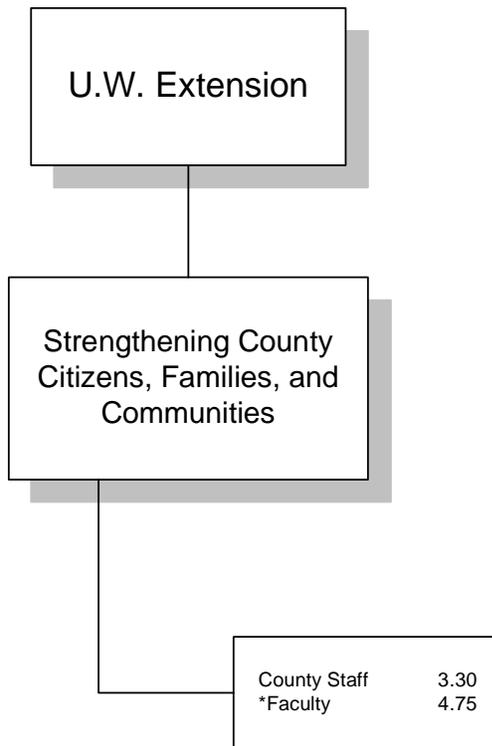


U.W. EXTENSION OFFICE

FUNCTION / PROGRAM CHART



3.30 TOTAL FTE'S

* State 133 Contract UW-Extension Faculty and Academic Staff funded by State/County/Grant/Fee sources.

1. Position counts stated in terms of budgeted full time equivalent positions (FTE) includes extra help and overtime.
2. See Stats/Trends Section for position detail.

General Fund

UW-Extension

Statement of Purpose/Summary

Statement of Purpose

Waukesha County University of Wisconsin–Extension (UWEX) delivers research based information to improve the quality of life for families in the areas of youth development, family living, community resource development, horticulture, nutrition, and health. UWEX provides community based education for families, businesses, governments, and organizations using non-traditional educational methods.

Financial Summary	2006	2007	2007	2008	Change From 2007	
	Actual (a)	Adopted Budget (d)	Estimate (a,c,d)	Budget (a,e)	\$	%
Revenues						
General Government (a,e)	\$291,253	\$202,500	\$292,629	\$172,500	(\$30,000)	-14.8%
Fine/Licenses	\$0	\$0	\$0	\$0	\$0	N/A
Charges for Services	\$4,614	\$4,813	\$4,823	\$4,967	\$154	3.2%
Interdepartmental	\$0	\$0	\$0	\$0	\$0	N/A
Other Revenue	\$20,656	\$6,300	\$9,172	\$7,062	\$762	12.1%
Appr. Fund Balance (c)	\$63,800	\$0	\$10,755	\$0	\$0	N/A
County Tax Levy (d)	\$264,131	\$296,255	\$296,255	\$307,426	\$11,171	3.8%
Total Revenue Sources	\$644,454	\$509,868	\$613,634	\$491,955	(\$17,913)	-3.5%
Expenditures						
Personnel Costs (e)	\$144,633	\$152,057	\$159,925	\$168,129	\$16,072	10.6%
Operating Expenses (a,e)	\$370,408	\$280,737	\$375,693	\$243,853	(\$36,884)	-13.1%
Interdept. Charges (d,e)	\$52,627	\$77,074	\$77,107	\$79,973	\$2,899	3.8%
Fixed Assets	\$0	\$0	\$0	\$0	\$0	N/A
Total Expenditures (e)	\$567,668	\$509,868	\$612,725	\$491,955	(\$17,913)	-3.5%
Rev. Over (Under) Exp.	\$76,786	-	\$909	-	-	N/A

Position Summary (FTE)

Regular Positions	3.00	3.00	3.00	3.00	0.00
Extra Help	0.11	0.13	0.13	0.30	0.17
Overtime	0.00	0.00	0.00	0.00	0.00
Total	3.11	3.13	3.13	3.30	0.17

Additional Human Res. (b)

State 133 Contract	5.75	4.75	4.75	4.75	0.00
Grant Funded Contract Svc.	4.50	2.75	2.75	2.75	0.00
Total (Non-County)	10.25	7.50	7.50	7.50	0.00

- (a) Includes Community Development Block Grant (CDBG) and other grant revenue and expenditure authority carried over from the previous year. The \$30,000 reduction in the 2008 Budget is due to the completion of the \$35,000 Park and Land Use Comprehensive Planning Grant and related expenses at the end of 2007. In addition, CDBG revenues are estimated to increase by \$5,000 in the 2008 Budget.
- (b) State 133 Contract for UW-Extension faculty represents 40% of faculty salary and benefit costs, including County Tax Levy for 2.75 FTEs and County grant or fee revenues for 2.00 FTEs. Other grant funded contract services are funded with County grant revenues. The County Budget and the chart above do not include 7.60 FTEs contract staff funded through the Family Nutrition Program (FNP); or 2.00 FTEs Volunteer In Service to America (VISTA) volunteers funded through Federal Americorps program.
- (c) The \$10,755 of General Fund Balance estimated to be used in the 2007, differs from the 2007 Adopted Budget due to revenue received in prior years from various sources. Roundy's donated money for horticulture and nutrition education projects, however, that money does not have a restriction on when it has to be spent; nearly \$3,050 is to be spent in 2007. SAMHSA is a Federal grant, and nearly \$5,700 is to be spent in 2007. Going Solo is a grant from the Milwaukee Foundation that is to be used to recruit and train low-to moderate-income residents in understanding how to run their own family business; just over \$2,000 is to be spent in 2007.
- (d) The Tax Levy for 2007 is restated to adjust for the new distribution method of End User Technology Fund (EUTF) charges, in order to be comparable to 2008.
- (e) After County Board adoption of the Budget, the Department was made aware that they will not be receiving \$4,000 worth of grant funds for the 2008 Sussex Community Development project. Therefore, General Government revenues will be lower by \$4,000, and the corresponding expenditures will be lower by \$4,000.

Faculty Positions

The County Tax Levy supports \$76,378 of the County's 40% share of salaries for three UWEX faculty positions: the Commercial Horticulture Educator, the 4-H Youth Development Educator, and the Consumer Horticulture Educator. The remaining \$5,169 for the Consumer Horticulture Educator will be funded by CDBG revenue. In addition, \$2,400 in County Levy supports staff of the Home and Community Education Program. The 60% university contribution for faculty salaries is \$122,320.

The County's 40% local share funding of \$83,206 for the salaries for the Extension Director and the Community Resource Development Educator is supported through grants, fees, and contract revenue. The university contribution for these two positions totals \$116,253, which also includes Federal grants and State funding.

Position	Local Share Amounts paid by County Tax Levy	Local Share Amounts Paid by Grants/Fees/Contracts
UW Extension Director	\$0	\$49,057
Community Resource Development Educator	\$0	\$34,149
4H & Youth Development Educator	\$32,467	\$0
Commercial Horticulture Educator	\$28,480	\$0
Consumer Horticulture Educator	\$15,431	\$5,169
Total	\$76,378	\$88,375

Major Departmental Strategic Outcomes and Objectives for 2008**County-Wide Key Strategic Outcome: Quality programs and services delivered with competence and skill**

Objective 1: Expand youth participation by 10% and adult leader participation by 5% in 4-H from 2006 actual levels. (4-H Educator)

Key Outcome Indicator: Five percent increase in the number of adult leaders and 10% increase in the number of youth participants from 2006 actual participant levels.

Performance Measure:

	2006 Actual	2007 Target	2007 Estimate	2008 Target
Number of adult volunteers	424	446	437	446
Percent increase from 2006 actual	N/A	5.2%	3.1%	5.2%
Number of youth participants	1,185	1,316	1,130	1,316
Percent increase from 2006 actual	N/A	11.1%	-4.6%	11.1%

County-Wide Key Strategic Outcome: A county that assists at-risk citizens

Objective 2: Increase self-sufficiency through participation in community gardening. (Consumer Horticulture)

Key Outcome Indicator: Participant assessment of economic savings realized by gardening. A survey will be taken of participants to report their progress.

Performance Measure:

	2006 Actual	2007 Target	2007 Estimate	2008 Target
Percentage of participants who report a savings	N/A	50%	70%	75%

Objective 3: Improve nutritional health of participants in the Waukesha County Nutrition Education Program. (Nutrition Education)

Key Outcome Indicator: Percent increase in consumption of fruits and vegetables by program participants to 54%.

Performance Measure:

	2006 Actual	2007 Target	2007 Estimate	2008 Target
Percentage of participants who report an increase in fruit and vegetable consumption	42%	50%	48%	54%

Objective 4: Develop the capacity of residents to provide leadership in their neighborhoods, and reduce crime by developing block clubs. In partnership with the Waukesha Police Department, recruit and train neighborhood residents to develop seven new block clubs. Conduct advanced educational training with neighborhood leaders. (Community Development Block Grant)

Key Outcome Indicator: Meet the goal of creating seven new neighborhood block clubs in addition to existing clubs. The creation and sustainability of block clubs will show that CDBG funded programs are having a lasting effect on the neighborhoods served.

Performance Measure:

	2006 Actual	2007 Target	2007 Estimate	2008 Target
New block clubs created	4	6	5	7

County-Wide Key Strategic Outcome: An economically vibrant county

Objective 5: To increase small business development by teaching Going Solo: Building a Family Business to families in the Neighborhood Revitalization Strategy Areas of Waukesha. (Community Resource Development Educator)

Key Outcome Indicator: Assist in the startup of five new businesses.

Performance Measure:

	2006 Actual	2007 Target	2007 Estimate	2008 Target
Assist in the development of new businesses	N/A	N/A	2	5

Strengthening County Citizens, Families & Communities

County-Wide Key Strategic Outcome: Quality programs and services delivered with competence and skill

Program Description

Extension educational programs apply the research and resources from the Wisconsin University System to strengthen Waukesha County citizens, families, and communities. The programs are planned and implemented through developing partnerships with community organizations, building collaborations, and incorporating teamwork. Faculty and staff design and implement educational programs, conduct local research, train leaders and volunteers, and build networks for the benefit of the citizens in Waukesha County.

Education is provided to protect the environment, assist communities with growth and change, increase agriculture and horticulture productivity, and economic development. Waukesha County UWEX also teaches programs to build strong families, develop youth and adult leaders, improve nutrition and mental health, promote family and public safety, strengthen neighborhoods, and provide opportunities for developing life skills and workforce development.

	2006 Actual (a)	2007 Budget	2007 Estimate (a,b)	2008 Budget (a,c)	Budget Change
County Staffing (FTE)	3.11	3.13	3.13	3.30	0.17
Contract UW-EXT Faculty & Academic Staff funded by State/County/Grants	5.75	4.75	4.75	4.75	0.00
General Government (a,c)	\$291,253	\$202,500	\$292,629	\$172,500	(\$30,000)
Charges for Services	\$4,614	\$4,813	\$4,823	\$4,967	\$154
Other Revenue	\$20,656	\$6,300	\$9,172	\$7,062	\$762
Appr. Fund Balance (b)	\$63,800	\$0	\$10,755	\$0	\$0
County Tax Levy	\$264,131	\$296,255	\$296,255	\$307,426	\$11,171
Total Revenues	\$644,454	\$509,868	\$613,634	\$491,955	(\$17,913)
Personnel Costs (c)	\$144,633	\$152,057	\$159,925	\$168,129	\$16,072
Operating Expenses (a,c)	\$370,408	\$280,737	\$375,693	\$243,853	(\$36,884)
Interdept. Charges (c)	\$52,627	\$77,074	\$77,107	\$79,973	\$2,899
Total Expenditures (c)	\$567,668	\$509,868	\$612,725	\$491,955	(\$17,913)
Rev. Over (Under) Exp.	\$76,786	-	\$909	-	-

- (a) Includes CDBG and other grant revenue and expenditure authority carried over from the previous year. The \$30,000 reduction in the 2008 Budget is due to the completion of the \$35,000 Park and Land Use Comprehensive Planning Grant and related expenses at the end of 2007. In addition, CDBG revenues are estimated to increase by \$5,000 in the 2008 Budget.
- (b) The \$10,755 of General Fund Balance estimated to be used in the 2007, differs from the 2007 Adopted Budget due to revenue received in prior years from various sources. Roundy's donated money for horticulture and nutrition education projects, however, that money does not have a restriction on when it has to be spent; nearly \$3,050 is to be spent in 2007. SAMHSA is a Federal grant, and nearly \$5,700 is to be spent in 2007. Going Solo is a grant from the Milwaukee Foundation that is to be used to recruit and train low- to moderate-income residents in understanding how to run their own family business; just over \$2,000 is to be spent in 2007.
- (c) After County Board adoption of the Budget, the Department was made aware that they will not be receiving \$4,000 worth of grant funds for the 2008 Sussex Community Development project. Therefore, General Government revenues will be lower by \$4,000, and the corresponding expenditures will be lower by \$4,000.

Strengthening County Citizens, Families & Communities (cont.)



Program Highlights

General Government revenues decrease \$30,000 in the 2008 Budget due to the completion of the \$35,000 Park and Land Use Comprehensive Planning Grant and related expenses at the end of 2007. The decrease is partially offset by an expected \$5,000 or 3% increase in Community Development Block Grant (CDBG) revenues. The 2008 CDBG funding is estimated to be \$172,500. Projects include Haertel Field and Phoenix Heights Neighborhood Revitalization Strategy Areas (NRSA), each receiving \$45,000; the City of Waukesha WestSide NRSA receiving \$55,000; the NRSA Neighborhood Beautification receiving \$20,000; a Farmer's Market project receiving \$3,500; and the Sussex community building project receiving \$4,000.

Charges for Services revenue increases slightly based on anticipated fee collections for garden plots. Fees for gardening workshops will remain the same. Other revenue includes cost recoveries from the Family Nutrition Grant of \$6,560 for computer maintenance costs.

Overall Personnel costs increase by \$16,072 due to normal step and merit increases for the existing positions, a change in insurance coverage for one position, and an increase in temporary extra help of 270 hours at a cost of \$3,122. Temporary extra help is funded by CDBG revenues to carryout tasks associated with those grants.

Operating expenses decrease by \$36,884 primarily due to the completion of the \$35,000 Comprehensive Planning Grant being carried out by the Community Resource Development Educator. The Budget includes \$2,000 of additional funding for the reproduction and distribution of two newsletters for the agriculture community.

Interdepartmental charges increase by \$2,899, and include an increase of \$2,340 in End User Technology Fund (EUTF) charges to reflect a new cost allocation method recommended by Internal Audit. The new allocation method is based on the utilization of information technology resources by each agency. The increase is slightly offset by lower administrative overhead charges and reduced phone charges.



Activity – Output Indicators	2006 Actual	2007 Budget	2007 Estimate	2008 Budget	Budget Change
Educational program participants	38,950	35,000	37,500	38,000	3,000
Trained volunteer leaders	660	700	705	700	0
Volunteer hours invested	49,234	46,900	53,869	50,000	3,100
Dollar value of volunteer hours	\$492,340	\$469,000	\$538,690	\$500,000	\$31,000

Grants Received

	Funding Source	Funding Administration	Amounts Awarded in 2006	Amounts Awarded in 2007	Amounts Awarded for 2008
Roundy's Farmers Market/Gleaning	Roundy's	County	\$15,000	\$0	\$0
Parks and Land Use/State of Wisconsin Comprehensive Planning Grant assistance	State	County	\$34,000	\$35,000	\$0
CDBG West-Side Neighborhood Revitalization Strategy Area (County-\$40,000) (City-\$15,000)	CDBG	County	\$71,000	\$52,000	\$55,000
CDBG Neighborhood Beautification Project	CDBG	County	\$23,000	\$12,000	\$20,000
CDBG Haertel Field Revitalization	CDBG	County	\$57,000	\$50,000	\$45,000
CDBG Phoenix Heights Revitalization	CDBG	County	\$57,000	\$50,000	\$45,000
USDA Grants/Horticulture Diagnostics, Greenhouse Construction Training and Horticulture Education to Low-Income Families(2005); Human Resource Training to Commercial Horticulture and Huber Garden (2006)	USDA	County	\$52,548	\$0	\$0
CDBG Sussex Community Development	CDBG	County	\$0	\$0	\$4,000*
CDBG Grant/Farmers Market-Gleaning	CDBG	County	\$3,500	\$3,500	\$3,500
Drug Free Communities Coalition Grant	Federal	County	N/A	N/A	Pending
Business Improvement District Strategic Planning for Waukesha Grant	City	County	N/A	N/A	Pending
Subtotal County Administered Grants			\$313,048	\$202,500	\$172,500*
Subtotal State/Nonprofits/Other Administered grants	Various	Various	\$553,538	\$440,657	Pending
Total UWEX Grants			\$866,586	\$643,157	\$172,500*

* After County Board adoption of the Budget, the Department was made aware that they will not be receiving \$4,000 worth of grant funds for the 2008 Sussex Community Development project. Therefore, General Government revenues will be lower by \$4,000, and the corresponding expenditures will be lower by \$4,000.