

# **Kerr Tar**



## **Regional Council Of Governments**

***PROPOSED BUDGET  
FISCAL YEAR 2024-2025***



## **BUDGET MESSAGE**

I am pleased to submit my recommended Kerr-Tar Regional Council (KTCOG) of Governments budget for July 1, 2024 through June 30, 2025 in accordance with the N.C. Local Government Budget and Fiscal Control Act and the COG Charter and Bylaws. The recommended budget for KTCOG for Fiscal Year 2024-2025 is \$7,129,599. As the lead regional planning organization for the five county Kerr-Tar area, we continue to strive to provide valuable services to our members. The budget reflects our commitment to our core programs while expanding services to meet the needs of our member governments.

Member assessments (investments) from local governments are recommended to remain unchanged at \$0.66 per capita. Member assessments are calculated by the population of municipal members and the unincorporated population of county members. Member assessments are utilized to meet match requirements for federal and/or state funding.

KTCOG budgets for our administrative functions through an indirect rate that is based on the salaries and fringe benefit cost of each program and allows each program to pay their fair share of administrative costs. The administrative rate is negotiated annually with our federal cognizant agency (Economic Development Administration) and is required in order for us to distribute indirect costs to all cost centers benefiting from those costs.

The recommended fringe benefits rate for 2024-2025 is 44.0949%, which is a slight increase from the current fiscal year and includes Longevity, FICA, group insurances, retirement, 401k contributions, unemployment, and retiree benefits.

The recommended indirect cost rate for 2024-2025 is 51.1578%, which is a decrease of 1.3916% from the current fiscal year.

No Fund Balance appropriation is proposed to balance the FY 2024-2025 budget.

### **Budget Timeline**

On May 23, 2024, the KTCOG Board of Directors will receive the recommended budget and hold discussions. The public and interested parties will be able to view the budget on our website. A public hearing notice will be posted in the Henderson Daily Dispatch on May 30, 2024

On June 27, 2024, required public hearing will be conducted prior to the KTCOG Board of Directors Meeting.

On June 27, 2024, the KTCOG Board of Directors will consider adoption of the Budget Resolution.

**Employee Retention and Recruitment** - Recruiting and retaining local government talent is the most difficult it has been in decades. Government is hiring, but faces competition from the private sector, accelerating retirement rates and a shortage of applicants. Recruitment and retention of talent is critical for our success. The recommended budget includes:

- A 4% market adjustment for all employees, effective in the first pay period of Fiscal Year 2024-2025. The adjustment will increase minimum, market and maximum salaries by 4% for all positions in the Pay and Classification Plan.
- The recommended budget includes three new grant funded positions, including:  
Digital Navigator in the Aging Department  
Re-Entry Coordinator in the Workforce Department  
Regional Project Manager in the Community and Economic Development Department

### **The Year Ahead**

This recommended budget continues our commitment to our core programs while at the same time expanding services to our members. KTCOG programs include Community and Economic Development, Planning, Kerr-Tar Regional Economic Development Corporation, Workforce Innovation and Opportunity Act, Area Agency on Aging, Revolving Loan Funds, Housing and Community Development, Region K Community Assistance Corporation, and Rural Transportation Planning.

Technical assistance and resource development for member governments continues to be the top priority for 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 2024-2025 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 2024-2025**

	<b>AMENDED BUDGET <u>23-24</u></b>	<b>REQUESTED <u>24-25</u></b>
10 GENERAL FUND	4,880,265	3,882,816
11 AGING FUND	2,502,756	2,348,783
13 WORKFORCE INVESTMENT ACT	1,504,400	873,000
14 MICROENTERPRISE LOAN FUND	-	-
20 DEFEDERALIZED EDA FUNDS	14,959	25,000
22 CARES REVOLVING LOAN FUND	-	-
73 PIVOT LOAN FUND - PERSON CO.	4,000	-
<b>TOTALS</b>	<b>8,906,380</b>	<b>7,129,599</b>

**FUND SUMMARY - EXPENDITURES**

**FY 2024-2025**

	<b>AMENDED BUDGET <u>23-24</u></b>	<b>REQUESTED <u>24-25</u></b>
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11 AGING FUND	2,502,756	2,348,783
13 WORKFORCE INVESTMENT ACT	1,504,400	873,000
14 MICROENTERPRISE LOAN FUND	-	-
20 DEFEDERALIZED EDA FUNDING	14,959	25,000
22 CARES REVOLVING LOAN FUND	-	-
73 PIVOT LOAN FUND - PERSON CO.	4,000	-
<b>TOTALS</b>	<b>8,906,380</b>	<b>7,129,599</b>

**KERR-TAR REGIONAL COG  
ANNUAL BUDGET ESTIMATE  
GENERAL FUND 10 - REVENUES**

**FY 2024-2025**

	AMENDED BUDGET 23-24	REQUESTED 24-25
<b>COMMUNITY &amp; ED/PLANNING</b>	<b>1,161,469</b>	<b>756,653</b>
Defederalized EDA Funds	30,387	17,500
Working Landscapes	20,400	-
Bunn Zoning	25,000	32,000
CFAT	18,000	25,000
RPO	152,095	152,095
EDA	70,000	70,000
KTREDC	53,000	53,000
Region K CAC	25,000	25,000
Safe Routes to School	80,000	80,000
BAND-NC Digital Inclusion	84,527	49,958
SCRC	30,000	30,000
TA Contracts Warren & Stem	16,155	-
Vance County EDA	18,070	9,100
Climate Action Corp- AmeriCorp	3,500	-
ARPA Technical Assistance	124,276	158,000
ARPA DR Technical Assistance	282,148	-
ARPA DR Financial Administration	37,500	-
Tri-COG Feeds	21,011	-
Regional Agritourism - NC Farms App	5,400	-
City of Roxboro/Reg Bld	65,000	55,000
<b>HOUSING REHAB</b>	<b>1,082,029</b>	<b>850,000</b>
Granville CO SFR 2022	149,824	50,000
Franklin CO SFR 2022	149,824	50,000
Person CO SFR 2023	164,000	162,000
Vance CO SFR 2023	164,000	162,000
Warren CO SFR 2021 & 2024	149,879	162,000
Duke Energy Healthy Homes	40,502	-
Urgent Repair 2021	264,000	264,000
<b>WIOA</b>	<b>811,599</b>	<b>767,293</b>
WIOA Administration	145,783	114,861
WIOA Adult Program	127,659	73,033
WIOA Youth Program	123,837	126,096
WIOA Dislocated Worker	127,743	73,033
PROWD	174,121	221,854
PROWD Administration	72,456	81,760
WIOA Employer Services	35,000	17,500
WIOA Virtual Reality	5,000	-
Re-Entry Council	-	59,156
<b>AGING</b>	<b>1,630,108</b>	<b>1,330,789</b>
Aging - P&A	182,591	183,037
Aging - IIID	24,914	24,804
Aging - Ombudsman	127,858	128,700
Aging - Elder Abuse	3,929	3,911
Aging - Caregiver	125,098	143,886
Aging - AAA	48,263	48,263
Aging - Medicare SHIP	10,000	10,000
Aging - MIPPA	22,568	5,063
Aging - NCDOT	300,000	270,000
ARPA - P&A	104,962	59,000
ARPA - Caregiver	93,478	56,000
ARPA - Ombudsman	6,280	5,700
ARPA - Nutrition	444,946	269,500
ARPA Supportive Services	110,720	49,000
ARPA - IIID	24,501	16,000
Digital Navigator	-	57,926
<b>Member Assessments</b>	<b>151,724</b>	<b>151,724</b>
<b>Miscellaneous</b>	<b>43,336</b>	<b>26,357</b>
Miscellaneous Contracts & Revenue	43,336	26,357
Interest	-	-
<b>10 GENERAL FUND</b>	<b>4,880,265</b>	<b>3,882,816</b>

**KERR-TAR REGIONAL COG  
ANNUAL BUDGET ESTIMATE  
GENERAL FUND 10 - EXPENDITURES**

**FY 2024-2025**

	AMENDED BUDGET 23-24	REQUESTED 24-25
<b>COMMUNITY &amp; ED/PLANNING</b>	<b>1,240,974</b>	<b>838,658</b>
Defederalized EDA Funds	30,387	17,500
Working Landscapes	20,400	-
Bunn Zoning	25,000	32,000
CFAT	22,500	32,000
RPO	160,100	160,100
EDA	117,000	117,000
KTREDC	53,000	53,000
Region K CAC	25,000	25,000
Safe Routes to School	100,000	100,000
BAND-NC Digital Inclusion	84,527	49,958
SCRC	30,000	30,000
TA Contracts Warren & Stem	16,155	-
Vance County EDA	18,070	9,100
Climate Action Corp- AmeriCorp	3,500	-
ARPA Technical Assistance	124,276	158,000
ARPA DR Technical Assistance	282,148	-
ARPA DR Financial Administration	37,500	-
Tri-COG Feeds	21,011	-
Regional Agritourism - NC Farms App	5,400	-
City of Roxboro/Reg Bld	65,000	55,000
<b>HOUSING REHAB</b>	<b>1,082,029</b>	<b>850,000</b>
Granville CO SFR 2022	149,824	50,000
Franklin CO SFR 2022	149,824	50,000
Person CO SFR 2023	164,000	162,000
Vance CO SFR 2023	164,000	162,000
Warren CO SFR 2021/2024	149,879	162,000
Duke Energy Healthy Homes	40,502	-
Urgent Repair 2021	264,000	264,000
<b>WIOA</b>	<b>811,599</b>	<b>767,293</b>
WIOA Administration	145,783	114,861
WIOA Adult Program	127,659	73,033
WIOA Youth Program	123,837	126,096
WIOA Dislocated Worker	127,743	73,033
PROWD	174,121	221,854
PROWD Administration	72,456	81,760
WIOA Employer Services	35,000	17,500
WIOA Virtual Reality	5,000	-
Re-Entry Council	-	59,156
<b>AGING</b>	<b>1,695,734</b>	<b>1,426,865</b>
Aging - P&A	230,807	231,370
Aging - IIID	27,682	27,560
Aging - Ombudsman	142,064	143,250
Aging - Elder Abuse	4,366	4,346
Aging - Caregiver	125,097	143,886
Aging - AAA	48,263	48,263
Aging - Medicare SHIP	10,000	10,000
Aging - MIPPA	22,568	5,063
Aging - NCDOT	300,000	300,000
ARPA - P&A	104,962	59,000
ARPA - Caregiver	93,478	56,000
ARPA - Ombudsman	6,280	5,700
ARPA - Nutrition	444,946	269,500
ARPA Supportive Services	110,720	49,000
ARPA - IIID	24,501	16,000
Digital Navigator	-	57,926
<b>Miscellaneous</b>	<b>49,929</b>	<b>-</b>
Miscellaneous Expenses	49,929	-
<b>10 GENERAL FUND</b>	<b>4,880,265</b>	<b>3,882,816</b>

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

**FY 2024-2025**

	AMENDED BUDGET <u>23-24</u>	REQUESTED <u>24-25</u>
<b>11 AGING FUND</b>	<b>2,502,756</b>	<b>2,348,783</b>
Aging - HCCBG	2,099,095	2,135,589
Aging - Legal Services	11,111	11,194
Aging - Senior Center Gen Purpose	72,758	62,000
Aging - Caregiver	19,000	-
Aging - NSIP	96,000	65,000
Aging - ARPA	196,346	75,000
Aging - ARPA - Legal	8,446	-
<b>13 WIOA FUND</b>	<b>1,504,400</b>	<b>873,000</b>
WIOA Adult	400,000	200,000
WIOA Youth	400,000	190,000
WIOA Dislocated Worker	200,000	133,000
PROWD	500,000	350,000
Incumbent Worker Contracts	4,400	-
<b>14 MICROENTERPRISE LOAN FUND</b>	<b>-</b>	<b>-</b>
Interest on Loans	-	-
<b>20 DEFEDERALIZED EDA FUNDS</b>	<b>14,959</b>	<b>25,000</b>
Interest/Fees on Loans	14,959	25,000
<b>22 CARES REVOLVING LOAN FUND</b>	<b>-</b>	<b>-</b>
Interest on Loans	-	-
<b>73 PIVOT LOAN FUND - PERSON CO.</b>	<b>4,000</b>	<b>-</b>
Pivot Loan Payments	4,000	-
<b>10 GENERAL FUND</b>	<b>4,026,115</b>	<b>3,246,783</b>

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

**FY 2024-2025**

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<b>11 AGING FUND</b>	<b>2,502,756</b>	<b>2,348,783</b>
Aging - HCCBG	2,099,095	2,135,589
Aging - Legal Services	11,111	11,194
Aging - Senior Center Gen Purpose	72,758	62,000
Aging - Caregiver	19,000	-
Aging - NSIP	96,000	65,000
Aging - ARPA	196,346	75,000
Aging - ARPA - Legal	8,446	-
<b>13 WIOA FUND</b>	<b>1,504,400</b>	<b>873,000</b>
WIOA Adult	400,000	200,000
WIOA Youth	400,000	190,000
WIOA Dislocated Worker	200,000	133,000
PROWD	500,000	350,000
Incumbent Worker Contracts	4,400	-
<b>14 MICROENTERPRISE LOAN FUND</b>	<b>-</b>	<b>-</b>
Fund Transfer to Fund 10	-	-
<b>20 DEFEDERALIZED EDA FUNDS</b>	<b>14,959</b>	<b>25,000</b>
Fund Transfer to Fund 10	14,959	25,000
<b>22 CARES REVOLVING LOAN FUND</b>	<b>-</b>	<b>-</b>
Fund Transfer to Fund 10	-	-
<b>73 PIVOT LOAN FUND - PERSON CO.</b>	<b>4,000</b>	<b>-</b>
Payments Transferred to PC	4,000	-
<b>OTHER FUNDS</b>	<b>4,026,115</b>	<b>3,246,783</b>



**INDIRECT COST PLAN**

<b>FRINGE BENEFITS</b>	
LONGEVITY BONUS	6,150
FICA	91,579
GROUP INSURANCE	174,720
RETIREMENT	158,376
RETIREMENT SUPPLEMENT	23,942
UNEMPLOYMENT	3,099
RETIREE BENEFITS	70,000
<b>TOTAL FRINGE BENEFITS</b>	<b>527,867</b>

<b>GROSS SALARIES</b>	<b>1,197,114</b>
<b>BONUS</b>	<b>-</b>
<b>TOTAL SALARIES</b>	<b>1,197,114</b>

<b>FRINGE BENEFIT RATE</b>	<b>44.0949%</b>
<b>FY24 BUDGET</b>	<b>43,5397%</b>
<b>VARIANCE</b>	<b>0.5552%</b>

<b>INDIRECT COSTS</b>	
SALARIES	262,010
FRINGE BENEFITS	115,533
<b>TOTAL SALARIES &amp; FRINGE BENEFITS</b>	<b>377,543</b>
AUDIT	38,500
LEGAL FEES	7,500
TRAVEL & TRAINING	15,000
ADVERTISING	1,500
DUES & SUBS.	22,000
INSURANCE W.C.	10,565
INSURANCE P&L	15,000
BOARD EXPENSES	10,000
SOFTWARE & MAINTENANCE	18,600
BANK SERVICE CHARGES	1,000
CONTRACT SERVICES	15,000
TELEPHONE	11,380
POSTAGE & METER RENTAL	3,500
PRINTING	1,500
IT CHARGES	36,700
MAINT & REPAIR COPIER	8,000
OFFICE SUPPLIES	10,720
INTERNET	2,500
RENT	48,120
UTILITIES	8,000
MAINT & REPAIR BLDG	0
CONTRACT CLEANING - SCHOOLS	9,000
<b>TOTAL INDIRECT</b>	<b>294,085</b>

<b>TOTAL INDIRECT</b>	<b>671,628</b>
<b>INDIRECT RATE</b>	<b>51.578%</b>

<b>DIRECT SALARIES</b>	<b>911,105</b>
<b>FRINGE BENEFITS</b>	<b>401,751</b>
<b>TOTAL BASE</b>	<b>1,312,856</b>

<b>TOTAL INDIRECT R</b>	<b>51.578%</b>
<b>FY24 BUDGET</b>	<b>52.5494%</b>
<b>VARIANCE</b>	<b>-1.3916%</b>