

Priority: Accountability
Program Offer Type: Existing Operating
Related Programs:

Lead Agency: County Management
Program Contact: Mindy Harris

Program Characteristics:

Executive Summary

The General Ledger(GL)program manages central financial accounting and reporting, including the annual external financial audit, federal cost allocation plan, Internal Revenue Service 1099 reporting, grant fiscal compliance as well as general accounting support and assistance.

Program Description

The GL program supports and monitors the County's financial accounting activity by performing regular accounting functions, including account reconciliations, review / approval of accounting transactions, and preparing required financial reports. The primary product of GL is the County's comprehensive annual financial report (CAFR), which includes all activities associated with the required annual external financial audits. GL is also responsible for performing grant fiscal compliance and preparing the County's Cost Allocation Plans needed to recover central department overhead and administrative costs. Maintaining internal controls, the chart of accounts, and IRS 1099 reporting are other required functions performed by GL.

Program Justification

The GL program contributes to the Accountability priority because it is necessary for the citizens of the County to have assurance of sound financial accounting and reporting and effective internal controls. GL provides the County and its citizens with audited financial reports that provide useful information to monitor and track the County's financial performance. These reports are relied on by many end users including bankers, investment and bond rating agencies, debtors and grantor agencies and citizens. The program's fiscal compliance operations, primarily focused on DCHS programs, assists entities contracting with the County to experience consistent monitoring and review practices of their programs. The program's regular review and reconciliation of the County's enterprise system is a key function for proper financial accounting, internal controls, reporting and budgeting Countywide.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY04-05)	Current Year Purchased (FY05-06)	Current Year Estimate (FY05-06)	Next Year Offer (FY06-07)
Output	Number of journal entries posted in FY	31,998	34,000	34,000	36,000
Outcome	Maximum number of passed adjusting journal entries	20	25	25	25
Outcome	Receive an unqualified audit opinion	1	1	1	1
Quality	Receipt of award for achievement in reporting excellence.	1	1	1	1

Performance Measure - Description

Output: GL reviews journal entries for compliance with generally accepted accounting principles (US-GAAP) and County policies.

Outcome: The external auditors propose adjusting journal entries based on their annual financial audit. A small number of proposed entries indicates a high degree of accuracy of the financial statements.

Outcome: An unqualified opinion means that the County's financial statements are presented fairly & in conformity with US-GAAP. The CAFR is analyzed by bond rating agencies and financial institutions seeking to invest in or provide credit to the County.

Quality: Receipt of the award for excellence in financial reporting indicates management has prepared financials in accordance with US-GAAP and has met the reporting requirements as noted by GFOA in their excellence in financial reporting model. Approximately 3% of governmental entities in the US receive this annual award.

Legal/Contractual Obligation

Oregon Revised Statute (ORS), Chapter 297 ~ Audits of Public Funds and Financial Records ~ requires governments to have an external audit performed and submit the audited financials to the Secretary of State - audits division.

The Office of Management and Budget Circular A-133 requires entities receiving federal funds and passing those funds on to other organizations (such as non-profits) to be in compliance with performing grant fiscal monitoring on those contracts with pass-through funding.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2006	2006	2007	2007
Program Expenses				
Personnel	\$698,290	\$0	\$934,195	\$0
Contracts	\$107,800	\$352,187	\$122,900	\$0
Materials & Supplies	\$25,609	\$0	\$29,503	\$0
Internal Services	\$149,139	\$0	\$104,341	\$0
Subtotal: Direct Exps:	\$980,838	\$352,187	\$1,190,939	\$0
Administration	\$0	\$0	\$45,122	\$3,091
Program Support	\$0	\$0	\$11,112	\$0
Subtotal: Other Exps:	\$0	\$0	\$56,234	\$3,091
Total GF/non-GF:	\$980,838	\$352,187	\$1,247,173	\$3,091
Program Total:	\$1,333,025		\$1,250,264	
Program FTE	0.00	0.00	9.79	0.00
Program Revenues				
Fees, Permits & Charges	\$14,400	\$121,632	\$1,597	\$0
Program Revenue for Admin	\$0	\$0	\$3,708	\$0
Total Revenue:	\$14,400	\$121,632	\$5,305	\$0

Explanation of Revenues

This program is supported by General Fund revenues.

Significant Program Changes

Last year this program was: #70001, General Ledger

This program offer transfers the function of fiscal grant monitoring and compliance (consisting of one fiscal specialist senior) to Central Finance General Ledger. Centrally managing this function will enable the county to begin meeting the fiscal compliance requirements in other areas of the County. This program offer also realigns service delivery within Finance by transferring a Finance Manager from CPCA to General Ledger to manage federally qualified health care accounting and other receivables in DCHS and Health.