

**COMMERCE'S CONTINGENCY PLANNING FOR OPERATIONS ON July 1, 2015**

**March 19, 2015**

**Question #2: Services that do not require an appropriation, e.g, from non-appropriated funds**

Fund Title	Fund Number	Approp Code	Program Title	Division	Essential Activities/Services Justification	FY16 FTEs
Mobile Home Park Relocation Account	205	967	Mobile Home Relocation	CSHD	Nonappropriated/Budgeted - The Mobile Home Relocation program provides relocation assistance to mobile home park tenants when a mobile home park is closed or converted to another use.	1.1
Child Care Facilities Revolving Acct	731	296	Child Care Facilities	CSHD	Nonappropriated/Non-Budgeted - To meet the child care needs of working families by providing technical and financial assistance to child care center projects throughout the state.	0.5
Hanford Area Economic Investment	746	963	Hanford Area Economic Investment	LGID	Nonappropriated/Budgeted-Not expecting any admin expenditures in first part of FY16. Division indicates that the program is not essential.	0.0
Miscellaneous Program Acct	759	980	State Small Business Credit Initiative	BSD	Nonappropriated/Budgeted - Provides loans to small businesses. Staffing cannot be directly charged to this fund.	0.0
Miscellaneous Program Acct	759	293	HOME PROGRAM INCOME	CSHD	Nonappropriated/Non-Budgeted - HOME - Inability to pay rent could result in low-income households losing housing and becoming homeless. Staffing cannot be directly charged to this fund.	0.0
Miscellaneous Program Account	759	294	Brownfields RLF - Round 2	LGID	Nonappropriated/Non-Budgeted-Not expecting any admin expenditures in first part of FY16. Program dollars are still available but division indicates that it is not essential. Staffing cannot be directly charged to this fund.	0.0
Miscellaneous Program Account	759	294	Forest Service Timber Loans-Round 2	BSD	Nonappropriated/Non-Budgeted - Not expecting any admin expenditures in first part of FY16. Staffing cannot be directly charged to this fund.	0.0
Miscellaneous Program Account	759	295	Washington Families Program	CSHD	Nonappropriated/Non-Budgeted - Not expecting any expenditures in first part of FY16. Staffing cannot be directly charged to this fund.	0.0
Miscellaneous Program Account	759	294	CDBG Program Income	LGID	The program has no funding available, division indicates it is not essential. Staffing cannot be directly charged to this fund.	0.0
Developmental Disabilities Endowment Trust Account	833	298	DD Endowment Trust	CSHD	Nonappropriated/Non-Budgeted - This program provides finances for lifetime services and supports for persons with developmental disabilities through the endowment trusts funded private contributions and dedicated matching funds. Any disruption to the ability to make contributions or pay for beneficiary expenses will impact these individuals and runs a legal liability.	0.0

Fund Title	Fund Number	Approp Code	Program Title	Division	Essential Activities/Services Justification	FY16 FTEs
Industrial Insurance Premium Refund	03K	978	Health and Safety Committee	ASD	Nonappropriated/Budgeted - Used for facilities safety issues, emergency pack supplies, and employee health incentives.	
Transitional Housing Operating and Rent (THOR) Acct	15A	965	Transitional Housing Operating and Rent (THOR)	CSHD	Nonappropriated/Budgeted (RCW 43.185C.200) - We could temporarily fund the Consolidated Homeless Grants and Independent Youth Housing Program. This would be an accounting/coding nightmare; however, these would be eligible charges and we would not have to journal voucher them at a later time. This fund could only support these activities for approximately one month.	1.3
WA Global Health Technologies/Product Development	17H	969	WA Global Health Technologies	BSD	Nonappropriated/Budgeted - Don't expect any expenditures in 2015-17 until GF-S funding to transfer to this account is provided in budget bill.	
Foreclosure Fairness Account	17L	979	Foreclosure Fairness	CSHD	Nonappropriated/Budgeted - Foreclosure mediation-inability to pay homeowner counselors and process mediations in a timely fashion will result in eligible homeowners being unable to stop the foreclosure process, and may ultimately result in the loss of their home.	4.0
<b>ASD - INDIRECT</b>						
Agency Administration related to Indirect collections for the following non-appropriated resources			Possible admin services: Information Services, Human Resources; Accounting; Office Services; and Manager (AD or MD level)	ASD-Indirect	Administrative FTEs = # of divisional FTEs changes to 8.4 from 12.4 (including 1.5 FTE from Question 4) * 35% (indirect rate).	2.4
					Total FTEs	9.3