

# **State of Alaska FY2008 Governor's Operating Budget**

## **Department of Labor and Workforce Development Office of Citizenship Assistance Component Budget Summary**

## Component: Office of Citizenship Assistance

### Contribution to Department's Mission

The Office of Citizenship Assistance contributes to the department's mission by providing job related services to legally resident immigrants in Alaska.

### Core Services

Assist legally resident immigrants who have relocated to Alaska to navigate government agencies on their path to full and meaningful employment.

Provide computer resources for access to US Citizenship and Immigration forms and information, job searches and resume preparation.

Provide citizenship and job search related translator services when possible and provide information regarding the availability of English as a Second Language and Citizenship Test classes.

Develop recommendations on how the department can improve employment opportunities for legal immigrants who are residents of Alaska.

### FY2008 Resources Allocated to Achieve Results

**FY2008 Component Budget: \$167,900**

#### Personnel:

Full time	1
Part time	0
<b>Total</b>	<b>1</b>

### Key Component Challenges

Legislative funding for the Office continues to be below the level necessary to fully fund operations.

Legal aliens who are in various stages of immigration have a variety of barriers to employment. The barriers are fluid due to changes in the immigrants' lives and to shifts in federal and state laws. Keeping abreast of the changes is crucial to understanding the situation of legal immigrants. Having an agency to go to for assistance is especially important to help them become employed and productive members of society.

### Significant Changes in Results to be Delivered in FY2008

As part of the FY07 budget the legislature provided funding for the Office to contract with the Employment Security Division for a position to provide services in Kodiak, however the position could not be filled until after the start of the fiscal year. FY08 will be the first full year for the position to provide services in Kodiak.

### Major Component Accomplishments in 2006

The Office of Citizenship Assistance assisted 32 new clients who needed extensive assistance, 9 clients whose cases are complicated and were carried over from 2005, and 8 clients who were referred through the governor's office. In addition, the Office has received more than 400 telephone and email inquiries and 30 requests for forms. With all of this nearly 500 legal immigrants received help through this office.

The Office helps legal immigrants access additional resources such as Citizenship and English-as-a-Second Language classes, pro-bono attorney services and referrals for job services.

In 2006 a bilingual brochure and flyer were mailed statewide to agencies and business that may have contact with immigrants. Also, an ad was placed in the Anchorage, Fairbanks, and Juneau newspapers advertising the services of the Office.

This Office participated in a teleconference with Alfonso Aguilar, Chief, US Office of Citizenship to discuss ways to help immigrants integrate into United States society.

## **Statutory and Regulatory Authority**

Chapter 167, SLA 2004 (HB 379)

Contact Information
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# Office of Citizenship Assistance Component Financial Summary

*All dollars shown in thousands*

	FY2006 Actuals	FY2007 Management Plan	FY2008 Governor
<b>Non-Formula Program:</b>			
<b>Component Expenditures:</b>			
71000 Personal Services	83.0	89.2	101.7
72000 Travel	1.6	0.0	0.0
73000 Services	12.6	62.7	62.7
74000 Commodities	0.1	3.5	3.5
75000 Capital Outlay	0.0	0.0	0.0
77000 Grants, Benefits	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
<b>Expenditure Totals</b>	<b>97.3</b>	<b>155.4</b>	<b>167.9</b>
<b>Funding Sources:</b>			
1004 General Fund Receipts	97.3	155.4	167.9
<b>Funding Totals</b>	<b>97.3</b>	<b>155.4</b>	<b>167.9</b>

**Summary of Component Budget Changes  
From FY2007 Management Plan to FY2008 Governor**

*All dollars shown in thousands*

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
<b>FY2007 Management Plan</b>	<b>155.4</b>	<b>0.0</b>	<b>0.0</b>	<b>155.4</b>
<b>Proposed budget increases:</b>				
-FY 08 Retirement Systems Rate Increases	12.5	0.0	0.0	12.5
<b>FY2008 Governor</b>	<b>167.9</b>	<b>0.0</b>	<b>0.0</b>	<b>167.9</b>

**Office of Citizenship Assistance  
Personal Services Information**

Authorized Positions			Personal Services Costs	
	<u>FY2007</u> <u>Management</u> <u>Plan</u>	<u>FY2008</u> <u>Governor</u>		
Full-time	1	1	Annual Salaries	60,300
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	44,701
			<i>Less 3.14% Vacancy Factor</i>	(3,301)
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>1</b>	<b>1</b>	<b>Total Personal Services</b>	<b>101,700</b>

**Position Classification Summary**

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Project Coord	0	0	1	0	1
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>