

# Kerr Tar



## Regional Council Of Governments

*PROPOSED BUDGET  
FISCAL YEAR 2021-2022*

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

## **BUDGET MESSAGE**

**Date: May 27, 2021**

**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, 2021, is presented for your consideration. The COG Executive Committee has reviewed the proposed budget and recommends its adoption.

The Public Hearing on the Budget will be held Thursday, June 24, 2021 at 6:30PM at the Kerr-Tar Regional Council of Governments, 1724 Graham Avenue, Henderson NC.

COG Programs to be continued next year include: Economic Development Administration, Kerr-Tar Regional Economic Development Corporation, Workforce Innovation and Opportunity Act, Area Agency on Aging, Revolving Loan Fund, Micro Loan Fund, CARES Act Revolving Loan Fund, Housing and 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 2021/2022 include:

1. Salaries approved by the Executive Committee for FY 2021/2022 include a 3% COLA increase.

2. Kerr-Tar COG is proud to host a Fellow next year through NC LEAD, a program in partnership with the School of Government, NCLM and NCACC to get young, diverse graduates engaged in public service. The Fellow will work in the planning department assisting with implementation of strategies identified in the Kerr-Tar Regional Food Policy and projects that support our member governments.
3. Personnel changes with the recommended budget include an additional staff position. The Workforce Strategic Initiatives Coordinator's main job duties will include the development of new public and private workforce grant opportunities and the development and coordination of local reentry councils.
4. Fringe Benefits Rate recommended is 40.1134% and includes FICA, group insurance, retirement, 401k contributions, unemployment, and retiree benefits.
5. The Indirect Cost Rate recommended for FY 2021/2022 is approximately 43.8551% for Administrative Indirect and 13.5362% for Programmatic Indirect.
6. Member Assessments (dues) for member governments are recommended to remain unchanged at \$0.64 per capita. Member assessments are calculated on the population of municipalities and on the unincorporated population of county government members based on upon Census figures released in March, 2011.
7. Fund balance proposed to balance the FY 2021/2022 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 2021/2022, 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 2021-2022**

	<b>AMENDED BUDGET <u>20-21</u></b>	<b>ACTUAL <u>04/30/2021</u></b>	<b>REQUESTED <u>21-22</u></b>
10 GENERAL FUND	4,069,426	2,252,583	3,183,551
11 AGING FUND	2,579,631	1,539,652	2,056,711
13 WORKFORCE INVESTMENT ACT	1,190,000	562,123	900,000
14 MICROENTERPRISE LOAN FUND	1,500	51	250
15 REVOLVING LOAN FUND	18,479	17,241	16,309
<b>TOTALS</b>	<b>7,859,036</b>	<b>4,371,650</b>	<b>6,156,821</b>

**FUND SUMMARY - EXPENDITURES**

**FY 2021-2022**

	<b>AMENDED BUDGET <u>20-21</u></b>	<b>ACTUAL <u>04/30/2021</u></b>	<b>REQUESTED <u>21-22</u></b>
10 GENERAL FUND	4,069,426	2,173,000	3,183,551
11 AGING FUND	2,579,631	1,539,109	2,056,711
13 WORKFORCE INVESTMENT ACT	1,190,000	565,124	900,000
14 MICROENTERPRISE LOAN FUND	1,500	-	250
15 REVOLVING LOAN FUND	18,479	-	16,309
<b>TOTALS</b>	<b>7,859,036</b>	<b>4,277,233</b>	<b>6,156,821</b>

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

**FY 2021-2022**

	AMENDED BUDGET 20-21	ACTUAL 04/30/2021	REQUESTED 21-22
<b>PLANNING</b>	<b>647,278</b>	<b>242,592</b>	<b>699,831</b>
RLF Administration (Transfer)	18,479	-	16,309
Micro Loan Fund	1,500	-	250
Bunn Zoning	24,750	20,169	15,000
CFAT	22,500	-	18,000
RPO	111,349	42,905	111,349
Economic Development	70,000	60,516	70,000
KTREDC	53,000	33,406	53,000
Safe Routes to School	80,000	5,358	60,000
Regional Agritourism Project	5,700	7,200	
CARES EDA Planning	200,000	57,268	300,000
CARES RLF Administration	55,500	15,772	44,891
TA Contracts	4,500	-	11,032
<b>HOUSING REHAB</b>	<b>1,127,170</b>	<b>406,564</b>	<b>840,098</b>
Person CO SFR 2017	3,566	3,050	-
Vance CO SFR 2017	73,988	26,520	-
Warren CO SFR 2018	90,170	65,888	29,352
Granville CO SFR 2019	103,233	37,721	38,765
Franklin CO SFR 2019	179,764	76,936	38,765
Person CO SFR 2020	190,000	-	181,608
Vance CO SFR 2020	190,000	-	181,608
Urgent Repair 2019	96,449	96,449	
Urgent Repair 2020	200,000	100,000	170,000
Urgent Repair 2021		-	200,000
<b>WIOA</b>	<b>661,863</b>	<b>379,325</b>	<b>694,785</b>
WIOA Administration	198,507	84,761	154,538
WIOA Adult Program	168,112	97,089	195,684
WIOA Youth Program	119,968	84,903	112,909
WIOA Dislocated Worker	165,276	105,217	193,709
WIOA DW COVID 19	10,000	7,355	
WIOA Business Services			37,945
<b>AGING</b>	<b>1,474,287</b>	<b>1,065,219</b>	<b>775,089</b>
Aging - P&A	165,119	121,381	170,387
Aging - IIID	19,357	6,791	20,186
Aging - Ombudsman	112,480	81,834	113,732
Aging - Elder Abuse	4,103	-	3,999
Aging - Caregiver	116,919	71,637	124,274
Aging - AAA	48,263	39,492	48,263
Aging - Senior Games	5,000	-	5,000
Aging - Medicare SHIP	5,000	5,000	5,000
Aging - MIPPA	23,473	22,761	14,248
Aging - NCDOT	300,000	122,659	270,000
Aging - CARES P&A	73,330	53,184	
Aging - CARES Supportive Services	140,696	101,281	
Aging - CARES Ombudsman	21,532	5,097	
Aging - CARES Nutrition	200,000	115,154	
Aging - CARES Caregiver Planning	25,000	12,860	
Aging - CARES Caregiver Respite	20,000	7,134	
Aging - CARES Caregiver Supp. Services	31,478	11,315	
Aging - Cardinal Innovations	7,724	7,724	
Aging - Duke Supportive Services Grant	154,813	279,915	
<b>Member Assessments</b>	<b>143,365</b>	<b>143,365</b>	<b>143,365</b>
<b>Miscellaneous</b>	<b>15,463</b>	<b>15,518</b>	<b>30,383</b>
Miscellaneous Contracts & Revenue	12,463	15,575	30,000
Interest	3,000	(57)	383

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

**FY 2021-2022**

	AMENDED BUDGET 21-22	ACTUAL 04/30/2021	REQUESTED 21-22
<b>PLANNING</b>	<b>747,407</b>	<b>364,023</b>	<b>783,270</b>
RLF Administration (Transfer)	18,479	11,942	16,309
Micro Loan Fund	1,500	-	250
Bunn Zoning	24,750	22,611	15,000
CFAT	28,125	-	22,500
RPO	139,186	89,800	139,186
Economic Development	116,667	97,888	113,602
KTREDC	53,000	38,963	53,000
Safe Routes to School	100,000	14,963	67,500
Regional Agritourism Project	5,700	3,000	
TA Contracts	4,500	1,223	11,032
CARES EDA Planning	200,000	64,143	300,000
CARES RLF Administration	55,500	19,493	44,891
<b>HOUSING REHAB</b>	<b>1,127,170</b>	<b>317,252</b>	<b>840,098</b>
Person CO SFR 2017	3,566	3,566	-
Vance CO SFR 2017	73,988	25,270	-
Warren CO SFR 2018	90,170	61,602	29,352
Granville CO SFR 2019	103,233	32,911	38,765
Franklin CO SFR 2019	179,764	71,364	38,765
Person CO SFR 2020	190,000	2,218	181,608
Vance CO SFR 2020	190,000	4,683	181,608
Urgent Repair 2019	96,449	96,450	
Urgent Repair 2020	200,000	19,188	170,000
Urgent Repair 2021			200,000
<b>WIOA</b>	<b>661,863</b>	<b>421,616</b>	<b>694,785</b>
WIOA Administration	198,507	96,783	154,538
WIOA Adult Program	168,112	110,970	195,684
WIOA Youth Program	119,968	92,559	112,909
WIOA Dislocated Worker	165,276	112,942	193,709
WIOA DW COVID 19	10,000	8,362	-
WIOA BSR			37,945
<b>AGING</b>	<b>1,532,986</b>	<b>1,070,109</b>	<b>865,397</b>
Aging - P&A	208,721	171,591	215,379
Aging - IIID	21,508	12,828	22,429
Aging - Ombudsman	124,970	100,074	126,361
Aging - Elder Abuse	4,559	-	4,443
Aging - Caregiver	116,919	79,064	124,274
Aging - AAA	48,263	39,488	48,263
Aging - Senior Games	5,000	-	5,000
Aging - Medicare SHIP	5,000	3,374	5,000
Aging - MIPPA	23,473	10,320	14,248
Aging - NCDOT	300,000	166,410	300,000
Aging - CARES P&A	73,330	55,291	
Aging - CARES Supportive Services	140,696	101,281	
Aging - CARES Ombudsman	21,532	6,887	
Aging - CARES Nutrition	200,000	121,626	
Aging - CARES Caregiver Planning	25,000	15,590	
Aging - CARES Caregiver Respite	20,000	11,117	
Aging - CARES Caregiver Supp. Services	31,478	13,965	
Aging - Cardinal Innovations	7,724	7,712	
Aging - Duke Supportive Services Grant	154,813	153,491	
<b>Miscellaneous</b>			
Miscellaneous Expenses	-	-	
<b>GENERAL FUND</b>	<b>4,969,926</b>	<b>3,170,000</b>	<b>3,180,951</b>

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

**FY 2021-2022**

	AMENDED BUDGET 20-21	ACTUAL 04/30/2021	REQUESTED 21-22
<b>11 AGING FUND</b>	<b>2,579,631</b>	<b>1,539,652</b>	<b>2,056,711</b>
Aging - HCCBG - Franklin Co	497,941	287,533	489,550
Aging - HCCBG - Granville Co	471,546	286,026	464,230
Aging - HCCBG - Person Co	348,650	180,539	338,646
Aging - HCCBG - Vance Co	363,380	276,983	345,362
Aging - HCCBG - Warren Co	264,986	152,016	258,431
Aging - Legal Services	9,969	7,694	10,000
Aging - Senior Center Gen Purpose	70,492	40,117	70,492
Aging - Fans	-	3,261	
Aging - Caregiver	20,000	13,114	20,000
Aging NSIP	81,000	54,668	60,000
Aging - Families First - Franklin Co	59,957	54,752	
Aging - Families First - Granville Co	56,229	25,341	
Aging - Families First - Person Co	38,699	38,245	
Aging - Families First - Vance Co	44,151	19,873	
Aging - Families First - Warren Co	26,797	9,000	
Aging - CARES - Franklin Co	59,958	7,334	
Aging - CARES - Granville Co	56,229	34,700	
Aging - CARES - Person Co	38,699	30,488	
Aging - CARES - Vance Co	44,151	16,368	
Aging - CARES - Warren Co	26,797	-	
Aging - CARES - Legal Services		1,600	
<b>13 WIOA FUND</b>	<b>1,190,000</b>	<b>562,123</b>	<b>900,000</b>
WIOA Adult	350,000	182,122	350,000
WIOA Youth	450,000	197,527	300,000
WIOA Dislocated Workers	250,000	147,245	250,000
WIOA DW COVID 19	90,000	34,973	-
WIOA Finish Line Grant	50,000	256	-
<b>14 MICROENTERPRISE LOAN FUND</b>	<b>1,500</b>	<b>51</b>	<b>250</b>
Bank Interest	800	11	50
Interest on Loans	700	40	200
<b>15 REVOLVING LOAN FUND</b>	<b>18,479</b>	<b>17,241</b>	<b>16,309</b>
Bank Interest	6,000	184	159
Interest on Loans	12,479	17,057	16,150
<b>10 GENERAL FUND</b>	<b>3,789,610</b>	<b>2,119,087</b>	<b>2,973,270</b>



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

**FY 2021-2022**

	AMENDED BUDGET 21-22	ACTUAL 04/30/2021	REQUESTED 21-22
<b>11 AGING FUND</b>	<b>2,579,631</b>	<b>1,539,109</b>	<b>2,056,711</b>
Aging - HCCBG - Franklin Co	497,941	287,533	489,550
Aging - HCCBG - Granville Co	471,546	286,026	464,230
Aging - HCCBG - Person Co	348,650	180,539	338,646
Aging - HCCBG - Vance Co	363,380	276,983	345,362
Aging - HCCBG - Warren Co	264,986	152,016	258,431
Aging - Legal Services	9,969	7,694	10,000
Aging - Senior Center Gen Purpose	70,492	40,117	70,492
Aging - Fans	-	2,717	
Aging - Franklin Co Caregiver	4,000	2,436	4,000
Aging - Granville Co Caregiver	4,000	3,798	4,000
Aging - Person Co Caregiver	4,000	2,079	4,000
Aging - Vance Co Caregiver	4,000	1,841	4,000
Aging - Warren Co Caregiver	4,000	2,960	4,000
Aging - NSIP	81,000	54,668	60,000
Aging - Families First - Franklin Co	59,957	54,752	
Aging - Families First - Granville Co	56,229	25,342	
Aging - Families First - Person Co	38,699	38,245	
Aging - Families First - Vance Co	44,151	19,873	
Aging - Families First - Warren Co	26,797	9,000	
Aging - CARES - Franklin Co	59,958	7,334	
Aging - CARES - Granville Co	56,229	34,700	
Aging - CARES - Person Co	38,699	30,488	
Aging - CARES - Vance Co	44,151	16,368	
Aging - CARES - Warren Co	26,797	-	
Aging - CARES Legal	-	1,600	
<b>13 WIOA FUND</b>	<b>1,190,000</b>	<b>565,124</b>	<b>900,000</b>
WIOA EDSI Adult	350,000	185,122	350,000
WIOA EDSI Youth	200,000	94,682	200,000
WIOA VGCC ACT Youth	100,000	47,667	100,000
WIOA PCC ACT Youth	150,000	55,179	-
WIOA EDSI DW	250,000	147,245	250,000
WIOA Finish Line Grant-VGCC	25,000	-	
WIOA Finish Line Grant-PCC	25,000	256	
WIOA EDSI DW COVID 19	90,000	34,973	
<b>14 MICROENTERPRISE LOAN FUND</b>	<b>1,500</b>		<b>250</b>
Fund Transfer to Fund 10	1,500	-	250
<b>15 REVOLVING LOAN FUND</b>	<b>18,479</b>		<b>16,309</b>
Fund Transfer to Fund 10	18,479	-	16,309
<b>OTHER FUNDS</b>	<b>3,789,610</b>	<b>2,104,233</b>	<b>2,973,270</b>

**INDIRECT COST PLAN**

<b>RELEASED TIME</b>		<b>ADMINISTRATIVE INDIRECT COSTS</b>		<b>PROGRAMMABLE INDIRECT COSTS</b>	
ANNUAL LEAVE	59,812	SALARIES	219,282		
SICK PAY	43,659	FRINGE BENEFITS	87,961		
HOLIDAYS	43,659	<b>TOTAL SALARIES &amp; FRINGE BENEFITS</b>	<b>307,244</b>		
<b>TOTAL RELEASED TIME</b>	<b>147,130</b>	AUDIT	33,000	TELEPHONE	9,600
		LEGAL FEES	6,000	POSTAGE & METER RENTAL	4,500
		TRAVEL	9,000	PRINTING	3,000
		ADVERTISING	2,000	MIS	30,400
		DUES & SUBS.	22,000	MAINT & REPAIR COPIER	11,000
		INSURANCE W.C.	11,020	OFFICE SUPPLIES	9,200
		INSURANCE P&L	15,952	INTERNET	3,000
		BOARD EXPENSES	15,000	RENT	48,120
		SOFTWARE & MAINTENANCE	12,000	UTILITIES	7,000
		BANK SERVICE CHARGES	1,300	MAINT & REPAIR BLDG	0
		CONTRACT SERVICES	12,000	CONTRACT CLEANING - SCHOOLS	12,000
		<b>TOTAL OTHER ADMIN EXPENSES</b>	<b>139,272</b>	<b>TOTAL PROGRAM COSTS</b>	<b>137,820</b>
		<b>TOTAL ADMIN INDIRECT</b>	<b>248,572</b>	<b>TOTAL PROGRAM INDIRECT</b>	<b>137,820</b>
		<b>ADMIN INDIRECT RATE</b>	<b>168.91%</b>	<b>PROGRAM INDIRECT RATE</b>	<b>93.62%</b>
<b>TOTAL RELEASED TIME &amp; FRINGE BENEFITS</b>	<b>528,790</b>				
GROSS SALARIES	945,953			<b>DIRECT SALARIES</b>	<b>726,670</b>
LONGEVITY BONUS	5,500			<b>FRINGE BENEFITS</b>	<b>291,492</b>
BONUS	-			<b>TOTAL BASE</b>	<b>1,018,162</b>
<b>TOTAL SALARIES</b>	<b>951,453</b>				
				<b>TOTAL INDIRECT RATE</b>	<b>57.38%</b>
				<b>PERFORMANCE VARIANCE</b>	<b>\$4,167.55</b>
					<b>(\$1,177)</b>