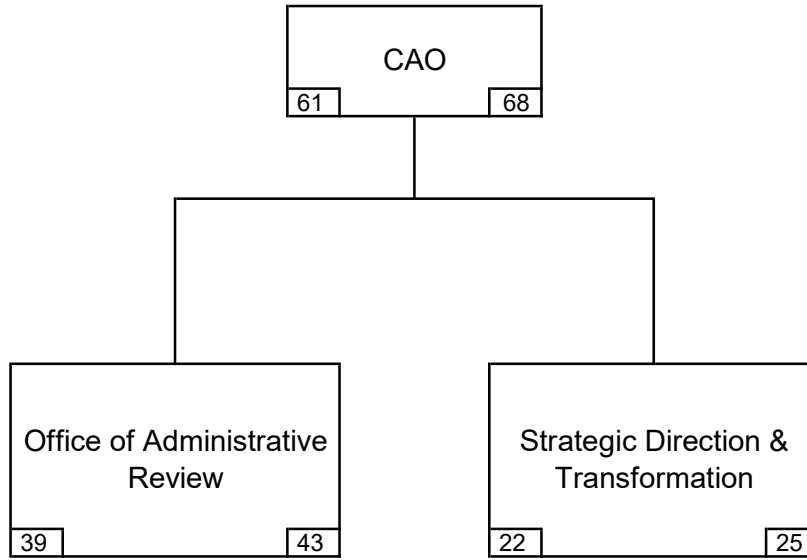


CITY OF PHILADELPHIA

ORGANIZATION CHART (ALL FUNDS) BY PROGRAM

FISCAL 2021 OPERATING BUDGET

Department	No.
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER	65



FY21 PROPOSED BUDGET	
CAO	
FY20 FILLED POS. 11/19	FY21 BUDGETED POSITIONS

CITY OF PHILADELPHIA

DEPARTMENTAL SUMMARY BY FUND

FISCAL 2021 OPERATING BUDGET

Department								No.
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER								65
No. (1)	Fund (2)	Class (3)	Description (4)	Fiscal 2019 Actual Obligations (5)	Fiscal 2020 Original Appropriation (6)	Fiscal 2020 Estimated Obligations (7)	Fiscal 2021 Proposed Budget (8)	Increase or (Decrease) (9)
01	General	100	Employee Compensation					
		a)	Personal Services	3,831,785	4,784,551	4,856,824	4,245,141	(611,683)
		b)	Employee Benefits					
		200	Purchase of Services	2,151,907	2,627,049	2,627,049	2,050,549	(576,500)
		300	Materials and Supplies	10,232	18,665	18,665	18,665	
		400	Equipment	2,498	8,000	8,000	8,000	
		500	Contributions, etc.					
		800	Payments to Other Funds					
			Total	5,996,422	7,438,265	7,510,538	6,322,355	(1,188,183)
08	Grants Revenue	100	Employee Compensation					
		a)	Personal Services	108,375				
		b)	Employee Benefits					
		200	Purchase of Services					
		300	Materials and Supplies					
		400	Equipment					
		500	Contributions, etc.					
		800	Payments to Other Funds					
			Total	108,375				
		100	Employee Compensation					
		a)	Personal Services					
		b)	Employee Benefits					
		200	Purchase of Services					
		300	Materials and Supplies					
		400	Equipment					
		500	Contributions, etc.					
		800	Payments to Other Funds					
			Total					
		100	Employee Compensation					
		a)	Personal Services					
		b)	Employee Benefits					
		200	Purchase of Services					
		300	Materials and Supplies					
		400	Equipment					
		500	Contributions, etc.					
		800	Payments to Other Funds					
			Total					
		100	Employee Compensation					
		a)	Personal Services					
		b)	Employee Benefits					
		200	Purchase of Services					
		300	Materials and Supplies					
		400	Equipment					
		500	Contributions, etc.					
		800	Payments to Other Funds					
			Total					
	Departmental Total All Funds	100	Employee Compensation					
		a)	Personal Services	3,940,160	4,784,551	4,856,824	4,245,141	(611,683)
		b)	Employee Benefits					
		200	Purchase of Services	2,151,907	2,627,049	2,627,049	2,050,549	(576,500)
		300	Materials and Supplies	10,232	18,665	18,665	18,665	
		400	Equipment	2,498	8,000	8,000	8,000	
		500	Contributions, etc.					
		800	Payments to Other Funds					
			Total	6,104,797	7,438,265	7,510,538	6,322,355	(1,188,183)

CITY OF PHILADELPHIA				DEPARTMENTAL SUMMARY		
FISCAL 2021 OPERATING BUDGET				INCREASES AND DECREASES		
				ALL FUNDS		
Department						No.
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER						65
Budget Comments (1)	Class 100 (2)	Class 200 (3)	Class 300/400 (4)	Class 500 (5)	Other Classes (6)	Total (7)
GENERAL FUND (01)						
OFFICE OF ADMINISTRATIVE REVIEW						
1. Salary Reductions	(21,616)					(21,616)
2. Earned Increment and Longevity	8,609					8,609
3. Non-rep 2% FY20 wage increase	2,964					2,964
4. Vacancy Allowance	(18,609)					(18,609)
5. Lump Sum	48,206					48,206
6. Part Time	(11,240)					(11,240)
7. Elimination of Hearing Masters		(60,000)				(60,000)
SUBTOTAL	8,314	(60,000)				(51,686)
STRATEGIC DIRECTION & TRANSFORMATION						
1. Decrease in positions	(39,903)					(39,903)
2. Vacancy Allowance	(170,150)					(170,150)
3. Salary Reductions	(31,616)					(31,616)
4. Capital staff to Operating	(109,010)					(109,010)
5. Lump Sum from FY20	(26,000)					(26,000)
6. Mayor's Internship Program	(158,318)					(158,318)
8. Interdepartmental Transfer - ODDT Transition	(85,000)					(85,000)
9. Elimination of Leading for Change Fellowship		(170,000)				(170,000)
10. Elimination of Sexual Harassment LMS		(50,000)				(50,000)
11. Reducing capacity pilot tools		(61,036)				(61,036)
12. Elimination of prof. development opportunities		(8,464)				(8,464)
13. Elimination of HR Services Improvement		(227,000)				(227,000)
SUBTOTAL	(619,997)	(516,500)				(1,136,497)
TOTAL						
	(611,683)	(576,500)				(1,188,183)

CITY OF PHILADELPHIA

FISCAL 2021 OPERATING BUDGET

**DEPARTMENTAL SUMMARY
PERSONAL SERVICES**

Department OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER	No. 65
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Line No.	Category	Fiscal 2019		Fiscal 2020			Fiscal 2021		Increase (Decrease) in Pos. (Col. 8 less 5)	Increase (Decrease) in Requirements (Col. 9 less 6)
		Actual Positions 6/30/19	Actual Obligations	Budgeted Positions	Estimated Obligations	Increment Run -PPE 11/24/19	Budgeted Positions	Department Request		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

A. Summary by Object Classification - All Funds

1	Lump Sum		38,065		26,000			48,206		22,206
2	Full Time	54	3,739,446	74	4,612,614	61	68	4,150,543	(6)	(462,071)
3	Bonus, Gross Adj.		13,099							
4	PT, Temp/Seas, Bd , SCG		127,500		200,521			30,963		(169,558)
5	Overtime		21,904		17,689			15,429		(2,260)
6	Holiday Overtime									
7	Shift/Stress		4							
8	H&L, IOD, LT-Sick		142							
9										
Total		54	3,940,160	74	4,856,824	61	68	4,245,141	(6)	(611,683)

B. Summary of Uniformed Personnel Included in Above - All Funds

1	Lump Sum									
2	Full Time - Uniform									
3	Bonus, Gross Adj.									
4	PT, Temp/Seas, Bd , SCG									
5	Overtime - Uniform									
6	Unused Uniform Leave									
7	Shift/Stress									
8	H&L, IOD, LT-Sick									
9										
Total										

C. Summary by Object Classification - General Fund

1	Lump Sum		38,065		26,000			48,206		22,206
2	Full Time	54	3,636,721	74	4,612,614	61	68	4,150,543	(6)	(462,071)
3	Bonus, Gross Adj.		12,759							
4	PT, Temp/Seas, Bd, SCG		122,190		200,521			30,963		(169,558)
5	Overtime		21,904		17,689			15,429		(2,260)
6	Holiday Overtime									
7	Shift/Stress		4							
8	H&L, IOD, LT-Sick		142							
9										
Total		54	3,831,785	74	4,856,824	61	68	4,245,141	(6)	(611,683)

D. Summary of Uniformed Personnel Included in Above - General Fund

1	Lump Sum									
2	Full Time - Uniform									
3	Bonus, Gross Adj.									
4	PT, Temp/Seas, Bd , SCG									
5	Overtime - Uniform									
6	Unused Uniform Leave									
7	Shift/Stress									
8	H&L, IOD, LT-Sick									
9										
Total										

CITY OF PHILADELPHIA		PROGRAM SUMMARY - ALL FUNDS				
FISCAL 2021 OPERATING BUDGET						
Department	No.	Program		No.		
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER	65	OFFICE OF ADMINISTRATIVE REVIEW		02		
Program Description						
OAR administers hearings where residents can dispute fines, bills, and violations issued by the City. This program includes the Tax Review Board, which is the agency to which taxpayers may appeal decisions made by the Department of Revenue concerning tax liability, Code Violations, appeals for On-Street Residential Parking for Disabled Persons and Red-Light Camera tickets. The Bureau of Administrative Adjudication (BAA) within OAR, administers hearings for parking ticket disputes. OAR also includes the Code Violation Unit (CVU), which annually processes and sends out notices for approximately 100,000 violations, such as sanitation and false alarm violations						
Program Objectives						
<ul style="list-style-type: none"> • Reduce the average number of days from receiving a hearing request via regular mail to making a disposition (decision by hearing officer). • Reduce the average number of days from receiving a hearing request online to making a disposition (decision by hearing officer). • Improve documentation of hearing decisions entered across all categories (in-person, online, mail, phone, other). 						
Performance Measures*						
Description	Fiscal 2019 Year-End	Fiscal 2020 Year-to-Date (Q1 + Q2)	Fiscal 2020 Target	Fiscal 2021 Target		
(1)	(2)	(3)	(4)	(5)		
Median time between petition filed date and hearing date (months)	4	5	4	4		
<u>Comments:</u> FY 21 assumes City reopened and fully operational (onsite/virtual)						
Median time between request for review and hearing for Code Violations/Red Light Camera Tickets (weeks)	4	4	5	5		
<u>Comments:</u> FY 21 assumes City reopened and fully operational (onsite/virtual)						
Median time between violation issued date and first notice for handwritten Code Violation Notices (CVNs) (weeks)	6	7	6	6		
<u>Comments:</u> FY 21 assumes City reopened and fully operational (onsite/virtual)						
Hearing decisions entered across all categories	127,799	36,268	130,000	130,000		
<u>Comments:</u> FY20 Q2 data cannot be generated due to the implementation of a new ticketing system at PPA in October of 2019. FY 21 assumes City reopened and fully operational (onsite/virtual)						
<u>Comments:</u>						
Summary by Fund						
Fund No.	Fund	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	GENERAL	3,345,514	3,629,961	3,666,167	3,614,481	(51,686)
Total		3,345,514	3,629,961	3,666,167	3,614,481	(51,686)
Summary of Full Time Positions by Fund						
Fund No.	Fund	Actual Positions 6/30/19	Fiscal 2020 Budgeted	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted	Inc. / (Dec.) (Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	GENERAL	37	43	39	43	
Total Full Time		37	43	39	43	

CITY OF PHILADELPHIA FISCAL 2021 OPERATING BUDGET	PROGRAM SUMMARY - ALL FUNDS (CONTINUED)
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Department	No.	Program	No.
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER	65	OFFICE OF ADMINISTRATIVE REVIEW	02

Selected Associated Non-Tax Revenues by Fund

Fund No.	Fund	Fiscal 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	GENERAL	9,756,813	10,320,000	7,620,000	10,320,000	2,700,000

Selected Associated Capital Projects

Dept. Where Appropriated	Description	Carry Forward	Fiscal 2020 Original Approp. (GO Only)	Fiscal 2020 Original Approp. (All Other Sources)	Fiscal 2021 Proposed Budget (GO Only)	Fiscal 2021 Proposed Bdgt (All Other Sources)
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Selected Associated Operating Costs

Dept. Where Appropriated	Description	Fiscal 2019 Calculated Obligations	Fiscal 2020 Calculated Appropriations	Fiscal 2020 Calculated Obligations	Fiscal 2021 Calculated Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Finance	Employee Benefits - Civilian	751,228	845,637	871,768	860,942	(10,826)
Finance	Employee Benefits - Uniform					

71-53E (Program Based Budgeting Version)

CITY OF PHILADELPHIA			PROGRAM SUMMARY			
FISCAL 2021 OPERATING BUDGET						
Department		No.	Program		No.	
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER		65	OFFICE OF ADMINISTRATIVE REVIEW		02	
Fund		No.				
GENERAL		01				
Summary by Class						
Class	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	1,923,027	2,148,247	2,184,453	2,192,767	8,314
b)	Employee Benefits					
200	Purchase of Services	1,416,461	1,474,049	1,474,049	1,414,049	(60,000)
300	Materials and Supplies	6,026	7,665	7,665	7,665	
400	Equipment					
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		3,345,514	3,629,961	3,666,167	3,614,481	(51,686)
Summary of Positions						
Code	Category	Actual Positions 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	37	43	39	43	
105	Full Time - Uniform					
Total		37	43	39	43	
Selected Associated Non-Tax Revenues by Type						
Description	Fiscal 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 Proposed Budget	Increase or (Decrease)	
	(2)	(3)	(4)	(5)	(6)	
Local (Non-Governmental)	9,756,813	10,320,000	7,620,000	10,320,000	2,700,000	
Federal						
State						
Other Governments						
Other Funds of the City						
Total	9,756,813	10,320,000	7,620,000	10,320,000	2,700,000	

71-53F (Program Based Budgeting Version)

CITY OF PHILADELPHIA
FISCAL 2021 OPERATING BUDGET

SCHEDULE 100
LIST OF POSITIONS
BY PROGRAM

Department				No.	Program				No.
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER				65	OFFICE OF ADMINISTRATIVE REVIEW				02
Fund				No.					
GENERAL				01					
Line No.	Class Code	Title	Salary Range	Fiscal 2019 Actual Pos. 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run -PPE 11/24/19	Fiscal 2021 Budgeted Positions	Annual Salary 7/1/20	Increase (Decrease) (Col. 8 less Col. 6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
<u>Office of Administrative Review</u>									
1	2L08	Admin Srvc Sup-Confidential	42,092 - 54,111	1	1				(1)
2	2L20	Administrative Officer	53,633 - 68,955			1	1	59,860	1
3	A439	Asst to CAO-Clerical Adm	42,571 - 49,227	2	2	1	2	91,798	
4	A432	Asst to the CAO-Hearing Ofc Sup	60,015			1	1	60,015	1
5	A433	Asst to the CAO-Hearing Offr	42,800	1	1	1	1	42,800	
6	A434	Asst to the CAO-Senior Hrg Off	50,704	1	1	1	1	50,704	
7	A442	Asst to the CAO	36,494 - 75,000	2	2	3	3	152,012	1
8	1A02	Office Clerk	30,944 - 33,043		3	1	2	62,581	(1)
9	1A03	Office Clerk 2	33,668 - 36,402	6	4	6	6	216,825	2
10	1A04	Clerk 3	39,793 - 43,420	3	1	3	3	127,703	2
11	1A11	Clerk Typist 1	30,043 - 32,081	1					
12	1A12	Clerk Typist 2	32,688 - 35,342	1	3				(3)
13	1A21	Clerical Sup 1	37,422 - 40,725	1		1	1	42,350	1
14	1A22	Clerical Sup 2	41,930 - 45,869		1				(1)
15	1D41	Data Services Support Clerk	36,340 - 39,498			1	1	36,340	1
16	2L18	Executive Assistant	68,047 - 87,491	1	1	1	1	91,306	
17	E700	Executive Director	133,000	1	1	1	1	133,000	
18	1A37	Service Representative	36,340 - 39,498	1	1	1	1	38,456	
		SUBTOTAL		22	22	23	25	1,205,750	3
<u>Bureau of Admin. Adjudication</u>									
19	A114	Adjudication Legal Analyst	54,227	1	1	1	1	54,227	
20	A431	Asst to the CAO-Admin Asst	32,000		1				(1)
21	A432	Asst to the CAO-Hearing Ofc Sup	60,015	2	2	2	2	120,030	
22	A433	Asst to the CAO-Hearing Offr	39,359	4	5	6	5	196,795	
23	A434	Asst to the CAO-Senior Hrg Off	50,704	4	9	4	4	202,816	(5)
24	A438	Asst to the CAO-Admin Se	35,020	1		1	1	35,020	1
25	A441	Assistant CAO	39,359 - 82,282	1	1				(1)
26	B103	BAA Deputy Director	110,000	1	1	1	1	110,000	
27	E775	Executive Hearing Examiner	53,862				3	161,586	3
28	P070	Parking Enforcement QA Analyst	54,227	1	1	1	1	54,227	
		SUBTOTAL		15	21	16	18	934,701	(3)
		TOTAL		37	43	39	43	2,140,451	

CITY OF PHILADELPHIA FISCAL 2021 OPERATING BUDGET					SCHEDULE 100 LIST OF POSITIONS BY PROGRAM					
Department OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER			No. 65	Program OFFICE OF ADMINISTRATIVE REVIEW			No. 02			
Fund GENERAL			No. 01							
Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)	
1		FULL TIME-CIVILIAN		37	43	39	43	2,140,451		
2		LUMP SUM						48,206		
3		PART TIME						963		
4		OVERTIME-CIVILIAN						14,763		
5		BOARD						30,000		
6		SALARY REDUCTIONS						(31,616)		
Total Gross Requirements				37	43	39	43	2,202,767		
Plus: Earned Increment								8,510		
Plus: Longevity								99		
Less: (Vacancy Allowance)								(18,609)		
Total Budget Request								2,192,767		
Summary of Personal Services										
Line No. (1)	Category (2)	Fiscal 2019		Fiscal 2020			Fiscal 2021		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/19 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/24/19 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum		340					48,206	48,206	
2	Full Time - Civilian	37	1,831,369	43	2,125,227	39	43	2,098,835	(26,392)	
3	Full Time - Uniform									
4	Bonus, Gross Adj.		8,017							
5	PT, Temp/Seas, Bd, SCG		64,905		42,203			30,963	(11,240)	
6	Overtime - Civilian		18,250		17,023			14,763	(2,260)	
7	Overtime - Uniform									
8	Unused Uniform Leave									
9	Shift/Stress		4							
10	H&L, IOD, LT-Sick									
11	Board									
12	Sick		142							
Total		37	1,923,027	43	2,184,453	39	43	2,192,767	8,314	

CITY OF PHILADELPHIA

FISCAL 2021 OPERATING BUDGET

SCHEDULE 200
PURCHASE OF SERVICES
BY PROGRAM

Department		No.	Program		No.	
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER		65	OFFICE OF ADMINISTRATIVE REVIEW		02	
Fund		No.				
GENERAL		01				
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Departmental Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Schedule 200 - Purchase of Services						
201	Cleaning & Laundering					
202	Janitorial Services					
205	Refuse, Garbage, Silt and Sludge Removal					
209	Telephone & Communication					
210	Postal Services		50	50	50	
211	Transportation		700	350	350	
215	Licenses, Permits & Inspection Charges					
216	Commercial off the Shelf Software Licenses					
220	Electric Current					
221	Gas Services					
222	Steam for Heating					
230	Meals (non-travel) & Official Entertaining					
231	Overtime Meals					
240	Advertising & Promotional Activities					
250	Professional Services	69,080	60,000	60,000		(60,000)
251	Professional Svcs. - Information Technology	1,331,529	1,398,000	1,398,000	1,398,000	
252	Accounting & Auditing Services					
253	Legal Services					
254	Mental Health & Intellectual Disability Services					
255	Dues	333		228	228	
256	Seminar & Training Sessions		500			
257	Architectural & Engineering Services					
258	Court Reporters	14,345	12,310	12,310	12,310	
259	Arbitration Fees					
260	Repair & Maintenance Charges		1,565	1,359	1,359	
261	Repaving, Repairing & Resurfacing Streets					
262	Demolition of Buildings					
264	Abatement of Nuisances					
265	Rehabilitation of Property					
266	Maint. & Support - Comp. Hardware & Software	1,174	924	1,752	1,752	
275	Juror Fees					
276	Juror Expenses					
277	Witness Fees					
280	Insurance & Official Bonds					
282	Lease Purchase - Computer Systems					
283	Lease Purchase - Vehicles					
284	Ground & Building Rental					
285	Rents - Other					
286	Rental of Parking Spaces					
290	Payments for Care of Individuals					
295	Imprest Advances					
298	Payments for Burials & Graves					
299	Other Expenses (not otherwise classified)					
Total		1,416,461	1,474,049	1,474,049	1,414,049	(60,000)

CITY OF PHILADELPHIA		SCHEDULE 300 - 400				
FISCAL 2021 OPERATING BUDGET		MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM				
Department		No.	Program		No.	
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER		65	OFFICE OF ADMINISTRATIVE REVIEW		02	
Fund		No.				
GENERAL		01				
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Departmental Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Schedule 300 - Materials & Supplies						
301	Agricultural & Botanical					
302	Animal, Livestock & Marine					
303	Bakeshop, Dining Room & Kitchen					
304	Books & Other Publications	125	450	450	450	
305	Building & Construction					
306	Library Materials					
307	Chemicals & Gases					
308	Dry Goods, Notions & Wearing Apparel					
309	Cordage & Fibers					
310	Electrical & Communication					
311	General Equipment & Machinery					
312	Fire Fighting & Safety					
313	Food					
314	Fuel - Heating & Cooling					
316	General Hardware & Minor Tools					
317	Hospital & Laboratory					
318	Janitorial, Laundry & Household					
320	Office Materials & Supplies	5,901	6,465	6,465	6,465	
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists					
325	Printing		750	750	750	
326	Recreational & Educational					
328	Vehicle Parts & Accessories					
335	Lubricants					
340	#2 Diesel Fuel					
341	Compressed Natural Gas (CNG)					
342	Liquid Propane Gas (LPG)					
345	Gasoline					
399	Other Materials & Supplies (not otherwise classified)					
	Total	6,026	7,665	7,665	7,665	
Schedule 400 - Equipment						
405	Construction, Dredging & Conveying					
410	Electrical, Lighting & Communications					
411	General Equipment & Machinery					
412	Fire Fighting & Emergency					
417	Hospital & Laboratory					
420	Office Equipment					
423	Plumbing, AC & Space Heating					
424	Precision, Photographic & Artists					
426	Recreational & Educational					
427	Computer Equipment & Peripherals					
428	Vehicles					
430	Furniture & Furnishings					
499	Other Equipment (not otherwise classified)					
	Total					

CITY OF PHILADELPHIA
FISCAL 2021 OPERATING BUDGET

SUPPORTING DETAIL:
PROFESSIONAL SERVICES AND
CARE OF INDIVIDUALS, BY PROGRAM

Department OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER	No. 65	Program OFFICE OF ADMINISTRATIVE REVIEW	No. 02
Fund GENERAL	No. 01		

Class (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriation (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	1,414,954	1,470,310	1,470,310	1,410,310	(60,000)
290	Payments for Care of Individuals					

Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	Dominic Cermele	9,080				Hearing Master
250	John O'Conner	31,000	20,000	25,000		Hearing Master
250	Margaret M. Fenerty, Esq.	20,000	20,000	17,500		Hearing Master
250	Patricia Coacher	9,000	20,000	17,500		Hearing Master
	TOTAL 250	69,080	60,000	60,000		
251	Conduent State and Local Solutions	1,331,529	1,398,000	1,398,000	1,398,000	Sweep and Alarm Fee Systems
	TOTAL 251	1,331,529	1,398,000	1,398,000	1,398,000	
258	Precision Reporting Incorporated	14,345	12,310	12,310	12,310	Court Reporter
	TOTAL 258	14,345	12,310	12,310	12,310	

FISCAL 2021 OPERATING BUDGET		PROGRAM SUMMARY - ALL FUNDS				
Department		No.	Program		No.	
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER		65	STRATEGIC DIRECTION & TRANSFORMATION		04	
Program Description						
a) Administration: Provides oversight for CAO divisions and departments and leads projects focused on process and policy improvement, service design, innovation, and transformation. b) Human Resource and Talent (HR&T): Supports City departments through talent management, professional development, and process and policy improvement. c) Contracts Unit (CU): Provides guidance to departments and applicants/contractors to ensure compliance with City contracting laws and regulations. d) Service Design Studio (the Studio) (formerly the Office of Open Data and Digital Transformation or ODDT): In collaboration with departments, utilize participatory service design processes to make City services more inclusive, equitable, and accessible.						
Program Objectives						
<ul style="list-style-type: none"> Administration: Develop a strategic plan that leverages the assets of the CAO cluster to lead and support key enterprise projects and policy initiatives, including OPAL, and various Customer Service improvement projects. HR&T: Continue to drive a high-performance HR culture and promote racial equity and inclusion in City hiring. CU: Focus on Local Business Procurement Initiative implementation and an increased focus on education, outreach, and preventative compliance so contractors/applicants can more easily do business with the City and comply with City contracting laws and regulations. The Studio: Focus on service design consulting, capacity building, and evaluation to support key Mayoral initiatives. 						
Performance Measures*						
Description	Fiscal 2019 Year-End	Fiscal 2020 Year-to-Date (Q1 + Q2)	Fiscal 2020 Target	Fiscal 2021 Target		
(1)	(2)	(3)	(4)	(5)		
Average professional services contract conformance time (days)	81	84	85	80		
<u>Comments:</u> Each year, in Q2, there is an uptick in this measure due to an increase in the volume of contracts processed. FY 21 assumes City reopened and fully operational (onsite/virtual)						
Time to hire new employees (days)	110	100	100	90		
<u>Comments:</u> The FY19 Actual only includes data from the median time to hire from January 2019 to June 2019. FY 21 assumes City reopened and fully operational (onsite/virtual)						
Percentage of exempt new hires onboarded	70%	69%	75%	75%		
<u>Comments:</u> The FY19 Actual is only an estimate, as CAO does not have a full year of data from FY19. FY 21 assumes City reopened and fully operational (onsite/virtual)						
<u>Comments:</u>						
Summary by Fund						
Fund No.	Fund	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	GENERAL	2,650,908	3,808,304	3,844,371	2,707,874	(1,136,497)
08	GRANTS REVENUE	108,375				
	Total	2,759,283	3,808,304	3,844,371	2,707,874	(1,136,497)
Summary of Full Time Positions by Fund						
Fund No.	Fund	Actual Positions 6/30/19	Fiscal 2020 Budgeted	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted	Inc. / (Dec.) (Col. 6 less 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
01	GENERAL	17	31	22	25	(6)
08	GRANTS REVENUE					
	Total Full Time	17	31	22	25	(6)

CITY OF PHILADELPHIA

FISCAL 2021 OPERATING BUDGET

**PROGRAM SUMMARY - ALL FUNDS
(CONTINUED)**

Department OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER	No. 65	Program STRATEGIC DIRECTION & TRANSFORMATION	No. 04
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Selected Associated Non-Tax Revenues by Fund

Fund No. (1)	Fund (2)	Fiscal 2019 Actual Revenues (3)	Fiscal 2020 Original Budget (4)	Fiscal 2020 Estimate (5)	Fiscal 2021 Proposed Budget (6)	Increase or (Decrease) (7)
08	GRANTS REVENUE	108,375				

Selected Associated Capital Projects

Dept. Where Appropriated (1)	Description (2)	Carry Forward (3)	Fiscal 2020 Original Approp. (GO Only) (4)	Fiscal 2020 Original Approp. (All Other Sources) (5)	Fiscal 2021 Proposed Budget (GO Only) (6)	Fiscal 2021 Proposed Bdgt (All Other Sources) (7)

Selected Associated Operating Costs

Dept. Where Appropriated (1)	Description (2)	Fiscal 2019 Calculated Obligations (3)	Fiscal 2020 Calculated Appropriations (4)	Fiscal 2020 Calculated Obligations (5)	Fiscal 2021 Calculated Budget (6)	Increase or (Decrease) (7)
Finance	Employee Benefits - Civilian	740,555	1,063,369	1,020,326	841,611	(178,716)
Finance	Employee Benefits - Uniform					

CITY OF PHILADELPHIA

PROGRAM SUMMARY

FISCAL 2021 OPERATING BUDGET

Department	No.	Program	No.
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER	65	STRATEGIC DIRECTION & TRANSFORMATION	04
Fund	No.		
GENERAL	01		

Summary by Class

Class	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	1,908,758	2,636,304	2,672,371	2,052,374	(619,997)
b)	Employee Benefits					
200	Purchase of Services	735,446	1,153,000	1,153,000	636,500	(516,500)
300	Materials and Supplies	4,206	11,000	11,000	11,000	
400	Equipment	2,498	8,000	8,000	8,000	
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		2,650,908	3,808,304	3,844,371	2,707,874	(1,136,497)

Summary of Positions

Code	Category	Actual Positions 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian	17	31	22	25	(6)
105	Full Time - Uniform					
Total		17	31	22	25	(6)

Selected Associated Non-Tax Revenues by Type

Description	Fiscal 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)
Local (Non-Governmental)					
Federal					
State					
Other Governments					
Other Funds of the City					
Total					

CITY OF PHILADELPHIA
FISCAL 2021 OPERATING BUDGET

SCHEDULE 100
LIST OF POSITIONS
BY PROGRAM

Department				No.	Program				No.
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER				65	STRATEGIC DIRECTION & TRANSFORMATION				04
Fund				No.					
GENERAL				01					
Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Increase (Decrease) (Col. 8 less Col. 6) (10)
<u>SD&T Executive/Administrative</u>									
1	A441	Assistant Chief Administrative Officer	52,500 - 90,000		1	3	5	329,000	4
2	A398	Assistant Managing Director 2	103,000		1				(1)
3	C144	Chief Administrative Officer	180,250	1	1	1	1	180,250	
4	C157	Chief of Staff	115,000	1	1	1	1	115,000	
5	D166	Deputy Chief Admin Officer	127,000-154,500	2	1	2	2	281,500	1
6	E695	Executive Assistant	60,000	1	1	1	1	60,000	
		SUBTOTAL		5	6	8	10	965,750	4
<u>Human Resources & Talent</u>									
7	A441	Assistant Chief Administrative Officer	61,800 - 75,000	3	4	1	3	198,600	(1)
8	D405	Deputy Director of Talent Management	109,000	1	1	1	1	109,000	
9	S324	Senior Talent Acquisition Manger	82,500			1	1	82,500	1
		SUBTOTAL		4	5	3	5	390,100	
<u>Contracts Unit</u>									
10	A441	Assistant Chief Administrative Officer	74,624	1	1	1	1	74,624	
11	D166	Deputy Chief Admin Officer	123,000	1	1	1	1	123,000	
		SUBTOTAL		2	2	2	2	197,624	
<u>Service Design Studio</u>									
12	A441	Assistant Chief Administrative Officer	72,500 - 90,000		4				(4)
13	A901	Associate Solution Architect	85,000		1				(1)
14	C402	Comms & Creative Specialist	77,446	1	1	1			(1)
15	C451	Content Technical Writer	60,000	1	2		1	60,000	(1)
16	D166	Deputy Chief Admin Officer	123,600		1				(1)
17	D761	Director of Strategic Design	142,000			1	1	142,000	1
18	P588	Project Manager	75,000	2	2	1			(2)
19	S260	Senior Software Engineer	85,000	1	1	1			(1)
20	S340	Service Designer	70,000 - 90,000	1	1	1	5	420,000	4
21	TBD	User Experience Designer	78,000		1		1	78,000	
22	W160	Web Content Manager	51,500 - 95,480		4	4			(4)
23	A441	Assistant Chief Administrative Officer	75,000						
		SUBTOTAL		6	18	9	8	700,000	(10)
		TOTAL		17	31	22	25	2,253,474	(6)

CITY OF PHILADELPHIA FISCAL 2021 OPERATING BUDGET					SCHEDULE 100 LIST OF POSITIONS BY PROGRAM					
Department OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER			No. 65	Program STRATEGIC DIRECTION & TRANSFORMATION			No. 04			
Fund GENERAL			No. 01							
Line No. (1)	Class Code (2)	Title (3)	Salary Range (in dollars) (4)	Fiscal 2019 Actual Pos. 6/30/19 (5)	Fiscal 2020 Budgeted Positions (6)	Increment Run -PPE 11/24/19 (7)	Fiscal 2021 Budgeted Positions (8)	Annual Salary 7/1/20 (9)	Inc. (Dec.) (Col. 8 less Col. 6) (10)	
1		FULL TIME-CIVILIAN		17	31	22	25	2,253,474	(6)	
2		PT, TEMP/SEAS, BD, SCG								
3		OVERTIME-CIVILIAN						666		
4		SALARY REDUCTIONS						(31,616)		
Total Gross Requirements				17	31	22	25	2,222,524	(6)	
Plus: Earned Increment										
Plus: Longevity										
Less: (Vacancy Allowance)									(170,150)	
Total Budget Request									2,052,374	
Summary of Personal Services										
Line No. (1)	Category (2)	Fiscal 2019		Fiscal 2020			Fiscal 2021		Inc. / (Dec.) in Require. (Col. 9 less Col. 6) (10)	Inc. / (Dec.) in Bud. Pos. (Col. 8 less Col. 5) (11)
		Actual Positions 6/30/19 (3)	Actual Obligations (4)	Budgeted Positions (5)	Estimated Obligations (6)	Increment Run -PPE 11/24/19 (7)	Budgeted Positions (8)	Department Request (9)		
1	Lump Sum		37,725		26,000				(26,000)	
2	Full Time - Civilian	17	1,805,352	31	2,487,387	22	25	2,051,708	(435,679)	(6)
3	Full Time - Uniform									
4	Bonus, Gross Adj.		4,742							
5	PT, Temp/Seas, Bd, SCG		57,285		158,318				(158,318)	
6	Overtime - Civilian		3,654		666			666		
7	Overtime - Uniform									
8	Unused Uniform Leave									
9	Shift/Stress									
10	H&L, IOD, LT-Sick									
11	Board									
12	Sick									
Total		17	1,908,758	31	2,672,371	22	25	2,052,374	(619,997)	(6)

CITY OF PHILADELPHIA			SCHEDULE 200			
FISCAL 2021 OPERATING BUDGET			PURCHASE OF SERVICES BY PROGRAM			
Department		No.	Program		No.	
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER		65	STRATEGIC DIRECTION & TRANSFORMATION		04	
Fund		No.				
GENERAL		01				
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Departmental Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Schedule 200 - Purchase of Services						
201	Cleaning & Laundering					
202	Janitorial Services					
205	Refuse, Garbage, Silt and Sludge Removal					
209	Telephone & Communication	60				
210	Postal Services	87				
211	Transportation	1,156	8,000	8,000	8,000	
215	Licenses, Permits & Inspection Charges					
216	Commercial off the Shelf Software Licenses	204,492	173,750	173,750	173,750	
220	Electric Current					
221	Gas Services					
222	Steam for Heating					
230	Meals (non-travel) & Official Entertaining	4,763				
231	Overtime Meals					
240	Advertising & Promotional Activities					
250	Professional Services	489,228	903,860	903,860	406,396	(497,464)
251	Professional Svcs. - Information Technology	7,216	47,812	47,812	28,776	(19,036)
252	Accounting & Auditing Services					
253	Legal Services					
254	Mental Health & Intellectual Disability Services					
255	Dues	1,964				
256	Seminar & Training Sessions	9,564	4,563	4,563	4,563	
257	Architectural & Engineering Services					
258	Court Reporters					
259	Arbitration Fees					
260	Repair & Maintenance Charges	2,074	1,938	1,938	1,938	
261	Repaving, Repairing & Resurfacing Streets					
262	Demolition of Buildings					
264	Abatement of Nuisances					
265	Rehabilitation of Property					
266	Maint. & Support - Comp. Hardware & Software	9,875	713	6,845	6,845	
275	Juror Fees					
276	Juror Expenses					
277	Witness Fees					
280	Insurance & Official Bonds					
282	Lease Purchase - Computer Systems					
283	Lease Purchase - Vehicles					
284	Ground & Building Rental					
285	Rents - Other	4,717	12,364	6,232	6,232	
286	Rental of Parking Spaces					
290	Payments for Care of Individuals					
295	Imprest Advances					
298	Payments for Burials & Graves					
299	Other Expenses (not otherwise classified)	250				
Total		735,446	1,153,000	1,153,000	636,500	(516,500)

CITY OF PHILADELPHIA FISCAL 2021 OPERATING BUDGET			SCHEDULE 300 - 400 MATERIALS, SUPPLIES & EQUIPMENT BY PROGRAM			
Department		No.	Program		No.	
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER		65	STRATEGIC DIRECTION & TRANSFORMATION		04	
Fund		No.				
GENERAL		01				
Code	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Departmental Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Schedule 300 - Materials & Supplies						
301	Agricultural & Botanical					
302	Animal, Livestock & Marine					
303	Bakeshop, Dining Room & Kitchen					
304	Books & Other Publications	20	116	116	116	
305	Building & Construction					
306	Library Materials					
307	Chemicals & Gases					
308	Dry Goods, Notions & Wearing Apparel					
309	Cordage & Fibers					
310	Electrical & Communication					
311	General Equipment & Machinery					
312	Fire Fighting & Safety					
313	Food					
314	Fuel - Heating & Cooling					
316	General Hardware & Minor Tools					
317	Hospital & Laboratory					
318	Janitorial, Laundry & Household	19				
320	Office Materials & Supplies	3,161	10,590	10,590	10,590	
322	Small Power Tools & Hand Tools					
323	Plumbing, AC & Space Heating					
324	Precision, Photographic & Artists					
325	Printing	1,006	294	294	294	
326	Recreational & Educational					
328	Vehicle Parts & Accessories					
335	Lubricants					
340	#2 Diesel Fuel					
341	Compressed Natural Gas (CNG)					
342	Liquid Propane Gas (LPG)					
345	Gasoline					
399	Other Materials & Supplies (not otherwise classified)					
	Total	4,206	11,000	11,000	11,000	
Schedule 400 - Equipment						
405	Construction, Dredging & Conveying					
410	Electrical, Lighting & Communications					
411	General Equipment & Machinery					
412	Fire Fighting & Emergency					
417	Hospital & Laboratory					
420	Office Equipment		8,000	7,680	7,680	
423	Plumbing, AC & Space Heating					
424	Precision, Photographic & Artists					
426	Recreational & Educational					
427	Computer Equipment & Peripherals	450				
428	Vehicles					
430	Furniture & Furnishings	2,048		320	320	
499	Other Equipment (not otherwise classified)					
	Total	2,498	8,000	8,000	8,000	

CITY OF PHILADELPHIA
FISCAL 2021 OPERATING BUDGET

SUPPORTING DETAIL:
PROFESSIONAL SERVICES AND
CARE OF INDIVIDUALS, BY PROGRAM

Department		No.	Program		No.	
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER		65	STRATEGIC DIRECTION & TRANSFORMATION		04	
Fund		No.				
GENERAL		01				
Class (1)	Description (2)	Fiscal 2019 Actual Obligations (3)	Fiscal 2020 Original Appropriation (4)	Fiscal 2020 Estimated Obligations (5)	Fiscal 2021 Department Request (6)	Increase or (Decrease) (7)
250s	Professional Services (250-254, 257-259)	496,444	951,672	951,672	435,172	(516,500)
290	Payments for Care of Individuals					
Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
250	ABSO	1,490	6,732	6,732	5,581	Background checks
250	ASL Interpretation	815	815	815	815	Interpretation for Career Fair
250	At Media LLC	34,000				Market & Research
250	Career Concepts, Inc.	100,000	50,000	50,000		Anti-Sexual Harassment Training
250	Clark Hill PLC	52,500	353,849	353,849		HR Services Improvement
250	Deloitte Consulting LLP		32,000	32,000		Infrastructure services
250	Drexel University	54,731	142,000	142,000		Leading for Change Fellowships
250	Fund For Philadelphia	1,000				Career empowerment summer vista
250	Govlist, Inc	10,400	10,000	10,000		RFP Tool
250	Jackson Lewis	34,000				Train the Trainer Services
250	Philadelphia Occupational Health, P.C.	200,000	200,000	200,000	300,000	Medical Eval. Unit Augmentation
250	Superior Moving	292				Moving Services
250	TBD		8,464	8,464		Professional development
250	TBD		100,000	100,000	100,000	Discover Benefits & Prompt Pay
	TOTAL 250	489,228	903,860	903,860	406,396	
251	Gather Content		792	792	792	Manage website content transition
251	IPMA		10,000	10,000	10,000	Employee Engagement Survey
251	JotForm		134	134	134	Form builder
251	Radgov, Inc.	198				IT Staff Aug. for Parking Amnesty
251	Screaming Frog		150	150	150	Tool to audit all URLs on phila.gov
251	Shutterstock		229	229	229	Stock photos for web and print
251	Smart Information Management Systems Inc	6,682				Staff Aug. for Parking Amnesty
251	StatusCake		245	245	245	Uptime monitors that send alerts
251	Survey Monkey	336	336	336	336	On-line Survey Subscription
251	TBD		14,390	14,390	14,390	Software purchases
251	TBD		19,036	19,036		Electronic efficiency software
251	TBD		2,500	2,500	2,500	HRT, admin
	TOTAL 251	7,216	47,812	47,812	28,776	

CITY OF PHILADELPHIA
FISCAL 2021 OPERATING BUDGET

SUPPORTING DETAIL:
CLASSES OTHER THAN
250s AND 290, BY PROGRAM

Department OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER	No. 65	Program STRATEGIC DIRECTION & TRANSFORMATION	No. 04
Fund GENERAL	No. 01		

Minor Object Code	Name of Contractor or Provider	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriation	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Describe purpose or scope of service provided. Include, if applicable, unit cost of service.
216	Career Soft LLC	1,775				Software subscriptions
216	CDW Government, Inc	2,375		95,900	95,900	SMS Software subscription, licenses
216	Dell Marketing		103,750	7,850	7,850	SMS Software subscription, licenses
216	Gather Content Limited	1,990				Software subscriptions
216	Hashicorp, Inc	4,320				Terraform subscription
216	Insight Public Sector, Inc	115,406				SMS Software subscription, licenses
216	J. Adamson	210				Software subscriptions
216	L. Dragoman	1,279				Software subscriptions
216	Latpro, Inc	8,000				Software subscriptions
216	Linkedin Corporation	36,110				Linkedin content subscription
216	S. Hall	60				Software subscription
216	SHI International Corp	29,521				SMS Software subscription, licenses
216	Tim Wisniewski	3,446				Software subscriptions
216	TBD		70,000	70,000	70,000	Discover Benefits & Prompt Pay prjs
	TOTAL 216	204,492	173,750	173,750	173,750	

CITY OF PHILADELPHIA

PROGRAM SUMMARY

FISCAL 2021 OPERATING BUDGET

Department	No.	Program	No.
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER	65	STRATEGIC DIRECTION & TRANSFORMATION	04
Fund	No.		
GRANTS REVENUE	08		

Summary by Class

Class	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Employee Compensation					
a)	Personal Services	108,375				
b)	Employee Benefits					
200	Purchase of Services					
300	Materials and Supplies					
400	Equipment					
500	Contributions, Indemnities and Taxes					
700	Debt Service					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		108,375				

Summary of Positions

Code	Category	Actual Positions 6/30/19	Fiscal 2020 Budgeted Positions	Increment Run PPE 11/24/19	Fiscal 2021 Budgeted Positions	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian					
105	Full Time - Uniform					
Total						

Selected Associated Non-Tax Revenues by Type

Description	Fiscal 2019 Actual Revenues	Fiscal 2020 Original Budget	Fiscal 2020 Estimate	Fiscal 2021 Proposed Budget	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)
Local (Non-Governmental)	108,375				
Federal					
State					
Other Governments					
Other Funds of the City					
Total	108,375				

CITY OF PHILADELPHIA			GRANT INFORMATION SUMMARY WITHIN PROGRAM			
FISCAL 2021 OPERATING BUDGET						
Department		No.	Program		No.	
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER		65	STRATEGIC DIRECTION & TRANSFORMATION		04	
Fund		No.				
GRANTS REVNUe		08				
<i>Funding Sources</i>		Grant Title		Grant Number	Index Code	
<i>Federal</i>		KNIGHT FOUNDATION GRANT		G65L01	650008	
<i>State</i>		Award Period		Type of Grant		
<i>Other Govt.</i>		6/1/16 - 12/31/18		ADVANCE		
X	<i>Local (Non-Govt.)</i>	Grant Objective				
<p>The Knight Cities Challenge grant is to improve the City's service delivery to residents using social and service design methods. The goal of PHL Participatory Design Lab Project is to find ways that will improve the experiences of the public when interacting with a particular City Department. The team will work with residents and City staff involved with the service to understand their successes and challenges in experiencing the service. Improvements will be designed, tested, and refined to ensure effectiveness.</p>						
Summary by Class						
Class	Description	Fiscal 2019 Actual Obligations	Fiscal 2020 Original Appropriations	Fiscal 2020 Estimated Obligations	Fiscal 2021 Department Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100 a)	Personal Services	108,375				
100 b)	Employee Benefits - Total					
	Class 186 - Flex Cash Pmts.					
	Class 187 - Worker's Comp. - Disability					
	Class 188 - Worker's Comp. - Medical					
	Class 189 - Medicare Tax					
	Class 190 - Pension Obligation Bonds					
	Class 191 - Pension Contributions					
	Class 192 - FICA					
	Class 193 - Health / Medical					
	Class 194 - Group Life					
	Class 195 - Group Legal					
	Class 198 - Municipal Plan 10 - City Match					
200	Purchase of Services					
300	Materials and Supplies					
400	Equipment					
500	Contributions, Indemnities and Taxes					
800	Payments to Other Funds					
900	Advances and Misc. Payments					
Total		108,375				
Summary by Funding Source						
Code	Category	Fiscal 2019 Actual Revenue	Fiscal 2020 Original Budget	Fiscal 2020 Estimated Revenue	Fiscal 2021 Department Request	Increase or (Decrease)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
100	Federal					
200	State					
300	Other Governments					
400	Local (Non-Governmental)	108,375				
Total		108,375				
Summary of Positions						
Code	Category	Actual Pos. 6/30/19	Fiscal 2020 Budgeted Pos.	Incr. Run PPE 11/24/19	Fiscal 2021 Budgeted Pos.	Inc. / (Dec.) (Col. 6 less Col. 4)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
101	Full Time - Civilian					
105	Full Time - Uniform					
Total						

CITY OF PHILADELPHIA
2021 - 2025 FIVE YEAR PLAN

FIVE YEAR PLAN
DEPARTMENTAL POSITION LEVELS
BY PROGRAM

Department								No.
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER								65
Fund No.	Fund	Prgm. No.	Program Name	Fiscal Year 2021 No. of Full Time Positions	Fiscal Year 2022 No. of Full Time Positions	Fiscal Year 2023 No. of Full Time Positions	Fiscal Year 2024 No. of Full Time Positions	Fiscal Year 2025 No. of Full Time Positions
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
01	General							
		02	OAR	43	43	43	43	43
		04	SD&T	25	24	27	27	27
Total General Fund				68	67	70	70	70
02	Water							
Total Water Fund								
09	Aviation							
Total Aviation Fund								

CITY OF PHILADELPHIA

POTENTIAL CONTINGENCIES

FISCAL 2021 OPERATING BUDGET

Department	No.	Program	No.	Fund	No.
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER	65	DEPARTMENTAL		GENERAL	01

Item Number	Description of Contingency	Class	Total Amount of Contingency
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