



Glossary



GLOSSARY OF BUDGET TERMS & ACRONYMS

A-87 Charges—The term "A-87" is used interchangeably with "indirect charges", A-87 is a set of accounting standards used to guide counties as they calculate and assign indirect costs. In Stanislaus County, departmental charges for the Chief Executive Office are developed through the A-87 cost plan rather than direct-billed in the year that they occur, like other service departments.

AAA— Area Agency on Area

ACH—Automated Clearinghouse

Account—A record of a type of monetary transaction maintained in the general ledger. We use the third segment of the Oracle coding structure to capture a transaction's account.

Accrual Basis—A method of accounting that recognizes revenue when earned, rather than when collected. Expenses are recognized when incurred rather than when paid. Internal service funds, enterprise funds, and the pension and investment trust funds use this method of accounting.

Activity—A specific line of work performed to accomplish a function for which a governmental unit is responsible.

Adopted Final Budget—The second of a two-part budget process, this budget is required to be submitted to the Board by September 18th, and reflects revisions, reductions or additions to the Proposed Budget.

Ad Valorem—In proportion to value, a basis for levy of taxes on property.

Agency Fund—Agency funds account for assets held by the County as an agent for individuals, private organizations, or other governments.

Allocate—To set apart for a particular purpose, assign or allot.

Allocation—The share or portion allocated.

Amortization—A process of cost allocation over time usually used with intangible assets or debt. Example: if a loan of \$12,000 is amortized over one year with no interest, the monthly payments would be \$1,000 a month.

Annual Financial Report—The official annual report of the government. This report summarizes and discloses the financial activity of the County and its component units for the fiscal year. It is produced by the Auditor-Controller's Office.

Appropriation—The authorization granted by the Board of Supervisors to make expenditures.

Assessed Valuation—An official government value placed upon real property or personal property as a basis for levying taxes.

Assessment—An official valuation of property, used as a basis for levying a tax.

Assigned Fund Balance—Comprised of amounts intended to be used by the government for specific purposes that are neither restricted nor committed. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. Assigned fund balance can be used to eliminate a projected budgetary deficit in the subsequent year's budget.

Audit—A systematic collection of the sufficient, competent evidential matter needed to attest to the fairness of management's assertions in the financial statements or to evaluate whether management has efficiently and effectively carried out its responsibilities.

Audit Trail—Original documents supporting financial transactions.

Available and Measurable—Revenues are considered available when they will be collected either during the current period or soon enough after the end of the period to pay current year liabilities. Revenues are considered measurable when they are reasonably estimable.

BHRS—Behavioral Health and Recovery Services

BOC—Board of Corrections

Balance Sheet—A financial statement of all County accounts formatted in accordance with the "accounting equation" ($assets=liability+equity$) at a specific date.

Balanced Budget—The amount of budgeted expenditures is equal to or less than the amount of budgeted revenues plus other available resources.

Board Priorities—A list of seven priorities established by the Board of Supervisors: "A Safe Community", "A Healthy Community", "A Strong Local Economy", "Effective Partnerships", "A Strong Agricultural Economy/Heritage," "A Well Planned Infrastructure System," and "Efficient Delivery of Public Services."

Bond—A funding tool representing a written promise to pay a specific sum (face value or principal amount) in the future (maturity date), plus interest.

Braided Funds—Braided funding is the pooling and coordination of resources from various agencies to provide needed services, while maintaining the integrity of each agency's funding stream. However, the funds must be used for their original intent.

Brown Act—The Ralph M. Brown Act is a California law that insures that the public can attend and participate in meetings of local government.

Budget—Proposed spending plan of expenditures and revenue over a given period of time.

Budget Unit—Accounting or organizational units deemed necessary or desirable for control of the financial operation. A budget must be adopted by the Board of Supervisors for each of its budget units. A budget unit is represented in Oracle by a combination of a fund and an "org."

Budgetary Control—The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

CAIRE—Child Abuse, Interviews, Referrals and Examinations

CAP—Cost Allocation Plan

CEO—Chief Executive Officer

CHIP—California Healthcare for Indigents Program

COLA—Cost of living adjustment

COP—Certificates of Participation

CRM—Customer Relationship Management

CSA—Community Services Agency

CSAC—California State Association of Counties

CalWORKS—California Work Opportunity and Responsibility to Kids

CAL MMET—California Multi-Jurisdictional Methamphetamine Enforcement Taskforce

Capital Assets—Land, improvements to land, easements, buildings, vehicles, machinery, works of art, infrastructure and all assets that are used in operations and have initial useful lives beyond any one reporting period (a year).

Capital Lease—An agreement that conveys the right to use property, plant or equipment, usually for a stated period of time.

Capital Improvement Program—A comprehensive multi-year forecast of capital needs and requests.

Capital Project—Any project having assets of significant value and a useful life of five years or more. Capital projects include the purchase of land, designs, engineering, and construction of buildings and infrastructure such as streets, bridges, drainage, street lighting, water systems, etc.

Capital Projects Fund—One of five governmental fund types used to account for financial resources to be used for the acquisition or construction of major capital facilities.

Cash Basis—A method of accounting by which revenues and expenditures are recorded when they are received and paid.

Committed Fund Balance—Includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.

Contingency Fund (Also "Appropriations for Contingencies)—Funds set-aside to address emergencies and other unanticipated expenses.

Cost Accounting—The method of accounting that provides for assembling and recording of all the elements of cost incurred to accomplish a purpose, to carry on an activity or operation, or to complete a unit of work for a specific job.

Cost Allocation Plan—This plan, established under Federal guidelines, identifies, distributes, and allows the County to be reimbursed for the costs of services by support groups (such as Purchasing, Personnel, CEO, County Counsel) to those departments performing functions supported by Federal/State funds.

County Match—The term "match" refers to the percentage of local discretionary County monies in the General Fund, which must be used to match a certain amount of State and/or Federal funds or a needed contribution.

Critical Need— A budgetary need that can't be met within a department's base budget amount resulting from State and/or Federal mandates, legal requirements or program changes to implement the Board of Supervisors' priorities or direction.

DA—District Attorney

DOJ—Department of Justice

Debt Service Fund—One of the five governmental funds used to finance and account for the payment of interest and principal on bonds or other long-term borrowing.

Debt Services— The payment of principal and interest on borrowed funds such as bonds.

Deficit—(1) The excess of liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period or, in the case of proprietary funds, the excess of expenses over revenues during an accounting period.

Deferral—Postponement of the recognition of an expense already paid or a revenue already received.

Deferred Maintenance—Backlog of needed repairs to facilities, including replacement and repair of roofing, heat and cooling system, painting, floor coverings and other structural items.

Department—A basic organizational unit of government that may be sub-divided into divisions or programs.

Depreciation—The portion of the cost of a capital asset charged as an expense during the period. Over time, the entire cost of the asset is ultimately charged as an expense.

Designations of Fund Balance—The intended use of available expendable financial resources in governmental funds reflecting actual plans approved by the governing body.

Direct Charges—Expenses that are specifically associated with a service, program, or department and, thus, are clearly identifiable to a particular function – for example, the gasoline used by a department's vehicles.

Disbursements—Payments

Discretionary Revenue—Primarily used in the context of the General Fund, this term refers to those revenue sources for which there are no restrictions on their use.

Download—To transfer or copy data from one computer to another, or to a disk or peripheral device; generally from a central, often remote computer to another peripheral device such as a personal computer.

EMS—Emergency Medical Services

ERAF—Educational Revenue Augmentation Fund

E-Government—E-Government refers to the use by government agencies of information technologies (such as Wide Area Networks, the Internet, and mobile computing) that have the ability to transform relations with citizens, businesses, and other arms of the government. These technologies can serve a variety of different ends: better delivery of government services to citizens, improved interactions with business and industry, citizen empowerment through access to information, or more efficient government management.

E-Recovery—A cost containment alternative that enables the recovering medication costs from manufacturer-based patient assistance programs.

Earmarked—Revenues designated by statute or Constitution for a specified purpose.

Emergency Medical Services Appropriation (SB 2132)—In 2000, due to diminishing Proposition 99 Tobacco Tax funds, the Legislature created, through SB 2132 (Dunn/Peralta), the Emergency Medical Services Appropriation (EMSA). The EMSA was created to guarantee that a certain portion of Prop 99 dollars would continue to be used to fund emergency room physician services at the local level.

Employee Benefits—Amounts paid on behalf of employees; these amounts are not included in the gross salary. They are fringe benefit payments, and while not paid directly to employees, they are nevertheless a part of the cost of salaries and benefits. Examples are group health or life insurance payments, contributions to employee retirement, Social Security taxes, workers' compensation payments, and unemployment insurance payments.

Encumbrance—Commitments related to unperformed contracts for goods or services. They represent estimated amounts of expenditures ultimately to result if unperformed contracts are completed.

Enterprise Fund—Proprietary fund type used to report an activity for which a fee is charged to external users for goods or services.

Entitlement—The amount of payment to which a state or local government is entitled as determined by the Federal or other government pursuant to an allocation formula contained in applicable statutes.

Equity—Residual interest in assets of an entity that remains after deducting liabilities.

Expenditures—Under the current financial resources measurement focus, decreases in net financial resources not properly classified as other financing uses.

Expenses—Outflows or other using up of assets or incurrences of liabilities (or a combination of both) from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations.

FC—Foster Care

FFP—Federal Financial Participation

FMS—Financial Management System

FQHC—Federally Qualified Health Center – Federally Qualified Health Centers include all organizations receiving grants under Section 330 of the Public Health Service Act, certain tribal organizations, and FQHC Look-Alikes. FQHCs qualify for enhanced reimbursement from Medicare and Medicaid, as well as other benefits. FQHCs must serve an underserved area or population, offer a sliding fee scale, provide comprehensive services, have an ongoing quality assurance program, and have a governing board of directors.

FRC—Family Resource Center

FTE—Full Time Equivalent

Federal Financial Participation—Federal Financial Participation is a term used by the Federal government to denote when the Federal government will participate with the costs related to administering a program.

Federally Qualified Health Center Look-Alike—An FQHC Look-Alike is an organization that meets all of the eligibility requirements of an organization that receives a Public Health Service Act Section 330 grant, but does not receive grant funding.

Fiduciary Funds—GAAP (Generally Accepted Accounting Principles) indicates that fiduciary funds should be used “to report assets held in a trustee or agency capacity for others and therefore cannot be used to support the government's own programs.” Fiduciary funds include, but are not limited to pension trust funds as well as agency funds.

Fiscal—Financial

Fiscal Year—A twelve month period between settlement of financial accounts; Stanislaus County's fiscal year begins July 1 and ends June 30.

Fixed Assets—See Capital Assets.

Full Time Equivalent—The decimal equivalent of a part-time position converted to a full time basis; e.g., one person working half time would count as 0.50 FTE.

Function—A group of related activities aimed at accomplishing a major service or regulatory program for which a governmental unit is responsible (e.g. public safety).

Fund—A fiscal and accounting entity with a self-balancing set of accounts segregated to carry out specific activities or attain certain objectives in accordance with special regulations, restrictions, or limitations. Governments use funds to segregate their financial resources and demonstrate legal compliance. We use the first segment of the Oracle coding structure to capture a transaction's fund.

Fund Balance—Difference between assets and liabilities reported in a governmental fund.

GA—General Assistance

GFOA—Government Finance Officers Association

G/L—General Ledger – A record containing the accounts needed to reflect the financial position and the results of operations of a government.

GSA—General Services Agency

Governmental Accounting Standards Board (GASB)—The authoritative accounting and financial reporting standard-setting body for government entities.

GASB 34—In June 1999, the Government Accounting Standards Board published Statement 34 which requires state and local governments to begin reporting the value of their infrastructure assets and liabilities, including roads, bridges, water and sewer facilities, and dams in their annual financial reports on an accrual accounting basis. It also called for trust funds to be converted to governmental funds where the County has sole discretion over the use of the funds.

GASB51—Financial statements with fiscal periods beginning after June 15, 2009, Governmental Accounting Standards Board has issued statement #51 Accounting and Financial Reporting for Intangible Assets. Intangible assets including easements, water rights, timber rights, patents, trademarks and computer software need to be classified as capital assets. Additionally, internally generated intangible assets i.e. computer software is subject to capitalization.

General Fund—One of five governmental fund types that typically serves as the chief operating fund of a government.

Generally Accepted Accounting Principles (GAAP)—Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP for state and local governments is GASB.

Governmental Accounting—The composite activity of analyzing, recording, summarizing, reporting and interpreting the financial transactions of governments.

Governmental Funds—Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital project funds, and proprietary funds.

Grant—A contribution by a government or other organization to support a particular function. Grants may be classified as either “block” (annual set amount designated for an organization) or “competitive” (variable amounts determined by the merits of the grant submittal compared to other competing submittals).

HEDIS—HEDIS is a tool created by the National Committee for Quality Assurance (NCQA) to collect data about the quality of care and services provided by health plans. HEDIS consists of a set of performance measurements that compare how well health plans perform in key areas: quality of care, access to care and member satisfaction with the health plan and doctors. NCQA requires health plans to collect this information in the same manner so that results can be fairly compared to another. Health plans can arrange to have their HEDIS results verified by an independent auditor.

HICAP—Health Insurance Counseling and Advocacy Program

HIDTA—High Intensity Drug Trafficking Area

HSA—Health Services Agency

Historical Cost—An accounting technique that values an asset for balance sheet purposes at the price paid for the asset at the time of its acquisition.

Housing-Set Aside—Redevelopment funds required by law to be set-aside to assist low and moderate-income households with rehabilitation, construction and acquisition of residential housing.

ICJIS—Integrated County Justice Information System

IHCP—Indigent Health Care Program

IHSS—In-Home Supportive Services

IP—Individual Provider

IT—Information Technology

Imprest Cash—Imprest cash is defined for these purposes as cash on hand. There are two types of imprest cash at the County: petty cash funds and change funds.

Income Statement—A financial summary that shows an agency’s operating results over a specified period of time, usually one year. More specifically, the statement shows an agency’s revenues as well as their costs/expenses.

Indirect Charges—Expenses that cannot be specifically associated with a given service, program, or department and, thus, are not clearly identifiable to a particular function. For example, charges for the cost of heat in a building containing multiple departments would be an indirect charge.

Infrastructure—Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets (roads, bridges, water and sewer systems, dams, etc.).

Interfund Activity—An activity, transaction, or service between two or more County funds.

Interfund Charge—A transaction involving services or supplies between two different funds. Charging different funds allows the revenues and expenditures to be seen on each department's individual set of financial records.

Interfund Loans—Amounts provided between funds with a requirement for repayment.

Interfund Transfers—Flows of assets (such as cash or goods) between funds without equivalent flows of assets in return and without a requirement for repayment.

Intergovernmental Revenue—Funds received from Federal, State and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

Internal Service Fund—Proprietary fund type that may be used to report any activity that provides goods or services to other departments or governments on a cost-reimbursement basis.

Intrafund Activity—An activity, transaction, or service within one County fund.

Intrafund Charge—A transaction involving services or supplies within one fund. The reason Intrafund accounts are used is so individual departments (same fund but different orgs) can record revenue/expenditures, but not double count revenue/expenditures at the fund level.

Invoice—A term describing an original document either issued for the sale of goods on credit (a sales invoice) or received for goods bought (a purchase invoice).

Issued Base—This amount represents the budget allocation for providing a base level of service and is based on the previous year's Final Budget with changes for negotiated increases and other program changes.

JJCPA—Juvenile Justice Crime Prevention Act

Joint Powers Agreement—In accordance with Government Code Sections 6500-6534, if authorized by their legislative or other governing bodies, two or more public agencies by agreement may jointly exercise any power common to the contracting parties. The agreement shall state the purpose of the agreement or the power to be exercised. They shall provide for the method by which the purpose will be accomplished or the manner in which the power will be exercised.

Journal Voucher (J.V.)—A standard form for recording transactions to the general ledger.

LAFCO—Local Agency Formation Commission

LAN—Local Area Network

Lease—A contract granting use or occupation of property during a specified period in exchange for a specified rent.

Legal Budget Unit (LBU)—An accounting unit, representing one or more departmental programs, where budgeted appropriations are established and reported.

Liquidity—(1) The degree to which an asset or security can be bought or sold in the market without affecting the asset's price. (2) The ability to convert an asset to cash quickly.

Lockyer-Isenberg Trial Court Funding Act—The Lockyer-Isenberg Trial Court Funding Act of 1997 (AB 233) was enacted in September 1997 and included the following: consolidation of all court funding at the state level, capped counties' financial responsibility at the Fiscal Year 1994-1995 level, and required the state to fund all future growth in court operation costs.

Long-term Debt—Debt with a maturity of more than one year after issuance.

M&O—Maintenance and operations

MHSA—Mental Health Services Act (Prop 63)

MOE—Maintenance of Effort

MOU—Memorandum of Understanding—agreement outlining the terms of employment entered into between the County and employees of various bargaining units.

Maddy Emergency Medical Services (EMS) Fund—The Maddy Emergency Medical Services Fund was created by the Legislature in SB 12/612 (Chapter 1240, Statutes 1987) and set out in Government Code 7600 and Health and Safety Code Part I, Division 2.5, Section 1797.98. This state law mandates a \$7 surcharge for every \$10 of traffic fines collected for criminal offenses. A portion of the surcharge is deposited into the local EMS Fund and used for the reimbursement of emergency medical services provided to persons unable to pay for their care.

Maintenance of Effort—A level of local agency contribution required as part of a grant, dedicated funding or a mandate.

Mandate—Ordered; mandatory

Mandated Program—A requirement by the State or Federal government that the County perform a task, perform a task in a particular way, or perform a task to meet a particular standard, often without compensation from the higher level of government.

Market Value—The price investors are willing to pay for a share of stock or an asset on the open market.

Maturity—The date upon which the principal or stated value of an investment becomes due and payable.

Mid-Year Financial Report—A financial review which considers actual expenditures/expenses for the first six months of the fiscal year and projections for the remaining six months. This review is often used to make corrective actions to ensure that expenditures remain within budgeted appropriations.

Mission Statement—A succinct description of the scope and purpose of a County department.

Modified Accrual Basis—Basis of accounting used in conjunction with the current financial resources measurement focus that modifies the accrual basis of accounting in two important ways (1) revenues are not recognized until they are measurable and available, and (2) expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred (if earlier).

Municipal Advisory Council (MAC)—an elected body representing a specific area of the County that provides advise to the Board of Supervisors concerning services which are or may be provided by the County or other local governmental agencies, including but not limited to matters of public health, safety, welfare, public works, and planning.

NIMS—National Incident Management System

Net County Cost—The difference between budgeted appropriations and departmental revenue. Local tax revenues fund the difference.

National Incident Management System—NIMS is a system mandated by Homeland Security Presidential Directive 5 that provides a consistent nationwide approach for federal, local and tribal governments; the private-sector and nongovernmental organizations to work effectively and efficiently

together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size or complexity. To provide for interoperability and compatibility among federal, local and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology.

Non-spendable Fund Balance—Includes amounts that are not in a spendable form or are legally or contractually required to be maintained intact (such as the long term amount of notes receivable or prepaid amounts).

OES—Office of Emergency Services

OHP—Out of home placement

Object—An expenditure classification required by the State Controller’s office that summarizes a group of accounts. The County’s budget must be adopted by the object of expenditure within each budget unit. This becomes the legal level for budgetary control – the level at which expenditures may not exceed budgeted appropriations.

Operating Transfers—A transfer of cash to another fund (other than trust funds) NOT involving goods or services – e.g., County match.

Oracle FMS—Financial Management System software application purchased from Oracle to maintain the County’s general ledger.

Ordinance—A formal legislative enactment by the governing board (i.e., the Board of Supervisors) of a municipality. If it is not in conflict with any higher form of law, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Org—(Short for organization)—A cost center deemed necessary or desirable for control of financial operations. We use the second segment of the Oracle coding structure to capture a transaction’s “org.”

Other Charges—A payment to an agency, institution, or person outside the County Government or CAP charges.

Other Financing Sources—Increase in current financial resources that is reported separately from revenues to avoid distorting revenue trends. The use of *other financing sources* category is limited to items so classified by GAAP.

Other Financing Uses—Decrease in current financial resources that is reported separately from expenditures to avoid distorting expenditure trends. The use of *other financing uses* category is limited to items so classified by GAAP.

Overhead—General fixed costs such as rent, lighting and heating expenses that cannot be charged to a specific product or work operation.

PA—Public Authority

PH—Public Health

PLF—Public Library Foundation

POB—Pension Obligation Bonds

PSR—Project Study Report

PT—Property Tax

PTAP—Property Tax Administration Program

Patient Assistance Program—Patient Assistance Programs are run by pharmaceutical companies and provide free medication to people who cannot afford to buy their medicine.

Pension Obligation Bonds—On September 25, 1995, the County issued Taxable Pension Obligation Bonds. The proceeds were used to pay the Stanislaus County Employees' Retirement Association for the County's unfunded actuarial accrued liability.

Performance Measure—An annual indicator of achievement or measures of prediction for a program or work unit as defined in the organization of the budget. Measures may be expressed as a number count, fraction, or a percent of achievement related to the size of the problem or service being provided.

Policy Issues—The addition, expansion, reduction, or modification of programs that have significant implications/impact to the County or public.

Position Description Questionnaire (PDQ)—A form used in evaluating job reclassification requests. The form must be signed by the Supervisor and Department Head.

Prescription Assistance Program—See Patient Assistance Program.

Prior Year—Transactions that are posted in the current year for previous years' contracts or commitments for service. Encumbrances from the previous year are carried into the next year's appropriation.

Prior Year Appropriations—Budget carried forward with purchase orders (obligation encumbrances) from the prior fiscal year.

Program—Desired output-oriented accomplishments, which can be measured and achieved within a given time frame. Achievements of the programs advance the project and organization through a corresponding solution to a need or problem.

Program-based Budget Approach—The proposed spending plan that was developed by reviewing the specific services each department offers along with a categorization of how it meets the Board of Supervisors' stated priorities.

Property Tax—An "ad valorem" tax on real and personal property, based on the value of the property in accordance with Proposition 13.

Proposition 10—In November 1998, Proposition 10 was passed by voters, which enacted the California Children's and Family Act. Proposition 10 increased the cigarette tax by 50 cents per pack to fund a variety of community-based, early childhood initiatives for newborns to children five year of age. Funds are distributed to county commissions, which are overseen by a state commission. The Act requires participating counties to establish local county commissions that allocate California Children and Families Program (CCFP) funds to local service providers for community awareness, education, health care, social services and research efforts.

Proposition 36—In November 2000, California voters passed Proposition 36, the Substance Abuse and Crime Prevention Act of 2000 (SACPA). This initiative allows most people convicted of first and second time nonviolent, simple drug possession to receive drug treatment instead of incarceration.

Proposition 63—On November 2, 2004, the voters of California passed Proposition 63, the Mental Health Services Act (MHSA). The proposition established a 1% income surtax on incomes over a million dollars and the revenues are to be used to create new county mental health programs and expand existing programs. The Act addresses a broad continuum of prevention, early intervention and service

needs and the necessary infrastructure, technology and training elements that will effectively support this system.

Proposition 99—The Tobacco Tax and Health Promotion Act of 1988 (Proposition 99) was approved by California voters in November 1988. This law authorizes a tax of 25 cents per pack of cigarettes, or similar amount on other tobacco product items. These tax revenues are collected by the State and disbursed to fund statewide tobacco control health education and research efforts through local lead agencies, competitive grantees, and media campaigns.

Proposition 172—Proposition 172, which added Section 35 to Article XIII of the constitution, provides for a one half cent sales and use tax for local public safety services, but the allocation of that revenue is determined by statute. Proposition 172 revenues are collected by the State Board of Equalization and apportioned to each county based on proportionate shares of statewide taxable sales. Each county is required to deposit this revenue in a Public Safety Augmentation Fund to be allocated by the County Auditor to the county and cities within the county.

Proprietary Funds—Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal services funds.

Public Facilities Fees (PFF)—The Public Facilities Fee program imposes a fee on new development per Section 66000 et seq. of the California Government Code. Commonly known as a “growth impact fee,” revenues collected under this program support the pro-rata extension of existing County services to support the new growth created by the development. This fee provides for the expansion of facilities or services to meet growth needs, but does not replace, repair or maintain the existing level-of-service provided by the County. (See the Capital Improvement Plan for a detailed explanation of how PFF fees are determined.)

Public Records Act—The Public Records Act (California Government Code Sections 6250-6276.48) enacted in 1968 was designed to give the public access to information in possession of public agencies, unless there is a specific reason not to do so. Most of the reasons for withholding disclosure of a record are set forth in specific exemptions contained in the Act. However, some confidentiality provisions are incorporated by reference to other laws.

RDA—Redevelopment Agency

RFP—Request for proposal

ROI—Return on investment

Realignment Revenue—The State Legislature enacted Assembly Bill 1491 in Fiscal Year 1991-1992 to give counties a source of funding for their public health, mental health, and certain social services programs. The revenue to fund these programs comes from a one half cent sales tax and a portion of the Vehicle License Fees. Welfare and Institutions Code Section 17600 created the Local Revenue Fund and each County receives realignment funds from the State Local Revenue Fund.

Recognition—Determination of when a transaction is to be recorded.

Recommended Proposed Budget—The first of a two-part budget process, this budget is required to be submitted to the Board by June 30th of each year and reflects any revisions, reductions or additions to the prior year’s budget.

Redevelopment Agency (RDA)—Technically, an independent agency governed by the Board of Supervisors acting as Agency Board members, designed to provide fiscal resources to implement and construct programs and projects that help eliminate blighting conditions in the County.

Reimbursement—Fees received as payment for the provision of specific services.

Reserve—An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Reservations of Fund Balance—The portion of a governmental fund's fund balance that is not available for appropriation.

Resolution—An order by the Board of Supervisors requiring less legal formality than an ordinance of statute.

Restricted Fund Balance—Includes amounts that can be spent only for the specific purposes stipulated by constitution, external parties (such as creditors, grant providers or contributors) or through enabling legislation.

Retained Earnings—The accumulated earnings of an enterprise or internal service fund.

Revenue—Funds received from various sources and treated as income by the County which are used to finance expenditures.

SACPA—Substance Abuse and Crime Prevention Act of 2000 (Proposition 36)

SB 90—Senate Bill 90 - Reimbursement claims that allow the County to fund state-mandated programs while freeing up General Fund revenues.

SBT—Strategic Business Technology

SDEA—Stanislaus Drug Enforcement Agency

SEMS—The Standardized Emergency Management System is the system required by Government Code Section 8607(a) for managing response to multi-agency and multijurisdiction emergencies in California. SEMS consists of five organizational levels, which are activated as needed: field response, local government, operational area, regional, and state. SEMS incorporates the use of Incident Command Center (ICS), the Master Mutual Aid Agreement, existing mutual aid systems, the operational area concept, and multi-agency or inter-agency coordination. Local governments must use SEMS to be eligible for funding of their personnel related costs under state disaster programs.

SRC—Stanislaus Recovery Center

SSI—Supplemental Security Income

SSP—State Supplementary Payments

StanCERA—Stanislaus County Employees' Retirement Association

STANCOG—Stanislaus Council of Governments

STC—Standards and Training for Correctional Officers

STOAAC—Services to Older Adults Advisory Council

Salaries and Employee Benefits—Accounts which establish expenditures for employee-related costs.

Schedule 9—This schedule is prepared to meet requirements for disclosing financing uses as covered in Section 29006 of the Budget Act. All financing uses, including both specific and contingent, are included in this schedule. A separate schedule is required for each budget unit having activity within the County's operating funds.

Secured Taxes—Taxes levied on real properties in the County which must be "secured" by lien on the properties.

Self-Insurance—A term often used to describe the retention by an entity of a risk of loss arising out of the ownership of property or from some other cause, instead of transferring that risk to an independent third party through the purchase of an insurance policy. It is sometimes accompanied by the setting aside of assets to fund any related losses.

Seriously Emotionally Disturbed (SED) Children's Program—Assembly Bill 3632/882, codified as Government Code Sections 7570-7588, is legislation that moves responsibility for providing certain related services from local education agencies to other state agencies, including California Children Services, and the Departments of Mental Health, Social Services, and Rehabilitation. Such services include occupational and physical therapy, psychotherapy or other mental health services, and residential services for children classified as seriously emotionally disturbed.

Services and Supplies—Accounts which establish expenditures for operating expenses of County departments and programs other than salaries and benefits, other charges and capital assets.

Source Document—An original invoice, bill, or receipt to which journal entries, checks, or deposits refer.

Special District—An independent unit of local government organized to perform a single government function or a restricted number of related functions. Special Districts usually have the power to incur debt and levy taxes; however, certain types of special districts are entirely dependent upon enterprise earnings and cannot impose taxes. Examples of special districts are water districts, drainage districts, flood control districts, and fire protection districts.

Special Revenue Fund—One of five governmental fund types used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

Straight-line Depreciation—Depreciating something by the same (i.e. fixed) amount every year rather than as a percentage of its previous value. Example: a vehicle initially costs \$10,000. If it is depreciated at a rate of \$2,000 per year, it will depreciate to zero in exactly five years.

Subvention—Payments by an outside agency (usually from a higher governmental unit) for costs that originate in the County.

Supplemental Property Tax—Supplemental property tax is an additional tax beyond the normal annual tax for any increase in the value of property as determined by the Assessor. This will include the purchase of property at a value higher than the former assessed value, the addition of a home to a vacant lot or any other major improvements such as a new pool or the addition of a room.

TSP—Tenth Street Place

TANF—Temporary Assistance for Needy Families

TOT—Transient Occupancy Tax

TRRP—Tuolumne River Regional Park

Tangible Assets—Assets that have physical substance.

Tax Allocation Bonds—Bonds issued in conjunction with a redevelopment project. The taxes pledged to their repayment come from the increase of assessed value over and above a pre-established base. The redevelopment creates this added value, known as the tax increment.

Tax Levy—The amount of tax dollars billed to taxpayers based on the imposition of the property tax rate on the assessed valuation.

Tax Loss Reserve Funds—As required by California Tax and Revenue Code Section 4703.2, in each county that elects to adopt the procedure authorized by this chapter and elects to be governed by this Section rather than Section 4703 there shall be created a tax losses reserve fund. The tax losses reserve fund shall be used exclusively to cover losses that may occur in the amount of tax liens as a result of special sales of tax-defaulted property. In a county electing to be subject to this section, the tax losses reserve fund shall be maintained at not less than 25 percent of the total delinquent secured taxes and assessments for participating entities in the county as calculated at the end of the fiscal year. At the end of the fiscal year, amounts in the tax losses reserve fund that are in excess of 25 percent of the total delinquent secured taxes and assessments for participating entities in the county may be credited to the county general fund.

Tax Roll—A list of all taxable property within a jurisdiction.

Teeter Plan—The County and its political subdivisions operate under the provisions of Section 4701-4717 of the California Revenue and Taxation Code (otherwise known as the “Teeter Plan”). Under this method, the accounts of all political subdivisions that levy taxes on the County tax roll are credited with 100 percent of their respective secured tax levy, regardless of the actual payments and delinquencies.

Trial Court Funding Act—Lockyer-Isenberg Trial Court Funding Act of 1997

Triple-Flip—A complicated financing plan developed by the State in their 2003-2004 budget.

Transient Occupancy Tax—A tax collected by a motel/hotel operator for a percentage of the room rent paid by each transient, which is then due the County.

Trust Funds—Funds to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments and/or other funds.

UCCE—University of California Cooperative Extension

USDA—United States Department of Agriculture

Unassigned Fund Balance —The residual classification for the General Fund, including all amounts not contained in the other classifications. Unassigned amounts are technically available for any purpose.

Undesignated/Unreserved Fund Balance—Available expendable financial resources in a governmental fund that are not designated for a specific purpose or used to balance budgeted appropriations.

Unencumbered—That portion of an appropriation not yet expended or encumbered.

Unincorporated Area—Geographic portions of Stanislaus County, which are not within incorporated cities.

Unsecured Property Tax—A tax on properties such as office furniture, equipment, and boats, which are not located on property owned by the assessee.

Upload—To transfer data or programs, usually from a peripheral computer to a central, often remote computer.

User Department—A department that receives services, which it pays for, from another county department, with payment made through Intrafund or Interfund transfers.

VA—Veterans Affairs

VLF—Vehicle License Fee

VOCA—Victims of Crime Act

Weighted Labor Rate—An hourly cost for an employee that includes salary, payroll benefits, health insurance, vacation, and department overhead and indirect costs. Employee weighted labor rates may vary because of a difference in salary rates, the benefits selected from the cafeteria plan, the difference in overhead costs between departments, and the annual vacation accrual of employees.

WIC – Women, Infants and Children—A Federal program aimed at safeguarding the health of low-income women, infants, and children up to age 5 who are at nutritional risk by providing nutritious foods to supplement diets, information on healthy eating, and referrals to health care.

Wraparound—Wraparound is an approach to implementing individualized, comprehensive services for youth with complicated multi-dimensional problems and is an alternative to residential placement whereby a wide array of services are provided to children and their caretakers in less restrictive community settings – parents' home, foster homes, and group homes. Wraparound is a family-centered, strengths-based approach to developing an individualized service plan that allows a child to live in a normalized setting outside of residential care.

Williamson Act—The Williamson Act provides for lowered property taxes for lands maintained in agricultural and certain open space uses. The landowner enters into a contract with the county or city to restrict land uses to those compatible with agriculture, wildlife habitat, scenic corridors, recreational use, or open space. In return, the local authorities calculate the property tax assessment based on the actual use of the land instead of its potential value assuming full commercial development.

Yield—The rate of annual income return on an investment expressed as a percentage.