

Salt Lake County
Decision Package Summary
 by Form ID

Form ID:	22440	Current Stage	Type	Council Approved	Council Approved Date	Linked Form ID
Name:	ARPA Time Limited Position for Budget Team	5008 - Council	ARPA-New Initiative			22440

Request Description: This request is for a Time Limited position through 2024 to support Budget and Accounting activities associated with Federal ARPA funding.

The Treasury has released a 35-page document outlining many reporting requirements including quarterly financial reports and more requirements than CARES. With the length of this commitment, the amount of funding, and the level of "beginning to end" detailed, project level reporting requirements some time limited assistance will be required for the budgeting and accounting team.

A few critical aspects to ensure we are compliant with this funding will be to:

- 1) Ensure every approved project utilizes a naming convention that falls in line with one of the 66 required Treasury categories as well as chart-field availability for required breakouts.
- 2) Have segmented budget controls on each approved project to ensure the money is spent for the allocated/approved purpose. Since the eligibility period runs 4 years (6 with encumbrances), ensure that any unspent funds at the end of each year can be identified and re-budgeted.
- 3) Be able to quickly pull county-wide detailed expenditures for each project within the 66 categories and provide detailed contract, service area, commitment, and other vendor-specific data on all costs and manually enter that into the federal portal.

Also, it will require the use of certain ledgers in commitment control and many budget journals will be required, as well as the need for another "project roll forward" process, reconciliations for areas where existing programs are funded, and new budget system forms and processes.

	Revenues	Expenses	Transfer In and OFS	Transfer Out and OFU	Balance Sheet	Net Change to Fund Balance	FTE
110 - GENERAL FUND							
10220000 - MAYOR FINANCIAL ADMINISTRATION							
1022000300 - BUDGET							
Project: 0 - Project ID Not Assigned							
000100 - Salaries and Benefits	0	57,730	0	0	0	(57,730)	0.00
000200 - Operations	0	15,000	0	0	0	(15,000)	0.00
F - FTE	0	0	0	0	0	0	1.00
Total MAYOR FINANCIAL ADMINISTRATION	0	72,730	0	0	0	(72,730)	1.00
Total GENERAL FUND	0	72,730	0	0	0	(72,730)	1.00
Budget Year - Grand Total	0	72,730	0	0	0	(72,730)	1.00

	Revenues	Expenses	Transfer In and OFS	Transfer Out and OFU	Balance Sheet	Net Change to Fund Balance	FTE
Future Year Adjustments							
110 - GENERAL FUND							
10220000 - MAYOR FINANCIAL ADMINISTRATION							
1022000300 - BUDGET							
Project: 0 - Project ID Not Assigned							

Salt Lake County
Decision Package Summary
 by Form ID

Future Year Adjustments	Revenues	Expenses	Transfer In and OFS	Transfer Out and OFU	Balance Sheet	Net Change to Fund Balance	FTE
000100 - Salaries and Benefits	0	80,825	0	0	0	(80,825)	0.00
000200 - Operations	0	(7,750)	0	0	0	7,750	0.00
Total MAYOR FINANCIAL ADMINISTRATION	0	73,075	0	0	0	(73,075)	0.00
Total GENERAL FUND	0	73,075	0	0	0	(73,075)	0.00
Future Year Adjustments - Grand Total	0	73,075	0	0	0	(73,075)	0.00

Attachments

22440 - 1.12.01YE(1) - ARPA TL Budget position_20210729T134008.pdf

Salt Lake County
Decision Package - Position Detail
by Form ID

Form ID	Form Definition Name	Form Header Name	Council Approved Date
22440	5000	ARPA Time Limited Position for Budget Team	

110 - GENERAL FUND																
10220000 - MAYOR FINANCIAL ADMINISTRATION																
Postable Dept ID	Job Class	Position Code	Position Name	Position Status	Grade	Employee Salary Table	FTE	Account	Salary (Salary, Other Pay)	Retirement (401K, Retirement)	Insurance (Health and Dental)	Other Insurance (LTD, Life, ADD)	Statutory (FICA, Medicare)	Total	Funding Start Date	Funding End Date
1022000300 - BUDGET	795 - Performance & Data Analyst	NEWP-958585	Performance & Data Analyst	TL - New Time Limited	17	GEN	1.00	601040 Time Limited Employees	39,583.33	0.00	0.00	0.00	0.00	39,583.33	8/1/21	12/31/21
								603005 Social Security Taxes	0.00	0.00	0.00	0.00	3,028.13	3,028.13		
								603025 Retirement Or Pension Contrib	0.00	6,361.04	0.00	0.00	0.00	6,361.04		
								603040 Ltd Contributions	0.00	0.00	0.00	164.27	0.00	164.27		
								603045 Supplemental Retirement (401K)	0.00	245.42	0.00	0.00	0.00	245.42		
								603050 Health Insurance Premiums	0.00	0.00	8,330.00	19.17	0.00	8,349.17		
Total MAYOR FINANCIAL ADMI							1.00		39,583.33	6,606.46	8,330.00	183.44	3,028.13	57,731.35		
Total GENERAL FUND							1.00		39,583.33	6,606.46	8,330.00	183.44	3,028.13	57,731.35		

Salt Lake County
Decision Package - Position Detail
by Form ID

Grand Total	1.00	39,583.33	6,606.46	8,330.00	183.44	3,028.13	57,731.35
--------------------	-------------	------------------	-----------------	-----------------	---------------	-----------------	------------------