

11.14 Fiscal Responsiveness Policy

- 1.** The General Assistance Office is required to be equal to or below the budgeted amount allocated for the fiscal year running from July through June. In an effort to ensure funds are maximized in the most effective, efficient, and responsive manner, the General Assistance Office will allocate the following percentages of the overall budget based on the monthly utilization of the past seven years. The General Assistance Office needs to ensure funds remain available for assistance throughout the fiscal year.
 - a.** July – 10%
 - b.** August – 10%
 - c.** September – 8%
 - d.** October – 8%
 - e.** November – 8%
 - f.** December – 8%
 - g.** January – 9%
 - h.** February – 8%
 - i.** March – 7%
 - j.** April – 8%
 - k.** May – 8%
 - l.** June – 8%

- 2.** Should a given month's allocated budget exceed the budgeted amount, the General Assistance Office will need to discontinue funding for the month experiencing the shortfall.
 - a.** Individuals who were not able to be served in this given month will be given priority in terms of scheduling and assistance being provided during the month that follows.

- 3.** Should a given month's allocated budget have a remaining balance, the surplus in funds available shall be carried forward to the next month's budget. This practice will repeat itself throughout the fiscal year in the months that do not experience the funds available being maximized.

- 4.** At the end of June, should remaining funds remain available bus tickets will be purchased to assist with transportation needs for the next fiscal year.

- 5.** General Assistance staff will maintain daily expenditures with projections based on the average assistance provided associated with both the "ongoing" and "needy" population groups served.