

# Non-Departmental

**Table DO0-1**

Description	FY 2016	FY 2017	FY 2018	% Change
	Actual	Approved	Proposed	from FY 2017
OPERATING BUDGET	\$0	\$7,223,786	\$5,622,076	-22.2
FTEs	0.0	44.0	40.0	-9.1

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.

## Summary of Services

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 2018 proposed budget is presented in the following tables:

## FY 2018 Proposed Gross Funds Operating Budget and FTEs, by Revenue Type

Table DO0-2 contains the proposed FY 2018 budget by revenue type compared to the FY 2017 approved budget. It also provides FY 2016 actual data.

**Table DO0-2**

(dollars in thousands)

Appropriated Fund	Dollars in Thousands					Full-Time Equivalents				
	Actual FY 2016	Approved FY 2017	Proposed FY 2018	Change from FY 2017	Percentage Change*	Actual FY 2016	Approved FY 2017	Proposed FY 2018	Change from FY 2017	Percentage Change
<b>GENERAL FUND</b>										
LOCAL FUNDS	0	3,804	3,804	0	0.0	0.0	44.0	40.0	-4.0	-9.1
SPECIAL PURPOSE REVENUE FUNDS	0	3,420	1,818	-1,602	-46.8	0.0	0.0	0.0	0.0	N/A
<b>TOTAL FOR GENERAL FUND</b>	<b>0</b>	<b>7,224</b>	<b>5,622</b>	<b>-1,602</b>	<b>-22.2</b>	<b>0.0</b>	<b>44.0</b>	<b>40.0</b>	<b>-4.0</b>	<b>-9.1</b>
<b>GROSS FUNDS</b>	<b>0</b>	<b>7,224</b>	<b>5,622</b>	<b>-1,602</b>	<b>-22.2</b>	<b>0.0</b>	<b>44.0</b>	<b>40.0</b>	<b>-4.0</b>	<b>-9.1</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 2018 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2018 Proposed Operating Budget, by Comptroller Source Group

Table DO0-3 contains the proposed FY 2018 budget at the Comptroller Source Group (object class) level compared to the FY 2017 approved budget. It also provides FY 2015 and FY 2016 actual expenditures.

**Table DO0-3**

(dollars in thousands)

Comptroller Source Group	Actual FY 2015	Actual FY 2016	Approved FY 2017	Proposed FY 2018	Change from FY 2017	Percentage Change*
11 - REGULAR PAY - CONTINUING FULL TIME	0	0	2,004	1,504	-500	-24.9
<b>SUBTOTAL PERSONAL SERVICES (PS)</b>	<b>0</b>	<b>0</b>	<b>2,004</b>	<b>1,504</b>	<b>-500</b>	<b>-24.9</b>
50 - SUBSIDIES AND TRANSFERS	0	0	5,220	4,118	-1,102	-21.1
<b>SUBTOTAL NONPERSONAL SERVICES (NPS)</b>	<b>0</b>	<b>0</b>	<b>5,220</b>	<b>4,118</b>	<b>-1,102</b>	<b>-21.1</b>
<b>GROSS FUNDS</b>	<b>0</b>	<b>0</b>	<b>7,224</b>	<b>5,622</b>	<b>-1,602</b>	<b>-22.2</b>

\*Percent change is based on whole dollars.

## FY 2018 Proposed Operating Budget and FTEs, by Division/Program and Activity

Table DO0-4 contains the proposed FY 2018 budget by division/program and activity compared to the FY 2017 approved budget. It also provides FY 2016 actual data. For a more comprehensive explanation of divisions/programs and activities, please see the Division/Program Description section, which follows the table.

**Table DO0-4**

(dollars in thousands)

Division/Program and Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2016	Approved FY 2017	Proposed FY 2018	Change from FY 2017	Actual FY 2016	Approved FY 2017	Proposed FY 2018	Change from FY 2017
<b>(1000) NON-DEPARTMENTAL</b>								
(1100) NON-DEPARTMENTAL	0	7,224	5,622	-1,602	0.0	44.0	40.0	-4.0
<b>SUBTOTAL (1000) NON-DEPARTMENTAL</b>	<b>0</b>	<b>7,224</b>	<b>5,622</b>	<b>-1,602</b>	<b>0.0</b>	<b>44.0</b>	<b>40.0</b>	<b>-4.0</b>
<b>TOTAL PROPOSED OPERATING BUDGET</b>	<b>0</b>	<b>7,224</b>	<b>5,622</b>	<b>-1,602</b>	<b>0.0</b>	<b>44.0</b>	<b>40.0</b>	<b>-4.0</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 2018 Operating Appendices** located on the Office of the Chief Financial Officer's website. "No Activity Assigned" indicates budget or actuals that are recorded at the division/program level.

## 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 2018 proposed budget.

### FY 2017 Approved Budget to FY 2018 Proposed Budget, by Revenue Type

Table DO0-5 itemizes the changes by revenue type between the FY 2017 approved budget and the FY 2018 proposed budget. For a more comprehensive explanation of changes, please see the FY 2018 Proposed Budget Changes section, which follows the table.

**Table DO0-5**

(dollars in thousands)

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2017 Approved Budget and FTE</b>		<b>3,804</b>	<b>44.0</b>
Removal of One-Time Funding	Non-Departmental	-800	-4.0
<b>LOCAL FUNDS: FY 2018 Current Services Funding Level (CSFL) Budget</b>		<b>3,004</b>	<b>40.0</b>
No Change		0	0.0
<b>LOCAL FUNDS: FY 2018 Agency Budget Submission</b>		<b>3,004</b>	<b>40.0</b>
Enhance: To support the costs of pre-existing programmatic initiatives	Non-Departmental	1,843	0.0
<b>LOCAL FUNDS: FY 2018 Mayor's Proposed Budget</b>		<b>4,847</b>	<b>40.0</b>
Enhance: To support the Paid Leave initiative (one-time) and a matching grant for the National Cherry Blossom Festival (one-time)	Non-Departmental	800	0.0
Technical Adjustment: Transfer out funding to responsible agencies	Non-Departmental	-1,843	0.0
<b>LOCAL FUNDS: FY 2018 District's Proposed Budget</b>		<b>3,804</b>	<b>40.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2017 Approved Budget and FTE</b>		<b>3,420</b>	<b>0.0</b>
Decrease: To align budget with projected revenues	Non-Departmental	-3,420	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2018 Agency Budget Submission</b>		<b>0</b>	<b>0.0</b>
Enhance: To align the budget with projected revenue	Non-Departmental	1,630	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2018 Mayor's Proposed Budget</b>		<b>1,630</b>	<b>0.0</b>
Enhance: To align budget with projected revenues	Non-Departmental	188	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2018 District's Proposed Budget</b>		<b>1,818</b>	<b>0.0</b>
<b>GROSS FOR DO0 - NON-DEPARTMENTAL</b>		<b>5,622</b>	<b>40.0</b>

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

### FY 2018 Proposed Budget Changes

Non-Departmental's proposed FY 2018 gross budget is \$5,622,076, which represents a 22.2 percent decrease from its FY 2017 approved gross budget of \$7,223,786. The budget is comprised of \$3,804,080 in Local funds and \$1,817,996 in Special Purpose Revenue funds.

### Current Services Funding Level

The Current Services Funding Level (CSFL) is a Local funds ONLY representation of the true cost of operating District agencies, before consideration of policy decisions. The CSFL reflects changes from the FY 2017 approved budget across multiple programs, and it estimates how much it would cost an agency to continue its current programs and operations into the following fiscal year. The FY 2018 CSFL adjustments to the FY 2017 Local funds budget are described in table 5 of this agency's budget chapter. Please see the CSFL Development section within Volume 1: Executive Summary for more information regarding the methodology used and components that comprise the CSFL.

Non-Departmental's FY 2018 CSFL budget is \$3,004,080, which represents a \$800,000 decrease, or 21.0 percent decrease, from the FY 2017 approved Local funds budget of \$3,804,080.

### **CSFL Assumptions**

The FY 2018 CSFL calculated for Non-Departmental included an adjustment entry that is not described in detail on table 5. This adjustment reflects a reduction of \$800,000 to account for the removal of one-time funding appropriated in FY 2017. This funding included \$300,000 to support the Cherry Blossom Festival and \$500,000 to support the start-up costs for the Universal Paid Leave program.

### **Agency Budget Submission**

**Decrease:** In Special Purpose Revenue funds, the proposed budget is initially adjusted to \$0 to remove the FY 2017 estimate of \$3,419,706 in unbudgeted funds.

### **Mayor's Proposed Budget**

**Enhance:** In Local Funds, \$1,843,000 was added to fund the costs related to legislative provisions included in the Budget Support Act.

**Enhance:** In Special Purpose Revenue funds, otherwise unbudgeted FY 2018 revenues of \$1,630,304 are added so that the District has budget authority for the full amount of its certified revenues. This funding represents the unbudgeted Special Purpose Revenue funds for various agencies.

### **District's Proposed Budget**

**Enhance:** The Non-Departmental's Local funds budget proposal includes one-time increases of \$500,000 in startup funding to support the Paid Leave initiative and \$300,000 to support a matching grant for the National Cherry Blossom Festival. In Special Purpose Revenue funds, the proposed budget includes an increase of \$187,692 to align the budget with certified revenues. This funding represents the unbudgeted Special Purpose Revenue funds from various agencies.

**Technical Adjustment:** In Local funds, the budget proposal includes a reduction of \$1,843,000 to reflect the reallocation of funding to the agencies responsible for the legislative provisions included in the FY 2018 Budget Support Act.