DEPARTMENT: Probation  
By: Gail Neil, Chief Probation Officer

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: No) 
Establish separate fund to receive and expend JJCPA funding (formerly COPS (Community Oriented Policing Services)) for Probation. Since Probation is receiving significant funding for JJCPA (formerly COPS), it is useful to establish a separate fund for three reasons:

1. To track and earn interest on funds that belong to Probation. 
2. To track expenditures that overlap fiscal years.
3. To clearly segregate Probation funding (JJCPA) from the Sheriff and DA.

And Approve Budget Action Transferring Funds to Establish the new Fund ($57,451)

New fund number would be Fund 351 and be titled JJCPA-Probation.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Funding from COPS and JJCPA is currently deposited into Fund 329 which serves as a funding mechanism for programs in the District Attorney, Sheriff and Probation. Money from that fund is then routed to those three departments as expenses are appropriated and incurred. Probation funding has increased to the point where interest earnings are significant and separating money into a separate fund automatically establishes the amount of interest Probation would receive. As it currently stands, Probation interest is co-mingled with DA and Sheriff and there is no easy way to determine how much interest belongs to any of the three departments.

The Board typically allows establishment of separate funds when there is a need.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

No action would continue our current policy of co-mingling these funds.

---

COSTS:  
A. Budgeted current FY  
B. Total anticipated costs  
C. Required additional funding  
D. Internal transfers  

SOURCE:  
A. Unanticipated revenues  
B. Reserve for contingencies  
C. Source description: JJCPA Fund 329  
D. Balance in Reserve for Contingencies, if approved: $57,451

SPECIAL INSTRUCTIONS:  
List the attachments and number the pages consecutively:  

Budget Action

---

CLERK'S USE ONLY:  
Res. No.  
Ord. No.  
No.  
Approved  
Denied  
Minute Order Attached  
No Action Necessary  

The foregoing instrument is a correct copy of the original on file in this office.

Date:  
ATTEST: MARGIE WILLIAMS, Clerk of the Board  
County of Mariposa, State of California  
By:  
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:  
This item on agenda as:  
Recommended  
Not Recommended  
For Policy Determination  
Submitted with Comment  
Returned for Further Action

Comment:  
C.A.O. Initial:  

Action Form Revised 5/92
# BUDGET ACTION FORM

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEP/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>351</td>
<td>0209</td>
<td>309-1600</td>
<td>JJCPA-Probation</td>
<td></td>
<td></td>
<td>(57,451)</td>
</tr>
<tr>
<td>351</td>
<td>0209</td>
<td>519-0790</td>
<td>Transfer out</td>
<td></td>
<td>57,451</td>
<td></td>
</tr>
<tr>
<td>329</td>
<td>0209</td>
<td>519-0790</td>
<td>Transfer out</td>
<td></td>
<td></td>
<td>57,451</td>
</tr>
<tr>
<td>329</td>
<td>0209</td>
<td>242-0000</td>
<td>Fd Balance</td>
<td></td>
<td></td>
<td>(57,451)</td>
</tr>
</tbody>
</table>

Note: $57,451 was received last year; hence, the reduction in Fund Balance rather than a revenue account.

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEP/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0104</td>
<td>414-1090</td>
<td>Contingency</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Totals                                                                                     0 0

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEP/DIV</th>
<th>ACCOUNT</th>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>329</td>
<td>209</td>
<td>519-0790</td>
<td>(57,451)0</td>
<td>0</td>
</tr>
<tr>
<td>351</td>
<td>209</td>
<td>519-0790</td>
<td>57,451</td>
<td>0</td>
</tr>
</tbody>
</table>

TOTALS                                                                                     0.00 0.00

**ACTION REQUESTED:** (Check all that apply)

- [X] Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or transferring appropriation from Contingencies

- [ ] Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit.

**JUSTIFICATION:**

Allow these funds to be established in separate fund for tracking of expense and for allocating interest to the Probation program.

**DEPT HEAD SIGNATURE**

**APPROVED BY**

**CLERK DATE**

**DATE**

**DEPARTMENT**

**AUDITOR'S USE ONLY**

**BA #**