

BOARD OF SOCIAL WORK BUDGET OVERVIEW

HOW IS THE BOARD FUNDED?

- The Board is entirely fee supported by:
 - Application, license and renewal fees, continuing education provider fees
- The Board receives no general fund, or tax dollars.
- All fees collected must be deposited in the State Government Special Revenue Fund (SGSRF).
- Fees collected must cover all Board expenses, including both “direct” and “indirect” expenses.

WHAT IS THE BOARD’S BUDGETING PROCESS?

- State agencies have a two year (biennial) budget period, including two separate fiscal years:
 - July 1 in odd-numbered years to June 30 in even-numbered years
- State agencies develop budget proposals in fall of every other even-numbered year.
- Board budget proposal must be reviewed and approved by the Board Finance Committee and Board and submitted to:
 - Minnesota Management Budget for review and approval
 - Governor’s Office for review and approval
 - Both Legislative House and Senate for review, public hearings, and approval
- Legislature approves a biennial budget “appropriation” which sets a cap on funds the agency can spend for operational, or day-to-day expenses.
- Any unspent revenue is deposited in the Board SGSRF to fund all indirect expenses and serve as a reserve.
- Legislature and state law recommends one-year’s operating balance in reserve before fees are reduced.

WHAT ARE THE BOARD’S EXPENSES?

- “Direct expenses” are funded through the Legislative appropriation and include day-to-day expenses for staff salaries, rent, communications, supplies, board per diems, IT services, business travel.
- “Indirect expenses” are funded through the SGSRF reserve and include payments to other state agencies for services, including the Attorney General’s Office for required legal fees, the Board’s largest indirect expense, and the Health Professional Services Program (HPSP), a diversion program for impaired licensees.