

# **Kerr Tar**



**Regional Council  
Of Governments**

***PROPOSED BUDGET  
FISCAL YEAR 2020-2021***

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# **Kerr-Tar** **Regional Council** **Of Governments**

## **BUDGET MESSAGE**

**Date: May 28, 2020**

**TO: Board of Directors of the Kerr-Tar Regional Council of Governments**

In accordance with the N.C. Local Government Budget and Fiscal Control Act, the proposed COG budget for Fiscal Year beginning July 1, 2020, is presented for your consideration. The COG Executive Committee has reviewed the proposed budget and recommends its adoption.

A Public Hearing on the Proposed Budget will be held on Thursday, June 25, 2020 at 6 p.m. via Zoom in order to receive public comment. Written and Oral comments will be accepted up to 24 hours after the public hearing for the purpose of the Proposed Fiscal Year 2020-2021 Budget.

COG Programs to be continued next year include: Economic Development Administration, Kerr-Tar Regional Economic Development Corporation, Workforce Innovation and Opportunity Act, Aging, Revolving Loan Fund, Micro Loan Fund, Community Development, Planning and Technical Assistance, Region K Community Assistance Corporation, and the Rural Transportation Planning Organization.


Major changes in the proposed budget for FY 2020/2021 include:

1. Salaries approved by the Executive Committee for FY 2020/2021 include a 3% COLA increase.
2. Fringe Benefits Rate recommended is 39.5103% and includes FICA, group insurance, retirement, 401k contributions, unemployment, and retiree benefits.
3. The Indirect Cost Rate recommended for FY 2020/2021 is approximately 40.3758% for Administrative Indirect and 13.9917% for Programmatic Indirect.
4. Member dues approved at 64 cents per capita for FY 2020/2021. Per capita amounts are calculated based upon Census figures released in March, 2011.
5. Fund balance proposed to balance the FY 2020/2021 budget is zero.

Technical assistance and resource development for member governments continues to be the top priority for your staff. All COG members are encouraged to utilize the expertise of the COG staff for projects. The Kerr-Tar Regional Council of Governments is an extension of all of our members and serves as a valuable resource for many projects in the region.

The proposed budget for FY 2020/2021, as recommended by the COG Executive Committee, is within the resources of your Council of Governments.

Respectfully submitted,



Patricia Diane Cox  
Executive Director

**KERR-TAR REGIONAL COG  
ANNUAL BUDGET ESTIMATE  
FUND SUMMARY - REVENUES**

**FY 2020-2021**

	AMENDED		REQUESTED
	BUDGET	ACTUAL	
	19-20	04/30/2020	20-21
10 GENERAL FUND	3,064,623	1,756,717	3,029,427
11 AGING FUND	2,083,462	1,336,574	2,046,964
13 WORKFORCE INVESTMENT ACT	1,185,606	688,448	1,050,000
14 MICROENTERPRISE LOAN FUND	-	965	1,500
15 REVOLVING LOAN FUND	26,000	28,374	18,479
<b>TOTALS</b>	<b>6,333,691</b>	<b>3,781,739</b>	<b>6,126,391</b>

**FUND SUMMARY - EXPENDITURES**

**FY 2020-2021**

	AMENDED		REQUESTED
	BUDGET	ACTUAL	
	19-20	04/30/2020	20-21
10 GENERAL FUND	3,064,623	1,730,747	3,029,427
11 AGING FUND	2,083,462	1,336,574	2,046,964
13 WORKFORCE INVESTMENT ACT	1,185,606	701,231	1,050,000
14 MICROENTERPRISE LOAN FUND	-	-	1,500
15 REVOLVING LOAN FUND	26,000	-	18,479
<b>TOTALS</b>	<b>6,333,691</b>	<b>3,768,552</b>	<b>6,126,391</b>

**KERR-TAR REGIONAL COG  
ANNUAL BUDGET ESTIMATE  
GENERAL FUND - REVENUES**

**FY 2020-2021**

	AMENDED	ACTUAL	REQUESTED
	BUDGET	04/30/2020	20-21
	19-20		
<b>PLANNING</b>	<b>352,262</b>	<b>240,180</b>	<b>374,328</b>
RLF Administration (Transfer)	20,000	-	18,479
Micro Loan Fund	4,500	-	1,500
Bunn Zoning	7,500	8,463	7,500
CFAT	20,597	20,563	22,500
RPO	111,349	54,126	111,349
Mobility Manager	4,757	-	-
Economic Development	75,059	60,933	70,000
KTREDC	53,000	40,595	53,000
Safe Routes to School	50,000	-	80,000
Regional Agritourism Project	5,500	5,500	-
PIVOT Loan-Person County	-	50,000	-
TA Contracts			10,000
<b>HOUSING REHAB</b>	<b>1,110,068</b>	<b>460,894</b>	<b>1,053,167</b>
Franklin CO SFR 2016	47,365	64,893	-
Granville CO SFR 2016	32,703	27,388	-
Person CO SFR 2017	105,000	18,225	-
Vance CO SFR 2017	170,000	79,679	-
Warren CO SFR 2018	175,000	33,754	90,170
Granville CO SFR 2019	190,000	36,956	103,233
Franklin CO SFR 2019	190,000	-	179,764
Person CO SFR 2020	-	-	190,000
Vance CO SFR 2020	-	-	190,000
Urgent Repair 2019	200,000	200,000	100,000
Urgent Repair 2020	-	-	200,000
<b>WIOA</b>	<b>746,981</b>	<b>478,298</b>	<b>651,863</b>
WIOA Administration	179,911	116,211	198,507
WIOA Adult Program	128,927	75,419	168,112
WIOA Youth Program	138,608	97,279	119,968
WIOA Dislocated Worker	151,800	79,317	165,276
WIOA Incumbent Worker	99,687	74,852	-
WIOA Enhancement Grant-Re-Entry	30,000	23,508	-
WIOA Enhancement Grant-Infrastructure	18,048	11,713	-
<b>AGING</b>	<b>687,396</b>	<b>407,697</b>	<b>791,241</b>
Aging - P&A	164,397	95,743	165,119
Aging - IIID	19,879	10,041	19,357
Aging - CRC/LCA	3,000	1,469	-
Aging - Ombudsman	110,565	78,124	112,480
Aging - Elder Abuse	4,173	122	4,103
Aging - Caregiver	116,565	74,378	116,919
Aging - AAA	48,263	48,259	48,263
Aging - Senior Games	7,500	-	5,000
Aging - Medicare SHIP	5,000	5,000	5,000
Aging - MIPPA	17,657	17,657	15,000
Aging - NCDOT	190,397	76,904	300,000
<b>Member Assessments</b>	<b>143,365</b>	<b>143,365</b>	<b>143,365</b>
<b>Miscellaneous</b>	<b>24,551</b>	<b>26,282</b>	<b>15,463</b>
Miscellaneous Contracts & Revenue	21,051	23,279	12,463
Interest	3,500	3,003	3,000
<b>10 GENERAL FUND</b>	<b>3,064,623</b>	<b>1,756,717</b>	<b>3,029,427</b>

**KERR-TAR REGIONAL COG  
ANNUAL BUDGET ESTIMATE  
GENERAL FUND - EXPENDITURES**

**FY 2020-2021**

	AMENDED	ACTUAL	REQUESTED
	BUDGET	04/30/2020	20-21
	19-20		
<b>PLANNING</b>	<b>440,047</b>	<b>344,707</b>	<b>474,457</b>
RLF Administration (Transfer)	20,000	4,573	18,479
Micro Loan Fund	4,500	-	1,500
Bunn Zoning	7,500	8,773	7,500
CFAT	25,747	25,704	28,125
RPO	139,186	117,793	139,186
Mobility Manager	9,515	-	-
Economic Development	125,099	99,832	116,667
KTREDC	53,000	43,477	53,000
Safe Routes to School	50,000	6,355	100,000
Regional Agritourism Project	5,500	2,700	-
PIVOT Loan-Person County	-	35,500	-
TA Contracts			10,000
<b>HOUSING REHAB</b>	<b>1,110,068</b>	<b>371,928</b>	<b>1,053,167</b>
Franklin CO SFR 2016	47,365	51,742	-
Granville CO SFR 2016	32,703	24,340	-
Person CO SFR 2017	105,000	10,280	-
Vance CO SFR 2017	170,000	92,145	-
Warren CO SFR 2018	175,000	51,663	90,170
Granville CO SFR 2019	190,000	65,497	103,233
Franklin CO SFR 2019	190,000	1,986	179,764
Person CO SFR 2020	-	-	190,000
Vance CO SFR 2020	-	-	190,000
Urgent Repair 2019	200,000	74,275	100,000
Urgent Repair 2020	-	-	200,000
<b>WIOA</b>	<b>746,981</b>	<b>527,249</b>	<b>651,863</b>
WIOA Administration	179,911	131,767	198,507
WIOA Adult Program	128,927	83,633	168,112
WIOA Youth Program	138,608	106,617	119,968
WIOA Dislocated Worker	151,800	86,539	165,276
WIOA Incumbent Worker	99,687	83,282	-
WIOA Enhancement Grant-Re-Entry	30,000	23,508	-
WIOA Enhancement Grant-Infrastructure	18,048	11,903	-
<b>AGING</b>	<b>745,757</b>	<b>486,862</b>	<b>849,940</b>
Aging - P&A	207,808	139,858	208,721
Aging - IIID	22,088	11,408	21,508
Aging - CRC/LCA	3,000	968	-
Aging - Ombudsman	122,842	95,713	124,970
Aging - Elder Abuse	4,637	136	4,559
Aging - Caregiver	116,565	82,070	116,919
Aging - AAA	48,263	48,259	48,263
Aging - Senior Games	7,500	-	5,000
Aging - Medicare SHIP	5,000	4,996	5,000
Aging - MIPPA	17,657	9,137	15,000
Aging - NCDOT	190,397	94,320	300,000
<b>Miscellaneous</b>			
Miscellaneous Expenses	21,770	-	-
<b>10 GENERAL FUND</b>	<b>3,064,623</b>	<b>1,730,747</b>	<b>3,029,427</b>

**KERR-TAR REGIONAL COG  
ANNUAL BUDGET ESTIMATE  
OTHER FUNDS - REVENUES**

**FY 2020-2021**

	AMENDED		ACTUAL	REQUESTED
	BUDGET	BUDGET		
	19-20	04/30/2020	04/30/2020	20-21
<b>11 AGING FUND</b>	<b>2,083,462</b>	<b>1,336,574</b>		<b>2,046,964</b>
Aging - HCCBG - Franklin Co	499,347	301,633		497,941
Aging - HCCBG - Granville Co	471,541	261,041		471,546
Aging - HCCBG - Person Co	357,483	243,384		348,650
Aging - HCCBG - Vance Co	375,490	231,753		363,380
Aging - HCCBG - Warren Co	278,922	185,714		264,986
Aging - Legal Services	10,189	9,937		9,969
Aging - Senior Center Gen Purpose	70,490	35,845		70,492
Aging - Fans	-	-		-
Aging - Caregiver	20,000	12,377		20,000
Aging NSIP	-	54,890		-
<b>13 WIOA FUND</b>	<b>1,185,606</b>	<b>688,448</b>		<b>1,050,000</b>
WIOA Adult	350,000	206,917		350,000
WIOA Youth	450,000	247,037		450,000
WIOA Dislocated Workers	250,000	166,249		250,000
WIOA Incumbent Worker Contracts	7,298	6,900		-
WIOA Infrastructure	91,000	54,451		-
WIOA Finish Line Grant	37,308	6,894		-
<b>14 MICROENTERPRISE LOAN FUND</b>	<b>-</b>	<b>965</b>		<b>1,500</b>
Bank Interest	-	747		800
Interest on Loans	-	218		700
<b>15 REVOLVING LOAN FUND</b>	<b>26,000</b>	<b>28,374</b>		<b>18,479</b>
Bank Interest	6,000	6,733		6,000
Interest on Loans	20,000	21,641		12,479



**KERR-TAR REGIONAL COG  
ANNUAL BUDGET ESTIMATE  
OTHER FUNDS - EXPENDITURES**

**FY 2020-2021**

	AMENDED BUDGET		ACTUAL 04/30/2020	REQUESTED 20-21
	19-20	20-21		
<b>11 AGING FUND</b>	<b>2,083,462</b>	<b>1,336,574</b>		<b>2,046,964</b>
Aging - HCCBG - Franklin Co	499,347	301,633		497,941
Aging - HCCBG - Granville Co	471,541	261,041		471,546
Aging - HCCBG - Person Co	357,483	243,384		348,650
Aging - HCCBG - Vance Co	375,490	231,753		363,380
Aging - HCCBG - Warren Co	278,922	185,714		264,986
Aging - Legal Services	10,189	9,937		9,969
Aging - Senior Center Gen Purpose	70,490	35,845		70,492
Aging - Fans	-	-		-
Aging - Franklin Co Caregiver	4,000	3,940		4,000
Aging - Granville Co Caregiver	4,000	2,412		4,000
Aging - Person Co Caregiver	4,000	1,989		4,000
Aging - Vance Co Caregiver	4,000	1,908		4,000
Aging - Warren Co Caregiver	4,000	2,128		4,000
Aging - NSIP	-	54,890		-
<b>13 WIOA FUND</b>	<b>1,185,606</b>	<b>701,231</b>		<b>1,050,000</b>
WIOA EDSI Adult	350,000	206,917		350,000
WIOA EDSI Youth	200,000	128,792		200,000
WIOA VGCC ACT Youth	100,000	70,937		100,000
WIOA PCC ACT Youth	150,000	59,551		150,000
WIOA EDSI DW	250,000	166,249		250,000
WIOA Infrastructure	91,000	53,565		
WIOA Incumbent Worker Contracts	7,298	6,900		
WIOA Finish Line Grant-VGCC	24,005	3,851		
WIOA Finish Line Grant-PCC	13,303	4,469		
<b>14 MICROENTERPRISE LOAN FUND</b>				
Fund Transfer to Fund 10	-	-		1,500
Bank Expenses	-	-		-
<b>15 REVOLVING LOAN FUND</b>				
Fund Transfer to Fund 10	20,000	-		18,479
Bank Expenses	6,000	-		-

**INDIRECT COST PLAN**

RELEASED TIME		ADMINISTRATIVE INDIRECT COSTS		PROGRAMMATIC INDIRECT COSTS	
ANNUAL LEAVE	57,230	SALARIES	187,517		
SICK PAY	41,242	FRINGE BENEFITS	74,088		
HOLIDAYS	41,242	<b>TOTAL SALARIES &amp; FRINGE BENEFITS</b>	<b>261,605</b>		
<b>TOTAL RELEASED TIME</b>	<b>139,713</b>				
<b>FRINGE BENEFITS</b>		AUDIT	32,000	TELEPHONE	9,000
FICA	68,358	LEGAL FEES	6,000	POSTAGE & METER RENTAL	4,500
GROUP INSURANCE	133,368	TRAVEL	9,000	PRINTING	2,000
RETIREMENT	87,182	ADVERTISING	2,000	MIS	30,000
RETIREMENT SUPPLEMENT	17,111	DUES & SUBS	22,000	MAINT & REPAIR COPIER	12,000
UNEMPLOYMENT	1,264	INSURANCE W. C.	10,300	OFFICE SUPPLIES	9,200
RETIREE BENEFITS	48,000	INSURANCE LIABILITY	14,502	INTERNET	3,000
<b>TOTAL FRINGE BENEFITS</b>	<b>355,283</b>	BOARD EXPENSES	15,000	RENT	48,120
		SOFTWARE & MAINTENANCE	12,000	UTILITIES	8,000
		BANK SERVICE CHARGES	1,300	MAINT & REPAIR BLDG	0
		CONTRACT SERVICES	12,000	CONTRACT CLEAN - SCHOOLS	12,000
		<b>TOTAL OTHER ADMIN EXPENSES</b>	<b>136,102</b>	<b>TOTAL PROGRAM COSTS</b>	<b>137,320</b>
				<b>TOTAL PROGRAM INDIRECT</b>	<b>137,320</b>
<b>TOTAL RELEASED TIME &amp; FRINGE BENEFITS</b>	<b>494,996</b>	<b>TOTAL ADMIN INDIRECT</b>	<b>397,707</b>	<b>PROG INDIRECT RATE</b>	<b>13.9917%</b>
		<b>ADMIN INDIRECT RATE</b>	<b>40.3758%</b>		
GROSS SALARIES	893,566	DIRECT SALARIES	706,050		
LONGEVITY BONUS	5,020	FRINGE BENEFITS	278,963		
BONUS		TOTAL BASE	985,013		
<b>TOTAL SALARIES</b>	<b>899,216</b>			<b>TOTAL INDIRECT RATE</b>	<b>54.3675%</b>
				<b>FY20 BUDGET VARIANCE</b>	<b>56.6280%</b>
<b>FRINGE BENEFIT RATE</b>	<b>39.5103%</b>				<b>-2.2605%</b>
<b>FY20 BUDGET VARIANCE</b>	<b>1.1734%</b>				