budget</b>		<b>34,158</b>	<b>143.7</b>
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>34,158</b>	<b>143.7</b>

(Continued on the next page)

**Table KGO-5 (continued)**

(dollars in thousands)

	DIVISION	BUDGET	FTE
<b>PRIVATE GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>292</b>	<b>0.0</b>
Cost Decrease: Decrease in the Fish and Wildlife Foundation grant	Multiple Programs	-142	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>150</b>	<b>0.0</b>
<b>PRIVATE GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>150</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>31,966</b>	<b>86.1</b>
Cost Decrease: Align budgets for the Storm Water funds and the Bag Bill program costs	Natural Resources	-3,631	0.0
Cost Increase: Increase in the Low Impact Design (LID) Maintenance project	Natural Resources	360	0.0
Cost Increase: Overtime costs for water quality staff to attend to hazardous materials issues during off-duty hours	Natural Resources	79	0.0
Cost Decrease: Reduction in the lead program cost	Environmental Services	-19	0.0
Cost Increase: Increase costs for the Brownfield and the LUST Trust funds	Environmental Services	20	0.0
Cost Increase: Increase in Integrated Pest Management System and training contract with University of the District of Columbia (UDC)	Environmental Services	180	0.0
Cost Increase: Projected cost increase for the expert consulting for the Anacostia cleaning project	Environmental Services	75	0.0
Cost Decrease: Reduction in the equipment costs to fund step increases	Energy	-206	0.0
Cost Decrease: Reduction in the natural gas and electricity programs trust funds	Energy	-1,658	0.0
Cost Increase: Align budget with multiple programs for the rebate incentive and the Residential Essential Services (RES) expansion programs	Energy	1,062	0.0
Cost Increase: Increase in the Renewable Energy Development Fund	Energy	720	0.0
Cost Increase: Increase in the Sustainable Energy Utility (SEU) contract measurement and evaluation costs	Energy	7,484	0.0
Cost Increase: Align FTE and budget with personal services costs including step increases	Multiple Programs	728	7.5
Cost Increase: Increase in the projected healthcare costs	Multiple Programs	237	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>37,397</b>	<b>93.6</b>
Correct: Align FTEs and budget with personal services costs	Multiple Programs	-744	-1.9
Cost Increase: Align budget for Brownfield Revitalization fund and other programs	Multiple Programs	1,646	0.0
Shift: Align budget with available resources and account for shift of certain funds to Local funds	Multiple Programs	-3,876	-20.7
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>34,424</b>	<b>71.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>1,307</b>	<b>3.9</b>
Cost Decrease: Decrease in the Lead Based Paint Awareness Campaign MOU with Child and Family Services Agency (CFSA)	Environmental Services	-25	0.0
Cost Decrease: Elimination of Memorandum of Understanding (MOU) with Department of Employment Services (DOES)	Multiple Programs	-881	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>401</b>	<b>3.9</b>
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>401</b>	<b>3.9</b>
<b>Gross for KGO - District Department of the Environment</b>		<b>85,290</b>	<b>311.7</b>

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

## Agency Performance Plan

The agency performance plan has the following objectives for FY 2012:

### 1. Office of Policy and Sustainability (OPS)

**Objective 1:** Track and report on government-wide sustainability initiatives.

**Objective 2:** Complete analysis and plan for climate change mitigation and adaptation.

**Objective 3:** Encourage and educate property owners on the benefits and requirements for green building in the District.

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## Office of Policy and Sustainability

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of District Cabinet agencies reporting action items for Green D.C. Agenda	40%	75%	43%	80%	90%	100%
Number of sustainability performance measures tracked on public web portal	Not Available	Not Available	Not Available	10	15	20
Percent of private buildings over 50,000 square feet that are benchmarked in EnergyStar portfolio manager	Not Available	Not Available	Not Available	25%	35%	48%

### 2. Office of Enforcement and Environmental Justice (OEEJ)

**Objective 1:** Increase effectiveness of enforcement collections.

**Objective 2:** Improve data management systems.

**Objective 3:** Help improve records management of enforcement programs.

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## Office of Enforcement and Environmental Justice (OEEJ)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Amount collected from fines and penalties	\$158,997	\$174,997	\$260,796	\$192,500	\$200,000	\$200,000
Compliance rate of enforcement actions processed <sup>1</sup>	Not Available	Not Available	Not Available	50%	50%	50%
Rate of return on infractions collections <sup>2</sup>	Not Available	Not Available	Not Available	70%	70%	70%

### 3. Office of Community Relations (OCR)

**Objective 1:** Educate and encourage environmentally friendly and energy-efficient practices to District residents, businesses, institutions and government.

**Objective 2:** Develop targeted public education campaigns around upcoming DDOE and District initiatives and programs.

## Office of Community Relations (OCR)

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of District residents reached by DDOE Outreach and Education Programs	55%	55%	72%	75%	75%	75%
Percentage of Appliance Rebate participants claiming their rebate at the point-of-sale	Not Available	Baseline	0	TBD	TBD	TBD

### 4. Energy Administration (EA)

**Objective 1:** Reduce the energy burden on the District's most vulnerable and low income populations.

**Objective 2:** Facilitate market transformation by providing incentives for energy efficiency and conservation practices and renewable energy generation.

## Energy Administration

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Number of total units weatherized	2,250	350	482	550	295	250
Percentage of average reduction in energy consumption per unit weatherized	15.5%	5%	13%	5%	5%	5%
Number of households receiving energy assistance	33,844	31,000	33,550	31,598	31,000	30,000
Number of Home Energy Rating System audits performed	1,384	1,200	93	1,250	1,250	500
Average rebate processing time for energy efficient appliances	7 weeks	6 weeks	N/A	5 weeks	4 weeks	4 weeks
Per-capita energy consumption (SEU metric)*	Not Available	Not Available	Not Available	Baseline	1% reduction	1% reduction
Renewable energy generating capacity (SEU metric)*	Not Available	Not Available	Not Available	Baseline	TBD	TBD
Peak energy demand in the District (SEU metric)*	Not Available	Not Available	Not Available	Baseline	TBD	TBD
Energy efficiency of low-income housing (SEU metric)*	Not Available	Not Available	Not Available	Baseline	TBD	TBD
Energy demand of District's largest energy users (SEU metric)*	Not Available	Not Available	Not Available	Baseline	TBD	TBD
Number of green-collar jobs in the District (SEU metric)*	Not Available	Not Available	Not Available	Baseline	TBD	TBD

## 5. Environmental Services Administration (ESA)

**Objective 1:** Transform D.C. residential housing into homes that do not contain environmental health hazards.

**Objective 2:** Improve the design, implementation, and enforcement of emission control programs to reduce air pollution.

**Objective 3:** Return District lands to productive use by effectively managing Brownfields and underground storage tanks.

### Environmental Services Administration

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of elevated blood level cases and other properties with identified hazards that are issued an Order to Eliminate Lead-Based Paint Hazards within 21 days of the property's risk assessment <sup>3</sup>	46%	55%	62%	60%	65%	70%
Percentage of children under 36 months of age that are being screened for lead poisoning	34%	34%	41%	36%	38%	55%
Number of cases of children under age six identified with a blood lead level at or above CDC's threshold of concern of 10 micrograms of lead per deciliter of blood	68	80	89	75	50	50
Confirmed EBLLs as percentage of District children tested, as compared to national average <sup>4</sup>	0.57	0.70	.94	0.72	0.75	0.75
Number of days in which ozone levels exceed the National Ambient Air Quality Standards <sup>5</sup>	2	12	18	25	25	25
Number of diesel-powered vehicles or engines replaced or retrofitted	60	20	0	20	20	5
Number of Brownfield assessments completed	7	30	0	10	12	15
Number of Significant Operational Compliance (SOC) inspections of underground storage tanks completed	40	50	55	60	60	50
Number of full-compliance evaluations of Title V facilities <sup>6</sup>	13	18	10	17	19	19
Compliance rate of gas stations and drycleaners inspected (%)	78%	70%	TBD	75%	75%	75%
Number of pesticide marketplace inspections	Not Available	Not Available	51	56 (10% increase)	62 (10% increase)	68 (10% increase)

NOX = Nitrogen Oxides

EBLL = Elevated Blood Lead Levels

## 6. Natural Resources Administration (NRA)

**Objective 1:** Manage nonpoint source pollution / stormwater runoff by promoting Low Impact Development throughout the District of Columbia.

**Objective 2:** Improve regulatory compliance through increased enforcement and more efficient customer service.

**Objective 3:** Monitor the health of the District's natural resources.

**Objective 4:** Encourage the public to protect natural resources through education and outreach.

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## Natural Resources Administration

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Count of participants in RiverSmart Homes Program	359	160	1,079	1,200	1,250	1,300
Percentage of construction plans approved that contain a low impact design component	39.79%	25%	52%	50%	50%	50%
Number of inspections for stormwater management erosion/sediment control	3,411	7,900	7,009	8,000	8,000	8,000
Percentage of drainage complaints responded to within 2 business days	62%	90%	100%	95%	95%	100%
Percentage of illicit discharge complaints investigated within 5 business days	Not Available	Not Available	Not Available	Baseline	TBD	TBD
Number of wildlife surveys	11	12	12	12	12	15
Number of Aquatic Resources Education Center visitors	790	1,200	5,430	1,440	1,728	2,500

## 7. Office of the Director

**Objective 1:** Increase customer satisfaction through efficient business practices.

**Objective 2:** Establish and continuously maintain regulations that protect and improve the environment for District residents.

**Objective 3:** Develop new tools to meet the District's environmental goals.

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## Office of the Director

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of subgrantee's budget spent on programmatic costs <sup>7</sup>	Not Available	Not Available	Not Available	65%	65%	65%
Percentage of scheduled monitoring reports as defined in agency monitoring plan completed for each grant award <sup>8</sup>	Not Available	Not Available	Not Available	100%	100%	100%

### Performance Plan Endnotes:

1. Compliance rate of enforcement actions processed measures the success of enforcement actions. A high compliance rate means that once DDOE takes enforcement actions it is successful at getting the desired environmental results from the regulated industry. (This does not include payments of fines and penalties). A low compliance rate means that even after DDOE takes enforcement actions, it is still not getting the desired results. This measure can be influenced by several factors such as inability to locate the responsible party, being ignored by the responsible party, or the agency's failure to follow-up on enforcement actions. Data will be available for this metric beginning in Fiscal Year 2011.
2. OEEJ will collect and measure data on returns on civil infractions by totaling the amount of fines issued from original tickets and settlements, and comparing those amounts to the amounts of respondents' payments. Many payments are received outside of the quarter in which the corresponding civil infractions tickets are issued. Because of this lag time this measure is best evaluated on an annual rather than quarterly basis. Data will be available for this metric beginning in Fiscal Year 2011.
3. This involves sending samples to lab for analysis; writing comprehensive report after sample results are delivered to DDOE; a second inspector reviewing the report for quality assurance; a supervisor reviewing and approving the report; and writing a notice of violation and an order to relocate, if necessary.
4. This industry standard is an annual measure that will be compared to the national average reported by the Center for Disease Control. Although CDC states that state-to-state comparisons are difficult and recommends that jurisdictions examine their data within a local context, the current national average hovers around 1 percent.
5. This industry standard measure can only be compared to jurisdictions with the same ozone nonattainment status as the District. In addition, ozone formation is highly dependent on heat and sunlight; 2009 was an abnormal year, with low ozone levels due to the relatively cool summer, while 2010 had abnormally high ozone levels due to the relatively hot summer. Finally, the District's classification may change when the revised ozone standard is issued in late 2010. U.S. EPA will be issuing a new, lower ozone standard, so the number of exceedances is expected to increase even though ozone levels do not change.
6. Title V facility is one that is considered a major source of one or more air pollutants and so receives a facility wide permit.
7. The Wise Giving Alliance of the Better Business Bureau identifies 65 percent to be an industry standard for this measure <http://www.bbb.org/us/Charity-Standards/>. This metric measures all subgrantees' programmatic costs as a percentage of their overall costs.
8. Pursuant to section 11.4 of the Grants Manual and Source Book, all District agencies must complete monitoring reports. All District agencies should be in compliance with this standard. The standard is 100 percent.

\*This metric is included to track the performance of the District's Sustainable Energy Utility (SEU) contract recipient. Data will be tracked subsequent to the contract's initiation.

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# D.C. Taxicab Commission

[www.dctaxi.dc.gov](http://www.dctaxi.dc.gov)

Telephone: 202-645-6018

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$1,781,896	\$1,873,090	\$1,863,832	-0.5
FTEs	23.9	22.0	22.0	0.0

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The mission of the District of Columbia Taxicab Commission (DCTC) is to provide the citizens and visitors of the District of Columbia a safe, comfortable, efficient, and affordable taxicab experience in well-equipped vehicles operated by highly qualified individuals who have knowledge of the District's streets, boundaries, and tourist destinations.

## Summary of Services

The DCTC provides services to approximately 9,000 taxicab drivers and 105 taxicab companies, 1,056 independent limousine drivers, and 269 limousine companies. DCTC Hack Inspectors conduct daily random taxicab inspections. DCTC Hack Inspectors also attend and provide testimony before the Bureau of Traffic Adjudication in support of notices of infraction issued to taxicab and limousine operators. Additionally, DCTC provides services to 1,250 customers at its counter, answers 1,060 customer service calls, and receives 200 pieces of correspondence every month. DCTC also hears consumer complaints against taxicab and limousine operators and collects fines related to mediation of those complaints.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table TC0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table TC0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	1,220	1,077	1,078	1,069	-9	-0.9
Special Purpose Revenue Funds	551	467	511	511	0	0.0
<b>Total for General Fund</b>	<b>1,771</b>	<b>1,544</b>	<b>1,590</b>	<b>1,580</b>	<b>-9</b>	<b>-0.6</b>
<b>Intra-District Funds</b>						
Intra-District Funds	314	238	284	284	0	0.0
<b>Total for Intra-District Funds</b>	<b>314</b>	<b>238</b>	<b>284</b>	<b>284</b>	<b>0</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>2,085</b>	<b>1,782</b>	<b>1,873</b>	<b>1,864</b>	<b>-9</b>	<b>-0.5</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table TC0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table TC0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	15.0	19.0	170	16.0	-1.0	-5.9
Special Purpose Revenue Funds	2.5	4.0	4.0	5.0	1.0	25.0
<b>Total for General Fund</b>	<b>175</b>	<b>23.0</b>	<b>21.0</b>	<b>21.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Intra-District Funds</b>						
Intra-District Funds	0.5	0.9	1.0	1.0	0.0	0.0
<b>Total for Intra-District Funds</b>	<b>0.5</b>	<b>0.9</b>	<b>1.0</b>	<b>1.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed FTEs</b>	<b>18.0</b>	<b>23.9</b>	<b>22.0</b>	<b>22.0</b>	<b>0.0</b>	<b>0.0</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table TC0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table TC0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	854	861	832	929	97	11.7
12 - Regular Pay - Other	200	335	370	291	-78	-21.1
13 - Additional Gross Pay	56	26	15	23	8	54.7
14 - Fringe Benefits - Curr Personnel	214	263	265	298	33	12.6
15 - Overtime Pay	31	10	0	0	0	N/A
<b>Subtotal Personal Services (PS)</b>	<b>1,356</b>	<b>1,495</b>	<b>1,481</b>	<b>1,542</b>	<b>61</b>	<b>4.1</b>
20 - Supplies and Materials	5	0	4	4	0	0.0
30 - Energy, Comm. and Bldg Rentals	0	9	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc.	20	36	0	0	0	N/A
32 - Rentals - Land and Structures	147	0	0	0	0	N/A
40 - Other Services and Charges	290	107	212	190	-22	-10.3
41 - Contractual Services - Other	69	47	77	128	51	66.3
70 - Equipment and Equipment Rental	200	87	99	0	-99	-100.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>729</b>	<b>287</b>	<b>392</b>	<b>322</b>	<b>-70</b>	<b>-17.9</b>
<b>Gross Funds</b>	<b>2,085</b>	<b>1,782</b>	<b>1,873</b>	<b>1,864</b>	<b>-9</b>	<b>-0.5</b>

\*Percent change is based on whole dollars.

### Program Description

The D.C. Taxicab Commission operates through the following 3 programs:

**Licensing and Dispute Resolution** – provides licensing of and complaint resolution for public vehicle-for-hire owners and operators so that passengers are ensured consistent, safe, and non-discriminatory transportation services.

This program contains the following 2 activities:

- **Business and Operator Licensing** – licenses operators, companies, and associations that comprise the public vehicle-for-hire industry; and
- **Taxicab Dispute Resolution** – investigates, mediates, refers, and resolves complaints against and among public vehicle-for-hire owners, operators, and customers.

**Passenger and Driver Protection** – provides enforcement, compliance and legal oversight to ensure that public vehicle-for-hire owners and operators are in compliance with District law and regulations.

This program contains the following activity:

- **Enforcement and Compliance** – ensures that public vehicle-for-hire owners and operators are in compliance with District law and the regulations of the D.C. Taxicab Commission, including inspection of taxicab vehicles and the verification of operator licensing.

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

### Program Structure Change

The D.C. Taxicab Commission has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table TC0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table TC0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1010) Personnel	17	18	18	0	0.2	0.2	0.2	0.0
(1015) Training and Education	7	13	8	-5	0.0	0.0	0.0	0.0
(1020) Contracting and Procurement	34	18	18	0	0.2	0.2	0.2	0.0
(1030) Property Management	6	7	7	0	0.0	0.0	0.0	0.0
(1040) Information Technology	33	10	13	3	0.0	0.0	0.0	0.0
(1050) Financial Management	17	18	18	0	0.2	0.2	0.2	0.0
(1060) Legal	-2	0	0	0	0.0	0.0	0.0	0.0
(1070) Fleet Management	55	58	47	-11	0.0	0.0	0.0	0.0
(1080) Communications	6	17	14	-3	0.0	0.0	0.0	0.0
(1085) Customer Service	18	25	22	-3	0.2	0.2	0.2	0.0
(1090) Performance Management	17	18	18	0	0.2	0.2	0.2	0.0
<b>Subtotal (1000) Agency Management Program</b>	<b>209</b>	<b>204</b>	<b>185</b>	<b>-19</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>0.0</b>
<b>(2000) Licensing and Dispute Resolution</b>								
(2010) Business and Operator Licensing	509	596	566	-31	4.8	4.9	4.9	0.0
(2020) Taxicab Dispute Resolution	119	134	126	-9	1.3	1.3	1.3	0.0
<b>Subtotal (2000) Licensing and Dispute Resolution</b>	<b>629</b>	<b>730</b>	<b>691</b>	<b>-39</b>	<b>6.1</b>	<b>6.2</b>	<b>6.2</b>	<b>0.0</b>
<b>(3000) Passenger and Driver Protection</b>								
(3010) Enforcement and Compliance	945	939	988	49	16.8	14.8	14.8	0.0
(3020) Legal Counsel	-1	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (3000) Passenger and Driver Protection</b>	<b>944</b>	<b>939</b>	<b>988</b>	<b>49</b>	<b>16.8</b>	<b>14.8</b>	<b>14.8</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>1,782</b>	<b>1,873</b>	<b>1,864</b>	<b>-9</b>	<b>23.9</b>	<b>22.0</b>	<b>22.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Intra-Agency Adjustments:** The following adjustments were made: a transfer of \$55,446 and 1.0 FTE from Local to Special Purpose Revenue funds; an increase of \$8,203 for shift differential expenses; and a shift of \$55,400 from nonpersonal services to personal services to more efficiently align the personal services costs for salary and fringe benefits in Special Purpose Revenue.

**Transfers Out:** The Local portion of the information technology assessment cost totaling \$9,259 was moved to the Office of the Chief Technology Officer (OCTO).

**Protected Programs:** The proposed budget retains resources required for DCTC to maintain customer service in its licensing, enforcement, and complaint resolution activities.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table TC0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table TC0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>1,078</b>	<b>17.0</b>
Shift: Transferred 1.0 FTE to Special Purpose Revenue funds	Licensing and Dispute Resolution	-55	-1.0
Shift: Funding for the anticipated shift differential	Passenger and Driver Protection	8	0.0
Cost Increase: Adjust salary and fringe schedule to include step increases	Passenger and Driver Protection	47	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>1,078</b>	<b>16.0</b>
Transfer Out: Transfer Local portion of the IT assessment to OCTO	Agency Management Program	-9	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>1,069</b>	<b>16.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>511</b>	<b>4.0</b>
Cost Increase: Increase in fringe benefit costs	Multiple Programs	11	0.0
Shift: Funding for a position shifted from Local funds	Licensing and Dispute Resolution	55	1.0
Cost Decrease: Align projected revenue with personal services costs	Multiple Programs	-66	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>511</b>	<b>5.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>511</b>	<b>5.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>284</b>	<b>1.0</b>
Correct: Adjust salary and fringe to mirror historical spending	Licensing and Dispute Resolution	-5	0.0
Cost Increase: Increase in supplies budget to meet agency needs	Licensing and Dispute Resolution	4	0.0
Cost Increase: Align travel, printing, and training budgets with nonpersonal services adjustments	Licensing and Dispute Resolution	20	0.0
Shift: Align equipment budget to support FACE ID upgrade	Licensing and Dispute Resolution	75	0.0
Shift: Reduction in subsidies to support FACE ID upgrade and other nonpersonal services needs	Licensing and Dispute Resolution	-94	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>284</b>	<b>1.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>284</b>	<b>1.0</b>
<b>Gross for TC0 - D.C. Taxicab Commission</b>		<b>1,864</b>	<b>22.0</b>

## Agency Performance Plan

The agency's performance plan has the following objectives for FY 2012:

**Objective 1:** Improve customer and taxicab service provided to the citizens and visitors of the District.

**Objective 2:** Improve the efficiency and quality of services that support and regulate taxicabs in the District.

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## Proposed Key Performance Indicators

<b>Measure</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Target</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Projection</b>	<b>FY 2012 Projection</b>	<b>FY 2013 Projection</b>
Percentage of complaints that are acknowledged within two days of receipt of the complaint	93%	93%	97.14%	94%	94%	96%
Percentage of lost items returned to customers	90%	90%	58.54%	91%	92%	93%
Percentage of public vehicles-for-hire licenses processed within one business day of criminal background check	92%	92%	95.23%	93%	93%	95%
Percentage of taxicabs and limousines inspected that have valid licenses, insurance and safety	90%	91%	96.78%	92%	92%	94%

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# Washington Metropolitan Area Transit Commission

[www.wmatc.gov](http://www.wmatc.gov)

Telephone: 301-588-5260

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$123,000	\$123,000	\$125,706	2.2

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The mission of the Washington Metropolitan Area Transit Commission (WMATC) is to help assure that the public is provided passenger transportation services by fit and responsible, privately owned, for-hire licensed carriers to service the metropolitan region. This budget reflects only the District of Columbia government appropriation to the agency.

The WMATC assumed its jurisdiction in March 1961. The commission administers the delegated powers of the Washington Metropolitan Area Transit Regulation Compact (Public Law 87-767; 76 Stat. 764; and amended in 1991 by Public Law 101-505, 104 Stat. 1300). The latest amended compact is codified at District of Columbia Official Code Section 9-1103.01.

A three-member Board of Commissioners directs the WMATC. One commissioner is appointed from the District of Columbia Public Service Commission by the Mayor of the District of Columbia; one commissioner is appointed from the Maryland Public Service Commission by the Governor of Maryland;

and one commissioner is appointed from the Virginia State Corporation Commission by the Governor of Virginia. Daily operations are directed by the Executive Director and carried out by WMATC staff. The Washington Metropolitan Area Transit District (Metropolitan District) consists of the following jurisdictions:

- Arlington County, Virginia;
- City of Alexandria, Virginia;
- City of Falls Church, Virginia;
- District of Columbia;
- Fairfax County, Virginia;
- Montgomery County, Maryland;
- Prince George's County, Maryland; and
- Washington-Dulles International Airport in Loudoun County, Virginia.

The agency's FY 2012 proposed budget is presented in the following tables:

## **FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type**

Table KC0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KC0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	113	123	123	126	3	2.2
<b>Total for General Fund</b>	<b>113</b>	<b>123</b>	<b>123</b>	<b>126</b>	<b>3</b>	<b>2.2</b>
<b>Gross Funds</b>	<b>113</b>	<b>123</b>	<b>123</b>	<b>126</b>	<b>3</b>	<b>2.2</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Operating Budget, by Comptroller Source Group**

Table KC0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KC0-2**  
(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
50 - Subsidies and Transfers	113	123	123	126	3	2.2
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>113</b>	<b>123</b>	<b>123</b>	<b>126</b>	<b>3</b>	<b>2.2</b>
<b>Gross Funds</b>	<b>113</b>	<b>123</b>	<b>123</b>	<b>126</b>	<b>3</b>	<b>2.2</b>

\*Percent change is based on whole dollars.

## Program Description

The Washington Metropolitan Area Transit Commission (WMATC) budget represents only the District's subsidy payment to the multi-jurisdictional agency. The subsidy budget is shown in this program format for comparison purposes only. The WMATC operates through the following program:

**Regulatory** - governs the operating authority, rates, and insurance of privately-owned, for-hire passenger carriers in the metropolitan region. Specifically, the agency grants operating authority to private carriers such as airport shuttles, charter group buses, tour buses, handicapped transport vehicles, businesses with private and government contract shuttles, carri-

ers for conventions, and other privately-owned vehicles. As part of its regulatory program, WMATC also establishes inter-state taxicab rates, which are used when taxicabs cross from one signatory jurisdiction to another. The commission staff is a source for determination of fares for taxicab trips between the District of Columbia and area airports or other points in Maryland or Virginia that are in the metropolitan region. Staff is also available to mediate taxicab over-charge complaints regarding inter-state travel.

## Program Structure Change

The Washington Metropolitan Transit Commission has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table KC0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides FY 2010 actual data.

**Table KC0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Washington Metro Transit Commission (CC)</b>								
(1100) Washington Metro Transit Commission (CC)	123	123	126	3	0.0	0.0	0.0	0.0
<b>Subtotal (1000) WMATC (CC)</b>	<b>123</b>	<b>123</b>	<b>126</b>	<b>3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>123</b>	<b>123</b>	<b>126</b>	<b>3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

In FY 2012, the District's portion of the cost of services provided to the Washington metropolitan area by the Washington Metropolitan Area Transit Commission will increase by \$2,706.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table KC0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table KC0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>123</b>	<b>0.0</b>
No Change: No change	Washington Metro Transit Commission (CC)	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>123</b>	<b>0.0</b>
Cost Increase: Subsidies and transfers to satisfy the District's share of the cost of services in the Washington metro region	Washington Metro Transit Commission (CC)	3	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>126</b>	<b>0.0</b>
<b>Gross for KC0 - Washington Metropolitan Area Transit Commission</b>		<b>126</b>	<b>0.0</b>

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# Washington Metropolitan Area Transit Authority

www.wmata.com  
Telephone: 202-962-1000

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$243,718,034	\$257,753,034	\$275,293,796	6.8

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The mission of the Washington Metropolitan Area Transit Authority (WMATA) is to provide the public with an efficient, affordable, and safe means of travel, under the direction of the District's Department of Transportation (Progressive Transportation Services Administration), which provides funding, policy recommendations, and coordination services to the agency. This chapter shows only the District's payment to WMATA.

WMATA was created February 20, 1967. It is an interstate compact agency and, by the terms of its enabling legislation, an agency and instrumentality of the District of Columbia, State of Maryland, and Commonwealth of Virginia. This compact agency was created by the aforementioned states and the District of Columbia to plan, finance, construct, and operate a comprehensive public transit system for the Washington metropolitan area. A Board of Directors, with representatives from each of the three jurisdictions and the federal government, governs WMATA. The District has two voting members and two non-

voting members on WMATA's Board. The Progressive Transportation Services Administration of the District's Department of Transportation (DDOT) oversees the District's funding of WMATA and recommends policy direction, develops service initiatives, and monitors service quality. DDOT's role is inclusive of all transit modes, including Metrobus, Metrorail, and Metro-Access Paratransit service.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table KE0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KE0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	230,499	231,668	245,703	134,817	-110,886	-45.1
Dedicated Taxes	0	0	0	58,642	58,642	N/A
Special Purpose Revenue Funds	0	12,000	12,000	24,629	12,629	105.2
<b>Total for General Fund</b>	<b>230,499</b>	<b>243,668</b>	<b>257,703</b>	<b>218,088</b>	<b>-39,615</b>	<b>-15.4</b>
<b>Intra-District Funds</b>						
Intra-District Funds	0	50	50	57,206	57,156	114,312.0
<b>Total for Intra-District Funds</b>	<b>0</b>	<b>50</b>	<b>50</b>	<b>57,206</b>	<b>57,156</b>	<b>114,312.0</b>
<b>Gross Funds</b>	<b>230,499</b>	<b>243,718</b>	<b>257,753</b>	<b>275,294</b>	<b>17,541</b>	<b>6.8</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table KE0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KE0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	230,499	243,718	257,753	275,294	17,541	6.8
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>230,499</b>	<b>243,718</b>	<b>257,753</b>	<b>275,294</b>	<b>17,541</b>	<b>6.8</b>
<b>Gross Funds</b>	<b>230,499</b>	<b>243,718</b>	<b>257,753</b>	<b>275,294</b>	<b>17,541</b>	<b>6.8</b>

\*Percent change is based on whole dollars.

## Program Description

The Washington Metropolitan Area Transit Authority operates through the following 3 programs:

**WMATA Operations** - manages the Metrorail and Metrobus operations.

The program contains the following 2 activities:

- **Metrorail Operations** - WMATA manages approximately 38 miles of the Metrorail system and 40 stations in the District. It provides approximately 226.5 million trips per year. WMATA manages a total of 106 miles of track in the metropolitan area with 86 stations; and
- **Metrobus Operations** - WMATA operates approximately 350 bus routes on 135 lines throughout the metropolitan area, serving an average yearly ridership of 135 million. The District has the most concentrated level of Metrobus service in the region and the largest share of Metrobus ridership. Over half of Metrobus riders are DC residents.

**Metro Access** - provides curb-to-curb wheelchair lift-equipped van service for persons unable to use accessible conventional bus or rail services. In the District, the service has nearly 9,200 certified riders, who make approximately 54,000 trips per month. WMATA contracts with private carriers for the paratransit service.

**Debt Service** - covers the District's annual share of financing costs for bonds sold by WMATA for the construction of the original system and for ongoing transit infrastructure rehabilitation and replacement. This payment is consistent with the Ancillary Bond Repayment Participation Agreement entered between the District of Columbia, the State of Maryland, the Commonwealth of Virginia, and the United States Secretary of Transportation. The payment remains unchanged from FY 2011.

## Program Structure Change

The proposed structure changes are provided in the Agency Realignment appendix to the proposed budget, which is located at [www.cfo.dc.gov](http://www.cfo.dc.gov) on the Annual Operating Budget and Capital Plan page.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table KE0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table KE0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Washington Metropolitan Area Transit Authority</b>								
(1100) Washington Metropolitan Area Transit Authority	243,718	257,753	0	-257,753	0.0	0.0	0.0	0.0
<b>Subtotal (1000) WMATA</b>	<b>243,718</b>	<b>257,753</b>	<b>0</b>	<b>-257,753</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(DS00) Debt Service</b>								
(DS01) Debt Service - Series	0	0	21,002	21,002	0.0	0.0	0.0	0.0
<b>Subtotal (DS00) Debt Service</b>	<b>0</b>	<b>0</b>	<b>21,002</b>	<b>21,002</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(MA00) Metro Access</b>								
(PARA) Para-Transit	0	0	21,114	21,114	0.0	0.0	0.0	0.0
<b>Subtotal (MA00) Metro Access</b>	<b>0</b>	<b>0</b>	<b>21,114</b>	<b>21,114</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(OP00) WMATA Operations</b>								
(BUS1) Metrobus	0	0	194,942	194,942	0.0	0.0	0.0	0.0
(RAIL) Metrorail	0	0	38,236	38,236	0.0	0.0	0.0	0.0
<b>Subtotal (OP00) WMATA Operations</b>	<b>0</b>	<b>0</b>	<b>233,178</b>	<b>233,178</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>243,718</b>	<b>257,753</b>	<b>275,294</b>	<b>17,541</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

### FY 2012 Proposed Budget Changes

**Intra-Agency Adjustment:** In past fiscal years, the components of WMATA's budget were reported as one program. To enhance transparency and increase accountability, WMATA has rearranged its initial budget of \$245,703,034 within four program areas: District Projects Only, \$20,024,000; Metro Access, \$20,884,000; Debt Service, \$11,522,000; and WMATA Operations, \$193,273,034. Also, shifts of \$71,270,910 are made, of which \$25,403,349, \$18,239,000, and \$15,000,000 are to Dedicated Taxes, and \$12,628,561 to Special Purpose Revenue. An increase of \$1,469,232 is made to reflect a 4.7 percent increase in operating cost of District-specific projects.

**Transfer Out:** In FY 2011, the operations of DDOT and WMATA were reviewed to ensure the functions within the two agencies were not duplicative or overlapping. This review resulted in a shift of the District-specific transportation funding to DDOT, while regional transportation funding remained within WMATA. This change has created budget authority within DDOT of \$32,729,489 for non-regional Metro bus service and \$11,718,500 for District-specific projects, which will be transferred back to WMATA through an intra-District.

**Cost Increase:** Local funds of \$5,650,000 and Intra-District transfer from DDOT funds of \$6,700,000 have been provided to support the operating cost of Metrobus. In the past, \$12,000,000 of the Unified fund's parking meter revenues were budgeted in WMATA. In FY 2012, the budget authority has been increased by \$12,628,561, related to the shift

described earlier. In addition, \$6,058,000 for the school transit subsidy will be transferred from DDOT as an Intra-District transaction.

**Cost Decrease:** A reduction of \$2,286,540 was made to subsidies and transfers in Local funds.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table KE0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table KE0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>245,703</b>	<b>0.0</b>
Shift: Shift subsidies and transfers to new programs for more transparency	Washington Metropolitan Area Transit Authority	-245,703	0.0
Create: Create new program to reflect subsidies and transfers for a specific project	District Projects Only	20,024	0.0
Create: Create new program to reflect subsidies and transfers for a specific project	Debt Service	11,522	0.0
Cost Decrease: Decrease in subsidies and transfers	Multiple Programs	-73,557	0.0
Create: Create new program to reflect subsidies and transfers for a specific project	Metro Access	20,884	0.0
Create: Create new program to reflect subsidies and transfers for a specific project	WMATA Operations	193,273	0.0
Cost Increase: Increase in operating expenses by 4.7 percent	Multiple Programs	1,469	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>173,615</b>	<b>0.0</b>
Transfer Out: Transfer non-regional cost to the Department of Transportation	Multiple Programs	-32,729	0.0
Cost Increase: Increase in subsidies and transfers	WMATA Operations	5,650	0.0
Transfer Out: Transfer District-specific projects cost to the Department of Transportation	Multiple Programs	-11,718	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>134,817</b>	<b>0.0</b>
<b>DEDICATED TAXES: FY 2011 Approved Budget and FTE</b>		<b>0</b>	<b>0.0</b>
Cost Increase: Increase in revenue by increasing rate from 12 percent to 18 percent	Multiple Programs	18,239	0.0
Cost Increase: Subsidies and transfers	Multiple Programs	25,403	0.0
Transfer In: Shift from the Department of Transportation due to reorganization of the Unified Fund	Multiple Programs	15,000	0.0
<b>DEDICATED TAXES: FY 2012 Proposed Budget and FTE</b>		<b>58,642</b>	<b>0.0</b>

(Continued on next page)

**Table KE0-4 (Continued)**  
(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>12,000</b>	<b>0.0</b>
Cost Increase: Increase in Parking meter revenue due to reorganization of the Unified Fund	Multiple Programs	12,629	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>0</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>24,629</b>	<b>0.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>50</b>	<b>0.0</b>
Cost Decrease: Intra-District reduced	Multiple Programs	-50	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>0</b>	<b>0.0</b>
Cost Increase: Subsidies and transfers School Subsidy program	Multiple Programs	6,058	0.0
Adjust: Increase in subsidies and transfers	WMATA Operations	6,700	0.0
Cost Increase: Subsidies and transfers non-regional costs	Multiple Programs	32,729	0.0
Cost Increase: Subsidies and transfers, District-specific projects	Multiple Programs	11,718	0.0
<b>INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>57,206</b>	<b>0.0</b>
<b>Gross for KE0 - Washington Metropolitan Area Transit Authority</b>		<b>275,294</b>	<b>0.0</b>

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

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# School Transit Subsidy

[www.ddot.dc.gov](http://www.ddot.dc.gov)

Telephone: 202-673-6813

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$6,325,677	\$6,058,000	\$0	-100.0

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The School Transit Subsidy will be absorbed into the District Department of Transportation. Its mission and funding will be transferred. The total funding amount transferred, based on the FY 2011 Approved Budget, is \$6,058,000. The proposed programs and projects for FY 2012 are shown in the District Department of Transportation (DDOT) budget chapter in the Public Works section of the budget.

The agency's FY 2009 and FY 2010 actual expenditures and FY 2011 approved budget are presented in the following tables:

## **FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type**

Table KD0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KD0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	7,003	6,326	6,058	0	-6,058	-100.0
<b>Total for General Fund</b>	<b>7,003</b>	<b>6,326</b>	<b>6,058</b>	<b>0</b>	<b>-6,058</b>	<b>-100.0</b>
<b>Gross Funds</b>	<b>7,003</b>	<b>6,326</b>	<b>6,058</b>	<b>0</b>	<b>-6,058</b>	<b>-100.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Operating Budget, by Comptroller Source Group**

Table KD0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KD0-2**  
(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
41 - Contractual Services - Other	2,049	1,316	1,176	0	-1,176	-100.0
50 - Subsidies and Transfers	4,954	5,009	4,882	0	-4,882	-100.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>7,003</b>	<b>6,326</b>	<b>6,058</b>	<b>0</b>	<b>-6,058</b>	<b>-100.0</b>
<b>Gross Funds</b>	<b>7,003</b>	<b>6,326</b>	<b>6,058</b>	<b>0</b>	<b>-6,058</b>	<b>-100.0</b>

\*Percent change is based on whole dollars.

## Program Description

Please see the DDOT budget chapter for a description of programs related to the prior functions of the School Transit Subsidy.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table KD0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table KD0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) School Transit</b>								
(1100) School Transit	6,326	6,058	0	-6,058	0.0	0.0	0.0	0.0
<b>Subtotal (1000) School Transit</b>	<b>6,326</b>	<b>6,058</b>	<b>0</b>	<b>-6,058</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>6,326</b>	<b>6,058</b>	<b>0</b>	<b>-6,058</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Policy Initiative:** In FY 2012, the School Transit Subsidy will transfer out its entire budget and FTEs to DDOT. All functions and responsibilities that currently exist in the School Transit Subsidy will now reside within DDOT. The program description, structure, and other information about the consolidation are presented in DDOT's budget chapter.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table KD0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table KD0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>6,058</b>	<b>0.0</b>
No Change: No change	School Transit	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>6,058</b>	<b>0.0</b>
Transfer Out: Transfer all funding to the District Department of Transportation	School Transit	-6,058	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>0</b>	<b>0.0</b>
<b>Gross for KD0 - School Transit Subsidy</b>		<b>0</b>	<b>0.0</b>

# G

## Financing and Other

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# Debt Service

Repayment of Loans and Interest (DS0)

Short-Term Borrowings (ZA0)

Certificates of Participation (CP0)

Debt Service - Issuance Costs (ZB0)

Schools Modernization Fund (SM0)

Repayment of Revenue Bonds (DT0)

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Repayment of Loans and Interest (DS)	\$351,816,008	\$410,908,816	\$442,444,386	7.7
Short-Term Borrowings (ZA)	\$2,372,576	\$3,000,000	\$4,500,000	50.0
Certificates of Participation (CP)	\$32,256,729	\$33,044,575	\$32,533,738	-1.5
Debt Service - Issuance Costs (ZB)	\$6,513,566	\$15,000,000	\$6,000,000	-60.0
Schools Modernization Fund (SM)	\$8,611,763	\$8,612,963	\$8,620,713	0.1
Repayment of Revenue Bonds (DT)	\$2,148,700	\$7,574,225	\$6,691,000	-11.7
<b>Total Operating Budget</b>	<b>\$403,719,342</b>	<b>\$478,140,579</b>	<b>\$500,789,837</b>	<b>4.7</b>

The mission of Debt Service administration is to finance the District's capital and cash flow needs as well as minimize costs associated with such financing, exercise fiscally responsible debt management practices, and make timely payment of all principal and interest.

Timely debt service payments are necessary to satisfy the District's commitments to its investors (bondholders) and maintain a good credit standing in the financial marketplace. Under the District of Columbia Home Rule Act, the District may issue debt to finance capital projects or seasonal cash needs, subject to certain limitations. Specifically, no long-term debt may be issued that would cause total debt service on all tax-supported debt to exceed 12 percent of total general fund expenditures in any year during the six-year capital plan period. No short-term debt may be issued in an amount that would cause total outstanding short-term debt to exceed 20 percent of

the projected revenue of the fiscal year in which the debt is issued. Short-term debt must be repaid by the end of the fiscal year in which it is issued. Appropriations are budgeted from Local funds in amounts sufficient to meet the required payments for the various types of debt service.

The District's total outstanding tax-supported long-term debt as of February 2011 was \$7.9 billion. The District issued \$700 million of short-term debt in FY 2011, which will be repaid by September 30, 2011.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table DS0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table DS0-1**  
(dollars in thousands)

### Repayment of Loans and Interest

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	431,706	343,551	401,905	438,072	36,168	9.0
Dedicated Taxes	3,580	4,800	4,800	0	-4,800	-100.0
Special Purpose Revenue Funds	3,097	3,465	4,204	4,372	168	4.0
<b>Total for General Fund</b>	<b>438,383</b>	<b>351,816</b>	<b>410,909</b>	<b>442,444</b>	<b>31,536</b>	<b>7.7</b>
<b>Gross Funds</b>	<b>438,383</b>	<b>351,816</b>	<b>410,909</b>	<b>442,444</b>	<b>31,536</b>	<b>7.7</b>

\*Percent change is based on whole dollars.

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table ZA0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table ZA0-1**  
(dollars in thousands)

### Repayment of Interest on Short-Term Borrowing

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	4,538	2,373	3,000	4,500	1,500	50.0
<b>Total for General Fund</b>	<b>4,538</b>	<b>2,373</b>	<b>3,000</b>	<b>4,500</b>	<b>1,500</b>	<b>50.0</b>
<b>Gross Funds</b>	<b>4,538</b>	<b>2,373</b>	<b>3,000</b>	<b>4,500</b>	<b>1,500</b>	<b>50.0</b>

\*Percent change is based on whole dollars.

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table CP0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

### Table CP0-1

(dollars in thousands)

#### Certificates of Participation

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	32,270	32,257	33,045	32,534	-511	-1.5
<b>Total for General Fund</b>	<b>32,270</b>	<b>32,257</b>	<b>33,045</b>	<b>32,534</b>	<b>-511</b>	<b>-1.5</b>
<b>Gross Funds</b>	<b>32,270</b>	<b>32,257</b>	<b>33,045</b>	<b>32,534</b>	<b>-511</b>	<b>-1.5</b>

\*Percent change is based on whole dollars.

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table ZB0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

### Table ZB0-1

(dollars in thousands)

#### Debt Service - Issuance Costs

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	4,382	6,514	15,000	6,000	-9,000	-60.0
<b>Total for General Fund</b>	<b>4,382</b>	<b>6,514</b>	<b>15,000</b>	<b>6,000</b>	<b>-9,000</b>	<b>-60.0</b>
<b>Gross Funds</b>	<b>4,382</b>	<b>6,514</b>	<b>15,000</b>	<b>6,000</b>	<b>-9,000</b>	<b>-60.0</b>

\*Percent change is based on whole dollars.

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table SM0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table SM0-1**  
(dollars in thousands)

### Schools Modernization Fund

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	8,613	8,612	8,613	8,621	8	0.1
<b>Total for General Fund</b>	<b>8,613</b>	<b>8,612</b>	<b>8,613</b>	<b>8,621</b>	<b>8</b>	<b>0.1</b>
<b>Gross Funds</b>	<b>8,613</b>	<b>8,612</b>	<b>8,613</b>	<b>8,621</b>	<b>8</b>	<b>0.1</b>

\*Percent change is based on whole dollars.

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table DT0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table DT0-1**  
(dollars in thousands)

### Repayment of Revenue Bonds

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Dedicated Taxes	2,144	2,149	7,574	6,691	-883	-11.7
<b>Total for General Fund</b>	<b>2,144</b>	<b>2,149</b>	<b>7,574</b>	<b>6,691</b>	<b>-883</b>	<b>-11.7</b>
<b>Gross Funds</b>	<b>2,144</b>	<b>2,149</b>	<b>7,574</b>	<b>6,691</b>	<b>-883</b>	<b>-11.7</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table DS0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table DS0-2**  
(dollars in thousands)

Repayment of Loans and Interest						
	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>Comptroller Source Group</b>						
80 - Debt Service	438,383	351,816	410,909	442,444	31,536	7.7
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>438,383</b>	<b>351,816</b>	<b>410,909</b>	<b>442,444</b>	<b>31,536</b>	<b>7.7</b>
<b>Gross Funds</b>	<b>438,383</b>	<b>351,816</b>	<b>410,909</b>	<b>442,444</b>	<b>31,536</b>	<b>7.7</b>

\*Percent change is based on whole dollars.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table ZA0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table ZA0-2**  
(dollars in thousands)

### Repayment of Interest on Short-Term Borrowing

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>Comptroller Source Group</b>						
80 - Debt Service	4,538	2,373	3,000	4,500	1,500	50.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>4,538</b>	<b>2,373</b>	<b>3,000</b>	<b>4,500</b>	<b>1,500</b>	<b>50.0</b>
<b>Gross Funds</b>	<b>4,538</b>	<b>2,373</b>	<b>3,000</b>	<b>4,500</b>	<b>1,500</b>	<b>50.0</b>

\*Percent change is based on whole dollars.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table CP0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table CP0-2**  
(dollars in thousands)

### Certificates of Participation

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
80 - Debt Service	32,270	32,257	33,045	32,534	-511	-1.5
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>32,270</b>	<b>32,257</b>	<b>33,045</b>	<b>32,534</b>	<b>-511</b>	<b>-1.5</b>
<b>Gross Funds</b>	<b>32,270</b>	<b>32,257</b>	<b>33,045</b>	<b>32,534</b>	<b>-511</b>	<b>-1.5</b>

\*Percent change is based on whole dollars.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table ZB0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table ZB0-2**  
(dollars in thousands)

### Debt Service - Issuance Costs

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
80 - Debt Service	4,382	6,514	15,000	6,000	-9,000	-60.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>4,382</b>	<b>6,514</b>	<b>15,000</b>	<b>6,000</b>	<b>-9,000</b>	<b>-60.0</b>
<b>Gross Funds</b>	<b>4,382</b>	<b>6,514</b>	<b>15,000</b>	<b>6,000</b>	<b>-9,000</b>	<b>-60.0</b>

\*Percent change is based on whole dollars.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table SM0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table SM0-2**  
(dollars in thousands)

### Schools Modernization Fund

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Change Proposed FY 2012	from FY 2011	Percent Change*
<b>Comptroller Source Group</b>						
80 - Debt Service	8,613	8,612	8,613	8,621	8	0.1
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>8,613</b>	<b>8,612</b>	<b>8,613</b>	<b>8,621</b>	<b>8</b>	<b>0.1</b>
<b>Gross Funds</b>	<b>8,613</b>	<b>8,612</b>	<b>8,613</b>	<b>8,621</b>	<b>8</b>	<b>0.1</b>

\*Percent change is based on whole dollars.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table DT0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table DT0-2**  
(dollars in thousands)

### Repayment of Revenue Bonds

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>Comptroller Source Group</b>						
80 - Debt Service	2,144	2,149	7,574	6,691	-883	-11.7
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>2,144</b>	<b>2,149</b>	<b>7,574</b>	<b>6,691</b>	<b>-883</b>	<b>-11.7</b>
<b>Gross Funds</b>	<b>2,144</b>	<b>2,149</b>	<b>7,574</b>	<b>6,691</b>	<b>-883</b>	<b>-11.7</b>

\*Percent change is based on whole dollars.

### Program Structure Change

The Debt Service agencies have no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table DS0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

### Table DS0-3 Repayment of Loans and Interest

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Repayment of Loans and Interest</b>								
(1100) Repayment of Loans and Interest	351,816	410,909	442,444	31,536	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Repayment of Loans and Interest</b>	<b>351,816</b>	<b>410,909</b>	<b>442,444</b>	<b>31,536</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>351,816</b>	<b>410,909</b>	<b>442,444</b>	<b>31,536</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

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

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table ZA0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

### Table ZA0-3 Repayment of Interest on Short-Term Borrowing

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Short-Term Borrowings</b>								
(1100) Short-Term Borrowings	2,373	3,000	4,500	1,500	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Short-Term Borrowings</b>	<b>2,373</b>	<b>3,000</b>	<b>4,500</b>	<b>1,500</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>2,373</b>	<b>3,000</b>	<b>4,500</b>	<b>1,500</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

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

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table CP0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table CP0-3** Certificates of Participation

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Certificate of Participation</b>								
(1100) Certificate of Participation	32,257	33,045	32,534	-511	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Certificate of Participation</b>	<b>32,257</b>	<b>33,045</b>	<b>32,534</b>	<b>-511</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>32,257</b>	<b>33,045</b>	<b>32,534</b>	<b>-511</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

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

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table ZB0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table ZB0-3** Debt Service - Issuance Costs

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Debt Service - Issuance Costs</b>								
(1100) Debt Service - Issuance Costs	6,514	15,000	6,000	-9,000	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Debt Service - Issuance Costs</b>	<b>6,514</b>	<b>15,000</b>	<b>6,000</b>	<b>-9,000</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>6,514</b>	<b>15,000</b>	<b>6,000</b>	<b>-9,000</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

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

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table SM0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

### Table SM0-3 Schools Modernization Fund

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Schools Modernization Fund</b>								
(1100) Schools Modernization Fund	8,612	8,613	8,621	8	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Schools Modernization Fund</b>	<b>8,612</b>	<b>8,613</b>	<b>8,621</b>	<b>8</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>8,612</b>	<b>8,613</b>	<b>8,621</b>	<b>8</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

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

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table DT0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

### Table DT0-3 Repayment of Revenue Bonds

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Repayment of Revenue Bonds</b>								
(1100) Repayment of Revenue Bonds	2,149	7,574	6,691	-883	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Repayment of Revenue Bonds</b>	<b>2,149</b>	<b>7,574</b>	<b>6,691</b>	<b>-883</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>2,149</b>	<b>7,574</b>	<b>6,691</b>	<b>-883</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary By Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Change

The Gross funds budget for FY 2012 will increase by \$22,649,258 across all six debt service agencies. The net Local funds budget will increase by \$28,164,483,

the Dedicated Taxes budget will decrease by \$5,683,225, and the Special Purpose Revenue budget will increase by \$168,000. These changes are the result of adjustments to debt service payments.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table DS0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table DS0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>401,905</b>	<b>0.0</b>
Cost Increase: Increase Repayment of Loan and Interest	Repayment of Loans and Interest	40,168	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>442,072</b>	<b>0.0</b>
Cost Decrease: Cost savings	Repayment of Loans and Interest	-4,000	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>438,072</b>	<b>0.0</b>
<b>DEDICATED TAXES: FY 2011 Approved Budget and FTE</b>		<b>4,800</b>	<b>0.0</b>
Cost Decrease: Parking tax no longer dedicated to debt service	Repayment of Loans and Interest	-4,800	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>0</b>	<b>0.0</b>
<b>DEDICATED TAXES: FY 2012 Proposed Budget and FTE</b>		<b>0</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>4,204</b>	<b>0.0</b>
Cost Increase: Debt service	Repayment of Loans and Interest	168	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>4,372</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>4,372</b>	<b>0.0</b>
<b>Gross for DS0 - Repayment of Loans and Interest</b>		<b>442,444</b>	<b>0.0</b>

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

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table ZA0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table ZA0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>3,000</b>	<b>0.0</b>
Cost Increase: Debt Service	Short-Term Borrowings	3,000	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>6,000</b>	<b>0.0</b>
Cost Decrease: Cost savings	Short-Term Borrowings	-1,500	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>4,500</b>	<b>0.0</b>
<b>Gross for ZA0 - Repayment of Interest on Short Term Borrowing</b>		<b>4,500</b>	<b>0.0</b>

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table CP0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table CP0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>33,045</b>	<b>0.0</b>
Cost Decrease: Debt service	Certificate of Participation	-511	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>32,534</b>	<b>0.0</b>
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>32,534</b>	<b>0.0</b>
<b>Gross for CP0 - Certificate of Participation</b>		<b>32,534</b>	<b>0.0</b>

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table ZB0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table ZB0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>15,000</b>	<b>0.0</b>
Cost Decrease: Debt service	Debt Service - Issuance Costs	-9,000	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>6,000</b>	<b>0.0</b>
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>6,000</b>	<b>0.0</b>
<b>Gross for ZB0 - Debt Service - Issuance Costs</b>		<b>6,000</b>	<b>0.0</b>

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table SM0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table SM0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>8,613</b>	<b>0.0</b>
Cost Increase: Interest for 2007A and 2007C GO Bonds	Schools Modernization Fund	8	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>8,621</b>	<b>0.0</b>
<b>Gross for SM0 - Schools Modernization Fund</b>		<b>8,621</b>	<b>0.0</b>

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table DT0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table DT0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>DEDICATED TAXES: FY 2011 Approved Budget and FTE</b>		<b>7,574</b>	<b>0.0</b>
Cost Decrease: Debt Service for Revenue Bonds	Repayment of Revenue Bonds	-883	0.0
<b>DEDICATED TAXES: FY 2012 Proposed Budget and FTE</b>		<b>6,691</b>	<b>0.0</b>
<b>Gross for DT0 - Repayment of Revenue Bonds</b>		<b>6,691</b>	<b>0.0</b>

# Settlements and Judgments

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$21,470,259	\$21,477,000	\$21,477,000	0.0

Settlements and Judgments provides fiscal resources to settle claims and lawsuits and pay judgments in most types of civil cases filed against the District of Columbia.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table ZH0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table ZH0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	17,325	21,470	21,477	21,477	0	0.0
<b>Total for General Fund</b>	<b>17,325</b>	<b>21,470</b>	<b>21,477</b>	<b>21,477</b>	<b>0</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>17,325</b>	<b>21,470</b>	<b>21,477</b>	<b>21,477</b>	<b>0</b>	<b>0.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table ZH0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table ZH0-2**  
(dollars in thousands)

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>Comptroller Source Group</b>						
40 - Other Services and Charges	17,325	21,470	21,477	21,477	0	0.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>17,325</b>	<b>21,470</b>	<b>21,477</b>	<b>21,477</b>	<b>0</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>17,325</b>	<b>21,470</b>	<b>21,477</b>	<b>21,477</b>	<b>0</b>	<b>0.0</b>

\*Percent change is based on whole dollars.

### Program Description

Settlements and Judgments operates through the following program:

**Settlements and Judgments** - addresses litigations against the District government. The fund is managed and administered by the District's Office of Risk Management. The authority to settle a case is limited to \$500,000. For amounts greater than \$500,000, the settlement decision rests with the Mayor.

### Program Structure Change

Settlements and Judgments has no program structure changes in the FY 2012 proposed budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table ZH0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table ZH0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Settlement and Judgments</b>								
(1100) Settlement and Judgments	21,470	21,477	21,477	0	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Settlement and Judgments</b>	<b>21,470</b>	<b>21,477</b>	<b>21,477</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>21,470</b>	<b>21,477</b>	<b>21,477</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

Settlements and Judgments has no changes from the FY 2011 Approved Budget to the FY 2012 Proposed Budget.

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# John A. Wilson Building Fund

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<b>Description</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Approved</b>	<b>FY 2012 Proposed</b>	<b>% Change from FY 2011</b>
Operating Budget	\$3,225,709	\$3,598,126	\$3,967,582	10.3

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The mission of the John A. Wilson Building Fund is to provide an efficient, clean, and safe working environment for District employees in a modernized century-old historic building. Easily accessible to the public, the Wilson Building is an emblem of District pride showcased on the elegant Pennsylvania Avenue corridor within the Federal Triangle, just blocks from the White House.

Culminating a five-year renovation, expansion, and restoration, the Wilson Building reopened to acclaim in late 2001. Built in 1904 and later named after the long-term District Council member and Chairman, the building had suffered from neglect and had to be closed in 1996. Preservation-minded District officials emerged with a redevelopment plan, and, starting in 1996, the Wilson Building underwent a renovation based on plans from architect Shalom Baranes. The result is a modern workplace for District government that retains much of its historic flavor and texture.

Housed in the building are the Executive Office of the Mayor, the D.C. Council, the Office of the Chief Financial Officer, and a number of other District agencies. The Wilson Building will serve the District for many years, while preserving a link to the past.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table ZZ0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table ZZ0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	4,008	3,226	3,598	3,968	369	10.3
<b>Total for General Fund</b>	<b>4,008</b>	<b>3,226</b>	<b>3,598</b>	<b>3,968</b>	<b>369</b>	<b>10.3</b>
<b>Gross Funds</b>	<b>4,008</b>	<b>3,226</b>	<b>3,598</b>	<b>3,968</b>	<b>369</b>	<b>10.3</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table ZZ0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table ZZ0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
30 - Energy, Comm. and Bldg Rentals	975	928	757	1,040	283	37.3
32 - Rentals - Land and Structures	1,395	1,162	1,500	1,500	0	0.0
33 - Janitorial Services	0	0	0	2	2	N/A
34 - Security Services	1,638	1,135	1,341	1,416	75	5.6
35 - Occupancy Fixed Costs	0	0	0	10	10	N/A
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>4,008</b>	<b>3,226</b>	<b>3,598</b>	<b>3,968</b>	<b>369</b>	<b>10.3</b>
<b>Gross Funds</b>	<b>4,008</b>	<b>3,226</b>	<b>3,598</b>	<b>3,968</b>	<b>369</b>	<b>10.3</b>

\*Percent change is based on whole dollars.

### Program Description

The John A. Wilson Building Fund operates through the following program:

**John A. Wilson Building** - provides office space for the Executive Office of the Mayor, the D.C. Council, the Office of the Chief Financial Officer, and a number of other District agencies.

### Program Structure Change

The John A. Wilson Building Fund has no program structure changes in the FY 2012 proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table ZZ0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table ZZ0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Wilson Building</b>								
(1100) Wilson Building	3,226	3,598	3,968	369	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Wilson Building</b>	<b>3,226</b>	<b>3,598</b>	<b>3,968</b>	<b>369</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>3,226</b>	<b>3,598</b>	<b>3,968</b>	<b>369</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Operational Adjustments:** The Wilson Building Fund increased by \$369,456 for energy, janitorial, security, and occupancy due to revised estimates.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table ZZ0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table ZZ0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>3,598</b>	<b>0.0</b>
Cost Increase: Increase in multiple commodities	Wilson Building	369	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>3,968</b>	<b>0.0</b>
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>3,968</b>	<b>0.0</b>
<b>Gross for ZZ0 - John A. Wilson Building Fund</b>		<b>3,968</b>	<b>0.0</b>

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

# Non-Departmental

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$2,410,029	\$973,186	\$22,350,487	2,196.6
FTE	0.0	0.0	40.0	N/A

The mission of Non-Departmental is to budget for anticipated costs that were not allocated to specific agencies during the development of the proposed budget to ensure that specific use requirements are met.

Use of a Non-Departmental account is a common practice to include specific costs in the budget, while providing the flexibility to project and allocate these costs. Use of Non-Departmental improves budget formulation by ensuring that certain use criteria are

met by agencies before the funds are released to those agencies.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table DO0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table DO0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	0	2,410	0	2,000	2,000	N/A
Dedicated Taxes	0	0	0	2,000	2,000	N/A
Special Purpose Revenue Funds	0	0	973	18,350	17,377	1,785.6
<b>Total for General Fund</b>	<b>0</b>	<b>2,410</b>	<b>973</b>	<b>22,350</b>	<b>21,377</b>	<b>2,196.6</b>
<b>Gross Funds</b>	<b>0</b>	<b>2,410</b>	<b>973</b>	<b>22,350</b>	<b>21,377</b>	<b>2,196.6</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table DO0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table DO0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Local Funds	0.0	0.0	0.0	40.0	40.0	N/A
<b>Total for General Fund</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>40.0</b>	<b>40.0</b>	<b>N/A</b>
<b>Total Proposed FTEs</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>40.0</b>	<b>40.0</b>	<b>N/A</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table DO0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table DO0-3**

(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	0	0	0	1,660	1,660	N/A
14 - Fringe Benefits - Curr Personnel	0	0	0	340	340	N/A
<b>Subtotal Personal Services (PS)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>N/A</b>
30 - Energy, Comm. and Bldg Rentals	0	1,510	0	0	0	N/A
32 - Rentals - Land and Structures	0	317	0	0	0	N/A
34 - Security Services	0	76	0	0	0	N/A
35 - Occupancy Fixed Costs	0	508	0	0	0	N/A
50 - Subsidies and Transfers	0	0	973	20,350	19,377	1,991.1
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>0</b>	<b>2,410</b>	<b>973</b>	<b>20,350</b>	<b>19,377</b>	<b>1,991.1</b>
<b>Gross Funds</b>	<b>0</b>	<b>2,410</b>	<b>973</b>	<b>22,350</b>	<b>21,377</b>	<b>2,196.6</b>

\*Percent change is based on whole dollars.

## Program Description

Non-Departmental operates through the following program:

**Non-Departmental** - budgets for anticipated costs not allocated to agencies.

## Program Structure Change

Non-Departmental has no program structure changes in the FY 2012 Proposed Budget.

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### FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table DO0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table DO0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalentents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Non-Departmental</b>								
(1100) Non-Departmental	2,410	973	22,350	21,377	0.0	0.0	40.0	40.0
<b>Subtotal (1000) Non-Departmental</b>	<b>2,410</b>	<b>973</b>	<b>22,350</b>	<b>21,377</b>	<b>0.0</b>	<b>0.0</b>	<b>40.0</b>	<b>40.0</b>
<b>Total Proposed Operating Budget</b>	<b>2,410</b>	<b>973</b>	<b>22,350</b>	<b>21,377</b>	<b>0.0</b>	<b>0.0</b>	<b>40.0</b>	<b>40.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

In FY 2012, there was a decrease of \$973,186 in Special Purpose Revenue funds to align the budget authority with the projected revenues and an increase of \$18,350,487 to provide additional budget authority for unanticipated Special Purpose Revenue expenditures. There was an increase in Local Funds in the amount of \$2,000,000 and 40.0 FTEs for contingent funding for the Office of Risk Management's Return

to Work Program. Additionally, the District has projected revenue from the assessment on Intermediate Care Facilities/Mental Retardation, but it is unclear when this revenue will first be collected, so the related budget in the amount of \$2,000,000 is placed in Non-Departmental. Budget authority will be allocated from Non-Departmental to the Department of Health Care Finance once the revenue is assured.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table DO0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table DO0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>0</b>	<b>0.0</b>
No Change: No change	Non-Departmental	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>0</b>	<b>0.0</b>
Create: Funding for the Office of Risk Management's Return to Work program	Non-Departmental	2,000	40.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>2,000</b>	<b>40.0</b>
<b>DEDICATED TAXES: FY 2011 Approved Budget and FTE</b>		<b>0</b>	<b>0.0</b>
No Change: No Change	Non-Departmental	0	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>0</b>	<b>0.0</b>
Create: Projected revenues from the assessment on Intermediate Care Facilities/Mental Retardation (Stevie Sellows Fund)	Non-Departmental	2,000	0.0
<b>DEDICATED TAXES: FY 2012 Proposed Budget and FTE</b>		<b>2,000</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>973</b>	<b>0.0</b>
Cost Decrease: Align budget authority with projected revenues	Non-Departmental	-973	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>0</b>	<b>0.0</b>
Transfer In: Budget authority for unanticipated special purpose revenue expenditures	Non-Departmental	18,350	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>18,350</b>	<b>0.0</b>
<b>Gross for DO0 - Non-Departmental</b>		<b>22,350</b>	<b>40.0</b>

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

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# Emergency Planning and Security Fund

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<b>Description</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Approved</b>	<b>FY 2012 Proposed</b>	<b>% Change from FY 2011</b>
Operating Budget	\$15,624,035	\$14,970,000	\$14,900,000	-0.5

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The mission of the Emergency Planning and Security Fund (EPSF) is to record expenses for which federal funding has been approved under the authority found in the federal payment for “Emergency Planning and Security Costs in the District of Columbia” section of the District’s annual Appropriations Act.

The costs shown below are generally related to:

- Providing public safety at events related to the presence of the Nation's Capital in the District;
- Providing response support to immediate and specific terrorist threats or attacks in the District; and
- Support for requests from the United States Secret Service.

EPSF funds available in FY 2010 consisted of:

Unexpended balance carried forward from FY 2009:	\$624,035
FY 2010 approved budget:	\$15,000,000
<b>Total Available in FY 2010:</b>	<b>\$15,624,035</b>

The District of Columbia Appropriations Act, 2010, Public Law 111-117, authorized a direct federal payment to the District in the amount of \$15,000,000, available until expended, and continued the authorization for reimbursement of expenditures related to support requested by the Director of the United States Secret Service.

The four tables below detail the FY 2010 EPSF activity:

**1. FY 2010 approved expenditures by agency:**

<b>Agency</b>	<b>Amount</b>
Metropolitan Police Department	\$13,502,706
Fire and Emergency Medical Services	1,829,444
District Department of Transportation	212,579
Department of Real Estate Services**	37,133
Department of Public Works	27,167
D.C. Homeland Security and Emergency Management Agency	13,788
District Department of the Environment**	1,218
<b>Total</b>	<b>\$15,624,035</b>

\*\* For expenses related to the Nuclear Security Summit only.

**2. FY 2010 approved expenditures by event:**

<b>Event</b>	<b>Amount</b>
Nuclear Security Summit	\$7,715,096
Presidential Protection	1,759,595
MPD Demonstrations/events	1,410,443
Foreign Dignitary Protection	1,233,090
Hazmat/Federal Property	1,123,524
MPD Vehicular Costs	682,369
International Monetary Fund Demonstrations	592,427
Vice Presidential Protection	498,681
Presidential Helicopter Support	259,950
Presidential EMS Escort	65,453
Aerial Surveillance	62,217
FEMS Demonstrations/events	44,110
4th of July celebration on National Mall	36,742
Foreign Dignitary Medical Support	36,440
Presidential Fire Inspectors	35,346
First Lady Protection	33,467
State of the Union Address	29,050
Federal Law Enforcement Support	5,342
Domestic Dignitary Protection	693

**3. FY 2010 approved expenditures by quarter:**

<b>Quarter</b>	<b>Amount</b>
1st Quarter	\$2,303,080
2nd Quarter	2,200,621
3rd Quarter	10,478,237
4th Quarter	642,097
<b>Total</b>	<b>\$15,624,035</b>
<b>Total</b>	<b>\$15,624,035</b>

**4. FY 2010 disallowed costs:**

<b>Event</b>	<b>Amount</b>
Demonstrations or events determined to be not related to a 1st amendment rights event or a request from the Director of the United States Secret Service	\$30,805

The agency's FY 2012 proposed budget is presented in the following tables:

## **FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type**

Table EP0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table EP0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>Federal Resources</b>						
Federal Payments	10,714	15,624	14,970	14,900	-70	-0.5
<b>Total for Federal Resources</b>	<b>10,714</b>	<b>15,624</b>	<b>14,970</b>	<b>14,900</b>	<b>-70</b>	<b>-0.5</b>
<b>Gross Funds</b>	<b>10,714</b>	<b>15,624</b>	<b>14,970</b>	<b>14,900</b>	<b>-70</b>	<b>-0.5</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## **FY 2012 Proposed Operating Budget, by Comptroller Source Group**

Table EP0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table EP0-2**  
(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
50 Subsidies and Transfers	10,714	15,624	14,970	14,900	-70	-0.5
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>10,714</b>	<b>15,624</b>	<b>14,970</b>	<b>14,900</b>	<b>-70</b>	<b>-0.5</b>
<b>Gross Funds</b>	<b>10,714</b>	<b>15,624</b>	<b>14,970</b>	<b>14,900</b>	<b>-70</b>	<b>-0.5</b>

\*Percent change is based on whole dollars.

## Program Description

The Emergency Planning and Security Fund operates through the following program:

**Emergency Planning and Security Cost** - provides recordation of expenses for which federal reimbursement/payment has been approved under the authority found in the federal payment for Emergency Planning and Security Costs section of the District's annual Appropriations Act.

## Program Structure Change

The Emergency Planning and Security Fund has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table EP0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table EP0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Emergency Planning and Security Cost</b>								
(1100) Emergency Planning and Security Cost	15,624	14,970	14,900	-70	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Emergency Planning and Security Cost</b>	<b>15,624</b>	<b>14,970</b>	<b>14,900</b>	<b>-70</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>15,624</b>	<b>14,970</b>	<b>14,900</b>	<b>-70</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

The Emergency Planning and Security Fund budget is reduced by \$70,000 to account for the reduction in the FY 2012 President's Budget submission to Congress.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table EP0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table EP0-4**

(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>FEDERAL PAYMENTS: FY 2011 Approved Budget and FTE</b>		<b>14,970</b>	<b>0.0</b>
Reduce: Align budget to amount requested in the FY 2012 President's Budget	Emergency Planning and Security Cost	-70	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>14,900</b>	<b>0.0</b>
<b>FEDERAL PAYMENTS: FY 2012 Proposed Budget and FTE</b>		<b>14,900</b>	<b>0.0</b>
<b>Gross for EP0 - Emergency Planning and Security Fund</b>		<b>14,900</b>	<b>0.0</b>

# Master Equipment Lease/Purchase Program

[www.cfo.dc.gov](http://www.cfo.dc.gov)

Telephone: 202-727-2476

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$43,863,086	\$49,804,074	\$53,617,192	7.7

The mission of the Master Equipment Lease/Purchase Program (the program) is to provide District agencies with access to low-cost, tax-exempt financing for short-term capital equipment needs. The program also enables the District to improve its asset/liability management by matching the useful life of the asset being financed to the amortization of the liability.

Equipment financed through the program must have a useful life of at least 5 years. The repayment (amortization) will not exceed the useful life of the equipment being financed. The maximum financing term that may be requested is 10 years. The program finances equipment such as rolling stock (e.g., automobiles, trucks, public safety vehicles) and computer hardware and software. Under the District of Columbia Home Rule Act, the District may issue various obligations to finance its capital needs.

Financing through the program begins with a financing company paying for the purchase of equipment for the District's use. The District makes lease payments to the financing company for such equipment, which are in effect principal

and interest payments on the amount financed, and the District gains ownership of the equipment upon completion of the payments. As of September 30, 2010, the District had financed approximately \$332 million of its capital equipment needs through the program.

Timely payments are necessary to satisfy the District's commitments to its investors and creditors and to maintain a good credit standing in the financial markets. Appropriations for the program are budgeted from Local funds in amounts sufficient to meet the required payments.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table EL0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table EL0-1**

(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	38,378	43,863	49,804	53,617	3,813	7.7
<b>Total for General Fund</b>	<b>38,378</b>	<b>43,863</b>	<b>49,804</b>	<b>53,617</b>	<b>3,813</b>	<b>7.7</b>
<b>Gross Funds</b>	<b>38,378</b>	<b>43,863</b>	<b>49,804</b>	<b>53,617</b>	<b>3,813</b>	<b>7.7</b>

\*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 FY2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table EL0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table EL0-2**

(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
80 - Debt Service	38,378	43,863	49,804	53,617	3,813	7.7
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>38,378</b>	<b>43,863</b>	<b>49,804</b>	<b>53,617</b>	<b>3,813</b>	<b>7.7</b>
<b>Gross Funds</b>	<b>38,378</b>	<b>43,863</b>	<b>49,804</b>	<b>53,617</b>	<b>3,813</b>	<b>7.7</b>

\*Percent change is based on whole dollars.

### Program Description

Master Equipment Lease/Purchase Program operates through the following program:

**Equipment Lease** – provides financing for short-term capital equipment needs.

### Program Structure Change

The Master Equipment Lease/Purchase Program has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table EL0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides FY 2010 actual data.

**Table EL0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Equipment Lease</b>								
(1100) Equipment Lease	43,863	49,804	53,617	3,813	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Equipment Lease</b>	<b>43,863</b>	<b>49,804</b>	<b>53,617</b>	<b>3,813</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>43,863</b>	<b>49,804</b>	<b>53,617</b>	<b>3,813</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Change

The FY 2012 budget includes an increase of \$3,813,118, which is the additional cost of debt service for planned spending on various capital projects financed through the Master Equipment Lease/Purchase Program because of an increase in planned capital purchases through the program.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table EL0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table EL0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>49,804</b>	<b>0.0</b>
Cost Increase: Debt service	Master Equipment Lease Program	3,813	0.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>53,617</b>	<b>0.0</b>
<b>Gross for ELO - Master Equipment Lease/Purchase Program</b>		<b>53,617</b>	<b>0.0</b>

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# Emergency and Contingency Reserve Funds

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$0	\$3,000,000	\$3,000,000	0.0

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The purpose of Emergency and Contingency Reserve Funds is to maintain the required fund balances established under section 450A of the District of Columbia Home Rule Act (D. C. Official Code, sec. 1-204.50a) for each fiscal year. The Emergency and Contingency Reserve Funds were established to provide for nonrecurring or unforeseen needs that arise during the fiscal year.

This agency is budgeted on an as-needed basis, to replenish the Emergency and Contingency Reserve Funds for allocations made from the funds in the previous years.

The Emergency and Contingency Reserve Funds were established to provide for nonrecurring or unforeseen needs that arise during the fiscal year. In FY 2005, the following changes were adopted:

- Modified the calculation of the Emergency and Contingency Reserve Funds by using prior year actual expenditures from Local funds as defined in the annual Comprehensive Annual Financial Report (CAFR), and removed expenditures related to payment of debt service from the calculation of actual expenditures.

- Changed the required funding levels from 7 percent to 6 percent (Emergency Reserve Fund at 2 percent and Contingency Reserve Fund at 4 percent); and
- Changed the replenishment requirements from 1 to 2 years, with no less than 50 percent replenished in the first year.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table SV0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table SV0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	0	0	3,000	3,000	0	0.0
<b>Total for General Fund</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table SV0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table SV0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	0	0	3,000	3,000	0	0.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0</b>

\*Percent change is based on whole dollars.

### Program Description

**Emergency and Contingency Reserve Funds** – budgets for replenishment of the Funds for allocations made in previous years.

### Program Structure Change

Emergency and Contingency Reserve Funds has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table SV0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table SV0-3**

Program/Activity	Dollars in Thousands				Full-Time Equivalentents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Seven - Percent Cash Reserve</b>								
(1100) Seven - Percent Cash Reserve	0	3,000	3,000	0	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Seven - Percent Cash Reserve</b>	<b>0</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>0</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

The Emergency and Contingency Reserve Funds has no changes from the FY 2011 Approved Budget to the FY 2012 Proposed Budget.

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# Pay-As-You-Go Capital Fund

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<b>Description</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Approved</b>	<b>FY 2012 Proposed</b>	<b>% Change from FY 2011</b>
Operating Budget	\$14,933,000	\$12,071,000	\$37,448,264	210.2

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The mission of the Pay-As-You-Go Capital Fund is to provide an additional funding source and offset long-term bond borrowing for capital projects.

### **Summary of Services**

The Mayor and Council can request the use of Pay-As-You-Go Capital funds following the determination and certification by the Chief Financial Officer that the funds are available and necessary for the designated purpose.

In addition, other operating funds may be transferred to the capital fund through a Pay-As-You-Go capital budget transfer to support the Capital Improvements Plan, and the proposed FY 2012 budget includes such a transfer.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table PA0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table PA0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	1,821	499	0	0	0	N/A
Dedicated Taxes	12,927	0	0	0	0	N/A
Special Purpose Revenue Funds	5,254	14,434	12,071	37,448	25,377	210.2
<b>Total for General Fund</b>	<b>20,002</b>	<b>14,933</b>	<b>12,071</b>	<b>37,448</b>	<b>25,377</b>	<b>210.2</b>
<b>Gross Funds</b>	<b>20,002</b>	<b>14,933</b>	<b>12,071</b>	<b>37,448</b>	<b>25,377</b>	<b>210.2</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table PA0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table PA0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	20,002	14,933	12,071	37,448	25,377	210.2
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>20,002</b>	<b>14,933</b>	<b>12,071</b>	<b>37,448</b>	<b>25,377</b>	<b>210.2</b>
<b>Gross Funds</b>	<b>20,002</b>	<b>14,933</b>	<b>12,071</b>	<b>37,448</b>	<b>25,377</b>	<b>210.2</b>

\*Percent change is based on whole dollars.

## Program Description

The Pay-As-You-Go Capital Fund agency operates through the following program:

**Pay-Go Capital** – allows for the transfer of revenue and budget authority between the operating and capital budget funds.

## Program Structure Changes

The Pay-As-You-Go Capital Fund has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table PA0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table PA0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Pay-Go Capital</b>								
(1100) Pay-Go Capital	14,933	12,071	37,448	25,377	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Pay-Go Capital</b>	<b>14,933</b>	<b>12,071</b>	<b>37,448</b>	<b>25,377</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>14,933</b>	<b>12,071</b>	<b>37,448</b>	<b>25,377</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

The School Modernization Financing Act of 2006 dedicated over \$100 million annually in sales tax revenue to the District's capital budget, to finance school modernization on a pay-as-you-go basis. Significant and ongoing declines in District revenue forecasts as a result of the weakened U.S. economy have made the transfer of those funds from the operating budget to the capital project budget fiscally unsustainable. However, beginning with the FY 2010 budget through the FY 2012 budget, the landmark school modernization initiative continues via full funding with General Obligation and/or Income-Tax bond borrowings.

This change in funding source has not affected the ability of the Office of Public Education Facilities Modernization, now the Department of General Services, to continue its modernization of public

school buildings as planned. Project-by-project allocations of capital budget authority are detailed in the Capital Appendices to the proposed budget.

The FY 2012 budget for the Pay-As-You-Go Capital Fund reflects a net increase of \$25,377,000. This increase is due to \$31,648,000 of Rights-of-Way fee revenue being transferred to the capital fund in support of the District Department of Transportation Local Transportation program, offset by a decrease of \$2,100,000 in the Storm Water Permit Review Fund for the District Department of the Environment being transferred to capital and a decrease of \$4,171,000 from FY 2011 one-time funding received from CSX for the 11th Street Bridge capital project.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table PA0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table PA0-4**  
(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>12,071</b>	<b>0.0</b>
Reduce: Storm water fee revenue	Pay-Go Capital	-2,100	0.0
Reduce: One-time revenue in FY 2011 from CSX for the 11th Street Bridge project	Pay-Go Capital	-4,171	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>5,800</b>	<b>0.0</b>
Enhance: To transfer Rights-of-Way fee revenue to capital for Local Transportation projects	Pay-Go Capital	31,648	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>37,448</b>	<b>0.0</b>
<b>Gross for PA0 - Pay-As-You-Go Capital Fund</b>		<b>37,448</b>	<b>0.0</b>

# District Retiree Health Contribution

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$90,700,000	\$98,700,000	\$109,800,000	11.2

The mission of District Retiree Health Contribution is to contribute to the funding of the District's other post-employment benefits (OPEB) liabilities.

District government retirees who were first employed after September 30, 1987 ("post-87") may obtain health insurance (pursuant to D.C. Code 1-622) and life insurance (pursuant to D.C. Code 1-623) from the District. The federal government is responsible for funding OPEB costs for District government retirees who were first employed prior to October 1, 1987 ("pre-87").

In 1999, the Council of the District of Columbia established the Annuitants' Health and Life Insurance Employer Contribution Trust Fund ("Trust Fund") to pay the District's portion of post-87 retirees' health and life insurance premiums. Through FY 2007, the District contributed to the Trust Fund from available funds. Beginning in FY 2008, the Governmental Accounting Standards Board requires state and local governments, including the District, to recognize any OPEB liability in their financial statements. The District is budgeting an actuarially determined annual OPEB contribution to gradually reduce its unfunded accrued liability. The proposed budget of the District Retiree Health Contribution represents the District's FY 2012 contribution to the funding of its OPEB liabilities.

The District passed permanent legislation effective in FY 2011 changing the calculation of its contribution to the cost of health, vision and dental insurance premiums for retirees and their dependents to a scale based on the amount of creditable service of the retiree. The District's contribution to the cost of any health benefits plan under the District of Columbia Health Benefit Plan (DCEHB) shall be a maximum amount equal to 72 percent for any retiree. It also passed permanent legislation setting the District contribution at 72 percent of the cost of selected health benefit plans for eligible spouses and dependents of police officers and fire fighters who retired after being injured in the line of duty or who were killed in the line of duty.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table RH0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table RH0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	81,100	90,700	98,700	109,800	11,100	11.2
<b>Total for General Fund</b>	<b>81,100</b>	<b>90,700</b>	<b>98,700</b>	<b>109,800</b>	<b>11,100</b>	<b>11.2</b>
<b>Gross Funds</b>	<b>81,100</b>	<b>90,700</b>	<b>98,700</b>	<b>109,800</b>	<b>11,100</b>	<b>11.2</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table RH0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table RH0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 Subsidies and Transfers	81,100	90,700	98,700	109,800	11,100	11.2
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>81,100</b>	<b>90,700</b>	<b>98,700</b>	<b>109,800</b>	<b>11,100</b>	<b>11.2</b>
<b>Gross Funds</b>	<b>81,100</b>	<b>90,700</b>	<b>98,700</b>	<b>109,800</b>	<b>11,100</b>	<b>11.2</b>

\*Percent change is based on whole dollars.

### Program Description

The District Retiree Health Contribution operates through the following program:

**District Retiree Health Contribution** - provides the contribution to the funding of the District's OPEB liabilities.

### Program Structure Change

The District Retiree Health Contribution has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table RH0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table RH0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) District Retiree Health Contribution</b>								
(1100) District Retiree Health Contribution	90,700	98,700	109,800	11,100	0.0	0.0	0.0	0.0
<b>Subtotal (1000) District Retiree Health Contribution</b>	<b>90,700</b>	<b>98,700</b>	<b>109,800</b>	<b>11,100</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>90,700</b>	<b>98,700</b>	<b>109,800</b>	<b>11,100</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

The District Retiree Health Contribution increased by \$11,100,000 over FY 2011 to meet the actuarially required contribution.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table RH0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table RH0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>98,700</b>	<b>0.0</b>
Cost Increase: Increased to meet the actuarially required contribution level	District Retiree Health Contribution	11,100	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>109,800</b>	<b>0.0</b>
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>109,800</b>	<b>0.0</b>
<b>Gross for RH0 - District Retiree Health Contribution</b>		<b>109,800</b>	<b>0.0</b>

# Baseball Transfer - Dedicated Taxes

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$32,081,000	\$29,582,000	\$45,545,000	54.0

The mission of Baseball Transfer – Dedicated Taxes is to record the transfer out of certain revenues from the District’s General Fund to the Ballpark Revenue Fund, as required by the Ballpark Omnibus Financing and Revenue Act of 2004, effective April 8, 2005 (D.C. Law 15-320; D.C. Official Code § 10-1601.01 et seq.).

The agency’s FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table BO0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table BO0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Dedicated Taxes	50,044	32,081	29,582	45,545	15,963	54.0
<b>Total for General Fund</b>	<b>50,044</b>	<b>32,081</b>	<b>29,582</b>	<b>45,545</b>	<b>15,963</b>	<b>54.0</b>
<b>Gross Funds</b>	<b>50,044</b>	<b>32,081</b>	<b>29,582</b>	<b>45,545</b>	<b>15,963</b>	<b>54.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer’s website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table BO0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table BO0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	50,044	32,081	29,582	45,545	15,963	54.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>50,044</b>	<b>32,081</b>	<b>29,582</b>	<b>45,545</b>	<b>15,963</b>	<b>54.0</b>
<b>Gross Funds</b>	<b>50,044</b>	<b>32,081</b>	<b>29,582</b>	<b>45,545</b>	<b>15,963</b>	<b>54.0</b>

\*Percent change is based on whole dollars.

### Program Description

The Baseball Transfer – Dedicated Taxes operates through the following program:

**Baseball Transfer – Dedicated Tax** - provides budget authority pursuant to the Ballpark Omnibus Financing and Revenue Act of 2004, which authorizes the imposition of taxes dedicated for baseball and their deposit into the Ballpark Revenue Fund. This fund shows the transfer of Dedicated Taxes (sales, public utility, toll communications, and baseball gross

receipts) from the District's General Fund to the Ballpark Revenue Fund, which is a Special Purpose Revenue fund. For additional information regarding the establishment and purpose of the Ballpark Revenue Fund (BK0), please refer to that chapter in this volume.

### Program Structure Change

Baseball Transfer – Dedicated Taxes has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table BO0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table BO0-3**  
(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Baseball Transfer - Dedicated Tax</b>								
(1100) Baseball Transfer - Dedicated Tax	32,081	29,582	45,545	15,963	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Baseball Transfer - Dedicated Tax</b>	<b>32,081</b>	<b>29,582</b>	<b>45,545</b>	<b>15,963</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>32,081</b>	<b>29,582</b>	<b>45,545</b>	<b>15,963</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Intra-Agency Adjustments:** The Baseball Transfer – Dedicated Taxes budget reflects an increase of \$1,674,000 of additional revenue to support the amount required to satisfy the provisions of the Ballpark Omnibus Financing and Revenue Act of 2004.

**Policy Initiatives:** The FY 2012 budget includes revenues collected through the four funding sources and is sufficient to support a transfer from the Dedicated Taxes related to this agency to the District’s General Fund. This is a methodological change from the two

previous fiscal years, when the transfer was netted out of the agency budget. The FY 2011 transfer was \$14,289,000, and this amount is added to the FY 2012 budget to reflect this change. The FY 2012 budget transfer will be \$10,636,000. In addition, \$5,000,000 will be allocated to the Ballpark Contingency Revenue Fund. The Baseball Transfer – Dedicated Taxes budget and the transfer are also reflected within the budget of the Baseball Revenue Fund chapter of this volume.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table BO0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table BO0-4**  
(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>DEDICATED TAXES: FY 2011 Approved Budget and FTE</b>		<b>29,582</b>	<b>0.0</b>
Cost Increase: Changes in the sales tax income earned, ballpark fees, and utility taxes	Baseball Transfer - Dedicated Tax	1,674	0.0
Adjust: Reflects a change in the methodology to calculate the transfer of revenue to the District’s General Fund	Baseball Transfer - Dedicated Tax	14,289	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>45,545</b>	<b>0.0</b>
<b>DEDICATED TAXES: FY 2012 Proposed Budget and FTE</b>		<b>45,545</b>	<b>0.0</b>
<b>Gross for BO0 - Baseball Transfer - Dedicated Taxes</b>		<b>45,545</b>	<b>0.0</b>

# Highway Transportation Fund - Transfers

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	24,889,148	37,678,000	37,294,170	-1.0

The Highway Transportation Fund - Transfers agency records the transfer of motor fuel tax and rights-of-way revenues from the District's General Fund to the Highway Trust Fund.

## Summary of Services

This agency reflects the flow of the dedicated revenues through the General Fund and was first budgeted in FY 2010, which included motor fuel and parking taxes. In FY 2012, parking taxes will no longer go to the Highway Trust Fund, but a portion of rights-of-way revenue will be transferred. More information

on the Highway Trust Fund is available at Appendix H of the FY 2012 to FY 2017 Capital Improvements Plan (including the Highway Trust Fund).

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table KZ0-1 contains proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KZ0-1**

(dollars in thousands)

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>Appropriated Fund</b>						
<b>General Fund</b>						
Dedicated Taxes	0	24,889	37,678	20,640	-17,038	-45.2
Special Purpose Revenue Funds	0	0	0	16,654	16,654	N/A
<b>Total for General Fund</b>	<b>0</b>	<b>24,889</b>	<b>37,678</b>	<b>37,294</b>	<b>-384</b>	<b>-1.0</b>
<b>Gross Funds</b>	<b>0</b>	<b>24,889</b>	<b>37,678</b>	<b>37,294</b>	<b>-384</b>	<b>-1.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table KZ0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table KZ0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	0	24,889	37,678	37,294	-384	-1.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>0</b>	<b>24,889</b>	<b>37,678</b>	<b>37,294</b>	<b>-384</b>	<b>-1.0</b>
<b>Gross Funds</b>	<b>0</b>	<b>24,889</b>	<b>37,678</b>	<b>37,294</b>	<b>-384</b>	<b>-1.0</b>

\*Percent change is based on whole dollars.

### Program Description

The Highway Transportation Fund – Transfers agency operates through the following program:

**Transfer Tax to Highway Trust Fund** – records the transfer of revenue to the local Highway Trust Fund.

This program contains the following two activities:

- **Transfer Motor Fuel Tax to Highway Trust Fund** – records the transfer of motor fuel tax revenue to the local Highway Trust Fund; and
- **Transfer Rights-of-Way Fees** - records the transfer of a portion of the Rights-of-Way revenue to the local Highway Trust Fund.

### Program Structure Change

The Highway Transportation Fund – Transfers changes for FY 2012 include the discontinuance of the parking tax revenue transfer, which is replaced by a portion of the rights-of-way revenue transfer. The total combined revenue from the motor fuel tax and Rights-of-Way revenue is legislated to be at no more than 22 percent of the total planned Highway Trust Fund budget, which constitutes the local match needed for the Federal Highway Administration grant program.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table KZ0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data

**Table KZ0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Transfer Tax to Highway Trust Fund</b>								
(1100) Trans Motor Fuel Tax To Hywy Trust Fund	22,872	28,330	20,640	-7,690	0.0	0.0	0.0	0.0
(1200) Transfer Parking Tax To Hywy Trust Fund	2,017	9,348	0	-9,348	0.0	0.0	0.0	0.0
(1300) Special Purpose Revenue- (Row)	0	0	16,654	16,654	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Transfer Tax To Highway Trust Fund</b>	<b>24,889</b>	<b>37,678</b>	<b>37,294</b>	<b>-384</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>24,889</b>	<b>37,678</b>	<b>37,294</b>	<b>-384</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

In FY 2012, a reduction in motor fuel tax and the elimination of the parking tax are estimated to result in a \$17,038,000 reduction compared to FY 2011, while the projection for the first year of the rights-of way transfer is expected to result in a \$16,654,170 increase.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table KZ0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table KZ0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>DEDICATED TAXES: FY 2011 Approved Budget and FTE</b>		<b>37,678</b>	<b>0.0</b>
Reduce: Transfer Tax to Highway Trust Fund	Transfer Tax To Highway Trust Fund	-7,690	0.0
Reduce: Parking Tax Transfer	Transfer Tax To Highway Trust Fund	-9,348	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>20,640</b>	<b>0.0</b>
<b>DEDICATED TAXES: FY 2012 Proposed Budget and FTE</b>		<b>20,640</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>0</b>	<b>0.0</b>
Transfer In: ROW Revenue Contribution	Transfer Tax To Highway Trust Fund	16,654	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>16,654</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>16,654</b>	<b>0.0</b>
<b>Gross for KZ0 - Highway Transportation Fund - Transfers</b>		<b>37,294</b>	<b>0.0</b>

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# Inaugural Expenses

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<b>Description</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Approved</b>	<b>FY 2012 Proposed</b>	<b>% Change from FY 2011</b>
Operating Budget	\$43,876	\$0	\$0	N/A

**Note:** The data above shows only FY 2010 expenditures. The chapter narrative below shows expenditures across multiple fiscal years, causing different totals.

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The mission of the Inaugural Expenses agency is to consolidate and provide transparency of expenses associated with the 2009 Presidential Inauguration.

On January 20, 2009, the Inauguration of the 44th President occurred in the District of Columbia. The five-day event was designated as a National Special Security Event by the U.S. Department of Homeland Security and required extensive coordination, planning, rehearsals, security, logistics support, and cleanup afterwards. There were a total of 244 inauguration-related celebratory events between January 17 and January 21, 2009, culminating in the largest inaugural gathering on record, with an estimated 1.8 million attendees for the 56th Presidential Swearing-In Ceremony and Inauguration Parade on January 20, 2009.

Reimbursement for the Presidential Inauguration was provided by two sources. The first was the federal payment for Emergency Planning and Security Costs found in the District of Columbia Appropriations Act. The second was a Federal Emergency Management Agency (FEMA) grant, which was authorized under a Presidential declaration that an emergency existed in the District of Columbia. The following table shows the total expenses for each source of funding:

<b>Funding Source</b>	<b>Amount</b>
Federal Payment	\$34,449,983
FEMA Grant	\$9,540,584
<b>Total</b>	<b>\$44,030,567</b>

While under the emergency declaration, the District's Homeland Security and Emergency Management Agency (HSEMA) served as the state agent for the event and, in this capacity, the District facilitated the request for, and reimbursement of, FEMA aid to applicants within the District to include non-District government organizations. The following tables provide the amount expended by each recipient, the funding used, and a brief description of the types of expenses incurred.

## District Operating Agencies

Agency/Recipient	Federal Payment	FEMA	Total
<b><u>Metropolitan Police Department-</u></b> security services costs including hosting approximately 4,000 officers from other jurisdictions and their support costs, including transportation, housing, and meals	\$18,983,231	\$5,269,393	\$24,252,623
<b><u>Office of Unified Communications-</u></b> communications synchronization, radios, call center operations, and supplies	\$4,691,046	\$79,399	\$4,770,445
<b><u>Department of Real Estate Services-</u></b> reviewing stand design, construction and removal; protective services security, and facility usage	\$4,457,501	\$122,717	\$4,580,218
<b><u>District Department of Transportation-</u></b> repaving of Pennsylvania Ave, bus coordination, traffic operations; signage, and supplies	\$2,130,047	\$1,583,259	\$3,713,306
<b><u>Fire and Emergency Medical Services-</u></b> medical support costs including personnel, vehicles, supplies, and equipment	\$1,849,792	\$651,511	\$2,501,303
<b><u>Department of Public Works-</u></b> waste management services, vehicle and equipment usage for barrier installation and route clearing, and supplies	\$852,754	\$229,067	\$1,081,821
<b><u>Department of Health-</u></b> health services coordination, medical equipment, temporary aid stations, and supplies	\$383,325	\$244,844	\$628,170
<b><u>Homeland Security and Emergency Management Agency-</u></b> operations center staffing, event coordination, canteening and sheltering supplies	\$159,281	\$121,160	\$280,441
<b><u>Office of the Chief Technology Officer-</u></b> information systems support to include operation of the District's inaugural website and computer network services	\$18,956	\$154,783	\$173,740
<b><u>DC Public Schools-</u></b> facilities staffing for sheltering support	\$50,705	\$2,516	\$53,221
<b><u>Office of the Chief Medical Examiner-</u></b> staff support and supplies for contingency	\$52,070	\$0	\$52,070
<b><u>Department of Human Services-</u></b> support to the operations center and staffing at emergency shelters	\$1,720	\$48,085	\$49,805

## District Operating Agencies (continued)

Agency/Recipient	Federal Payment	FEMA	Total
<b>Department of Consumer and Regulatory Affairs-</b> vendor inspections and oversight; and code enforcement	\$22,624	\$22,066	\$44,690
<b>Office of Disability Rights-</b> sign-language support	\$4,404	\$24,160	\$28,564
<b>Department of Mental Health-</b> mental health crisis teams	\$2,956	\$19,584	\$22,540
<b>Department of Parks and Recreation-</b> facilities staffing	\$0	\$14,791	\$14,791
<b>District Department of the Environment-</b> staffing for environmental support	\$3,939	\$2,489	\$6,428
<b>Office of Public Education Facilities Modernization-</b> emergency shelter facilities staffing	\$3,004	\$0	\$3,004
<b>Child and Family Services Agency-</b> operation of a lost child site	\$0	\$2,564	\$2,564
<b>Subtotal District Operating Agencies</b>	<b>\$33,667,353</b>	<b>\$8,592,391</b>	<b>\$42,259,744</b>

## Non-District Agencies

Agency/Recipient	Federal Payment	FEMA	Total
<b>Thirteen local hospitals-</b> increased emergency room staffing	\$794,014	\$0	\$794,014
<b>WMATA-</b> emergency protective measures, staff to assist large number of travelers, signage, and supplies	\$0	\$402,543	\$402,543
<b>Water and Sewer Authority -</b> securing manhole covers, staffing to respond to contingencies, equipment usage, and additional security	\$28,616	\$251,346	\$279,962

**Non-District Agencies (continued)**

Agency/Recipient	Federal Payment	FEMA	Total
<b>George Washington University -</b> additional security measures	\$0	\$173,299	\$173,299
<b>Washington Convention Center -</b> additional security services due to designation as an inaugural event site	\$0	\$71,592	\$71,592
<b>Georgetown University -</b> additional security measures	\$0	\$33,766	\$33,766
<b>American University -</b> additional security measures	\$0	\$15,646	\$15,646
<b>Subtotal Non-District Operating Agencies</b>	<b>\$822,629</b>	<b>\$948,193</b>	<b>\$1,770,822</b>
<b>Grand Total</b>	<b>\$34,489,983</b>	<b>\$9,540,584</b>	<b>\$44,030,567</b>

(Numbers may not add up due to rounding)

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# Convention Center Transfer - Dedicated Taxes

www.dcconvention.com  
Telephone: 202-249-3000

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$93,054,000	\$101,696,000	\$100,717,760	-1.0

---

The Convention Center Transfer – Dedicated Taxes agency records the transfer of certain sales tax revenues from the District’s General Fund to the Washington Convention and Sports Authority for the Walter E. Washington Convention Center.

This budget entity was established beginning in the FY 2010 budget and reflects the flow of the dedicated revenues to the Convention Center through the General Fund, as authorized by the District of Columbia Official Code: Division I, Title 10, Subtitle IV, Chapter 12.

The agency’s FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table EZ0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table EZ0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Dedicated Taxes	0	93,054	101,696	100,718	-978	-1.0
<b>Total for General Fund</b>	<b>0</b>	<b>93,054</b>	<b>101,696</b>	<b>100,718</b>	<b>-978</b>	<b>-1.0</b>
<b>Gross Funds</b>	<b>0</b>	<b>93,054</b>	<b>101,696</b>	<b>100,718</b>	<b>-978</b>	<b>-1.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table EZ0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table EZ0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	0	93,054	101,696	100,718	-978	-1.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>0</b>	<b>93,054</b>	<b>101,696</b>	<b>100,718</b>	<b>-978</b>	<b>-1.0</b>
<b>Gross Funds</b>	<b>0</b>	<b>93,054</b>	<b>101,696</b>	<b>100,718</b>	<b>-978</b>	<b>-1.0</b>

\*Percent change is based on whole dollars.

### Program Description

The Convention Center Transfer – Dedicated Taxes agency operates through the following program:

**Transfer Sales Tax to Convention Center** – records the transfer of revenue to the Walter E. Washington Convention Center.

### Program Structure Change

Convention Center Transfer - Dedicated Taxes has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table EZ0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table EZ0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Transfer Tax To Convention Center</b>								
(1100) Transfer Sales Tax to Convention Center	93,054	101,696	100,718	-978	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Transfer Tax To Convention Center</b>	<b>93,054</b>	<b>101,696</b>	<b>100,718</b>	<b>-978</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>93,054</b>	<b>101,696</b>	<b>100,718</b>	<b>-978</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

The District's Office of Revenue Analysis has forecasted a \$978,240 decrease in revenue for FY 2012 from the estimated revenue of \$101,696,000 for FY 2011.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table EZ0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table EZ0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>DEDICATED TAXES: FY 2011 Approved Budget and FTE</b>		<b>101,696</b>	<b>0.0</b>
Reduce: Align with projected revenue	Transfer Tax to Convention Center	-978	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>100,718</b>	<b>0.0</b>
<b>DEDICATED TAXES: FY 2012 Proposed Budget and FTE</b>		<b>100,718</b>	<b>0.0</b>
<b>Gross for EZ0 - Convention Center Transfer-Dedicated Taxes</b>		<b>100,718</b>	<b>0.0</b>

# TIF and PILOT Transfer - Dedicated Taxes

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$34,140,091	\$61,304,000	\$65,465,933	6.8

The TIF and PILOT Transfer – Dedicated Taxes agency records the transfer of certain sales and property tax revenues from the District’s General Fund to the special revenue funds that pay debt service on Tax Increment Financing (TIF) and Payment-in-Lieu-of-Taxes (PILOT) transactions.

This agency makes visible the flow of the dedicated revenues through the General Fund. For more information, please see the chapters for Tax Increment Financing (TIF) Program and Repayment of PILOT

Financing in the “Enterprise and Other” funds section of the budget.

The agency’s FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table TZ0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table TZ0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Dedicated Taxes	0	34,140	61,304	65,466	4,162	6.8
<b>Total for General Fund</b>	0	<b>34,140</b>	<b>61,304</b>	<b>65,466</b>	<b>4,162</b>	<b>6.8</b>
<b>Gross Funds</b>	<b>0</b>	<b>34,140</b>	<b>61,304</b>	<b>65,466</b>	<b>4,162</b>	<b>6.8</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer’s website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table TZ0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table TZ0-2**

(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
50 - Subsidies and Transfers	0	34,140	61,304	65,466	4,162	6.8
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>0</b>	<b>34,140</b>	<b>61,304</b>	<b>65,466</b>	<b>4,162</b>	<b>6.8</b>
<b>Gross Funds</b>	<b>0</b>	<b>34,140</b>	<b>61,304</b>	<b>65,466</b>	<b>4,162</b>	<b>6.8</b>

\*Percent change is based on whole dollars.

### Program Description

The TIF and PILOT Transfer – Dedicated Taxes agency operates through the following program:

**Transfer Tax to TIF and PILOT** – records the transfer of revenue to the TIF and PILOT Funds.

This program contains the following 2 activities:

- **Transfer Sales Tax to TIF and PILOT** – records the transfer of sales tax revenue to the TIF and PILOT Funds; and
- **Transfer Property Tax to TIF and PILOT** – records the transfer of property tax revenue to the TIF and PILOT Funds.

The total budget is transferred to, and supports the budgets of, Repayment of PILOT Financing (agency TY0) and Tax Increment Financing (TIF) Program (agency TX0).

### Program Structure Change

TIF and PILOT Transfer - Dedicated Taxes has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table TZ0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table TZ0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Transfer Tax to TIF and PILOT</b>								
(1100) Transfer Sales Tax to TIF and PILOT	16,151	35,897	31,564	-4,333	0.0	0.0	0.0	0.0
(1200) Transfer Property Tax to TIF and PILOT	17,989	25,407	33,902	8,495	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Transfer Tax to TIF and PILOT</b>	<b>34,140</b>	<b>61,304</b>	<b>65,466</b>	<b>4,162</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>34,140</b>	<b>61,304</b>	<b>65,466</b>	<b>4,162</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

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

Note: For more detailed information regarding the proposed funding for the activities within this agency's programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

For FY 2012, there will be a decrease of \$4,332,666 in sales tax transfer and an increase of \$8,494,599 in property tax transfer. The total transfers of sales tax and property tax will be increased by a net \$4,161,933.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table TZ0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table TZ0-4**

(dollars in thousands)

	Program	BUDGET	FTE
<b>DEDICATED TAXES: FY 2011 Approved Budget and FTE</b>			
		<b>61,304</b>	<b>0.0</b>
Cost Decrease: Transfer Tax to TIF and PILOT	Transfer Tax To TIF and Pilot	-4,333	0.0
Cost Increase: Transfer property Tax to TIF and PILOT	Transfer Tax To TIF and Pilot	8,495	0.0
<b>DEDICATED TAXES: FY 2012 Proposed Budget and FTE</b>		<b>65,466</b>	<b>0.0</b>
<b>Gross for TZ0 - TIF and Pilot Transfer - Dedicated Taxes</b>		<b>65,466</b>	<b>0.0</b>

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# Cash Reserve

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<b>Description</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Approved</b>	<b>FY 2012 Proposed</b>	<b>% Change from FY 2011</b>
Operating Budget	\$0	\$40,000,000	\$0	-100.0

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The mission of Cash Reserve is to protect the District's financial stability against unforeseen expenditure needs and revenue shortfalls.

This account replaced the Budget Reserve in FY 2004, which was phased out because of the accumulation, by the District, of amounts in the Emergency and Contingency Reserve Funds that met a federally mandated target of 7 percent of Local fund expenditures. Any funds in the Cash Reserve are expended

and obligated in accordance with the directives of the Chief Financial Officer, the D.C. Council, the Mayor, and Congress.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table CS0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table CS0-1**

(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Local Funds	0	0	40,000	0	-40,000	-100.0
<b>Total for General Fund</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>-40,000</b>	<b>-100.0</b>
<b>Gross Funds</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>-40,000</b>	<b>-100.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table CS0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table CS0-2**

(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	0	0	40,000	0	-40,000	-100.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>-40,000</b>	<b>-100.0</b>
<b>Gross Funds</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>-40,000</b>	<b>-100.0</b>

\*Percent change is based on whole dollars.

### Program Description

The Cash Reserve operates under the following program:

**Cash Reserve** - budgets for unforeseen costs and revenue shortfalls.

### Program Structure Change

The Cash Reserve has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table CS0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table CS0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Cash Reserve</b>								
(1100) Cash Reserve	0	40,000	0	-40,000	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Cash Reserve</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>-40,000</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>-40,000</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

### FY 2012 Proposed Budget Changes

The Cash Reserve decreased by \$40,000,000, or 100 percent, from the FY 2011 approved budget of \$40,000,000.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table CS0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table CS0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>40,000</b>	<b>0.0</b>
Cost Decrease: Eliminate one-time funding for Cash Reserve	Cash Reserve	-40,000	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>0</b>	<b>0.0</b>
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>0</b>	<b>0.0</b>
<b>Gross for CS0 - Cash Reserve</b>		<b>0</b>	<b>0.0</b>

# H

## Enterprise and Other Funds

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# Water and Sewer Authority

**www.dcwater.com**

**Telephone: 202-787-2150**

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<b>Description</b>	<b>FY 2011 Approved</b>	<b>FY 2012 Proposed</b>	<b>% Change from FY 2011</b>
Operating Budget	\$408,093,000	\$422,357,000	3.5

*Note: Water and Sewer Authority (DC Water) does not use the District's financial system for its transactions. For FY 2010 actual expenditures, see the FY 2010 District of Columbia Comprehensive Annual Financial Report.*

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The mission of the District of Columbia Water and Sewer Authority (DC Water) is to serve all of its customers with outstanding service by providing reliable and cost-effective water and wastewater services in accordance with best practices.

The District of Columbia Water and Sewer Authority was created by District law in 1996, with the approval of the United States Congress, as an independent authority of the District government with a separate legal existence. In 1996, regional participants in DC WASA (the former acronym for the water authority), including the District of Columbia, Montgomery and Prince George's counties in Maryland, and Fairfax County in Virginia, as well as the United States Congress, agreed to create an independent, multi-jurisdictional water and wastewater authority. In April 1996, the District of Columbia enacted the Water and Sewer Authority Establishment and Department of Public Works Reorganization Act of

1996, a statute that provided the groundwork for the Authority to become operationally independent beginning October 1, 1996. In recognition of changing times, in June 2010, the agency adopted a new logo and brand name, DC Water, while its official name remained District of Columbia Water and Sewer Authority. DC Water is governed by an 11-member regional Board of Directors and provides essential water and wastewater services to more than 2 million residents and businesses throughout the metropolitan region.

The Authority's FY 2012 Board-approved budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table LA0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget.

**Table LA0-1**  
(dollars in thousands)

Appropriated Fund	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>				
Special Purpose Revenue Fund	408,093	422,357	14,264	3.5
<b>Total for General Fund</b>	<b>408,093</b>	<b>422,357</b>	<b>14,264</b>	<b>3.5</b>
<b>Gross Funds</b>	<b>408,093</b>	<b>422,357</b>	<b>14,264</b>	<b>3.5</b>

\*Percent change is based on whole dollars.

**Note:** DC Water does not use the District's financial system for its transactions. For FY 2010 actual expenditures, see the FY 2010 District of Columbia Comprehensive Annual Financial Report.

**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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table LA0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget.

**Table LA0-2**  
(dollars in thousands)

Comptroller Source Group	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	79,736	84,533	4,797	6.0
14 - Fringe Benefits - Curr Personnel	19,775	23,807	4,032	20.4
15 - Overtime Pay	4,911	5,015	104	2.1
<b>Subtotal Personal Services (PS)</b>	<b>104,422</b>	<b>113,355</b>	<b>8,933</b>	<b>8.6</b>
20 - Supplies and Materials	30,080	29,946	-134	-0.4
30 - Energy, Comm. and Bldg Rentals	36,168	37,447	1,279	3.5
40 - Other Services and Charges	33,929	33,000	-929	-2.7
41 - Contractual Services - Other	76,801	78,826	2,025	2.6
50 - Subsidies and Transfers	22,365	23,401	1,036	4.6
70 - Equipment and Equipment Rental	974	995	21	2.2
80 - Debt Service	103,354	105,387	2,033	2.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>303,671</b>	<b>309,002</b>	<b>5,331</b>	<b>1.8</b>
<b>Gross Funds</b>	<b>408,093</b>	<b>422,357</b>	<b>14,264</b>	<b>3.5</b>

\*Percent change is based on whole dollars.

**Note:** DC Water does not use the District's financial system for its transactions. For FY 2010 actual expenditures, see the FY 2010 District of Columbia Comprehensive Annual Financial Report.

## Program Description

DC Water provides more than 600,000 residents of and 16.6 million annual visitors to the District of Columbia with water and wastewater (sewer) services. With a service area of approximately 725 square miles, DC Water also treats wastewater for approximately 1.6 million people in Montgomery and Prince George's Counties in Maryland and Fairfax and Loudoun Counties in Virginia. DC Water employs approximately 1,000 people to work at various facilities throughout the District of Columbia.

The District's financial system does not display the DC Water budget programmatically; however, the agency operates based on the following program structure:

**Potable Water System** - DC Water's priority is to provide clean and safe water to the residents, businesses, and visitors in its service area. The agency maintains a strong emphasis on water quality, which involves an annual flushing program, regulatory and voluntary water quality testing, ongoing system upgrades and lead service line replacements. DC Water has a strong relationship with the U.S. Army Corps of Engineers' Washington Aqueduct to ensure that the water treatment process is optimal for delivering high water quality throughout the year. As a concerted effort to ensure the quality of the water DC Water delivers, DC Water meets or exceeds federal health and safety standards. Both DC Water and the Washington Aqueduct closely and routinely monitor numerous water quality parameters outside of the regulated areas to optimize the quality of water delivered to customers. Hundreds of samples are collected and analyzed each month from various locations, including residences, commercial buildings, schools, and day care facilities.

An annual Water Quality Report is published each year to communicate freely with customers and explain where the water comes from, what is in the water, how the water is treated, and how it is distributed to various homes and businesses. The DC Water Distribution system entails 1,350 miles of water pipe, four pumping stations, five reservoirs, three water tanks, 36,000 valves, and more than 9,100 public fire hydrants. In Fiscal Year 2010, DC Water pumped an average of 106 million gallons of water per day and stored 61 million gallons of treated

water at its eight facilities. An additional 49 million gallons are stored by the Washington Aqueduct.

**Sanitary Sewer and Stormwater System** - Sewer service is another core DC Water program. This program provides for the operation and maintenance of the combined sewer system in the District, which collects and transports wastewater and stormwater flows to treatment and authorized discharge points as well as the separated sanitary sewers in the District. DC Water operates 1,800 miles of sanitary and combined sewers, 22 flow-metering stations, nine off-site wastewater pumping stations, 16 stormwater pumping stations, 12 inflatable dams, and a swirl facility. Stormwater activities within the separated sanitary and storm sewer areas are managed under legislation and federal permit by the District of Columbia Department of the Environment. The sanitary sewer program has several major capital improvement projects, including the Combined Sewer Overflow Long Term Control Project.

**Wastewater Treatment System** - Wastewater treatment services are provided at Blue Plains Plant to over 1.7 million people in DC Water's service area. Wastewater treatment includes liquid process facilities that provide treatment for both sanitary wastewater flows and peak storm flows originating in the sanitary and combined sewer systems respectively, along with solids processing facilities that treat the residual solids removed by the liquid process facilities. Blue Plains is rated for an average flow of 370 million gallons per day (MGD), and it is required by its National Pollutant Discharge Elimination System (NPDES) permit to treat a peak flow rate of 740 MGD through the complete treatment process for up to four hours and continuous peak complete treatment flows of 511 MGD thereafter. The plant treats these flows to a level that meets one of the most stringent NPDES discharge permits in the United States. Additionally, up to 336 MGD of storm water flow must receive partial treatment, resulting in a total plant capacity of 1,076 MGD.

The District was the first regional signatory of the 1987 Chesapeake Bay Agreement (reducing nitrogen by 40 percent) to meet its voluntary commitment due

to significant improvements by DC Water at Blue Plains. Blue Plains has been lauded on several occasions for its efficient wastewater treatment plant operations by the National Association of Clean Water Agencies due to its excellent record of compliance with federal regulations. DC Water continues to implement its combined sewer overflow long-term control plan (also referred to as the Clean Rivers

Project), which, when fully implemented, will significantly reduce sewer overflows, resulting in improved water quality and significant reduction in debris in the national capital's waterways.

### Program Structure Change

DC Water has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table LA0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget.

**Table LA0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands			Full-Time Equivalents		
	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) WASA</b>						
(1100) WASA	408,093	422,357	14,264	0.0	0.0	0.0
<b>Subtotal (1000) WASA</b>	<b>408,093</b>	<b>422,357</b>	<b>14,264</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>408,093</b>	<b>422,357</b>	<b>14,264</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

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

**Note:** DC Water does not use the District's financial system for its transactions. For FY 2010 actual expenditures, see the FY 2010 District of Columbia Comprehensive Annual Financial Report.

**Note:** For more detailed information regarding the proposed funding for the activities within this agency's programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

On February 3, 2011, DC Water's Board of Directors voted to approve its FY 2012 budget, which is a net increase of \$14,264,000 over the FY 2011 approved budget. This increase is the result of projected increases to operating costs.

**Cost Increase:** Cost increases include \$8,933,000 in personal services costs for in-sourcing positions to capture intellectual skills and increased fringe benefits costs; \$21,000 in the cost of small equipment;

\$2,033,000 in debt service; and \$1,036,000 for the Payment-In-Lieu-of-Taxes (PILOT) to the District of Columbia and Right-of-Ways fees. The FY 2012 budget includes additional net increases of \$350,000 for utilities and water purchases and \$2,025,000 in various contractual services charges.

**Cost Decrease:** \$134,000 in supplies and chemical costs will be decreased in FY 2012.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table LA0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table LA0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>408,093</b>	<b>0.0</b>
Cost Increase: Increase in contractual services	WASA	2,025	0.0
Cost Increase: Increases in subsidies and transfers for PILOT and ROW	WASA	1,036	0.0
Cost Decrease: Decrease in supplies	WASA	-134	0.0
Cost Increase: Increase in Debt Service payment	WASA	2,033	0.0
Cost Increase: Increase in Small Equipment funding	WASA	21	0.0
Cost Increase: Net increase in Personal Services	WASA	8,933	0.0
Cost Increase: Net increase in utilities and water purchases	WASA	350	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>422,357</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>422,357</b>	<b>0.0</b>
<b>Gross for LA0 - Water and Sewer Authority</b>		<b>422,357</b>	<b>0.0</b>

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# Washington Aqueduct

washingtonaqueduct.nab.usace.army.mil

Telephone: 202-764-2753

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$46,511,757	\$58,398,886	\$61,477,854	5.3

*Note: Washington Aqueduct does not use the District's financial system for its actual transactions. FY 2010 Actual amount was reported to the OCFO by Washington Aqueduct.*

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The mission of Washington Aqueduct is to collect, purify, and pump an adequate supply of potable water to the distribution system managed by the District of Columbia Water and Sewer Authority (now known as D.C. Water), Arlington County, and the City of Falls Church, Virginia.

The agency plans to fulfill its mission by achieving the following strategic goals:

- Provide an adequate supply of high quality potable water;
- Provide potable water at an equitable, economical rate that covers all costs; and
- Protect the drinking water consumer from both microbial risk and adverse health effects due to chemicals in the drinking water.

Washington Aqueduct owns and operates intake facilities on the Potomac River at Great Falls and Little Falls, Maryland. Washington Aqueduct also owns and operates two 10-mile gravity conduit systems with a combined 200 million gallon per day (mgd) capacity, a 525-mgd raw water pumping station and transmission system, two major treatment plants with 320-mgd capacity, three booster pumping stations, a 480-mgd finished water pumping station, seven finished storage reservoirs, and many large diameter transmission mains.

Washington Aqueduct is owned and operated by the U.S. Army Corps of Engineers and is governed by a Wholesale Customer Board. It sells water to three wholesale customers: DC Water; Arlington County, Virginia; and the City of Falls Church, Virginia. In FY 2010, Washington Aqueduct pumped 53.2 billion gallons of purified water to its customers. In Fiscal Year 2011 and 2012 each, Washington Aqueduct is expected to produce and supply an estimated 53 billion gallons of water to its customers.

Washington Aqueduct does not receive appropriated funding from the District of Columbia or the federal government.

DC Water funds the District of Columbia's portion of the costs of the Washington Aqueduct. As a wholesale customer, DC Water purchases potable water and makes payments to Washington Aqueduct based on the number of gallons provided. Washington Aqueduct charges a rate based on water sale agreements with DC Water, Arlington County, and the City of Falls Church. The individual wholesale customers are responsible for water distribution.

## Water Quality

Water being produced by Washington Aqueduct treatment plants has consistently met all Federal Environmental Protection Agency (EPA) drinking water standards. The corrosion control program to protect customers from the possibility of lead leaching from pipes and fixtures is working very well. As part of the Optimal Corrosion Control Treatment specified by EPA, Washington Aqueduct has added additional procedures to ensure that the pH of the water is very stable and meets the very small variations

around 7.7 pH units specified by EPA. The Technical Expert Working Group, which consists of EPA, DC Water, Washington Aqueduct (and its other wholesale customers in Virginia), and the District Department of the Environment, continues to meet regularly and will comment on any future changes that Washington Aqueduct makes to improve water quality.

The agency's FY 2012 proposed budget is presented in the following tables:

### FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table LB0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table LB0-1**

(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>					
Special Purpose Revenue Funds	46,512	58,399	61,478	3,079	5.3
<b>Total for General Fund</b>	<b>46,512</b>	<b>58,399</b>	<b>61,478</b>	<b>3,079</b>	<b>5.3</b>
<b>Gross Funds</b>	<b>46,512</b>	<b>58,399</b>	<b>61,478</b>	<b>3,079</b>	<b>5.3</b>

\*Percent change is based on whole dollars.

**Note:** Washington Aqueduct does not use the District's financial system for its actual transactions. FY 2010 Actual amount was reported to the OCFO by Washington Aqueduct.

**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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

### FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table LB0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table LB0-2**

(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
50 - Subsidies and Transfers	46,512	58,399	61,478	3,079	5.3
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>46,512</b>	<b>58,399</b>	<b>61,478</b>	<b>3,079</b>	<b>5.3</b>
<b>Gross Funds</b>	<b>46,512</b>	<b>58,399</b>	<b>61,478</b>	<b>3,079</b>	<b>5.3</b>

\*Percent change is based on whole dollars.

**Note:** Washington Aqueduct does not use the District's financial system for its actual transactions. FY 2010 Actual amount was reported to the OCFO by Washington Aqueduct.

## Program Description

The Washington Aqueduct operates through the following program:

**Sale and Water** – manages the budget for the agency’s operations. The Aqueduct’s Wholesale Customer Board, including representatives from each jurisdiction in the service area, approves the annual operating and capital budget.

## Program Structure Change

The Washington Aqueduct has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table LB0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table LB0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Washington Aqueduct</b>								
(1100) Washington Aqueduct	46,512	58,399	61,478	3,079	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Washington Aqueduct</b>	<b>46,512</b>	<b>58,399</b>	<b>61,478</b>	<b>3,079</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>46,512</b>	<b>58,399</b>	<b>61,478</b>	<b>3,079</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

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

**Note:** Washington Aqueduct does not use the District’s financial system for its actual transactions. FY 2010 Actual amount was reported to the OCFO by Washington Aqueduct.

**Note:** For more detailed information regarding the proposed funding for the activities within this agency’s programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer’s website.

## FY 2012 Proposed Budget Changes

**Cost Increase:** The agency's FY 2012 budget includes \$3,430,000 increase in pay-as-you-go capital improvements over FY 2011. The specific capital projects contained in the FY 2012 budget include upgrades to the Dalecarlia Pumping Station building, sedimentation improvements at McMillan Reservoir, upgrades of Fire Protection Systems at the Dalecarlia and McMillan plants, and 1st High Reservoir improvements.

**Cost Decrease:** The agency's FY 2012 budget includes \$301,781 less in debt service payments to DC Water and the United States Treasury due to lower unpaid principal balance. It also includes a net reduction of \$49,251 in the operations and maintenance costs of the Washington Aqueduct primarily attributed to improved chemical and electricity costs, partially offset by operational costs of Residuals and Hypochlorite facilities. These facilities will ensure regulatory compliance and safety of employees and neighborhood.

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## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue type

Table LB0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table LB0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>58,399</b>	<b>0.0</b>
Cost Increase: To align budget with projected expenses	Washington Aqueduct	3,079	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>61,478</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>61,478</b>	<b>0.0</b>
<b>Gross for LB0 - Washington Aqueduct</b>		<b>61,478</b>	<b>0.0</b>

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# D.C. Lottery and Charitable Games Control Board

[www.lottery.dc.gov](http://www.lottery.dc.gov)

Telephone: 202-645-8000

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$230,247,989	\$260,250,000	\$258,000,000	-0.9
FTEs	72.6	77.0	77.0	0.0

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The mission of the D.C. Lottery and Charitable Games Control Board (DCLB) is to generate revenue for the District's General Fund through the sale of lottery games and to regulate charitable gaming.

Since its inception in 1982, DCLB has contributed over \$1.6 billion to the District's General Fund. The DCLB annual transfer to the General Fund remains a vital component in aiding the city's economy, thereby benefiting all residents of the District of Columbia. The General Fund supports services such as education, recreation and parks, public safety, housing, and senior and child services. The DCLB directly

benefits its players by paying out more than 50 percent of annual sales in prize money. It also directly benefits local businesses by providing commissions to retailers licensed to sell D.C. Lottery games and offering contracting opportunities.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table DC0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table DC0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Special Purpose Revenue Funds	245,094	230,248	260,250	258,000	-2,250	-0.9
<b>Total for General Fund</b>	<b>245,094</b>	<b>230,248</b>	<b>260,250</b>	<b>258,000</b>	<b>-2,250</b>	<b>-0.9</b>
<b>Gross Funds</b>	<b>245,094</b>	<b>230,248</b>	<b>260,250</b>	<b>258,000</b>	<b>-2,250</b>	<b>-0.9</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table DC0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table DC0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Special Purpose Revenue Funds	65.2	72.6	77.0	77.0	0.0	0.0
<b>Total for General Fund</b>	<b>65.2</b>	<b>72.6</b>	<b>77.0</b>	<b>77.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed FTEs</b>	<b>65.2</b>	<b>72.6</b>	<b>77.0</b>	<b>77.0</b>	<b>0.0</b>	<b>0.0</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table DC0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table DC0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	5,332	5,675	5,909	6,085	176	3.0
12 - Regular Pay - Other	128	62	166	85	-81	-48.8
13 - Additional Gross Pay	43	102	0	0	0	N/A
14 - Fringe Benefits - Curr Personnel	951	1,095	1,073	1,212	139	13.0
15 - Overtime Pay	82	96	123	123	0	0.0
<b>Subtotal Personal Services (PS)</b>	<b>6,536</b>	<b>7,030</b>	<b>7,271</b>	<b>7,505</b>	<b>234</b>	<b>3.2</b>
20 - Supplies and Materials	90	62	133	136	3	2.3
30 - Energy, Comm. and Bldg Rentals	44	86	255	19	-235	-92.4
31 - Telephone, Telegraph, Telegram, Etc.	265	215	308	215	-92	-30.0
32 - Rentals - Land and Structures	2,299	2,269	2,535	2,403	-133	-5.2
33 - Janitorial Services	6	12	18	11	-7	-40.3
34 - Security Services	0	5	16	17	2	10.1
35 - Occupancy Fixed Costs	0	40	13	16	3	24.9
40 - Other Services and Charges	18,984	16,468	18,334	16,248	-2,086	-11.4
41 - Contractual Services - Other	4,471	3,523	4,515	4,076	-439	-9.7
50 - Subsidies and Transfers	212,149	200,160	226,300	226,875	575	0.3
70 - Equipment and Equipment Rental	251	377	554	479	-75	-13.5
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>238,558</b>	<b>223,218</b>	<b>252,979</b>	<b>250,495</b>	<b>-2,484</b>	<b>-1.0</b>
<b>Gross Funds</b>	<b>245,094</b>	<b>230,248</b>	<b>260,250</b>	<b>258,000</b>	<b>-2,250</b>	<b>-0.9</b>

\*Percent change is based on whole dollars.

## Program Description

The D.C. Lottery and Charitable Games Control Board operates through the following 5 programs:

**Gaming Operations** - provides support services to lottery retail agents and the gaming public so that they can benefit from the portfolio of games offered by DCLB.

This program contains the following 6 activities:

- **Marketing** – provides advertising and promotional information to eligible players. The goal is to attract eligible players to purchase lottery tickets so that they may enjoy the entertainment value offered by the D.C. Lottery and Charitable Games Control Board's portfolio of games;
- **Sales Department (Trade Development)** – provides sales goals and retail development services to lottery retail agents. The goals are to assist lottery retail agents in reaching established minimum sales volume levels and to achieve sustained growth;
- **Draw Division** – provides draw-related services to the gaming public. The goal is to maintain the public trust through ensuring unbiased and random draws;
- **Licensing and Charitable Games** – provides licensing and regulatory compliance services to existing and prospective lottery retail agents and non-profit charitable organizations. The goals are to ensure that lottery retail agents and non-profit charitable organizations receive appropriate licenses to sell lottery products and conduct charitable gaming activities in accordance with the laws and regulations set forth by the District;
- **Information Technology** – provides technical coordination and oversight services to lottery retail agents, customers, and internal DCLB operations. The goals are for retail agents, customers and internal operations to deliver, play and provide an uncompromised portfolio of lottery products; and
- **Claim Center** – provides claims processing and gaming information services to the gaming public. The goals are for the public to redeem prizes and enjoy a positive gaming experience.

**Instant Games** - provides a portfolio of instant lottery games to the gaming public so that they can experience the entertainment value and potential reward of playing and winning with scratch-off style lottery tickets.

**Online Games** - provides online lottery-type games and services, which are lottery game tickets sold to the gaming public by lottery retail agents and video gaming machines, and played by the public at targeted social settings to the gaming public, so that the District can experience a steady source of revenue through the transfer of net proceeds from lottery sales.

This program contains the following 9 activities:

- **DC3 (Lucky Numbers), DC4, DC5, Powerball, Mega Millions, Hot Lotto, Keno, Race 2 Riches, and Instant Fast Play** - provide online (kiosk-based) lottery gaming experience for the gaming public so that they can experience the entertainment value of the DCLB's portfolio of games and potential rewards of playing and winning.

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

## Program Structure Change

The D.C. Lottery and Charitable Games Control Board has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table DCO-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides FY 2010 actual data.

**Table DCO-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management Program</b>								
(1010) Human Resources	465	500	465	-35	5.8	6.0	5.0	-1.0
(1015) Executive Direction and Support	1,745	2,009	2,024	15	3.9	4.0	4.0	0.0
(1030) Property and Fleet Management	482	575	582	7	2.9	3.0	3.0	0.0
(1040) Information Technology	340	381	391	10	2.9	3.0	3.0	0.0
(1050) Financial Services	407	2,724	2,682	-43	0.0	0.0	0.0	0.0
(1075) Security	930	1,092	1,110	19	4.9	5.0	5.0	0.0
(1080) Communications	441	591	603	13	3.9	4.0	4.0	0.0
<b>Subtotal (1000) Agency Management Program</b>	<b>4,810</b>	<b>7,871</b>	<b>7,858</b>	<b>-14</b>	<b>24.4</b>	<b>25.0</b>	<b>24.0</b>	<b>-1.0</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Budget Operations	88	171	86	-85	2.0	2.0	1.0	-1.0
(120F) Accounting Operations	528	564	568	4	5.8	6.0	6.0	0.0
(130F) Fiscal Officer	354	382	387	5	2.9	3.0	3.0	0.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>970</b>	<b>1,117</b>	<b>1,041</b>	<b>-76</b>	<b>10.7</b>	<b>11.0</b>	<b>10.0</b>	<b>-1.0</b>
<b>(2000) Instant Games</b>								
(2100) Instant Games (Activity)	47,421	46,082	56,953	10,871	0.0	0.0	0.0	0.0
<b>Subtotal (2000) Instant Games</b>	<b>47,421</b>	<b>46,082</b>	<b>56,953</b>	<b>10,871</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(3000) On Line Games</b>								
(3100) Lucky Numbers	53,590	55,698	54,606	-1,092	0.0	0.0	0.0	0.0
(3200) Quick Cash	0	0	1,898	1,898	0.0	0.0	0.0	0.0
(3300) DC Four	65,082	73,690	67,395	-6,295	0.0	0.0	0.0	0.0
(3400) DC Daily Six	3,198	3,326	0	-3,326	0.0	0.0	0.0	0.0
(3500) DC Rolling Cash 5	1	0	0	0	0.0	0.0	0.0	0.0
(3600) Powerball	19,534	18,053	18,035	-18	0.0	0.0	0.0	0.0
(3700) Hot Five	-4	0	0	0	0.0	0.0	0.0	0.0
(3800) Keno	11,915	13,777	14,238	461	0.0	0.0	0.0	0.0
(4200) Hot Lotto	2,711	3,088	3,322	234	0.0	0.0	0.0	0.0
(4300) Raffle Game	119	0	0	0	0.0	0.0	0.0	0.0
(4400) DC Five	10,797	12,352	12,340	-12	0.0	0.0	0.0	0.0
(4500) Alpha Game	0	2,850	0	-2,850	0.0	0.0	0.0	0.0
(4600) Mega Million	4,073	18,053	10,441	-7,611	0.0	0.0	0.0	0.0
(4700) Race 2 Riches	0	0	5,695	5,695	0.0	0.0	0.0	0.0
(9800) Unclassified Revenue and Expenditures	2,220	410	0	-410	0.0	0.0	0.0	0.0
<b>Subtotal (3000) On Line Games</b>	<b>173,235</b>	<b>201,297</b>	<b>187,972</b>	<b>-13,325</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(Continued on next page)

**Table DC0-4 (Continued)**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(6000) Gaming Operations Program</b>								
(6200) Marketing	923	933	786	-147	8.8	9.0	7.0	-2.0
(6300) Trade Development	861	825	1,150	325	8.8	9.0	12.0	3.0
(6400) Draw Division	425	444	454	11	5.0	5.5	5.5	0.0
(6500) Licensing and Charitable Games	567	567	642	74	4.2	5.0	6.0	1.0
(6600) Information Technology (Games)	899	965	993	28	8.9	10.5	10.5	0.0
(6700) Claim Center	136	150	152	3	2.0	2.0	2.0	0.0
<b>Subtotal (6000) Gaming Operations Program</b>	<b>3,812</b>	<b>3,883</b>	<b>4,177</b>	<b>294</b>	<b>37.6</b>	<b>41.0</b>	<b>43.0</b>	<b>2.0</b>
<b>Total Proposed Operating Budget</b>	<b>230,248</b>	<b>260,250</b>	<b>258,000</b>	<b>-2,250</b>	<b>72.6</b>	<b>77.0</b>	<b>77.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Cost Savings:** The D.C. Lottery and Charitable Games Control Board projects a decline in budgeted revenue and expenditures of \$2,250,000 in its 2012 Proposed Budget from the FY 2011 Approved Budget. The Online Games program projects a savings of \$12,845,722 as a result of lower ticket sales for several games, reduced prize payouts, agent commissions, gaming contractor fees, resulting in lower advertising and marketing costs. The agency also reflects a net cost savings in the remaining programs attributable to a reduction in fixed costs totaling \$462,569 that includes \$327,585 in energy and telecom, \$129,379 in rental and occupancy, and \$5,605 in fleet and security costs. Also, DCLB decreased its supply and equipment purchases by \$72,000.

**Cost Increase:** The Instant Games program includes enhancements of \$10,896,382 primarily due to increased prizes and agent commission expenditures associated with projected sales increase and higher gaming contractor fees and advertising costs. DCLB also experienced an increase of \$233,909 in agency salaries, which absorb step increases and higher fringe benefits costs.

The Lottery is projecting an increase in revenue from the sale of instant ticket products and a cumulative decline in revenue from its core online games: DC3 and DC4. The traditional games of DC3 and DC4 have been impacted by the economy over the past three years, changing demographics of the District's population, and erosion of ticket sales to the DC5 game. The two core games account for 49.7 percent of projected ticket sales and 61.5 percent of the overall projected transfer to the District's General Fund.

In addition, Mega Millions sales are projected lower than the prior year approved amount. The game was initially launched in 2010 in an attempt to replace projected losses from Powerball sales as a result of Maryland and Virginia's participation in the Powerball national lottery program. To further offset lower revenue projections for the online games program, the Lottery introduced Race 2 Riches, a rapid-draw monitor game, and plans to launch a new online game called Fast Play in 2011. Despite these challenges, the DCLB projected transfer to the District's General Fund for FY 2012 will be \$67,975,000, which also includes the transfer of revenue pursuant to the 'Withholding of Tax on Lottery Winnings Act of 2010'.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table DC0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table DC0-5**  
(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Approved Budget and FTE</b>		<b>260,250</b>	<b>77.0</b>
Cost Increase: Adjustments to salary, fringe benefits and step increases	Multiple Programs	234	0.0
Cost Decrease: Net reduction in supplies and equipment purchases	Multiple Programs	-72	0.0
Cost Decrease: Reduction in energy and telecom costs	Agency Management Program	-328	0.0
Cost Decrease: Net reduction in rental and occupancy costs	Agency Management Program	-129	0.0
Cost Decrease: Net reduction in fleet and security costs	Agency Management Program	-6	0.0
Enhance: Increase in projected games prize payouts, agent commissions and related fees	Instant Games	10,896	0.0
Reduce: Lower ticket sales for several games, reduced prize payouts and other related fees	On Line Games	-12,846	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>258,000</b>	<b>77.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>258,000</b>	<b>77.0</b>
<b>Gross for DC0 - D.C. Lottery and Charitable Games Control Board</b>		<b>258,000</b>	<b>77.0</b>

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

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# D.C. Sports and Entertainment Commission

www.wcsa.com

Telephone: 202-249-3000

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$443,225	\$0	\$0	N/A

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The mission of the D.C. Sports and Entertainment Commission was to improve quality of life and enhance economic development in the District by operating Robert F. Kennedy Memorial Stadium, managing the non-military functions of the D.C. National Guard Armory, promoting the District as a venue for sports and entertainment activities, and supporting youth recreational activities.

The D.C. Sports and Entertainment Commission was absorbed into the Washington Convention and Sports Authority (WCSA) in Fiscal Year 2010. Its mission, funding and personnel were transferred. The WCSA is organized into two distinct business units - Convention Center Operations and Sports, Entertainment and Special Events - pursuant to the FY 2010 Budget Support Act. The proposed programs and projects for FY 2012 are shown in the WCSA budget chapter within the Enterprise and Other Funds Appropriation title.

The agency's FY 2009 and FY 2010 actuals are presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table SC0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table SC0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Special Purpose Revenue Funds	2,743	443	0	0	0	N/A
<b>Total for General Fund</b>	<b>2,743</b>	<b>443</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Gross Funds</b>	<b>2,743</b>	<b>443</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table SC0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table SC0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Special Purpose Revenue Funds	36.6	0.0	0.0	0.0	0.0	N/A
<b>Total for General Fund</b>	<b>36.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>N/A</b>
<b>Total Proposed FTEs</b>	<b>36.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>N/A</b>

Note: The Commission does not contain positions that fall under the District's personnel authority.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table SC0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table SC0-3**

(dollars in thousands)

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>Comptroller Source Group</b>						
11 - Regular Pay - Cont Full Time	2,122	2	0	0	0	N/A
12 - Regular Pay - Other	32	0	0	0	0	N/A
13 - Additional Gross Pay	21	158	0	0	0	N/A
14 - Fringe Benefits - Curr Personnel	480	284	0	0	0	N/A
15 - Overtime Pay	88	-1	0	0	0	N/A
<b>Subtotal Personal Services (PS)</b>	<b>2,743</b>	<b>443</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Gross Funds</b>	<b>2,743</b>	<b>443</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

\*Percent change is based on whole dollars.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table SC0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table SC0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) D.C. Sports Commission</b>								
(1100) D.C. Sports Commission	443	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (1000) D.C. Sports Commission</b>	<b>443</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>443</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

# District of Columbia Retirement Board

[www.dcrb.dc.gov](http://www.dcrb.dc.gov)

Telephone: 202-343-3200

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$86,052,504	\$30,338,398	\$30,338,398	0.0
FTEs	38.2	47.6	50.0	5.0

*Note: The District's FY 2010 CAFR shows \$20,945,504 of Fiduciary Trust Fund (Administrative) Expenditures for the D.C. Retirement Board (DCRB). An additional \$65,107,000 of benefit payments, which are non-budgeted expenditures, were made in FY 2010. The \$20,945,504 figure represents the agency's actual administrative expenditures and is analogous to the FY 2009 Actual Expenditures, FY 2011 Approved Budget and FY 2012 Proposed Budget for the agency.*

The mission of the District of Columbia Retirement Board (DCRB) is to invest prudently the assets of the police officers, firefighters, and teachers of the District of Columbia, while providing those employees with total retirement services.

## Summary of Services

DCRB is an independent agency that has exclusive authority and discretion to manage and control the District's retirement funds for teachers, police officers, and firefighters (hereinafter referred to as the "Fund") pursuant to Section 1-711(a) of the District of Columbia Official Code. In 2005, the responsibility of administering the teachers', police officers' and firefighters' retirement programs was transferred to DCRB.

The federal government assumed the District's unfunded liability for the retirement plans of teachers, police officers, firefighters, and judges under provisions of the National Capital Revitalization and Self-Government Improvement Act of 1997. Under this law, the federal government pays the retirement benefits and death benefits, and a share of disability payments, for members for years of service earned up to the freeze date of June 30, 1997. The District of

Columbia government is responsible for all subsequently earned benefits for the members of the retirement plans.

The proposed budget relies entirely on earnings from the Fund, managed by DCRB, and reimbursements received from the U.S. Department of the Treasury ("Treasury") for DCRB's administration of certain pension payments and other services for which the Treasury is responsible.

The DCRB Board of Trustees is comprised of 12 voting trustees: 3 appointed by the Mayor, 3 appointed by the District Council, and 6 elected by the employee participation groups. The District's Chief Financial Officer or his designee serves as a non-voting, ex-officio member of the Board.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table DY0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table DY0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Special Purpose Revenue Funds	18,212	86,053	30,338	30,338	0	0.0
<b>Total for General Fund</b>	<b>18,212</b>	<b>86,053</b>	<b>30,338</b>	<b>30,338</b>	<b>0</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>18,212</b>	<b>86,053</b>	<b>30,338</b>	<b>30,338</b>	<b>0</b>	<b>0.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table DY0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table DY0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change</b>
<b>General Fund</b>						
Special Purpose Revenue Funds	36.9	38.2	47.6	50.0	2.4	5.0
<b>Total for General Fund</b>	<b>36.9</b>	<b>38.2</b>	<b>47.6</b>	<b>50.0</b>	<b>2.4</b>	<b>5.0</b>
<b>Total Proposed FTEs</b>	<b>36.9</b>	<b>38.2</b>	<b>47.6</b>	<b>50.0</b>	<b>2.4</b>	<b>5.0</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table DY0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table DY0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	2,748	2,912	3,938	3,822	-116	-2.9
12 - Regular Pay - Other	140	335	140	120	-20	-14.3
13 - Additional Gross Pay	132	60	206	0	-206	-100.0
14 - Fringe Benefits - Curr Personnel	551	786	997	965	-32	-3.2
15 - Overtime Pay	0	16	33	65	32	96.8
<b>Subtotal Personal Services (PS)</b>	<b>3,572</b>	<b>4,108</b>	<b>5,314</b>	<b>4,972</b>	<b>-342</b>	<b>-6.4</b>
20 - Supplies and Materials	120	120	160	232	72	45.2
31 - Telephone, Telegraph, Telegram, Etc.	17	13	21	14	-7	-32.1
32 - Rentals - Land and Structures	1,379	1,419	1,552	1,652	100	6.4
34 - Security Services	5	0	6	6	0	0.0
40 - Other Services and Charges	12,903	15,107	21,610	22,149	539	2.5
41 - Contractual Services - Other	154	114	1,249	957	-293	-23.4
50 - Subsidies and Transfers	0	65,107	0	0	0	N/A
70 - Equipment and Equipment Rental	63	65	426	356	-70	-16.4
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>14,640</b>	<b>81,944</b>	<b>25,025</b>	<b>25,367</b>	<b>342</b>	<b>1.4</b>
<b>Gross Funds</b>	<b>18,212</b>	<b>86,053</b>	<b>30,338</b>	<b>30,338</b>	<b>0</b>	<b>0.0</b>

\*Percent change is based on whole dollars.

### Program Description

The District of Columbia Retirement Board operates through the following program:

**DCRB Agency Management** - provides administrative support and the required tools to achieve operational and programmatic results.

This program contains the following 8 activities:

- **Board of Trustees** - determines the overall investment strategy for the Fund and monitors staff implementation of the strategy. The Board of Trustees' activity expenses are paid from the earnings derived from the Fund;
- **Executive** - provides executive direction for all activities to achieve the mission of the agency. Executive activity expenses are budgeted using two sources: 1) earnings derived from the Fund;

and 2) reimbursements from Treasury for services provided by DCRB for programs for which the federal government is responsible;

- **Investments** - manages all activities and resources dedicated to the investment of the assets of the Fund. Investment activity expenses are paid from the earnings derived from the Fund;
- **Benefits** - provides administrative services for members and timely and accurate payment of benefits to retirees and survivors. Benefits activity expenses are budgeted using two sources: 1) earnings derived from the Fund; and 2) reimbursements from the Treasury for services provided by DCRB for programs for which the federal government is responsible;
- **General Counsel** - provides legal support to the agency. General Counsel activity expenses are paid from the earnings derived from the Fund;

- **Operations** – provides operational and accounting support. Operations activity expenses are budgeted using two sources: 1) earnings derived from the Fund; and 2) reimbursements from the Treasury for services provided by DCRB for programs for which the federal government is responsible;
- **Information Technology** - provides technology systems support to achieve programmatic results. Information Technology activity expenses are paid from the earnings derived from the Fund; and

- **Projects** - manages the special projects undertaken by the agency. Projects activity expenses are paid from the earnings derived from the Fund.

### Program Structure Change

The District of Columbia Retirement Board has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table DY0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table DY0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) DCRB Investments</b>								
(1100) DCRB	79,598	0	0	0	8.9	0.0	0.0	0.0
<b>Subtotal (1000) DCRB Investments</b>	<b>79,598</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8.9</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(2000) DCRB Benefits Administration</b>								
(2100) DCRB Benefits Administration	1,758	0	0	0	13.7	0.0	0.0	0.0
<b>Subtotal (2000) DCRB Benefits Administration</b>	<b>1,758</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(3000) DCRB Agency Management</b>								
(3001) Executive	0	1,095	1,122	27	0.0	6.0	7.0	1.0
(3002) Investments	0	16,572	17,396	824	0.0	4.0	6.0	2.0
(3003) Trustees	0	555	526	-29	0.0	1.0	1.0	0.0
(3004) General Counsel	0	1,200	862	-338	0.0	4.0	3.0	-1.0
(3005) Benefits	0	2,273	2,687	415	0.0	18.0	21.0	3.0
(3006) Operations	0	1,997	1,465	-531	0.0	10.6	8.0	-2.6
(3007) Information Technology	0	6,647	2,879	-3,768	0.0	4.0	4.0	0.0
(3008) Projects	0	0	3,400	3,400	0.0	0.0	0.0	0.0
(3100) DCRB Agency Management	4,697	0	0	0	15.6	0.0	0.0	0.0
<b>Subtotal (3000) DCRB Agency Management</b>	<b>4,697</b>	<b>30,338</b>	<b>30,338</b>	<b>0</b>	<b>15.6</b>	<b>47.6</b>	<b>50.0</b>	<b>2.4</b>
<b>Total Proposed Operating Budget</b>	<b>86,053</b>	<b>30,338</b>	<b>30,338</b>	<b>0</b>	<b>38.2</b>	<b>47.6</b>	<b>50.0</b>	<b>2.4</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Cost Decreases:** DCRB's proposed budget includes decreases of \$341,822 in personal services cost to align with historical spending; \$69,833 in equipment cost; \$6,745 to account for a projected decrease in telephone usage; and \$292,559 in contractual services - other.

**Cost Increases:** The proposed budget includes increases of \$538,889 in other service and charges; \$99,915 in rent; and \$72,156 in research-related supplies.

## FY 2012 Approved Budget to FY 2011 Proposed Budget, by Revenue Type

Table DY0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table DY0-5**

(dollars in thousands)

	Program	BUDGET	FTE
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>30,338</b>	<b>47.6</b>
Cost Decrease: Decrease in equipment costs	DCRB Agency Management	-70	0.0
Cost Increase: Increase in costs for research supplies	DCRB Agency Management	72	0.0
Cost Decrease: Align personal services cost with historical spending	DCRB Agency Management	-342	2.4
Cost Decrease: Contractual services - other	DCRB Agency Management	-293	0.0
Cost Decrease: Decrease in telephone cost based on historical spending	DCRB Agency Management	-7	0.0
Cost Increase: Increase in rent cost	DCRB Agency Management	100	0.0
Cost Increase: Increase to other services and charges	DCRB Agency Management	539	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>30,338</b>	<b>50.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>30,338</b>	<b>50.0</b>
<b>Gross for DY0 - District of Columbia Retirement Board</b>		<b>30,338</b>	<b>50.0</b>

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

# Washington Convention and Sports Authority

[www.wcsa.com](http://www.wcsa.com)

Telephone: 202-249-3000

Description	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$98,079,198	\$106,528,590	8.6

*\*Note: WCSA does not use the District's financial system for its transactions. For FY 2010 actual expenditures, see the FY 2010 District of Columbia Comprehensive Annual Financial Report, page 54.*

The mission of the Washington Convention and Sports Authority (WCSA) is to provide superior convention services to customers, promote the District as a venue for sports and entertainment activities, and serve as an economic engine to the Nation's capital.

## Summary of Services

The Washington Convention Center Authority (WCCA), a corporate body and an independent authority of the District government, was created pursuant to the "Washington Convention Center Authority Act of 1994," D.C. Law 10-188, effective September 28, 1994. Pursuant to the Fiscal Year 2010 Budget Support Second Emergency Act of 2009, and the Fiscal Year 2010 Budget Support Act, the D.C. Sports and Entertainment Commission (SEC) was absorbed into, and became a program within, WCCA. Effective October 1, 2009, the event planning, community outreach, and other administrative functions of the former commission merged with the WCCA to form a new organization known as the Washington Convention and Sports Authority (WCSA). The merger created one umbrella organization with a broadened charter to encourage economic development through the promotion of key sports and entertainment offerings as well as major national and international conventions, meetings, and special events held in the District. As part of the merger, the facility maintenance for the Robert F. Kennedy

Memorial Stadium and the D.C. Armory, previously performed by the D.C. SEC, was also assumed by the District's Department of General Services, as described in that agency's budget chapter.

The WCSA is governed by an 11-member Board of Directors who serves four-year terms. Two members, one of whom is the Chief Financial Officer of the District of Columbia and the other of whom is designated by the Mayor, serve as voting ex-officio members. The remaining nine public members are appointed by the Mayor, with the advice and consent of the Council of the District of Columbia, and represent certain sectors of the community. No board member is permitted to serve more than two consecutive four-year terms. The Mayor appoints one public member as chairperson with the advice and consent of the Council.

For more information, refer to the D.C. Official Code: Division I, Title 10, Subtitle IV, Chapter 12, and also the Convention Center- Dedicated Tax Transfer budget chapter.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table ES0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget.

**Table ES0-1**

(dollars in thousands)

Appropriated Fund	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>				
Special Purpose Revenue Funds	98,079	106,529	8,449	8.6
<b>Total for General Fund</b>	<b>98,079</b>	<b>106,529</b>	<b>8,449</b>	<b>8.6</b>
<b>Gross Funds</b>	<b>98,079</b>	<b>106,529</b>	<b>8,449</b>	<b>8.6</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table ES0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget.

**Table ES0-2**

(dollars in thousands)

Comptroller Source Group	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	13,231	13,434	203	1.5
12 - Regular Pay - Other	1,047	986	-61	-5.8
14 - Fringe Benefits - Curr Personnel	3,675	3,846	171	4.7
15 - Overtime Pay	577	569	-8	-1.4
<b>Subtotal Personal Services (PS)</b>	<b>18,529</b>	<b>18,835</b>	<b>306</b>	<b>1.7</b>
20 - Supplies and Materials	583	528	-55	-9.4
30 - Energy, Comm. and Bldg Rentals	7,262	6,856	-406	-5.6
31 - Telephone, Telegraph, Telegram, Etc.	125	125	0	0.0
41 - Contractual Services - Other	13,104	13,495	390	3.0
50 - Subsidies and Transfers	17,191	16,795	-396	-2.3
60 - Land and Buildings	4,948	12,225	7,277	147.1
70 - Equipment and Equipment Rental	362	330	-32	-8.8
80 - Debt Service	35,975	37,340	1,365	3.8
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>79,550</b>	<b>87,694</b>	<b>8,144</b>	<b>10.2</b>
<b>Gross Funds</b>	<b>98,079</b>	<b>106,529</b>	<b>8,449</b>	<b>8.6</b>

\*Percent change is based on whole dollars.

Note: The agency presents its budgeted revenues and expenditures for the purpose of reporting. However, as a proprietary fund, under the current financial accounting structure, the agency's actual revenues and expenditures are not tracked in the District System of Accounting and Reporting (SOAR) and may not be shown in this chart or in the Comprehensive Annual Financial Report (CAFR).

## Program Description

The Washington Convention and Sports Authority operates through the following 2 programs:

**Washington Convention Center Operations** – provides for the operation of the Walter E. Washington Convention Center, in whole or in part, directly or under contract, and engages in such activities as deemed appropriate to promote trade shows, conventions, and other events. This program also constructs, equips, and maintains the facility.

The convention center opened in April 2003 and was later named in honor of the first Mayor of the District of Columbia under the present Home Rule Charter. Since opening, it has hosted the following number of events per fiscal year:

<u>Fiscal</u> <u>Year</u>	<u>Convention</u> <u>Center Events</u>
2004	201
2005	185
2006	106
2007	150
2009	185
2010	214

A total of 7.3 million people attended the convention center during the period of FY 2004 through FY 2010. Currently, the convention center has booked or tentatively booked approximately 481 events from 2011 - 2013. These events are projected to attract 1.5 million attendees.

The center has a total of 2.3 million square feet of space, including 703,000 square feet of exhibit space; 118,670 square feet of meeting space (which is divisible into 77 meeting rooms); 44,000 square feet of retail space and street-level restaurants; and a 52,000-square-foot ballroom, which is one of the largest on the East Coast.

**Sports, Entertainment, and Special Events** – promotes attractions and the development of new events for the Robert F. Kennedy Memorial Stadium and the surrounding festival grounds, non-military events at the D.C. Armory, and sporting and entertainment events at other sites around the city. These events include the D.C. United Major League Soccer team,

the Eagle Bank Bowl football game, local athletic games, various concerts, and other events. The Department of General Services maintains the stadium and the armory through revenue collected from events, rent, advertising, and other sources of revenue derived from these facilities.

## Program Structure Change

The Washington Convention and Sports Authority has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table ES0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget.

**Table ES0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands			Full-Time Equivalents		
	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Washington Convention Center Operations</b>						
(1100) Washington Convention Center Operations	98,079	106,529	8,449	0.0	0.0	0.0
<b>Subtotal (1000) WCCO</b>	<b>98,079</b>	<b>106,529</b>	<b>8,449</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>98,079</b>	<b>106,529</b>	<b>8,449</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

### FY 2012 Proposed Budget Changes

**Intra-Agency Adjustments:** The proposed FY 2012 budget for the Washington Convention and Sports Authority (WCSA) includes adjustments of \$305,861 for salary and fringe benefits, an increase in the budget for the land and building by \$7,277,000, an increase in its debt service budget by \$1,364,991, and additional funding of \$390,340 for Contractual

Services - Other. In the FY 2012 proposed budget, WCSA will reduce funding for supplies by \$54,934, energy by \$405,797, subsidies and transfers by \$396,119, and equipment and equipment rental by \$31,950 to reflect current operational needs.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table ES0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table ES0-4**  
(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>98,079</b>	<b>0.0</b>
Cost Decrease: Reduction in supplies	Wash Convention Center	-55	0.0
Cost Decrease: Reduction in energy	Wash Convention Center	-406	0.0
Cost Decrease: Reduction in subsidies and transfers	Wash Convention Center	-396	0.0
Cost Decrease: Reduction in equipment and equipment rental	Wash Convention Center	-32	0.0
Cost Increase: Adjust personal services costs for salary steps and fringe benefits	Wash Convention Center	306	0.0
Cost Increase: Increase in contractual services - other	Wash Convention Center	390	0.0
Cost Increase: Increase in land and buildings	Wash Convention Center	7,277	0.0
Cost Increase: Increase in debt service	Wash Convention Center	1,365	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>106,529</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>106,529</b>	<b>0.0</b>
<b>Gross for ES0 - Washington Convention and Sports Authority</b>		<b>106,529</b>	<b>0.0</b>

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

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# Housing Finance Agency

[www.dchfa.org](http://www.dchfa.org)

Telephone: 202-777-1600

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Description	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$9,339,000	\$8,884,000	-4.9

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The Housing Finance Agency (HFA) was established in 1979 as a corporate body with a legal existence separate from the government of the District of Columbia to stimulate and expand homeownership and rental housing opportunities for low-and moderate-income families in the District. HFA issues taxable and tax-exempt mortgage revenue bonds to lower the costs of financing single-family housing and of acquiring, constructing, and rehabilitating rental

housing. In addition, HFA administers the issuance of 4 percent low-income housing tax credits to achieve its affordable housing preservation, rehabilitation, and development objectives on behalf of the Department of Housing and Community Development (DHCD).

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table HF0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget.

**Table HF0-1**  
(dollars in thousands)

Appropriated Fund	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>				
Special Purpose Revenue Funds	9,339	8,884	-455	-4.9
<b>Total for General Fund</b>	<b>9,339</b>	<b>8,884</b>	<b>-455</b>	<b>-4.9</b>
<b>Gross Funds</b>	<b>9,339</b>	<b>8,884</b>	<b>-455</b>	<b>-4.9</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table HF0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget.

**Table HF0-2**  
(dollars in thousands)

Comptroller Source Group	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	4,535	4,552	17	0.4
14 - Fringe Benefits - Curr Personnel	1,110	1,185	75	6.8
15 - Overtime Pay	38	38	0	0.0
<b>Subtotal Personal Services (PS)</b>	<b>5,683</b>	<b>5,775</b>	<b>92</b>	<b>1.6</b>
20 - Supplies and Materials	110	116	6	5.5
30 - Energy, Comm. and Building Rentals	131	144	13	9.9
31 - Telephone, Telegraph, Telegram, Etc.	63	66	3	4.8
33 - Janitorial Services	49	50	1	2.0
34 - Security Services	10	0	-10	-100.0
40 - Other Services and Charges	900	1,300	400	44.4
41 - Contractual Services - Other	910	946	36	4.0
70 - Equipment and Equipment Rental	1,300	300	-1,000	-76.9
80 - Debt Service	183	187	4	2.2
<b>Subtotal Nonpersonal Services</b>	<b>3,656</b>	<b>3,109</b>	<b>-547</b>	<b>-15.0</b>
<b>Gross Funds</b>	<b>9,339</b>	<b>8,884</b>	<b>-455</b>	<b>-4.9</b>

\*Percent change is based on whole dollars.

## Program Description

The Housing Finance Agency operates through the following 2 programs:

**Multi-Family Development** - provides tax-exempt and taxable bonds, tax credits, and McKinney Act Savings Loan funds as financial tools that are integral to development of the community's ability to provide affordable, safe and decent housing to low-income and special needs populations. The multi-family mortgage revenue bond and tax credit products serve as vehicles for developers to access low-cost institutional debt and equity tools that enhance return on investment. When combined with 4-percent Low-Income Housing Tax Credits and other subsidies, the HFA's mortgage revenue bond product, which is offered in enhanced structures, provides competitive, below-market rate pricing, and helps to preserve, rehabilitate, or construct affordable and mixed-income housing in the District.

This program contains the following 2 activities:

- **Technical Assistance** - provides technical assistance on all aspects of underwriting to developers who produce affordable housing, and acts as facilitators with city and federal government agencies to help expedite the permitting process and other approvals. In addition, HFA's staff provides ongoing construction monitoring to ensure construction is successfully completed and properly managed; and
- **Financing Assistance** - provides several financing programs, including the Multi-family Mortgage Revenue Bond Program, Low-Income Housing Tax Credit Program, and McKinney Act Savings Loan Fund. Depending on a project's eligibility, tax-exempt bonds, taxable bonds or low-interest loans can be used for pre-development activities, as well as the acquisition, construction and renovation of multi-family buildings. Financing can be used for the rehabilitation or construction of rental housing, cooperatives, assisted-living facilities, and transitional housing.

**Single Family Development** - provides low-interest mortgages for persons purchasing a home in the District at or below the national and local conventional rates.

This program contains the following 2 activities:

- **Homebuyer Assistance** - provides 30-year fixed rate mortgages and assistance with down payment and closing costs, as funds are available; and
- **Homeownership Education** - provides regular seminars and community outreach in an effort to empower persons seeking to become homeowners in the District. Through the HFA, information is made available to residents on the Single Family Bond products, financing options, the District government's employer assistance program, tax credits, tax abatements, the Home Purchase Assistance program (HPAP), other programs to help with closing costs, and other incentives for homebuyers.

## Program Structure Change

The Housing Finance Agency has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table HF0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget.

**Table HF0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands			Full-Time Equivalents		
	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Housing Finance Agency</b>						
(1100) Housing Finance Agency	9,339	8,884	-455	0.0	0.0	0.0
<b>Subtotal (1000) Housing Finance Agency</b>	<b>9,339</b>	<b>8,884</b>	<b>-455</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>9,339</b>	<b>8,884</b>	<b>-455</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

### FY 2012 Proposed Budget Changes

The FY 2012 budget for HFA includes a net decrease of \$455,000 in Special Purpose Revenue funds due to a \$1,000,000 decrease in the equipment upgrade costs, partially offset by an increase of \$92,000 in personal services for salary and benefits; an increase of \$6,000 in supplies; an increase of \$13,000 in fixed cost estimates for multiple commodities; a net

increase of \$394,000 in other services and charges due to additional services, higher cost and a broader scope in the services utilized by the agency; an increase of \$36,000 in contractual services due to additional software development and automation expenses to automate operations and processes; and an increase of \$4,000 in debt service.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table HF0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table HF0-4**

(dollars in thousands)

	<b>PROGRAM</b>	<b>BUDGET</b>	<b>FTE</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>9,339</b>	<b>0.0</b>
Cost Increase: Contractual services	Housing Finance Agency	36	0.0
Cost Increase: Cover debt service cost	Housing Finance Agency	4	0.0
Cost Increase: Fixed cost for multiple commodities	Housing Finance Agency	13	0.0
Cost Increase: General supplies	Housing Finance Agency	6	0.0
Cost Increase: Other services and charges	Housing Finance Agency	394	0.0
Cost Decrease: Reduction to equipment cost	Housing Finance Agency	-1,000	0.0
Cost Increase: Salary and corresponding benefits	Housing Finance Agency	92	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>8,884</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>8,884</b>	<b>0.0</b>
<b>Gross for HF0 - Housing Finance Agency</b>		<b>8,884</b>	<b>0.0</b>

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# University of the District of Columbia

www.udc.edu

Telephone: 202-274-5000

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Description	FY 2010	FY 2011	FY 2012	% Change
	Actual	Approved	Proposed	from FY 2011
Operating Budget	\$130,948,679	\$149,449,656	\$160,468,655	7.4
FTEs	1,035.0	1,202.9	1,209.0	0.5

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The University of the District of Columbia (UDC) is an urban land-grant institution of higher education. Through its community college and flagship and graduate schools, UDC offers affordable post-secondary education to District of Columbia residents at the certificate, baccalaureate, and graduate levels. These programs prepare students for immediate entry into the workforce, the next level of education, specialized employment opportunities, and life-long learning.

The University of the District of Columbia provides high quality learning, research, and public service experience relevant to the needs and interest of students, employees, and research organizations. The University is governed by a board of trustees comprised as set forth in District of Columbia Official Code Section 38-1202.01, with duties as set forth in Code Section 38-1202.06. The provisions of law applicable to the University's land-grant status are listed in Code Section 38-1202.09.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table GF0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GF0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	62,719	62,174	62,920	64,181	1,261	2.0
Special Purpose Revenue Funds	34,077	49,929	55,999	55,518	-481	-0.9
<b>Total for General Fund</b>	<b>96,796</b>	<b>112,103</b>	<b>118,919</b>	<b>119,699</b>	<b>780</b>	<b>0.7</b>
<b>Federal Resources</b>						
Federal Payments	0	0	0	2,500	2,500	N/A
Federal Grant Funds	19,195	17,715	28,631	35,862	7,231	25.3
<b>Total for Federal Resources</b>	<b>19,195</b>	<b>17,715</b>	<b>28,631</b>	<b>38,362</b>	<b>9,731</b>	<b>34.0</b>
<b>Private Funds</b>						
Private Grant Funds	792	1,131	1,900	2,408	508	26.7
<b>Total for Private Funds</b>	<b>792</b>	<b>1,131</b>	<b>1,900</b>	<b>2,408</b>	<b>508</b>	<b>26.7</b>
<b>Intra-District Funds</b>						
Intra-District Funds	8,167	0	0	0	0	N/A
<b>Total for Intra-District Funds</b>	<b>8,167</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Gross Funds</b>	<b>124,949</b>	<b>130,949</b>	<b>149,450</b>	<b>160,469</b>	<b>11,019</b>	<b>7.4</b>

\*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table GF0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table GF0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change</b>
<b><u>General Fund</u></b>						
Local Funds	529.5	632.8	662.0	681.9	19.9	3.0
Special Purpose Revenue Funds	130.5	196.7	344.2	329.9	-14.2	-4.1
<b>Total for General Fund</b>	<b>660.0</b>	<b>829.5</b>	<b>1,006.2</b>	<b>1,011.9</b>	<b>5.7</b>	<b>0.6</b>
<b><u>Federal Resources</u></b>						
Federal Grant Funds	86.0	196.9	183.3	183.1	-0.3	-0.2
<b>Total for Federal Resources</b>	<b>86.0</b>	<b>196.9</b>	<b>183.3</b>	<b>183.1</b>	<b>-0.3</b>	<b>-0.2</b>
<b><u>Private Funds</u></b>						
Private Grant Funds	9.1	8.6	13.4	14.1	0.7	5.4
<b>Total for Private Funds</b>	<b>9.1</b>	<b>8.6</b>	<b>13.4</b>	<b>14.1</b>	<b>0.7</b>	<b>5.4</b>
<b><u>Intra-District Funds</u></b>						
Intra-District Funds	57.3	0.0	0.0	0.0	0.0	N/A
<b>Total for Intra-District Funds</b>	<b>57.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>N/A</b>
<b>Total Proposed FTEs</b>	<b>812.4</b>	<b>1,035.0</b>	<b>1,202.9</b>	<b>1,209.0</b>	<b>6.1</b>	<b>0.5</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table GF0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table GF0-3**  
(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
11 - Regular Pay - Cont Full Time	44,478	44,848	52,625	51,841	-784	-1.5
12 - Regular Pay - Other	17,286	18,028	15,669	21,572	5,903	37.7
13 - Additional Gross Pay	3,845	5,539	600	0	-600	-100.0
14 - Fringe Benefits - Curr Personnel	13,401	14,524	16,474	19,728	3,254	19.8
15 - Overtime Pay	300	236	0	0	0	N/A
<b>Subtotal Personal Services (PS)</b>	<b>79,310</b>	<b>83,174</b>	<b>85,368</b>	<b>93,141</b>	<b>7,772</b>	<b>9.1</b>
20 - Supplies and Materials	1,925	2,847	2,750	985	-1,765	-64.2
30 - Energy, Comm. and Building Rentals	3,399	3,046	4,113	5,004	891	21.7
31 - Telephone, Telegraph, Telegram, Etc.	1,341	1,042	1,418	1,333	-85	-6.0
32 - Rentals - Land and Structures	3,743	4,405	4,167	5,601	1,434	34.4
33 - Janitorial Services	993	1,270	1,010	1,375	365	36.1
40 - Other Services and Charges	5,937	8,499	9,600	7,997	-1,603	-16.7
41 - Contractual Services - Other	10,106	9,674	9,733	9,739	6	0.1
50 - Subsidies and Transfers	14,240	12,597	28,361	32,618	4,257	15.0
70 - Equipment and Equipment Rental	3,955	4,006	2,929	2,675	-254	-8.7
91 - Expense Not Budgeted Others	0	388	0	0	0	N/A
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>45,639</b>	<b>47,774</b>	<b>64,081</b>	<b>67,328</b>	<b>3,247</b>	<b>5.1</b>
<b>Gross Funds</b>	<b>124,949</b>	<b>130,949</b>	<b>149,450</b>	<b>160,469</b>	<b>11,019</b>	<b>7.4</b>

\*Percent change is based on whole dollars.

## Program Description

The University of the District of Columbia operates through the following 7 programs:

**Academic Affairs** - provides affordable, post-secondary educational services to students to prepare them for entry into the job market and allow them to successfully achieve professional and personal goals. This program offers quality post-secondary education, research experiences, and public service opportunities to District of Columbia residents so that they can prepare for immediate entry into the workforce, the next level of education, and specialized career opportunities; engage in lifelong learning; and contribute to the resolution of urgent urban problems.

This program contains the following 12 activities:

- **Academic Support** - houses the Office of the Provost and promotes educational quality and effectiveness. This activity provides oversight, leadership, and service to achieve the academic mission of the University. It also works to provide recommendations to the University President on resource allocations for academic units, articulates the academic values and functions of the University, and represents the institution in various settings;
- **Nursing and Allied Health Professions** - provides instructional, research, public service/outreach, and support services to UDC students and the community so that students can have employment and career opportunities, be prepared for graduate or professional school, and acquire lifelong learning skills;
- **Learning Resources** – provides access to books, multi-media materials and equipment, research and reference materials, and consultation and support services to students, faculty, District residents, and Washington Research Consortium members so that they can utilize on-site and online information and resources to support teaching, learning, and research;
- **Enrollment Management** – provides communications for recruitment and admissions advisement, academic and enrollment verification and certification, and student information management services to prospective, returning, current, and former students so students can be admitted

to the University and subsequently experience the benefits associated with University enrollment; and to University faculty and administrators so that they can have access to data to effectively plan and manage the overall instruction process;

- **Applied Research and Urban Planning** – provides research, training, and technical assistance services to District and federal funding agencies, programs and organizations so that they can apply research results toward resolution of urgent urban problems and UDC students and faculty can gain experience and expertise in research;
- **Community Outreach and Extension Services** - provides instructions, funded research, and public research services to residents of the Washington metropolitan area so that they can make healthier lifestyle choices, improve their literacy level, and fully benefit from economic opportunities;
- **Continuing Education** - provides instructional, certification, and research services to residents and employers in the Washington metropolitan area so that employers can have access to workers whose skills are aligned with workforce needs and residents can obtain employment or achieve professional and career advancement;
- **Engineering** - provides instructional, research, public outreach, and support services to UDC students and the community so that students can have employment and career opportunities and be prepared for graduate or professional school to acquire lifelong learning skills;
- **David A. Clarke School of Law** - provides instructional, research, public outreach and support services to UDC students and the community so that students can have employment and career opportunities and acquire lifelong learning skills;
- **Business and Public Administration** – provides a curriculum of study and research in modern administration for both private business and government;
- **College of Arts and Sciences** – provides instructional, research, public outreach, and support services to UDC students and the community so that students can gain career opportunities, be prepared for graduate or professional school, and acquire lifelong learning skills so that they can experience an improved quality of life; and

- **Institutional Research** – provides quantitative and qualitative information for institutional planning, assessment, and executive decision-making through the identification of current issues on higher education; compiles and reports information on the UDC’s internal and external environments; analyzes and reports on trends in institutional resources, admissions, student satisfaction, retention, and graduation rates; and conducts peer comparison studies.

**Student Affairs** - provides enrichment opportunities and assistance to students in an out-of-classroom environment. These services are designed to prepare students to be successful in achieving their educational, career, and life-long goals. This program offers outreach, support, and leadership development services to UDC students and other members of the community so that they can experience academic success, participate in University life, and develop leadership skills that will enable successful integration into the global community.

This program contains the following 7 activities:

- **Career Services** - provides a centralized source for job and career information, preparation, and support services for UDC students, alumni, and other members of the University community so that they can find and obtain employment and other post-graduate opportunities;
- **Student Services Administration** - provides leadership development training, opportunities, and experiences to UDC students so that they can develop leadership skills and participate in the effective and timely resolution of student complaints;
- **Records Management** - manages, protects, and converts inactive University records for UDC Administrative offices, academic offices, the Board of Trustees, and the Office of the President so that they can have continuous access to vital business information;
- **Financial Aid** - provides financial assistance, resources, and services to eligible UDC students so that they can receive funding assistance to attend the University;
- **Athletics Department** - provides intercollegiate participation, intramural games, and fitness and recreation services to students and other members of the University family and community so that

athletically talented students can gain access to an education and stay in school, and all members of the University family can experience an enhanced sense of community;

- **Health Services** - provides preventive health and limited medical care services to the University and public health community so that they can prevent the spread of communicable diseases and respond to emerging health issues; and
- **Student Life and Services** - provides outreach, intervention, and academic and non-academic support services to UDC students so that all students can experience academic success, participate in University life, and develop life and leadership skills that will enable successful integration into the global community.

**University Advancement** - dedicated to advancing the University of the District of Columbia’s mission by increasing awareness and goodwill, fostering financial support, and building a sense of community among the University’s many and varied constituents. This program provides information, outreach, and promotional services to UDC students, faculty, staff, alumni (including alumni of predecessor institutions), other key university partners, and the public at large so that they can meaningfully participate in and be supportive of UDC’s teaching, research, and community service programs and experience a sense of tradition and community from their relationship with UDC.

This program contains the following 5 activities:

- **Alumni Relations** – provides outreach services to UDC alumni and alumni of UDC’s predecessor institutions so that they can participate in and be supportive of the academic, research, and community service programs of the University;
- **Major Gifts and Development** – build relationships with corporations, foundations, individual estates, and other potential donors so that they can consistently support the programs and activities of the University and contribute to its financial security and stability;
- **Communications and Branding** – provides publicity and media services to the District community so that they can be accurately informed about, form a positive image of, and be supportive of UDC and its mission, goals and programs;

- **Governmental Affairs** – provides assistance to UDC by acting as liaison between the University, the District government, and its constituents; and
- **Communications and Relations** – fosters the exchange of talents and resources of alumni, students, parents, faculty, administration, and friends to advance the mission of the University of the District of Columbia. This unit provides oversight of alumni relations, major gifts and development, communication and branding, and governmental affairs.

**Executive Direction** - provides leadership for central executive activities concerned with management and long-range planning and management for the entire institution. This program develops and implements UDC's strategic plan to ensure successful accomplishment of its overall mission.

This program contains the following activity:

- **Office of the President** – is responsible for the administration of the University. The mission of this activity is to administer policies and procedures; plan, operate, and maintain plant facilities; manage the University's financial affairs, faculty, staff, visitors, and facilities; enhance UDC's efficiency and effectiveness through information technology utilization; improve and expand services offered to University clientele; and support UDC's overall mission.

**Community College of the District of Columbia (CCDC)** - serves the District's residents by integrating workforce preparation, employability skill development, quality education and remediation, economic development and employer linkages, and school-to-career training, providing a seamless transition from K-12 to adult education and literacy to college prep.

This program contains the following 3 activities:

- **Academic Affairs** – provides affordable, post secondary educational services to CCDC students to prepare them for entry into the job market and allow them to successfully achieve professional and personal goals;

- **Administration** – provides leadership development training, opportunities, and experiences to CCDC students so that they can develop leadership skills and participate in the effective and timely resolution of student complaints; and
- **Certificate Programs** – provides short term educational and training programs that enhance professional options or students.

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

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

### **Program Structure Changes**

The University of the District of Columbia has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table GF0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table GF0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Agency Management</b>								
(1010) Personnel	1,504	1,818	2,306	488	11.3	13.0	16.0	3.0
(1020) Contracting and Procurement	875	710	1,007	296	7.2	8.0	11.0	3.0
(1030) Property Management	13,537	14,729	17,673	2,943	37.8	45.6	49.6	4.0
(1040) Information Technology	3,969	4,131	3,479	-652	17.4	19.0	22.0	3.0
(1050) Financial Services	833	4,166	1,085	-3,081	0.0	0.0	0.0	0.0
(1055) Risk Management	2,432	3,018	2,280	-738	35.5	39.0	33.0	-6.0
(1060) Legal Services	931	893	1,445	552	5.8	7.0	9.0	2.0
(1090) Performance Management	419	438	417	-21	11.6	3.0	3.0	0.0
<b>Subtotal (1000) Agency Management</b>	<b>24,501</b>	<b>29,903</b>	<b>29,691</b>	<b>-213</b>	<b>126.4</b>	<b>134.6</b>	<b>143.6</b>	<b>9.0</b>
<b>(100F) Agency Financial Operations</b>								
(101F) Agency Fiscal Officer Operations	845	1,241	691	-551	2.8	3.0	3.1	0.1
(110F) Budget Operations	980	1,019	1,261	242	11.3	9.0	12.0	3.0
(120F) Accounting Operations	7,173	2,596	2,189	-407	27.4	29.0	23.0	-6.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>8,998</b>	<b>4,857</b>	<b>4,141</b>	<b>-716</b>	<b>41.4</b>	<b>41.0</b>	<b>38.1</b>	<b>-2.9</b>
<b>(2000) Student Affairs</b>								
(2020) Community Outreach and Involvement - SAF	3	105	0	-105	0.0	1.0	0.0	-1.0
(2030) Career Services	265	273	231	-42	1.5	2.5	3.0	0.5
(2040) Student Services Administration	1,556	1,105	2,158	1,053	5.2	6.5	9.8	3.2
(2050) Records Management	162	147	56	-90	3.0	2.0	1.0	-1.0
(2060) Financial Aid	7,058	12,097	17,882	5,785	33.2	75.1	58.4	-16.7
(2070) Athletics Department	3,253	3,216	2,964	-252	24.2	18.0	24.5	6.5
(2080) Health Services	409	585	272	-313	0.0	6.0	4.0	-2.0
(2090) Student Life and Services	3,074	3,691	3,146	-545	40.2	47.9	43.4	-4.5
<b>Subtotal (2000) Student Affairs</b>	<b>15,780</b>	<b>21,220</b>	<b>26,710</b>	<b>5,490</b>	<b>107.4</b>	<b>159.0</b>	<b>144.1</b>	<b>-14.9</b>
<b>(3000) University Advancement</b>								
(3001) Alumni Relations	200	269	263	-5	2.1	3.0	3.0	0.0
(3002) Major Gifts and Development	328	947	703	-244	0.9	6.0	6.0	0.0
(3003) Communications and Branding	316	439	460	21	4.4	4.5	4.5	0.0
(3004) Governmental Affairs	622	635	558	-77	1.8	3.0	3.0	0.0
(300B) Communications and Relations	1,298	1,140	1,065	-75	5.9	8.5	8.5	0.0
<b>Subtotal (3000) University Advancement</b>	<b>2,764</b>	<b>3,429</b>	<b>3,049</b>	<b>-380</b>	<b>15.1</b>	<b>25.0</b>	<b>25.0</b>	<b>0.0</b>

(Continued on next page)

**Table GF0-4 (Continued)**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(4000) Academic Affairs</b>								
(4001) Academic Support (Provost/VPAA)	11,392	11,511	13,280	1,768	129.6	131.3	141.2	9.9
(4002) Nursing and Allied Health Professions	662	213	858	645	45.9	4.1	2.5	-1.6
(4003) Learning Resources	4,012	4,410	4,033	-377	29.5	32.0	34.0	2.0
(4004) Enrollment Management	2,013	2,556	1,963	-594	20.9	25.0	25.1	0.1
(4005) Adult Literacy	35	5	0	-5	0.0	0.1	0.0	-0.1
(4006) Applied Research and Urban Planning	779	8,247	7,362	-885	0.9	2.0	11.2	9.2
(4008) Community Outreach and Extension Services	6,151	6,947	8,043	1,097	96.6	91.6	94.7	3.0
(4009) Continuing Education	5,270	806	5,179	4,374	44.9	7.5	10.9	3.4
(4010) Engineering	4,443	4,361	3,879	-482	46.6	44.0	38.4	-5.6
(4020) Business and Public Administration	6,338	7,283	6,450	-833	42.8	65.0	63.3	-1.7
(4030) David A. Clarke School of Law	7,415	7,259	7,038	-221	51.2	64.6	67.5	2.9
(4040) College of Arts and Sciences	22,552	23,414	22,789	-625	225.6	214.2	221.9	7.8
(4050) Institutional Research	441	447	409	-38	2.8	4.0	4.0	0.0
<b>Subtotal (4000) Academic Affairs</b>	<b>71,503</b>	<b>77,459</b>	<b>81,283</b>	<b>3,824</b>	<b>737.3</b>	<b>685.6</b>	<b>714.8</b>	<b>29.2</b>
<b>(6000) Executive Direction</b>								
(6001) Executive Management (President's Office)	7,328	1,861	1,230	-631	7.3	9.0	9.0	0.0
(6002) Quality Improvement	67	75	0	-75	0.0	0.0	0.0	0.0
(6003) Financial Reserves and Contingencies	8	0	0	0	0.0	0.0	0.0	0.0
<b>Subtotal (6000) Executive Direction</b>	<b>7,402</b>	<b>1,936</b>	<b>1,230</b>	<b>-706</b>	<b>7.3</b>	<b>9.0</b>	<b>9.0</b>	<b>0.0</b>
<b>(8000) Community College (CCI)</b>								
(C100) Administration (CCI)	0	1,557	3,103	1,546	0.0	10.0	5.0	-5.0
(C200) Academic Affairs - (CCI)	0	4,101	7,958	3,857	0.0	52.3	67.5	15.2
(C300) Certification Programs - (CCI)	0	4,987	3,304	-1,683	0.0	86.4	61.9	-24.5
<b>Subtotal (8000) Community College (CCI)</b>	<b>0</b>	<b>10,645</b>	<b>14,365</b>	<b>3,720</b>	<b>0.0</b>	<b>148.7</b>	<b>134.4</b>	<b>-14.3</b>
<b>Total Proposed Operating Budget</b>	<b>130,949</b>	<b>149,450</b>	<b>160,469</b>	<b>11,019</b>	<b>1,035.0</b>	<b>1,202.9</b>	<b>1,209.0</b>	<b>6.1</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

### **FY 2012 Proposed Budget Changes**

**Policy Initiatives:** In FY 2012, proposed Federal Grants increased by \$7,231,000 and Private grants increased by \$508,000 from the FY 2011 level. These increases will allow UDC to increase its expenditures on research, infrastructure, financial aid, and other student services. The FY 2012 Local funds subsidy to

the University increased by \$1,261,000, allowing the University to fund operating costs associated with the additional Community College campuses within the District of Columbia. Included in this amount, UDC will receive \$500,000 in a one-time funding to implement the plan for the separation of the Community College from the University.

In FY 2012, proposed Federal Payments increased by \$2,500,000 for UDC to support the Community College in the District of Columbia.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table GF0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table GF0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2011 Approved Budget and FTE</b>		<b>62,920</b>	<b>662.0</b>
Cost Increase: Increase for regular pay and fringe benefits to include step increases	Multiple Programs	1,612	16.9
Cost Decrease: Decreases made to nonpersonal services	Multiple Programs	-1,612	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>62,920</b>	<b>678.9</b>
Enhance: Increase as One-Time funding to implement separation of the Community College from UDC	Agency Management	500	0.0
Enhance: Increase Local funding for UDC and the Community College	Multiple Programs	761	1.0
<b>LOCAL FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>64,181</b>	<b>681.9</b>
<b>FEDERAL PAYMENTS: FY 2011 Approved Budget and FTE</b>		<b>0</b>	<b>0.0</b>
Enhance: Increase of Federal Payments to UDC to support the Community College of the District of Columbia	Community College	2,500	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>2,500</b>	<b>0.0</b>
<b>FEDERAL PAYMENTS: FY 2012 Proposed Budget and FTE</b>		<b>2,500</b>	<b>0.0</b>
<b>FEDERAL GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>28,631</b>	<b>183.3</b>
Cost Increase: Increase for regular pay and fringe benefits to include step increases, contracts, subsidies, and equipment	Student Affairs	6,151	-0.3
Cost Increase: Increase for regular pay and fringe benefits to include step increases, contracts, subsidies, and equipment	Academic Affairs	1,080	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>35,862</b>	<b>183.1</b>
<b>FEDERAL GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>35,862</b>	<b>183.1</b>
<b>PRIVATE GRANT FUNDS: FY 2011 Approved Budget and FTE</b>		<b>1,900</b>	<b>13.4</b>
Cost Increase: Increase for regular pay and fringe benefits to include step increases, other services, contracts, subsidies, and equipment	Academic Affairs	508	0.7
<b>FY 2012 Initial Adjusted Budget</b>		<b>2,408</b>	<b>14.1</b>
<b>PRIVATE GRANT FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>2,408</b>	<b>14.1</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>55,999</b>	<b>344.2</b>
Cost Increase: Increase for regular pay and fringe benefits to include step increases	Multiple Programs	3,827	0.0
Cost Decrease: Decreases made to nonpersonal services	Multiple Programs	-4,308	-14.2
<b>FY 2012 Initial Adjusted Budget</b>		<b>55,518</b>	<b>329.9</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>55,518</b>	<b>329.9</b>
<b>Gross for GF0 - University of the District of Columbia</b>		<b>160,469</b>	<b>1,209.0</b>

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

# District of Columbia Public Library Trust Fund

www.dclibrary.org  
Telephone: 202-727-1101

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$1,893	\$17,000	\$17,000	0.0

The District of Columbia Public Library Trust Fund includes two bequests that are administered by the District of Columbia Public Library and enables the Fund's budget presentation to conform with that of the District's Comprehensive Annual Financial Report (CAFR).

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table UW0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table UW0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Special Purpose Revenue Funds	2	2	17	17	0	0.0
<b>Total for General Fund</b>	<b>2</b>	<b>2</b>	<b>17</b>	<b>17</b>	<b>0</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>2</b>	<b>2</b>	<b>17</b>	<b>17</b>	<b>0</b>	<b>0.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table UW0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table UW0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
20 - Supplies and Materials	1	0	8	8	0	0.0
40 - Other Services and Charges	1	2	6	6	0	0.0
70 - Equipment and Equipment Rental	0	0	3	3	0	0.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>2</b>	<b>2</b>	<b>17</b>	<b>17</b>	<b>0</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>2</b>	<b>2</b>	<b>17</b>	<b>17</b>	<b>0</b>	<b>0.0</b>

\*Percent change is based on whole dollars.

### Program Description

The District of Columbia Public Library Trust Fund operates through the following program:

**Library Trust Funds** - for accounting purposes, agency trust funds are classified as fiduciary funds that show assets held by the District in a trustee capacity or as an agent for individuals, private organizations, and other governments. Such trust funds are custodial in nature, reporting only assets and liabilities. Since fiduciary funds cannot be used for the operations of the government, they are not included in the District's government-wide financial statements. Prior to FY 2005, the budget authority for agency trust funds was included in the operating budgets of the agencies that administered them. Since FY 2005, these trust funds have been shown as separate budget agencies so that the District's budget structure would show these trust funds in a manner consistent with their presentation in the District's CAFR).

This program contains the following 2 activities:

- **Georgetown Peabody Trust Fund** - is comprised of a bequest of \$10,000. The Peabody Library Association of Georgetown provided the funds by deed, a gift of securities, cash and other valuables in 1979 to support the Georgetown library branch and for other designated purposes; and
- **Theodore W. Noyes Trust Fund** - is comprised of a bequest of \$7,000.

### Program Structure Change

The District of Columbia Public Library Trust Fund has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table UW0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table UW0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(0001) DCPL Trust Funds</b>								
(0010) Theodore Noyes Trust Funds	2	7	7	0	0.0	0.0	0.0	0.0
<b>Subtotal (0001) DCPL Trust Funds</b>	<b>2</b>	<b>7</b>	<b>7</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(0002) DCPL Trust Funds</b>								
(0020) Peabody Trust Funds	0	10	10	0	0.0	0.0	0.0	0.0
<b>Subtotal (0002) DCPL Trust Funds</b>	<b>0</b>	<b>10</b>	<b>10</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>2</b>	<b>17</b>	<b>17</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

### FY 2012 Proposed Budget Changes

The District of Columbia Public Library Trust Fund has no changes from the FY 2011 Approved Budget to the FY 2012 Proposed Budget.

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# Unemployment Insurance Trust Fund

[www.does.dc.gov](http://www.does.dc.gov)

Telephone: 202-724-7000

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Description	FY 2010	FY 2011	FY 2012	% Change
	Actual	Approved	Proposed	from FY 2011
Operating Budget	\$480,975,830	\$400,000,000	\$478,000,000	19.5

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The Unemployment Insurance Trust Fund was separated from the Department of Employment Services (DOES) budget for improved fiscal transparency and to enable the District's budget format to more closely follow the presentation of the Comprehensive Annual Financial Report.

The Unemployment Insurance Trust Fund, administered by DOES, represents the proceeds from unemployment taxes paid by private sector employers and reimbursements from the District and federal governments deposited in the Unemployment Trust Fund (the "Fund"). The Fund is used to pay benefits for private and public sector employees during periods of unemployment. Payments include transfers to other governments to reimburse unemployment benefits paid to District residents.

Trust funds are fiduciary funds that are used to account for assets held by the District in a trustee capacity or as an agent for individuals, private organizations, and other governments. Such trust funds are custodial in nature, reporting only assets and liabilities. Because fiduciary funds cannot be used for the operations of the government, they are not included in the District's government-wide financial statements.

Prior to FY 2005, these agency trust funds were included in the operating budgets of the agencies that administered the trust funds. The District created a separate agency fund in FY 2005 so that the District's budget structure would report these trust funds pursuant to the District's accounting structure.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table UI0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table UI0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Special Purpose Revenue Funds	370,537	480,976	400,000	478,000	78,000	19.5
<b>Total for General Fund</b>	<b>370,537</b>	<b>480,976</b>	<b>400,000</b>	<b>478,000</b>	<b>78,000</b>	<b>19.5</b>
<b>Gross Funds</b>	<b>370,537</b>	<b>480,976</b>	<b>400,000</b>	<b>478,000</b>	<b>78,000</b>	<b>19.5</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table UI0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table UI0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	370,537	480,976	400,000	478,000	78,000	19.5
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>370,537</b>	<b>480,976</b>	<b>400,000</b>	<b>478,000</b>	<b>78,000</b>	<b>19.5</b>
<b>Gross Funds</b>	<b>370,537</b>	<b>480,976</b>	<b>400,000</b>	<b>478,000</b>	<b>78,000</b>	<b>19.5</b>

\*Percent change is based on whole dollars.

### Program Description

The Unemployment Insurance Trust Fund operates through the following program:

**Unemployment Trust Fund** - pays benefits for private and public sector employees during periods of unemployment.

### Program Structure Change

The Unemployment Insurance Trust Fund has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table UI0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table UI0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(2000) Unemployment Trust Fund</b>								
(2200) Benefits Trust Fund	480,976	400,000	478,000	78,000	0.0	0.0	0.0	0.0
<b>Subtotal (2000) Unemployment Trust Fund</b>	<b>480,976</b>	<b>400,000</b>	<b>478,000</b>	<b>78,000</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>480,976</b>	<b>400,000</b>	<b>478,000</b>	<b>78,000</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see [Schedule 30-PBB Program Summary by Activity](#) in the [FY 2012 Operating Appendices](#) located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Cost Increase:** Given projected labor market trends and unemployment compensation benefits, the proposed budget increase is \$78,000,000.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table UI0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table UI0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>400,000</b>	<b>0.0</b>
Cost Increase: Adjust funds based on projected growth	Unemployment Trust Fund	78,000	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>478,000</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>478,000</b>	<b>0.0</b>
<b>Gross for UI0 - Unemployment Insurance Trust Fund</b>		<b>478,000</b>	<b>0.0</b>

# Housing Production Trust Fund

www.dhcd.dc.gov

Telephone: 202-442-7200

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$40,075,882	\$26,792,694	\$67,988,912	153.8
FTEs	14.5	0.0	0.0	N/A

The mission of the Housing Production Trust Fund (HPTF) is to provide financial assistance to a variety of affordable housing programs and opportunities across the District of Columbia. The HPTF funds initiatives to build affordable rental housing, preserve expiring federal-assisted housing, and help provide affordable homeownership opportunities for low-income families.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table UZO-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table UZO-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Dedicated Taxes	45,832	40,076	26,793	67,989	41,196	153.8
<b>Total for General Fund</b>	<b>45,832</b>	<b>40,076</b>	<b>26,793</b>	<b>67,989</b>	<b>41,196</b>	<b>153.8</b>
<b>Gross Funds</b>	<b>45,832</b>	<b>40,076</b>	<b>26,793</b>	<b>67,989</b>	<b>41,196</b>	<b>153.8</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table UZ0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

**Table UZ0-2**

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
<b>General Fund</b>						
Dedicated Taxes	6.2	14.5	0.0	0.0	0.0	N/A
<b>Total for General Fund</b>	<b>6.2</b>	<b>14.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>N/A</b>
<b>Total Proposed FTEs</b>	<b>6.2</b>	<b>14.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>N/A</b>

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table UZ0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table UZ0-3**

(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	3,019	1,392	0	0	0	N/A
12 - Regular Pay - Other	512	141	0	0	0	N/A
13 - Additional Gross Pay	44	11	0	0	0	N/A
14 - Fringe Benefits - Current Personnel	670	288	0	0	0	N/A
15 - Overtime Pay	10	2	0	0	0	N/A
<b>Subtotal Personal Services (PS)</b>	<b>4,254</b>	<b>1,835</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
20 - Supplies and Materials	49	0	0	0	0	N/A
30 - Energy, Comm. and Building Rentals	1	0	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc.	81	0	0	0	0	N/A
32 - Rentals - Land and Structures	926	0	0	0	0	N/A
33 - Janitorial Services	10	0	0	0	0	N/A
34 - Security Services	15	0	0	0	0	N/A
40 - Other Services and Charges	68	6	0	16,015	16,015	N/A
41 - Contractual Services - Other	2,119	445	26,793	51,974	25,181	94.0
50 - Subsidies and Transfers	38,247	37,790	0	0	0	N/A
70 - Equipment and Equipment Rental	62	0	0	0	0	N/A
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>41,578</b>	<b>38,241</b>	<b>26,793</b>	<b>67,989</b>	<b>41,196</b>	<b>153.8</b>
<b>Gross Funds</b>	<b>45,832</b>	<b>40,076</b>	<b>26,793</b>	<b>67,989</b>	<b>41,196</b>	<b>153.8</b>

\*Percent change is based on whole dollars.

## Program Description

The Housing Production Trust Fund operates through the following program:

**Housing Production Trust Fund** – provides financial assistance to a variety of affordable housing programs and opportunities across the District.

This program contains the following 2 activities:

- **Housing Production Trust Fund (Administration)**  
- provides administrative services associated with the operation of the HPTF; and

- **Housing Production Trust Fund** – provides financial assistance to promote and enable affordable rental housing and residential housing in the District.

## Program Structure Change

The Housing Production Trust Fund has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table UZ0-4 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table UZ0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Housing Production Trust Fund</b>								
(1100) Housing Production Trust Fund (Administration)	1,862	5,359	5,359	0	14.5	0.0	0.0	0.0
(1101) Housing Production Trust Fund	38,214	21,434	62,630	41,196	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Housing Production Trust Fund</b>	<b>40,076</b>	<b>26,793</b>	<b>67,989</b>	<b>41,196</b>	<b>14.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>40,076</b>	<b>26,793</b>	<b>67,989</b>	<b>41,196</b>	<b>14.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

**Cost Increase:** For FY 2012, the Housing Production Trust Fund is expected to collect more revenue than in FY 2011. Including a draw from its fund balance,

HPTF is expected to spend \$41,196,218 more than in FY 2011. \$18,000,000 of this increase will be transferred from the Housing Production Trust Fund Subsidy to the Housing Authority Subsidy.

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## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table UZ0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

### Table UZ0-5

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>DEDICATED TAXES: FY 2011 Approved Budget and FTE</b>		<b>26,793</b>	<b>0.0</b>
Cost Increase: Align other services and charges to budget with revised revenue estimates	HPTF	16,015	0.0
Cost Increase: Subsidies and transfers - align to revised revenue estimates	HPTF	7,181	0.0
Cost Increase: Subsidies and transfers - Available to transfer to Housing Authority Subsidy	HPTF	18,000	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>67,989</b>	<b>0.0</b>
<b>DEDICATED TAXES: FY 2012 Proposed Budget and FTE</b>		<b>67,989</b>	<b>0.0</b>
<b>Gross for UZ0 - Housing Production Trust Fund</b>		<b>67,989</b>	<b>0.0</b>

# Tax Increment Financing (TIF) Program

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$25,665,670	\$49,029,000	\$43,404,211	-11.5

Tax Increment Financing (TIF) is a program through which the District provides economic development project funds by borrowing against future tax receipts expected to be generated as a result of the construction and operation of projects partially funded by these funds.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table TX0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table TX0-1**  
(dollars in thousands)

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>Appropriated Fund</b>						
<b>General Fund</b>						
Special Purpose Revenue Funds	28,609	25,666	49,029	43,404	-5,625	-11.5
<b>Total for General Fund</b>	<b>28,609</b>	<b>25,666</b>	<b>49,029</b>	<b>43,404</b>	<b>-5,625</b>	<b>-11.5</b>
<b>Gross Funds</b>	<b>28,609</b>	<b>25,666</b>	<b>49,029</b>	<b>43,404</b>	<b>-5,625</b>	<b>-11.5</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table TX0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table TX0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	18,912	15,956	0	31,678	31,678	0
80 - Debt Service	9,697	9,710	49,029	11,727	-37,302	-76.1
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>28,609</b>	<b>25,666</b>	<b>49,029</b>	<b>43,404</b>	<b>-5,625</b>	<b>-11.5</b>
<b>Gross Funds</b>	<b>28,609</b>	<b>25,666</b>	<b>49,029</b>	<b>43,404</b>	<b>-5,625</b>	<b>-11.5</b>

\*Percent change is based on whole dollars.

### Program Description

Tax Increment Financing operates through the following program:

**Tax Increment Financing** - provides budget authority pursuant to the Tax Increment Financing Act of 1998, which established a TIF program and authorized the issuance of up to \$300 million in debt to support economic development projects that would not be developed "but for" public financial assistance. The initiative was reauthorized by the Tax Increment Financing Reauthorization Act of 2002, which included an increase in TIF authority to a total of \$500 million. In addition, the District Council approved other project-based tax-supported revenue bonds, including Tax Increment Financings, outside the scope of the TIF Act.

The program contains the following 7 projects:

- **Gallery Place** - a mixed-use project that opened in the summer of 2004 and has an estimated debt service payment of \$5,206,000;
- **The Mandarin Oriental Hotel** - opened in March 2004 and has an estimated debt service payment of \$4,504,000;
- **Verizon Center** - provides debt service assistance for improvements to be repaid using an incremental tax of 4.25 percent on merchandise sold and tickets for events at the venue and has an estimated debt service payment of \$3,377,000;

- **D.C. USA** - a retail development project that opened in March of 2008. The District financed a publicly owned garage and has an estimated debt service payment of \$2,571,700;
- **Capitol Hill Towers** - a housing, hotel, retail, and parking development project that has an estimated debt service payment of \$935,000;
- **Special Retail and Great Streets** - smaller TIF financings issued under a special retail TIF program in the downtown area and retail or mixed-use projects located in Great Streets areas. Estimated debt service for debt issued under these programs is \$2,214,000; and
- **Convention Center Hotel** - There are no projected tax increment revenues for debt service at this stage in the construction of the project.

For certain projects, a revenue contingency of \$13,358,711 is budgeted if projected revenues are higher than minimum debt service and principal payment in accordance with the bond agreements.

Some of the projects include a provision that requires the District to make repayments from General Fund revenues if TIF revenues are less than the debt service obligations. The District has obtained language in its Appropriations Act allowing it to appropriate an additional amount from its fund balance to make any required repayment.

In addition, the budget includes \$6,237,800 for authorized TIF debt which may be issued by FY 2012. A total of \$11,526,790 remained in TIF authority under the Downtown Retail Priority Area as of July 1, 2011, and the budget includes an estimate of \$1,492,400 which may be dedicated to debt service pursuant to that program. A total of \$53,065,269 of debt issuance authority is available for the Great Streets TIF program in FY 2012, and the budget includes an estimate of \$4,486,000 for TIF area revenues which may be dedicated to debt service pursuant to the legislation. A total of \$46,500,000 of TIF debt has been authorized for City Market at O Street, and although debt service during FY 2012 will be funded from capitalized interest, and the budget includes \$137,000 for estimated tax increment required to be set aside pursuant to financing agreements. A total of \$10,000,000 of TIF debt has been authorized for the Fort Lincoln Retail project, and the budget includes \$122,400 of tax increment from this TIF area.

Finally, the budget includes \$5,000,000 of Great Streets tax increment from the H Street Retail Priority Area, which is authorized for the uses specified in the H Street, NE Retail Priority Incentive Act of 2010.

Budgeted expenditures are slightly lower than the revenue transfers into the TIF special revenue fund in FY 2012, and any excess revenues will become part of the fund balance. District budget policy requires a one-year debt service reserve for all TIF debt that issued with the backing of the Downtown TIF Available Increment.

### Program Structure Change

Tax Increment Financing (TIF) Program has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table TX0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table TX0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Tax Increment Financing (TIF) Program</b>								
(1100) Tax Increment Financing (TIF) Program	25,666	49,029	43,404	-5,625	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Tax Increment Financing (TIF) Program</b>	<b>25,666</b>	<b>49,029</b>	<b>43,404</b>	<b>-5,625</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>25,666</b>	<b>49,029</b>	<b>43,404</b>	<b>-5,625</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget

**Cost Saving:** The Tax Increment Financing budget decreased by a net \$5,624,789, in part due to the FY 2011 scheduled repayment of the Shakespeare Theatre TIF note.

**Policy Initiative:** The TX0 budget has been updated to reflect projected dedicated taxes from all authorized tax increment financing areas, based on currently issued Tax Increment Financing (TIF) debt and TIF debt expected to be issued prior to the end of FY 2012.

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## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table TX0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

### Table TX0-4

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>49,029</b>	<b>0.0</b>
Cost Increase: Taxes dedicated to TIF based on authorized TIF areas	Tax Increment Financing (TIF) Program	31,678	0.0
Cost Decrease: Debt service payments required from TIF areas	Tax Increment Financing (TIF) Program	-37,302	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>43,404</b>	<b>0.0</b>
<b>Gross for TX0 - Tax Increment Financing (TIF) Program</b>		<b>43,404</b>	<b>0.0</b>

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

# Ballpark Revenue Fund

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$66,089,003	\$53,031,000	\$71,141,000	34.1

The Ballpark Revenue Fund is a non-lapsing special fund to pay certain costs of the development, construction, and renovation of a stadium that has as its primary purpose the hosting of professional athletic events in the District. The Ballpark Omnibus Financing and Revenue Act of 2004 created the fund, effective April 8, 2005 (D.C. Law 15-320; D.C. Official Code § 10-1601.01 et seq.). The District of Columbia owns the stadium.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table BK0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table BK0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Dedicated Taxes	57,010	58,089	44,031	61,141	17,110	38.9
Special Purpose Revenue Funds	6,167	8,000	9,000	10,000	1,000	11.1
<b>Total for General Fund</b>	<b>63,178</b>	<b>66,089</b>	<b>53,031</b>	<b>71,141</b>	<b>18,110</b>	<b>34.1</b>
<b>Gross Funds</b>	<b>63,178</b>	<b>66,089</b>	<b>53,031</b>	<b>71,141</b>	<b>18,110</b>	<b>34.1</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table BK0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table BK0-2**  
(dollars in thousands)

	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>Comptroller Source Group</b>						
50 - Subsidies and Transfers	31,377	35,145	20,431	39,053	18,622	91.1
80 - Debt Service	31,801	30,944	32,600	32,088	-512	-1.6
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>63,178</b>	<b>66,089</b>	<b>53,031</b>	<b>71,141</b>	<b>18,110</b>	<b>34.1</b>
<b>Gross Funds</b>	<b>63,178</b>	<b>66,089</b>	<b>53,031</b>	<b>71,141</b>	<b>18,110</b>	<b>34.1</b>

\*Percent change is based on whole dollars.

### Program Description

The Ballpark Revenue Fund operates through the following 2 programs:

**Office of the Chief Financial Officer** - collects applicable taxes related to baseball in the District, including a ballpark fee on businesses within the District with over \$5,000,000 in gross receipts, a sales tax at the point of sale on tickets of admission to certain events at the ballpark, a sales tax on certain personal property and services at the ballpark, a sales tax on food and beverages, a tax on parking at the ballpark, funding from the Washington Nationals team to cover certain costs outside of the original stadium construction agreement as well as annualized lease payments to occupy the new baseball stadium, and a utility tax collected from non-residential users.

**Capital Project – Ballpark** - provides for anticipated monetary debt service payments related to the construction and ancillary long-term costs of the construction of the District's baseball stadium. Revenue is collected from a ballpark fee on businesses within the District with over \$5,000,000 in gross receipts, as well as from other sources. Additional information regarding the general fund transfer of dedicated taxes for baseball is provided in the Baseball Transfer - Dedicated Taxes chapter in this volume.

### Program Structure Change

The Ballpark Revenue Fund has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table BK0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table BK0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(4000) Office of Chief Financial Officer</b>								
(4100) Office of Finance and Treasury	4,000	4,500	5,000	500	0.0	0.0	0.0	0.0
(4200) Office of Tax and Revenue	31,145	15,931	29,053	13,122	0.0	0.0	0.0	0.0
(4300) Office of Economic Development Finance	0	0	5,000	5,000	0.0	0.0	0.0	0.0
<b>Subtotal (4000) Office of Chief Financial Officer</b>	<b>35,145</b>	<b>20,431</b>	<b>39,053</b>	<b>18,622</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(8000) Capital Project - Ballpark</b>								
(8008) Baseball Debt Service	30,944	32,600	32,088	-512	0.0	0.0	0.0	0.0
<b>Subtotal (8000) Capital Project - Ballpark</b>	<b>30,944</b>	<b>32,600</b>	<b>32,088</b>	<b>-512</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>66,089</b>	<b>53,031</b>	<b>71,141</b>	<b>18,110</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 Division Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

### FY 2012 Proposed Budget Changes

**Intra-Agency Adjustments:** The Ballpark Revenue Fund increased by \$17,110,000 in Dedicated Taxes to support the required debt service payment and other related expenditures. Of the total amount, \$13,122,000 reflects the anticipated revenue from stadium-related taxes that are required to cover debt service payments, the funding for a reserve to cover stadium-related capital expenditures, the payment of the stadium insurance costs, and a transfer of revenue to the District's General Fund. In FY 2011, this transfer had been netted out of the agency's budget, but it is included in FY 2012. A total of \$5,000,000 reflects an increase in the funding allocated to the

Ballpark Contingency Reserve Fund. Certain debt service payment costs decreased by \$1,012,000 due to savings generated by favorable interest rates and other changes.

Special Purpose Revenue Funds increased by \$500,000 to cover changes in debt service payment costs and by an additional \$500,000 to align the budget with certified revenues from ballpark rent payments and other applicable income from the ballpark activities.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table BK0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table BK0-4**  
(dollars in thousands)

	Program	BUDGET	FTE
<b>DEDICATED TAXES: FY 2011 Approved Budget and FTE</b>		<b>44,031</b>	<b>0.0</b>
Cost Increase: Required to fund debt service payment transfer to the General Fund and other costs	Office of Chief Financial Officer	13,122	0.0
Cost Increase: Required to cover contingency reserve fund	Office of Chief Financial Officer	5,000	0.0
Cost Decrease: Reduction in revenue from Dedicated Taxes	Capital Project - Ballpark	-1,012	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>61,141</b>	<b>0.0</b>
<b>DEDICATED TAXES: FY 2012 Proposed Budget and FTE</b>		<b>61,141</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>9,000</b>	<b>0.0</b>
Cost Increase: Season rent revenue that covers debt service costs	Office of Chief Financial Officer	500	0.0
Cost Increase: Required to fund debt service payment costs	Capital Project - Ballpark	500	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>10,000</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>10,000</b>	<b>0.0</b>
<b>Gross for BK0 - Ballpark Revenue Fund</b>		<b>71,141</b>	<b>0.0</b>

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# Repayment of PILOT Financing

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<b>Description</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Approved</b>	<b>FY 2012 Proposed</b>	<b>% Change from FY 2011</b>
Operating Budget	\$10,551,045	\$12,275,000	\$17,225,074	40.3

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Repayment of PILOT Financing is a program through which the District provides economic development project funds by borrowing against future receipts of a Payment-in Lieu-of-Taxes (PILOT).

A PILOT payment on debt issued under the District's PILOT Act equals the amount the property owner would otherwise pay in property taxes, based on the assessed value of the property. The repayment of the borrowing against this future PILOT revenue is budgeted in this program. Such borrowing is similar in concept to Tax Increment Financing, in which the District borrows against future tax receipts and uses the proceeds to spur economic development.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table TY0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table TY0-1**  
(dollars in thousands)

<b>Appropriated Fund</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Special Purpose Revenue Funds	10,550	10,551	12,275	17,225	4,950	40.3
<b>Total for General Fund</b>	<b>10,550</b>	<b>10,551</b>	<b>12,275</b>	<b>17,225</b>	<b>4,950</b>	<b>40.3</b>
<b>Gross Funds</b>	<b>10,550</b>	<b>10,551</b>	<b>12,275</b>	<b>17,225</b>	<b>4,950</b>	<b>40.3</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table TY0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table TY0-2**  
(dollars in thousands)

<b>Comptroller Source Group</b>	<b>Actual FY 2009</b>	<b>Actual FY 2010</b>	<b>Approved FY 2011</b>	<b>Proposed FY 2012</b>	<b>Change from FY 2011</b>	<b>Percent Change*</b>
80 - Debt Service	10,550	10,551	12,275	17,225	4,950	40.3
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>10,550</b>	<b>10,551</b>	<b>12,275</b>	<b>17,225</b>	<b>4,950</b>	<b>40.3</b>
<b>Gross Funds</b>	<b>10,550</b>	<b>10,551</b>	<b>12,275</b>	<b>17,225</b>	<b>4,950</b>	<b>40.3</b>

\*Percent change is based on whole dollars.

## Program Description

Repayment of PILOT Financing operates through the following program:

**Repayment of PILOT Financing** - provides budget authority for debt borrowed against the following PILOT projects:

- **U.S. Department of Transportation headquarters building** - PILOT bond proceeds supported the District's park and infrastructure improvements in the Anacostia Waterfront Initiative area. The debt service payment in FY 2012 is estimated to be \$10,548,000;
- **Capper Carrollsburg** - Bond proceeds funded public infrastructure costs for the Arthur Capper Carrollsburg project, a Hope VI redevelopment led by the D.C. Housing Authority. The debt service payment in FY 2012 is estimated to be \$1,160,000;
- **Southeast Federal Center** - PILOT debt issued under this program supports public infrastructure paid for by the developer of The Yards project, a multi-stage, mixed use development near the Navy Yard. The FY 2012 debt service required on debt that has been issued under this program is \$345,000, and an additional \$726,000 is included for debt expected to be issued prior to the end of FY 2012; and
- **Rhode Island Metro Plaza** - Rhode Island Metro Plaza is the redevelopment of a parking lot adjacent to the Rhode Island Avenue Metro station. The project will contain new residential apartments and retail shops as well as a parking garage for the replacement Washington Metropolitan Area Transit Authority parking. The debt service payment in FY 2012 is estimated to be \$306,000.

In addition, the program budget contains a contingency of \$4,140,000 if projected PILOT revenues are higher than minimum debt service and must be paid to the bond holder in accordance with bond agreements.

Some of the projects include a provision that requires the District to make repayments from General Fund revenues if PILOT revenues are less than the debt service obligations. The District has obtained language in its Appropriations Act allowing it to appropriate an additional amount from its fund balance to make any required repayment.

Budgeted expenditures are slightly lower than the revenue transfers into the PILOT special revenue fund in FY 2012, and any excess revenues will become part of the fund balance. District budget policy requires a one-year debt service reserve for all PILOT debt that issued with the backing of the Downtown TIF Available Increment.

## Program Structure Change

Repayment of PILOT Financing has no program structure changes in the FY 2012 Proposed Budget.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table TY0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table TY0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Repayment of PILOT Financing</b>								
(1100) Repayment of PILOT Financing	10,551	12,275	17,225	4,950	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Repayment of PILOT Financing</b>	<b>10,551</b>	<b>12,275</b>	<b>17,225</b>	<b>4,950</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>10,551</b>	<b>12,275</b>	<b>17,225</b>	<b>4,950</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Budget Changes

Projected PILOT revenues dedicated to debt service have been increased by \$4,950,074 to align with estimated PILOT payments on projects currently under construction while also incorporating additional planned PILOT debt issuance for Southeast Federal Center.

## FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table TY0-4 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

**Table TY0-4**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE</b>		<b>12,275</b>	<b>0.0</b>
Cost Increase: Debt service	Repayment of Pilot Financing	4,950	0.0
<b>FY 2012 Initial Adjusted Budget</b>		<b>17,225</b>	<b>0.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE</b>		<b>17,225</b>	<b>0.0</b>
<b>Gross for TY0 - Repayment of PILOT Financing</b>		<b>17,225</b>	<b>0.0</b>

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# Not-For-Profit Hospital Corporation

[www.united-medicalcenter.com](http://www.united-medicalcenter.com)

Telephone: 202-574-6000

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Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$0	126,931,000	126,878,884	0.0

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The mission of the Not-for-Profit Hospital Corporation (NFPHC) is to hold the land, improvements, and equipment of the hospital known as United Medical Center, to operate the hospital, and to sell or otherwise transfer all or part of the hospital and site to a qualified buyer, once identified.

NFPHC, also doing business as United Medical Center and United Medical Nursing Center, is an independent District instrumentality, created by legislation adopted by the Council of the District of Columbia. It provides inpatient, outpatient, psychiatric, and emergency care, as well as managing a skilled nursing facility (SNF). NFPHC is located east of the Anacostia River in the Southeastern section of Washington, D.C. Its primary service market includes residents of Wards 7 and 8 and the state of Maryland's Prince George's County. In FY 2010, 80 percent of United Medical Center's hospital admissions were paid for by the public programs Medicare or Medicaid.

NFPHC is governed by a 14-member board of directors, 11 of whom are voting members and three of whom are non-voting members. Six members are appointed by the Mayor and three members are appointed by the Council. The Chief Financial Officer of the District, or his or her designee, and a representative of the entity maintaining the largest collective bargaining agreement with the corporation serve as ex officio voting members. The Chief Executive Officer and Chief Medical Officer of

NFPHC, and the President of the District of Columbia Hospital Association, serve as non-voting ex officio members. As of June 8, 2011, the board had not approved the FY 2012 budget.

The NFPHC, unlike certain other District Enterprise Funds such as the Washington Convention and Sports Authority and the University of the District of Columbia, does not receive a regular subsidy from General Fund taxes. Therefore, the hospital is expected to operate using its own revenue sources.

In Fiscal Year 2010, the District provided the NFPHC with \$26 million from the District's Contingency Reserve Fund, primarily as a legal mechanism to comply with appropriations laws. NFPHC repaid the \$20 million it used in FY 2010, and the remaining \$6 million is being held as a reserve fund. This \$6 million is to be repaid to the Contingency Reserve Fund no later than the end of FY 2012.

The agency's FY 2012 proposed budget is presented in the following tables:

## FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table HW0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table HW0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
<b>General Fund</b>						
Special Purpose Revenue Funds	0	0	126,931	126,879	-52	0.0
<b>Total for General Fund</b>	<b>0</b>	<b>0</b>	<b>126,931</b>	<b>126,879</b>	<b>-52</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>0</b>	<b>0</b>	<b>126,931</b>	<b>126,879</b>	<b>-52</b>	<b>0.0</b>

\*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 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table HW0-2 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

**Table HW0-2**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
50 - Subsidies and Transfers	0	0	126,931	126,879	-52	0.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>0</b>	<b>0</b>	<b>126,931</b>	<b>126,879</b>	<b>-52</b>	<b>0.0</b>
<b>Gross Funds</b>	<b>0</b>	<b>0</b>	<b>126,931</b>	<b>126,879</b>	<b>-52</b>	<b>0.0</b>

\*Percent change is based on whole dollars.

### Program Description

NFPHC operates through Special Purpose Revenue funds, generated primarily, though not exclusively, through its Hospital patient and SNF resident operations.

**Hospital Services** - NFPHC operates an acute care program with 234 acute care beds, which provides medical-surgical, psychiatric, and obstetric care. Other hospital services include adult emergency care and outpatient services. In October 2010, Children's National Medical Center (CNMC) opened its pedi-

atric emergency room. While the pediatric emergency room is located within the four walls of NFPHC, with the exception of rental payments for the space and payments for some ancillary services, its revenues are retained by CNMC.

**SNF Services** - With a capacity of 120 beds, the SNF provides skilled nursing services to chronically ill residents, the majority of whom are elderly. The SNF provides long-term nursing care, rehabilitation, and other services.

## FY 2012 Proposed Operating Budget and FTEs, by Program and Activity

Table HW0-3 contains the proposed FY 2012 budget by program and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

**Table HW0-3**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalent			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
<b>(1000) Not-For-Profit Hospital Corporation</b>								
(1001) Not-For-Profit Hospital Corporation	0	126,931	126,879	-52	0.0	0.0	0.0	0.0
<b>Subtotal (1000) Not-For-Profit Hospital Corporation</b>	<b>0</b>	<b>126,931</b>	<b>126,879</b>	<b>-52</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Proposed Operating Budget</b>	<b>0</b>	<b>126,931</b>	<b>126,879</b>	<b>-52</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

\*(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 programs, please see Schedule 30-PBB Program Summary by Activity in the FY 2012 Operating Appendices located on the Office of the Chief Financial Officer's website.



**THE GOVERNMENT OF THE  
DISTRICT OF COLUMBIA**

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