

**Schedule 13**

**Funding Request for the FY 2017-18 Budget Cycle**

Department of Human Services

Request Title

R-20 Staff Training Long Bill

Dept. Approval By:

*Melissa Wavelt*

Supplemental FY 2016-17

  X   Change Request FY 2017-18

OSPB Approval By:

*David N. ... 10/28/16*

     Budget Amendment FY 2017-18

Summary Information	Fund	FY 2016-17		FY 2017-18	FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request Continuation
<b>Total</b>		\$13,799	\$0	\$13,799	(\$13,799) \$0
FTE		0.0	0.0	0.0	0.0 0.0
Total of All Line Items Impacted by Change Request	GF	\$0	\$0	\$0	\$0 \$0
	CF	\$13,799	\$0	\$13,799	(\$13,799) \$0
	RF	\$0	\$0	\$0	\$0 \$0
	FF	\$0	\$0	\$0	\$0 \$0

Line Item Information	Fund	FY 2016-17		FY 2017-18	FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request Continuation
<b>Total</b>		\$13,799	\$0	\$13,799	(\$13,799) \$0
FTE		0.0	0.0	0.0	0.0 0.0
01. Executive Director's Office, (A) General Administration - Training	GF	\$0	\$0	\$0	\$0 \$0
	CF	\$13,799	\$0	\$13,799	(\$13,799) \$0
	RF	\$0	\$0	\$0	\$0 \$0
	FF	\$0	\$0	\$0	\$0 \$0

CF Letternote Text Revision Required? Yes	<u>  X  </u>	No <u>    </u>	If Yes, see attached fund source detail. a Of this amount, it is estimated that \$548,385 shall be from patient revenues collected by the Mental Health Institutes, \$167,677 shall be from the Records and Reports Fund created in Section 19-1-307 (2.5), C.R.S., \$153,470 shall be from statewide indirect cost recoveries or the Indirect Costs Excess Recovery Fund created in Section 24-75-1401 (2), C.R.S., \$31,870 shall be from fees and charges for workshops and conferences, and \$1,914,069-\$1,933,040 shall be from various sources of cash funds.
RF Letternote Text Revision Required? Yes	<u>    </u>	No <u>  X  </u>	
FF Letternote Text Revision Required? Yes	<u>    </u>	No <u>  X  </u>	
Requires Legislation?	Yes	No <u>  X  </u>	
Type of Request?	Department of Human Services Prioritized Request		
Interagency Approval or Related Schedule 13s	None		

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***Cost and FTE***

- The Department requests the elimination of the Staff Training Line from the Long Bill. This includes \$13,799 in cash funds. This is a line item on the Long Bill that has not been used in approximately four years.

***Current Program***

- Historically, the Department managed two programs specifically designed to develop leadership capacity across the Department: the Leadership Development Institute (LDI) and the Executive Development Institute (EDI).
- The LDI provided professional development to the supervisors within the Department, and the EDI focused on developing director-level employees within the Department. Each program was conducted over a seven- to eight-month period, and provided opportunities for staff to have a variety of unique experiential learning opportunities.

***Problem or Opportunity***

- This is a line item on the Long Bill that has not been used in approximately four years. This presents an opportunity to remove the item and clean up the Long Bill.

***Consequences of Problem***

- If not approved, the line item would continue to show on the Long Bill. Although spending authority would be available, the Department does not have the staff available to utilize that spending authority.

***Proposed Solution***

- The Department recommends removing the appropriation line from the Long Bill in an effort to clean up the Long Bill.

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**COLORADO**  
Department of Human Services

John W. Hickenlooper  
Governor

Reggie Bicha  
Executive Director

FY 2017-18 Funding Request | November 1, 2016

**Department Priority: R-20**  
**Request Detail: Staff Training - Long Bill**

Summary of Incremental Funding Change for FY 2017-18	Total Funds	Cash Funds
Staff Training – Long Bill	(\$13,799)	(\$13,799)

***Problem or Opportunity:***

The Colorado Department of Human Services Staff Training line, section (1) Executive Director's Office, (A) General Administration, on the Long Bill has not been used in approximately four years.

Historically, the Department managed two programs specifically designed to develop leadership capacity across the Department: the Leadership Development Institute (LDI) and the Executive Development Institute (EDI). The LDI provided professional development to the supervisors within the Department, and the EDI focused on developing director-level employees within the Department. Each program was conducted over a seven to eight month period, and provided opportunities for the learner to have a variety of unique experiential learning opportunities.

As a part of staff reductions, the training team was reduced from 17 employees down to two (over several years), resulting in the discontinuation of LDI and EDI by 2012. As a result, the line item has not been expended in each of the last four years.

***Proposed Solution:***

The Colorado Department of Human Services Staff Training line, section (1) Executive Director's Office, (A) General Administration, on the Long Bill has not been used in approximately four years. The Department recommends removing it from the Long Bill.

***Anticipated Outcomes:***

If approved, the line item would no longer reflect on the Long Bill, providing transparency to stakeholders on the actual funding available for training.

Removing this line item will not have any programmatic effects, as it currently provides spending authority that is not being utilized by the Department based on current training services. In the past, spending authority was required, as the Department required Offices to pay for specific training needs. These training classes are no longer offered, and as such, the Offices are not making these payments, and spending authority is no longer necessary.

**Assumptions and Calculations:**

Table 1 provides a line item summary of the request.

Table 1-Long Bill Appropriation and Requested Funding for FY 2017-18									
Line Item: (1);Executive Directors Office, (A) General Administration, Staff Training	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	Medicaid Total Funds	Medicaid General Fund	Medicaid Federal Funds	Notes
FY 2016-17 Appropriation (HB 16-1405)	\$13,799	\$0	\$13,799	\$0	\$0	\$0	\$0	\$0	
Staff Training	(\$13,799)	\$0	(\$13,799)	\$0	\$0	\$0	\$0	\$0	
<b>FY 2017-18 Total Requested Appropriation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>FY 2018-19 Total Requested Appropriation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	One-time request

The letter notes associated with the Staff Training line, section (1) Executive Director’s Office, (A) General Administration, on the Long Bill would be adjusted to reflect the removal of the line. Letter note a, as illustrated:

<sup>a</sup> Of this amount, it is estimated that \$548,385 shall be from patient revenues collected by the Mental Health Institutes, \$167,677 shall be from the Records and Reports Fund created in Section 19-1-307 (2.5), C.R.S., \$153,470 shall be from statewide indirect cost recoveries or the Indirect Costs Excess Recovery Fund created in Section 24-75-1401 (2), C.R.S., ~~\$31,870 shall be from fees and charges for workshops and conferences~~, and ~~\$1,914,969~~ \$1,933,040 shall be from various sources of cash funds.

The letter note currently shows that \$31,870 shall be from fees and charges for workshops and conferences. This amount in the letter note does not match directly with the \$13,799 reduction in this request, however, these types of fees are not being collected. Therefore the Department requests that this wording be removed from letter note a. Table 2 –Letter Note a by Funding Source illustrates the FY 2016-17 funding sources that encompass letter note a, and the proposed change for FY 2017-18.

Table 2 - Letter Note a by Funding Source		
	FY 2016-17	Proposed FY 2017-18
Patient Revenues from Mental Health Institutes	\$ 548,385	\$ 548,385
Records and Reports Fund	\$ 167,677	\$ 167,677
Statewide Indirects	\$ 153,470	\$ 153,470
Fee and Charges from Workshops and Conferences	\$ 31,870	\$ -
*Various Sources of Cash Revenues	\$ 1,914,969	\$ 1,933,040
<i>Total Bottom Line Funding Cash</i>	<u>\$ 2,816,371</u>	<u>\$ 2,802,572</u>
FY 2015-16	\$ 2,816,371	
Less Staff Training	\$ (13,799)	
Proposed FY 2016-17	<u>\$ 2,802,572</u>	

\*Various sources of cash funding \$1,914,969 +\$31,870-\$13,799=\$1,933,040.