# PROGRAM DESCRIPTION

**Department:  Social Services**  
**Program Name:   Division of Finance and Administrative Services**  
**Program is found in the following core budget(s):  Revenue Maximization**

**HB Section(s):     11.040**

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**1a.  What strategic priority does this program address?**

Mechanism for maximizing program funding

**1b.  What does this program do?**

The Department of Social Services works with contracted entities that specialize in maximizing federal program dollars and identifying other non-GR sources. This program also provides a mechanism to make contingency contract payments on outstanding revenue maximization projects.  The following projects are either planned or ongoing for FY22:

Cost Allocation Plan (CAP)
Contractor: Public Conslting Group
Project Description: This contract is to support the Department's Public Assistance Cost Allocation Plan (PACAP), assisting with updates to the narrative, assisting with responding to questions from federal agencies such as Cost Allocation Services (CAS), providing support to the AlloCAP system, and providing responses to ad hoc questions and inquiries from DSS related to the plan and federal claiming as necessary.  The PACAP identifies, measures and allocates all costs incurred by the Department to each benefiting program to allow for the federal share of expenditures to be properly and accurately claimed.

Financial Subrecipient Monitoring Services
Ongoing for FY22
Project Description: To assist the Missouri DSS to acquire professional monitoring services.  These services are required to perform desk and on-site financial monitoring of various programs such as Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), Jobs for America's Graduates (JAG), Community Action Agency's administration of the Community Services Block Grant (CSBG), and Low Income Housing Energy Assistance Program (LIHEAP) programs.  DSS is responsible for performing monitoring of these funds, and the objective of the monitoring is to determine that the programs are administered in compliance with financial contract requirements and federal regulations.

Financial Monitoring and Compliance Review Services
Ongoing for FY22
Project Description: Assist the Missouri DSS acquire professional review and reconciliation of services reported with services provided and payments made. These services are required to perform desk and on-site financial compliance monitoring of Residential Treatment programs to for account for the contractor's services reported as performed and payments made to reimburse such services with documentation and actual services rendered in the areas of room and board, treatment, therapeutic counseling or consulting services, education and administration. DSS is responsible for performing monitoring of these funds, and the objective of the monitoring is to determine that the programs are administered in compliance with financial contract requirements and federal regulations.

No performance measures are included for this program as it is an accounting mechanism.
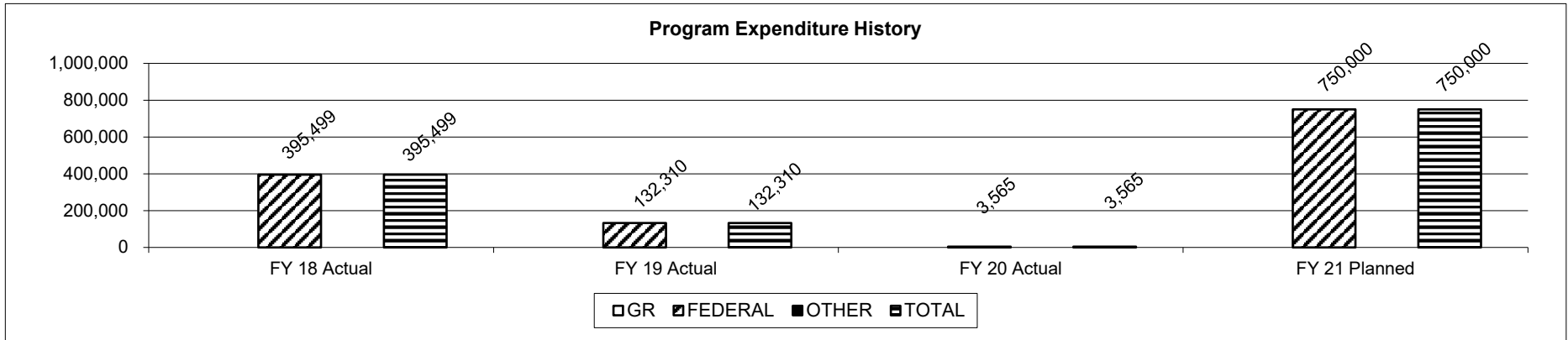
# PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section(s):**    **11.040**

**Program Name:**    **Division of Finance and Administrative Services**

**Program is found in the following core budget(s): Revenue Maximization**

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**3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)**

**Program Expenditure History**

| | FY 18 Actual | FY 19 Actual | FY 20 Actual | FY 21 Planned |
|---|---|---|---|---|
| FEDERAL | 395,499 | 132,310 | 3,565 | 750,000 |
| TOTAL | 395,499 | 132,310 | 3,565 | 750,000 |

☐ GR   ▨ FEDERAL   ■ OTHER   ⊟ TOTAL

Planned FY 2021 expenditures are net of reserves.

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**4. What are the sources of the "Other " funds?**

N/A

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**5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

State Statute: Section 660.010, RSMo.

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**6. Are there federal matching requirements? If yes, please explain.**

No. Generally, contractors are paid from new federal funds resulting from successful revenue maximization projects. There may be a state match required to receive the additional funds.

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**7. Is this a federally mandated program? If yes, please explain.**

No.