

# EAST TEXAS COUNCIL OF GOVERNMENTS



Rains County Fair  
photo by emorytx.com

## ANNUAL PERFORMANCE & PROJECTION REPORT

2022 PERFORMANCE  
2023 PROJECTIONS

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## East Texas Council of Governments (ETCOG) Region

As one of 24 “Regional Councils” or “Councils of Governments” in the State of Texas, the East Texas Council of Governments is responsible for comprehensive planning assistance, economic development, workforce development, environmental programs, services for the elderly and transportation. ETCOG is a voluntary association of counties, cities, school districts and special districts with the fourteen-county East Texas Region. ETCOG serves as a clearinghouse for state and federal funds and is uniquely positioned as an organization to provide social services, assist local governments in problem solving and fiscal management. ETCOG staff are skilled at consensus-building and creating partnerships throughout the 14-county region. Since its inception, ETCOG has administered millions of dollars in Federal and State funds assisting not only cities and counties, but private businesses and even individuals.

In compliance with Chapter 391.0095. (4) & (5) of the Local Government Code, this report contains information on the most relevant performance measures of activities funded by State and Federal grants during fiscal year 2020 and projections for fiscal year 2022. Comments on staffing, funding and performance measures for each of the ETCOG operating Divisions are provided in separate sections of the report by division beginning with the Area Agency on Aging Division on page 9. Supplementary information contained on pages 2-6 shows ETCOG Executive Committee officers, Member Jurisdictions and the ETCOG organizational chart.



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SERVING A FOURTEEN COUNTY REGION

Letter of Transmittal from the Executive Director:

I am pleased to submit to all concerned the East Texas Council of Governments' (ETCOG) 2022 Annual Performance & Projections Report. Upon review, you will see ETCOG diligently pursues its mission of "...Improving the quality of life for all East Texans by pledging all of its resources to educate and assist its members to accomplish their goals". We take great pride in our role of providing a forum for our elected officials to come together to solve common problems; and as resources allow, we do everything in our power to deliver solutions to address those problems. As the New Year approaches, we remain ready and able to serve once again and grateful for the opportunity to do so!

With best wishes, I am

Sincerely Yours;

*David A. Cleveland*

David A. Cleveland  
Executive Director

**EAST TEXAS COUNCIL OF GOVERNMENTS  
OFFICERS OF THE EXECUTIVE COMMITTEE**

**2022 – 2023**

**Mayor Ben Middlebrooks, Chairman  
City of Rusk**

**Commissioner William Hatfield, 1st Vice-Chairman  
Harrison County**

**Mayor Randy Dunn, 2<sup>nd</sup> Vice-Chairman  
City of Quitman**

**Commissioner JoAnn Hampton, 3<sup>rd</sup> Vice-Chairman  
Smith County**

**Commissioner Robert Kuykendall, Secretary-Treasurer  
Rusk County**

**Administrative Staff**

<b>Executive Director</b>	<b>David A. Cleveland</b>
<b>Assist. Exec. Director/Human Resources Director</b>	<b>Brandy Brannon</b>
<b>Director of Area Agency on Aging</b>	<b>Colleen Halliburton</b>
<b>Director of Communications</b>	<b>Lindsay Vanderbilt</b>
<b>Director of Financial Operations</b>	<b>Wendi Horst</b>
<b>Director of Information Technology</b>	<b>Mike Kadar</b>
<b>Director of Public Safety</b>	<b>Stephanie Heffner</b>
<b>Director of Transportation</b>	<b>Vince Huerta</b>
<b>Director of Workforce &amp; Economic Development</b>	<b>Doug Shryock</b>

# Member Governments

## COUNTIES:

Anderson  
Camp  
Cherokee  
Gregg  
Harrison

Henderson  
Marion  
Panola  
Rains  
Rusk

Smith  
Upshur  
Van Zandt  
Wood

## CITIES:

Alba  
Alto  
Arp  
Athens  
Beckville  
Berryville  
Big Sandy  
Brownsboro  
Bullard  
Canton  
Carthage  
Chandler  
Clarksville  
Coffee  
East Mountain  
East Tawakoni  
Easton  
Edgewood  
Edom  
Elkhart  
Emory  
Eustace  
Frankston  
Gallatin  
Gilmer  
Gladewater

Grand Saline  
Gun Barrel City  
Hallsville  
Hawkins  
Henderson  
Hideaway  
Jacksonville  
Jefferson  
Kilgore  
Lakeport  
Lindale  
Log Cabin  
Longview  
Mabank  
Malakoff  
Marshall  
Mineola  
Mt. Enterprise  
Murchison  
New London  
New Summerfield  
Nooday  
Ore City  
Overton  
Palestine  
Payne Springs

Pittsburg  
Point  
Quitman  
Reklaw  
Rusk  
Scottsville  
Seven Points  
Star Harbor  
Tatum  
Tool  
Town of Enchanted Oaks  
Troup  
Tyler  
Union Grove  
Van  
Warren City  
Waskom  
Wells  
White Oak  
Whitehouse  
Wills Point  
Winnsboro  
Winona  
Yantis

# Member Governments

## **INDEPENDENT SCHOOL DISTRICTS:**

Alba Golden ISD	Hawkins ISD	Palestine ISD
Athens ISD	Henderson ISD	Pittsburg ISD
Beckville ISD	Kemp ISD	Quitman ISD
Big Sandy ISD	Kilgore ISD	Rains ISD
Brownsboro ISD	Laneville ISD	Sabine ISD
Carlisle ISD	LaPoyner ISD	Slocum ISD
Carthage ISD	Laveretts Chapel ISD	Tatum ISD
Cayuga ISD	Longview ISD	Trinidad ISD
Crossroads ISD	Malakoff ISD	Waskom ISD
Frankston ISD	Miller Grove ISD	Wells ISD
Gilmer ISD	Mt. Enterprise ISD	West Wood ISD
Grand Saline ISD	Neches ISD	White Oak ISD
Hallsville ISD	New Diana ISD	Winona ISD
Harleton ISD	Ore City ISD	Yantis ISD
Harmony ISD	Overton ISD	

## **SPECIAL PURPOSE DISTRICTS:**

East Cedar Creek Water	Trinity Valley Community College
Harrison County SWCD	Tyler Junior College
Kilgore College	Upshur-Gregg SWCD #417
Panola College	Wood County SWCD #444
Smith County 911 District	

## **RIVER AUTHORITIES:**

Sabine River Authority  
Upper Neches River Municipal Water Authority



# Our Partners, Our Mission & Vision



**COGWORKS**  
ETCOG PURCHASING COOPERATIVE



## Vision Statement

We are a trustworthy organization committed to providing leadership, education, and financial resources to our fourteen-county region.

## Mission Statement

In order to improve the Quality of Life for all of our Citizens, ETCOG pledges all its resources to educate and assist its members to accomplish their goals.



# EAST TEXAS COUNCIL OF GOVERNMENTS



## Service Area

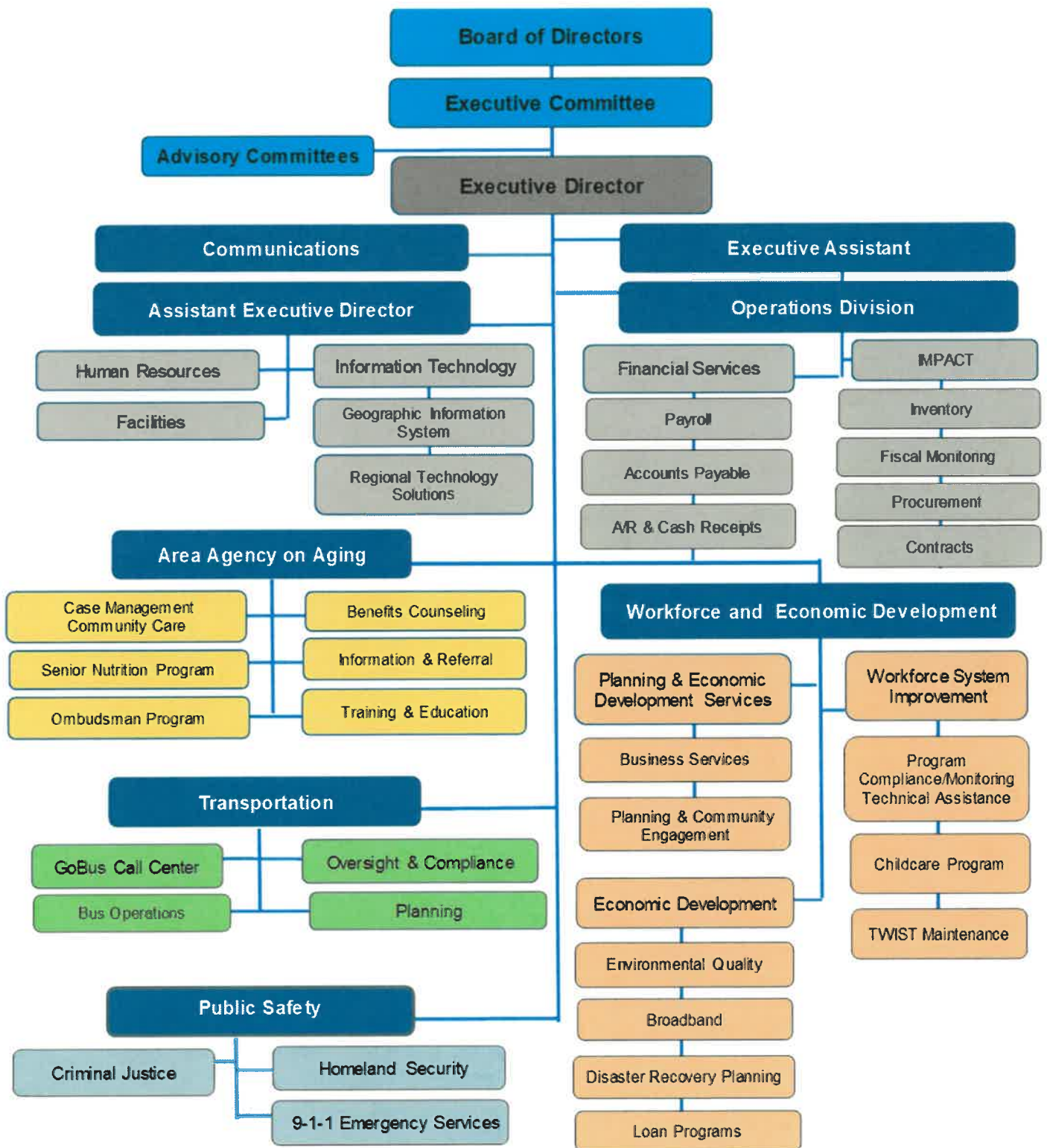
**Established: 1970**

**East Texas State Planning Region 6**

**Area: 10,022 square miles**

**Population 829,749**

# Organizational Chart



## Area Agency on Aging Division



The Area Agency on Aging of East Texas (AAA) is funded by the Texas Health and Human Services Commission (HHSC) in accordance with the Older American Act of 1965, as amended. The AAA is a provider of services to the senior population and recipients of Medicare throughout the fourteen counties in the East Texas region (Anderson, Camp, Cherokee, Gregg, Harrison, Henderson, Marion, Panola, Rains, Rusk, Smith, Upshur, Van Zandt, and Wood). The AAA's mission is to serve as the region's leader in advocating and providing a variety of services to our senior population. These services are designed to assist older individuals in living independent, meaningful, and dignified lives in their own homes and communities for as long as possible. This is accomplished through the various programs operated through the agency which include benefits counseling; caregiver in-home and institutional services; caregiver support; case management and advocacy; health maintenance; evidence-based programs; information, referral, and assistance; nutrition; ombudsman; residential repair; and transportation.

The senior population in the East Texas Region is steadily increasing according to the United States Bureau of Economic Analysis. With this growth in the senior population, the demand for AAA services will increase due to the agency's focus on outreach throughout the 14-county region. The AAA provides a myriad of services to older adults, their families, and the East Texas communities. The overarching goals of the AAA are to (1) enhance, advocate, and promote the quality of life of persons as they grow older to foster independence, (2) advocate for the protection and prevention of abuse, neglect, and financial exploitation of the elderly and persons with disabilities, and (3) create new partnerships and leverage funding opportunities through public and private partnerships and promote the health and wellness of older adults. The AAA has developed an integrated and coordinated planning system with our partners to build a greater service delivery system throughout the East Texas Area.

In FY 2022, the AAA directed COVID funding to income support activities, case management, senior nutrition program, and transportation. The COVID pandemic resulted in lower performance measures for several AAA programs because seniors were reluctant to attend informational and educational events and congregate meal sites.

Almost three years of pandemic living has isolated our seniors more than ever. For FY 2023, the AAA staff will focus on bringing our seniors back to in-person activities at congregate meal sites, health and wellness classes, volunteer sites, educational activities, and social events. Continued marketing and outreach efforts will be conducted for the community to become aware of the availability of the AAA services and events. It is time we break the cycle of seclusion caused by the pandemic!

## Area Agency on Aging Division

**Staffing:** The Area Agency on Aging Division is under the supervision of the Director of Aging and various staff members. For FY 2022 the program employed 21.5 full time equivalent positions and projects 21.5 for FY 2023.

**Funding and Performance Measures:** Funding comes from the Federal Government through the Texas Department of Aging and Disability Services (DADS).

Major sources of funding for Area Agency on Aging include the following:

- **Senior Nutrition**
- **Caregiver Support**
- **Ombudsman Program Title VII- EAP and OAG**
- **Information Referral and Legal Assistance**

An explanation of the funding and information relative to Performance Measures is shown below beginning with the Senior Nutrition Program.

**Senior Nutrition-** The Older Americans Act, as Amended, provides funds for nutrition services for persons sixty years of age and older. Hot, nutritious meals provided five days a week, except with an approved waiver from Texas Department of Aging and Disability Services (TDADS), at a congregate meal site with home-delivered meals available to those who are not physically able to attend the meal site.

**Caregiver Support-** To assist States, in providing multifaceted systems of support services for: (1) Family caregivers; and (2) grandparents or older individuals who are relative caregivers. Services to be provided include: information to caregivers about available services; assistance to caregivers in gaining access to the services; individual counseling, and caregiver training to caregivers to assist the caregivers in making decisions and solving problems relating to their care giving roles; and respite care to enable caregivers to be temporarily relieved from their care giving responsibilities.

**Ombudsman Program Title VIII B, Title VII-EAP and OAG-** Residents in nursing homes are among the most frail and vulnerable Texans. At times, they need help to improve their quality of life and care. Federal and state authority mandates ombudsmen to identify, investigate and resolve complaints made by, or on behalf of, residents and to provide services to help in protecting health, safety, welfare and right.

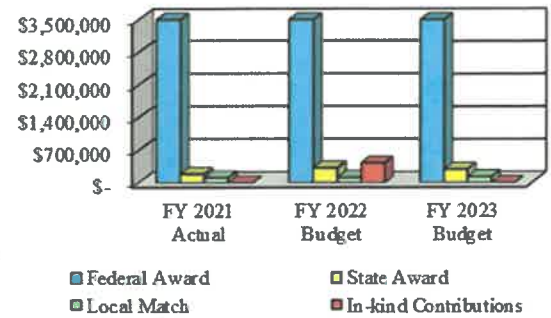
**Information Referral and Legal Assistance-** The State Health Insurance Assistance Program (SHIP) was created under Section 4360 of the Omnibus Budget Reconciliation Act (OBRA) of 1990 (Public Law 101-508). SHIP is known as the Health Information Counseling and Advocacy Program (HICAP), which is a partnership of the Area Agencies on Aging, Texas Legal Services Center, and the Texas Department of Insurance. The law authorizes the Secretary of the Department of Health and Human Services (DHHS) to make grants to states to establish and maintain statewide programs to provide health insurance information, counseling, and assistance to Medicare eligible individuals. The Medicare Improvements for Patients and Providers Act (MIPPA) for beneficiary outreach and assistance grant is intended to strengthen the capability of states to enroll all Medicare eligible individuals who are eligible for the Low-Income Subsidy (LIS) for Part D premiums and co-pays and Part B premiums.

Following this page are the performance measures and budget for the AAA.

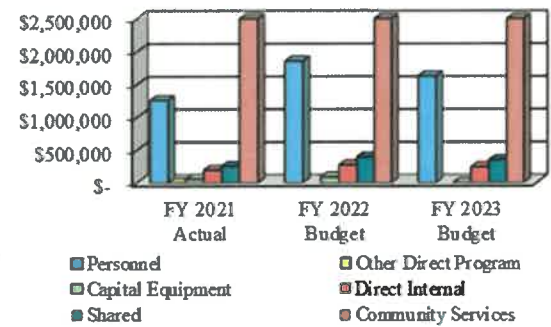


# Area Agency on Aging Division

	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget
<b>Funding Sources</b>			
Federal Award	\$ 4,479,220	\$ 6,005,000	\$ 4,372,556
State Award	191,387	321,000	287,669
Local Match	112,215	115,154	128,515
Other Income	2,421	175,000	2,076,938
In-kind Contributions	-	428,000	-
<b>Total Resources</b>	<b>\$ 4,785,243</b>	<b>\$ 7,044,154</b>	<b>\$ 6,865,678</b>

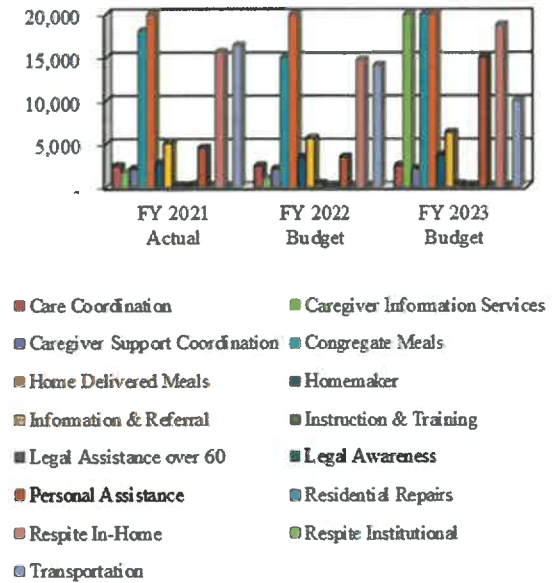


	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget
<b>Expenditures</b>			
Personnel	\$ 1,261,110	\$ 1,858,647	\$ 1,628,561
Other Direct Program	457,302	427,694	1,433,752
Capital Equipment	58,174	87,368	-
Direct Internal	194,864	273,410	240,992
Shared	254,858	394,655	347,478
Community Services	2,558,936	4,002,380	3,214,895
<b>Total Department</b>	<b>\$ 4,785,243</b>	<b>\$ 7,044,154</b>	<b>\$ 6,865,678</b>



<b>FTE</b>	<b>23.67</b>	<b>28.15</b>	<b>21.50</b>
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	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget
<b>Performance Measures</b>			
Care Coordination	2,504	2,500	2,550
Caregiver Information Services	1,738	1,050	38,500
Caregiver Support Coordination	2,182	2,165	2,200
Congregate Meals	18,098	15,000	65,425
Home Delivered Meals	416,144	440,000	299,827
Homemaker	2,795	3,475	3,752
Information & Referral	5,138	5,675	6,345
Instruction & Training	65	500	400
Legal Assistance over 60	237	25	50
Legal Awareness	338	50	195
Personal Assistance	4,579	3,525	15,040
Residential Repairs	36	35	50
Respite In-Home	15,670	14,750	18,770
Respite Institutional	20	20	58
Transportation	16,431	14,125	10,000



## Public Safety Division



The Public Safety Division encompasses the Criminal Justice (CJ), Homeland Security (HS) and 911 Emergency Services (911) programs. The Criminal Justice and Homeland Security programs serve all 14-counties within the ETCOG region while the 911 Emergency Services Program serves 10-counties (Anderson, Camp, Cherokee, Gregg, Marion, Panola, Rains, Upshur, Van Zandt, and Wood). Local 911 districts serve the remaining four counties (Harrison, Henderson, Rusk, and Smith) and two cities (Kilgore and Longview) within the ETCOG region.

CJ staff duties include: long and short term planning, technical assistance for current and new grantees applying for funding through the Office of the Governor, Criminal Justice Division, facilitation of grant application workshops, online support in eGrants, priority hearings, program reporting, administration of the region's State Fund 421 grant which helps fund Continuing Education for Law Enforcement, administration of the region's Regional Juvenile Services grant which helps fund psychiatric and psychological evaluations, counseling services and substance abuse testing for youth referred to juvenile probation departments within the ETCOG region, development and maintenance of the Regional Criminal Justice Strategic Plan and facilitation of materials needed for review and approval by the Criminal Justice Advisory Committee and Executive Committee.

HS staff duties include: long and short term planning; technical assistance for current and new grantees applying for funding through the Office of the Governor, Homeland Security Grants Division, facilitation of grant application workshops, regional training of varying types/sizes of Disaster Exercises for all First Responders, online support in eGrants, funding allocation meetings, program reporting, assisting agencies with Emergency Management Plan updates, development and maintenance of other regional plans including providing oversight of all the region's Hazard Mitigation Plans and facilitation of materials needed for review and approval by the Homeland Security Advisory Committee and Executive Committee.

911 staff duties include: long and short-term planning for eighteen Public Safety Answering Points (PSAP), 911 educational efforts which promote citizen awareness, maintenance of PSAP equipment, network, database, telecommunicator training, and addressing/mapping for eight counties and twenty-six cities within the ETCOG region.

Additionally, our current Public Safety initiatives are to (1) onboard with the Next Generation Service Offerings (NSO) via the statewide ESInet, (2) upgrade to fiber at all of our Public Safety Answering Points (PSAP) and (3) replace our Front Room Customer Premise Equipment at our PSAPs.

## **Public Safety Division**

**Staffing:** This division is overseen by the Director of Public Safety. The staff breakdown includes 9 support positions for 9-1-1 Emergency Services, an Operations Manager, Homeland Security Coordinator, a Support Specialist and Criminal Justice/Homeland Security Planner. During FY 2022 the Division employed 12.5 full-time positions and has projected 12.95 for FY 2023. These staff members oversee the day-to-day operations of each of the programs.

**Funding and Performance Measures:** Funding is provided by the Governor's Office, Criminal Justice Division and the Texas Division of Emergency Management. State funding for the 9-1-1 Program is provided by the Texas Legislature with oversight of the Commission on State Emergency Communications (CSESC). Programs funded include Homeland Security, Police Training, Criminal Justice and 9-1-1 Emergency Services. Each of the Public Safety Program areas is described as follows:

**Homeland Security-** Since 2003, Congress has provided funding to the States to strengthen critical infrastructure, purchase interoperable communications equipment, train first responders, and perform other tasks essential to ensure the security of the nation. ETCOG has assisted jurisdictions in completion of Emergency Response Plans; purchased 14 mobile communications gateways, placing one in each county; and created GIS maps of the region, now being used by first responders.

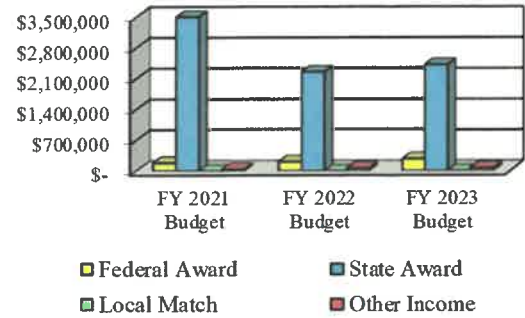
**Police Training and Criminal Justice -** The Criminal Justice program provides training and technical assistance to agencies within the 14-county region in the areas of criminal justice, juvenile justice, and victim services. The Criminal Justice Advisory Committee (CJAC) ranks grant applications within four funding streams administered by the Governor's Office, Criminal Justice Division (CJD): Victims of Crime Act (VOCA) and STOP Violence Against Women Act (VAWA) for victim services; Juvenile Justice and Delinquency Prevention (JJDP) for juvenile services; and the State 421 Fund (SF421) for all other criminal justice purposes, which is primarily used in our region for the Police Training program. This program provides funds to train new peace officers, jailers, and communication operators employed or sponsored by ETCOG member agencies. Additional funds are used to bring talented instructors from outside the region to conduct classes here, and to send officers elsewhere to attend needed classes that are not available within the region. In FY 2022 more than 1,200 peace officers received training with 1,200 expected in FY 2023.

**9-1-1 Emergency Communications-** The goal of 9-1-1 Emergency Services is to establish and maintain equipment, networks and databases to preserve and enhance public safety and health through reliable access to emergency communication services, while building the interface to new technologies that will connect people with emergencies with those who respond. During FY 2022 over \$1,000,000 in new equipment and services were purchased to support our Emergency Network.

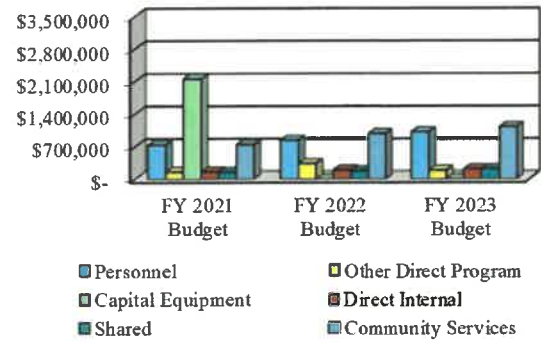


# Public Safety Division

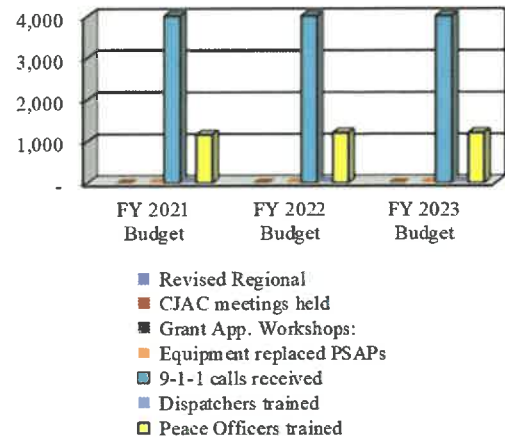
	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget
<b>Funding Sources</b>			
Federal Award	\$ 185,053	\$ 208,978	\$ 273,585
State Award	3,874,965	2,252,933	2,414,424
Local Match	-	-	-
Other Income	34,138	63,590	70,019
<b>Total Resources</b>	<b>\$ 4,094,156</b>	<b>\$ 2,525,501</b>	<b>\$ 2,758,027</b>



	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget
<b>Expenditures</b>			
Personnel	\$ 734,840	\$ 837,222	\$ 1,014,041
Other Direct Program	154,266	334,622	187,402
Capital Equipment	2,154,999	-	-
Direct Internal	160,679	197,288	215,072
Shared	149,452	177,771	216,361
Community Services	739,920	978,598	1,125,150
<b>Total Department</b>	<b>\$ 4,094,156</b>	<b>\$ 2,525,501</b>	<b>\$ 2,758,027</b>
<b>FTE</b>	<b>11.70</b>	<b>11.20</b>	<b>12.95</b>



	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget
<b>Performance Measures</b>			
9-1-1 calls received	162,283	160,000	220,000
Dispatchers trained	46	40	40
Revised Regional CJ Strategic Plan	1	1	1
CJAC meetings held	3	2	2
HSAC meetings held	2	2	2
FirstNet meetings held			
Grant App. Workshops:			
Criminal Justice	4	4	4
Homeland Security	4	4	4
Equipment replaced PSAPs	18	18	18
Peace Officers trained	1,156	1,200	1,200



## Transportation Division



The Federal Transit Administration's Non-Urbanized Transportation program (Section 5311) has provided the framework for rural public transportation since 1990. The majority of matching funds required by the federal program are provided by TxDOT state funds, with additional support through contracts with the Area Agency on Aging and the City of Marshall. For the first time in many years GoBus has been able to control cost through the implementation of productivity focused projects.

GoBus operates demand response rural transportation service, in all fourteen counties plus one flex route in the City of Marshall. To track this information, GoBus uses scheduling software to schedule trips efficiently and effectively across our 14-county region, store customer information, and track transit performance. In FY21, GoBus received TxDOT approval a Maintenance Feasibility Study. This study will aid in the planning and success of future projects. Other notable accomplishments include transitioning staff quickly during the COVID-19 pandemic to enable staff to work from home; the installation of barriers in the GoBus fleet to help protect passengers and drivers; the distribution of personal protective equipment including glove, disinfectant cleaners, and masks to both staff and passengers; the creation of a mobile app and implementation of a Interactive Voice Response system; the implementation of new scheduling software remotely during the pandemic; implementing new safety technology through SmartDrive to identify risky behavior in order to coach drivers before accidents happen; the execution of a one-hour headway system for the Marshall Flex Route; the successful award of a coordinated call TxDOT grant for technology upgrades; and the successful award of a veteran grant from the Texas Veteran Commission to help pay for rides to veterans, their spouses and dependents.

While ETCOG's transportation focus has been providing rural public transportation, it established the East Texas Rural Planning Organization ("RPO") in 2011. The RPO's charge is to work on the coordination efforts for all modes of transportation for the fourteen-county region. Due to the recent adoption of TxDOT's Transportation Improvement Program, which is their fiscally constrained plan, the ETRTPO did not put out a call for additional projects in the last year. Staff have continued to work with TxDOT to ensure collaboration should they need assistance with any grant funding. The RPO has been instrumental in assisting TxDOT and the region in the search for funding to complete important transportation infrastructure projects.

Objectives for FY 2023 include: Improve the image of the GoBus Brand through Safe, Reliable and Friendly Public Transit; concentrate on developing new business through contracts with entities including nursing homes, health and human service agencies, and private clinics; using the maintenance feasibility study to move into the next phase of planning for developing an inhouse maintenance program; begin planning and implementing regional routes to cluster trips more efficiently; work on increasing ridership to pre-pandemic level; identify and partner with other transit providers from both the public and private sectors in order to create a more effective and efficient transportation network; introduce regional routes to encourage the use of public transit which relieves traffic congestion, reduces air pollution and reduces anxiety levels; increase funding by seeking and applying for additional grants; make improvements to our marketing strategies to better inform the public of who we are and what services we offer, including outreach to the veteran populations regarding the transportation assistance grant; implement a driver compliance and incentive program that includes PASS training and DOT certifications; continue to ensure effective public transportation services throughout the region by evaluating routes; enhance our safety program to ensure driver and passenger safety is main priority; sustainability during post COVID, enhance our services with the new normal and price inflations; collaborate with local entities and attain Interlocal Agreements; continue to support EasTexConnects as its lead agency and work with stakeholders and potential customers to facilitate coordination of public transit services by exploring partnerships for seamless travel among intercity bus, Amtrak, local urban bus systems, and other providers in both the public and private sectors; and implementation of a customer service training program for our dispatch office to ensure they are excelling to accommodate current and potential GoBus riders.

## **Transportation Division**

**Staffing:** Transportation is overseen by the Director of Transportation and the Transportation Manager. The remaining staff consists of drivers, dispatchers and other support staff totaling 42.5 Full Time Equivalent (FTE) positions and two PRN staff.

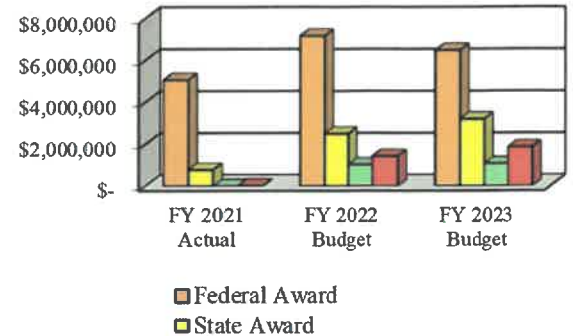
**Funding and Performance Measures:** Funding is provided by the Texas Department of Transportation and the Area Agency on Aging. Title 49 Section 5311 of the US Transportation Code provides that eligible recipients may receive federal funds through the Rural Public Transportation Grant Program, a federal assistance program administered by the Federal Transit Administration to enhance the access of persons living in rural area to health care, shopping, education, recreation, public services, and employment by encouraging the maintenance, development, improvement, and use of passenger transportation systems.

Transportation Code, Chapter 455, authorizes the State to assist the sub recipient in procuring aid for the purpose of establishing and maintain public and mass transportation projects and to administer funds appropriated for public transportation under Transportation Code, Chapter 456. The Texas Department of Transportation has been designated to receive federal funds under the Rural Public Transportation Grant Program, to administer a statewide Rural Public Transportation Grant Program, and to provide state funds to match federal funds.

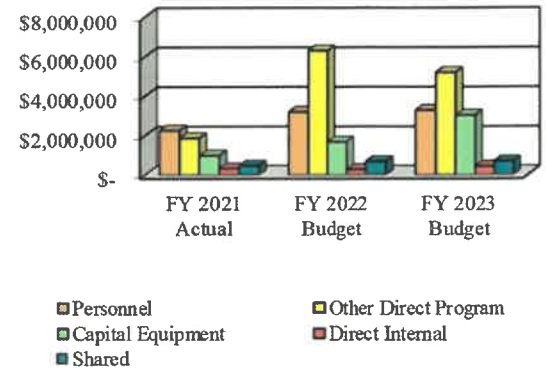
On the following page are the significant performance measures for the Transportation Division:

# Transportation Division

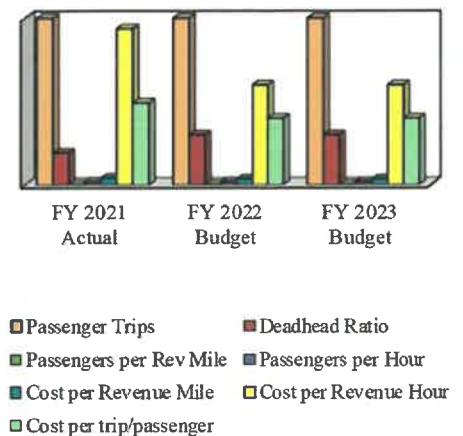
	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget
<b>Funding Sources</b>			
Federal Award	\$ 5,059,124	\$ 7,152,797	\$ 6,474,032
State Award	780,037	2,491,213	3,193,342
Other Income & In-Kind	-	1,020,750	1,072,480
Local Funds	23,764	1,423,679	1,858,987
<b>Total Resources</b>	<b>\$ 5,862,925</b>	<b>\$ 12,088,439</b>	<b>\$12,598,841</b>



	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget
<b>Expenditures</b>			
Personnel	\$ 2,247,790	\$ 3,181,271	\$ 3,272,558
Other Direct Program	1,854,985	6,284,467	5,180,752
Capital Equipment	975,914	1,675,670	3,017,982
Direct Internal	321,829	271,537	429,299
Shared	462,408	675,494	698,250
<b>Total Department</b>	<b>\$ 5,862,925</b>	<b>\$ 12,088,439</b>	<b>\$12,598,841</b>
<b>FTE</b>	<b>42.38</b>	<b>52.70</b>	<b>51.70</b>



	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget
<b>Performance Measures</b>			
Passenger Trips	92,283	120,000	120,000
Deadhead Ratio	19.30	30.00	30.00
Passengers per Rev Mile	0.09	0.10	0.10
Passengers per Hour	1.91	1.96	1.96
Cost per Revenue Mile	4.18	3.60	3.60
Cost per Revenue Hour	93.68	60.00	60.00
Cost per trip/passenger	49.14	40.00	40.00



## Workforce and Economic Development Division



Like Texas and the nation, East Texas survived the last two years of a pandemic with both global and local impacts. While COVID remains a factor in our communities, it is no longer the debilitating force it was in 2020. We are still picking up the pieces and dealing with its aftermath, though. Finally free to resume our lives, East Texans now face runaway inflation, record transportation costs, and a looming recession. Employers are ready to get back to the business of business but are discovering a decimated working population. For every prospective worker, two jobs are going unfilled. In recruiting experienced, skilled, and/or credentialed workers, that ratio is even higher.

Employers now operate in competition for too few workers. Workers are able to secure unheard of starting wages and demand employer concessions, including hours worked, little weekend or overtime, benefits for parttime work, and remote working conditions. Failure to meet these demands means workers may quit with little to no advance notice. If a business wants to keep its doors open, it must accept raw talent and refine it once it is already on payroll.

Employers are becoming more creative in recruiting and retaining qualified or promising job candidates. Workers see fewer requirements for formalized training prior to seeking employment. If he or she is willing to accept a job, the employer is compelled to conduct on-the-job training or continuing education. Internships and apprenticeships may introduce the worker to the job, but simultaneously the employer is auditioning his or her company to the prospective employee. On-site or vicinity childcare facilities, along with second- or swing-shift childcare providers may be what it takes to land the right workforce.

At the same time, covering the to- and from-work transportation costs have become decision factors. Whereas regional pre-pandemic commuting times averaged 30 minutes or thirty miles, employers looking to secure a workforce are dependent on the larger surrounding community to fulfill off-duty needs and desires of its employee population or rural businesses will no longer be able to keep its youth in the area.

All of the challenges described above are areas where Workforce and Economic Development may be an employer's ace in the hole. Staff routinely leverage resources to establish and build small businesses, create an environment free of waste and pollution, and provide childcare for those looking for, or just starting out on the job.

In addition to providing training for skills lost or missed during the pandemic, we collaborate with employers to qualify and pay for employees they are considering or who are already on the clock to round out necessary skill sets. We even have the ability to provide salary expenses to the employer of record so a worker can "try on" a company without cost. And, when life throws a worker an emergency, our staff can structure small loans at a fraction of the cost of typical payday lending.

Today's DWED is well-positioned to support our regional employers in the post-COVID world. Our challenge is to ensure both businesses and workers know of our resources.

## **Workforce and Economic Development Division**

**Staffing:** The Regional Workforce and Economic Development Division is overseen by the Director and three team leaders. During the 2022 fiscal year the program employed 26 full time equivalent positions with plans to adjust to 30.74 FTE's in FY 2023.

**Funding and Performance Measures:** Funding is mostly provided by the Federal Government and Texas Workforce Commission (TWC) in the form of grants. For Workforce and Economic Development, the major sources of funding are Workforce Investment Opportunity Act (WIOA) grants; Child Care Services (CCS); Supplemental Nutrition Assistance Program (SNAP); Temporary Assistance for Needy Families (TANF); and Targeted training and employment aide. The information that follows provides a brief description of the major sources of funding for the Workforce Programs administered by WSETB and ETCOG along with Performance Measure information.

**Workforce Investment Opportunity Act-** The purpose of WIA is to provide workforce investment activities, through statewide and local workforce investment systems that increase the employment, retention, and earnings of participants and increase occupational skill attainment by participants, and, as a result, improve the quality of the workforce, reduce welfare dependency, and enhance the productivity and competitiveness of the nation. In addition to job training and other job seeker services, it also provides resources for job matching and employer services. WIA Act funds support three distinct programs that include "Youth", "Adult" and "Dislocated Worker".

**Child Care Services-** This program provides subsidized child care for public assistance recipients and low-income parents who are employed or attending school. This is a supportive service to enable low income families with young children to work, participate in the labor market, or receive training.

**Temporary Assistance for Needy Families (TANF) Block Grant** – This is the first of two incentivized programs that require participants to sign up for and participate in employment programs in order to receive the respective benefits. Certain TANF Recipients are required to work or participate in work related activities as a condition of receiving their cash assistance. The Workforce system provides employment and supportive services to enable these activities and initiates sanctions against those recipients who do not participate in work.

**Supplemental Nutrition Assistance Program (SNAP)** - Provides employment and training services for recipients of food stamps. The goal is to assist SNAP recipients in obtaining employment - including provision of work opportunities for 18- to 50-year-old Able-Bodied Adults without Dependents (ABAWDs) - through participation in work programs and education and training activities. Support services for transportation, dependent care expenses, and other expenses that are reasonable, necessary, and directly related to participation in SNAP activities are evaluated based on individual need.

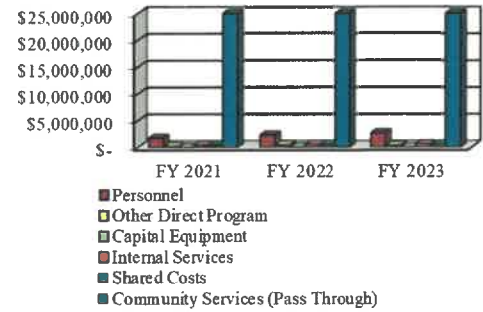
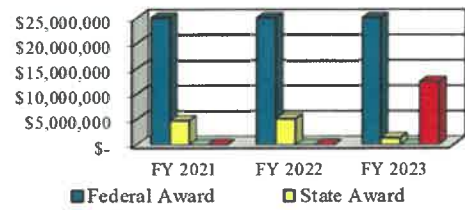
**Employment Services-** The program was established in 1933 to provide universal access to job matching services for employers and job seekers. The Texas Workforce Commission directly employs staff for this program who are then assigned to the various Workforce Centers. It reimburses ETCOG for operating expense attributed to the presence of the state employees in the Workforce Centers.

Following this page are the performance measures and budget for the Workforce and Economic Division.

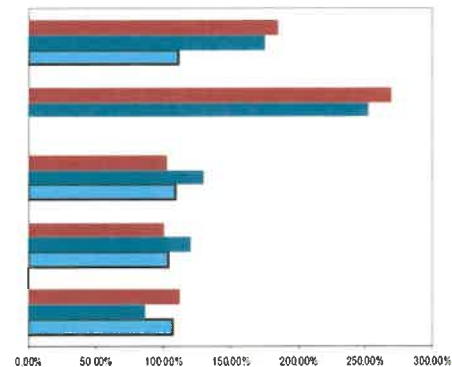


# Workforce and Economic Development Division

	FY 2021	FY 2022	FY 2023
	Actual	Budget	Budget
<b>Funding Sources</b>			
Federal Award	\$32,131,044	\$56,536,246	\$44,176,281
State Award	4,759,565	5,104,625	1,321,264
Local Match	-	-	-
Other Income	35,240	15,695	12,405,217
<b>Total Resources</b>	<b>\$36,925,849</b>	<b>\$61,656,566</b>	<b>\$57,902,762</b>
<b>Expenditures</b>			
Personnel	\$ 1,776,043	\$ 2,334,115	\$ 2,664,243
Other Direct Program	168,611	411,393	359,881
Capital Equipment	24,627	26,895	13,000
Internal Services	432,885	548,844	583,032
Participant Assistance	1,142,696	5,451,550	3,507,258
Workforce Center Facilities	2,304,763	1,896,101	1,972,633
Special Projects & Board Ops	-	2,440,778	1,615,696
Shared Costs	409,627	495,614	568,457
Community Services (Pass Through)	30,666,597	48,051,277	46,618,562
<b>Total Expenditures</b>	<b>\$36,925,849</b>	<b>\$61,656,566</b>	<b>\$57,902,762</b>
<b>FTE</b>	<b>29.65</b>	<b>28.90</b>	<b>30.74</b>



	FY 2021	FY 2022	FY 2023
	Actual % of current target	Actual % of current target	Actual % of current target
<b>Performance Measures</b>			
Claimant Reemployment with 10 weeks	n/a	108.50%	109.32%
# of Employers Receiving Workforce Choices Full Work Rate - All Family Total	n/a	107.70%	108.00%
Avg # Children Served Per Day - Discretionary	76.38%	100.00%	72.36%
Employed/Enrolled Q2 Post Exit - C&T Participants	92.52%	n/a	n/a
Employed/Enrolled Q2-Q4 Post Exit - C&T Participants	103.20%	87.85%	95.34%
Median Earnings Q2 Post Exit - C&T Participants	100.52%	97.89%	103.18%
Credential Rate - C&T Participants	106.32%	n/a	n/a
Employed Q2 Post Exit - Adult	127.67%	93.44%	93.82%
Employed Q4 Post Exit - Adult	103.98%	91.63%	95.86%
Median Earnings Q2 Post Exit - Adult	99.00%	104.49%	107.04%
Measurable Skills Gains - Adult	n/a	95.45%	111.99%
Credential Rate - Adult	87.07%	87.07%	104.84%
Employed Q2 Post Exit - DW	94.26%	95.58%	101.52%
Employed Q4 Post Exit - DW	94.70%	91.45%	97.63%
Median Earnings Q2 Post Exit - DW	99.86%	102.84%	106.65%
Measurable Skills Gains - DW	*n/a	68.06%	175.31%
Credential Rate - DW	94.26%	94.26%	126.09%
Employed/Enrolled Q2 Post Exit - Youth	106.51%	86.51%	112.45%
Employed/Enrolled Q4 Post Exit - Youth	103.40%	120.83%	100.56%
Measurable Skills Gains - Youth	108.49%	130.27%	101.86%
Credential Rate - Youth	111.04%	175.44%	184.56%

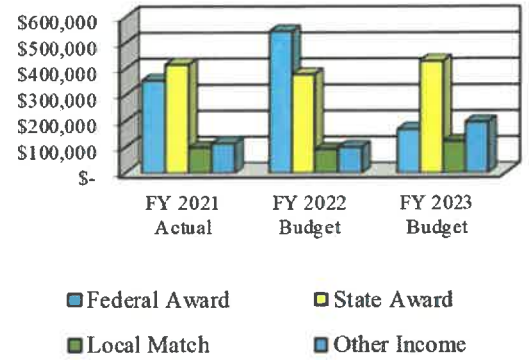


■ FY 2023 Actual % of current target 109.32% 108.00% 72.36% n/a 95.34% 103.18% n/a 93.82% 95.86% 107.04% 111.99% 104.84% 101.52% 97.63% 106.65% 175.31%  
 ■ FY 2022 Actual % of current target 108.50% 107.70% 100.00% n/a 87.85% 97.89% n/a 93.44% 91.63% 104.49% 95.45% 87.07% 95.58% 91.45% 102.84% 68.06%  
 ■ FY 2021 Actual % of current target n/a n/a 76.38% 92.52% 103.20% 100.52% 106.32% 127.67% 103.98% 99.00% n/a 94.26% 94.70% 99.86% \*n/a

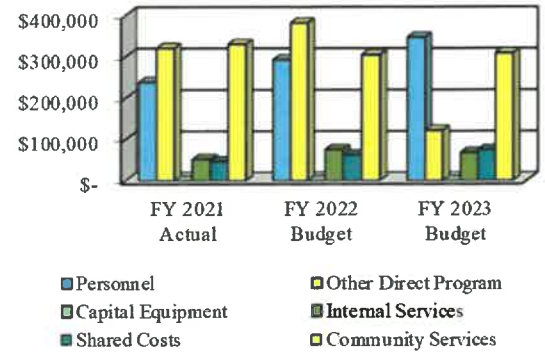


# Economic Development

	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget
<b>Funding Sources</b>			
Federal Award	\$ 356,092	\$ 544,346	\$ 168,391
State Award	416,894	379,081	430,391
Local Match	98,111	91,150	122,305
Other Income	114,253	99,223	196,267
<b>Total Resources</b>	<b>\$ 985,350</b>	<b>\$ 1,113,800</b>	<b>\$ 917,354</b>

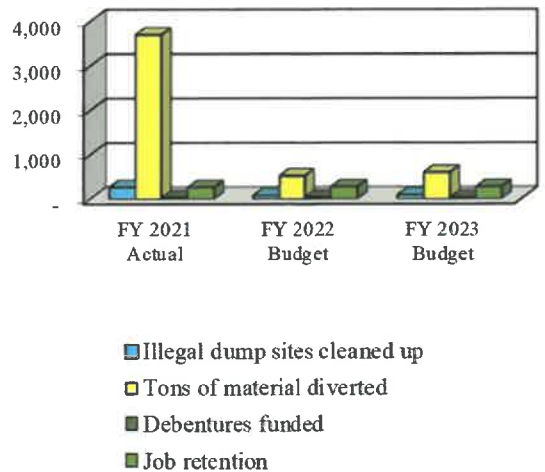


	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget
<b>Expenditures</b>			
Personnel	\$ 238,032	\$ 292,020	\$ 346,214
Other Direct Program	319,984	381,061	121,467
Capital Equipment	-	-	-
Internal Services	51,719	74,884	67,766
Shared Costs	46,168	62,006	73,870
Community Services	329,447	303,828	308,036
<b>Total Expenditures</b>	<b>\$ 985,350</b>	<b>\$ 1,113,800</b>	<b>\$ 917,354</b>



<b>FTE</b>	<b>3.62</b>	<b>3.70</b>	<b>4.30</b>
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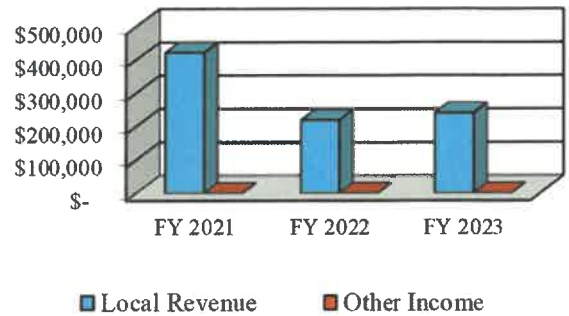
	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget
<b>Performance Measures</b>			
Illegal dump sites cleaned up	267	78	90
Illegal sites investigated	411	83	96
Number of violators identified	63	19	22
Number of fines issued	39	12	14
Tons of material diverted	3,700	524	602
Debentures funded	38	41	40
Job retention	265	275	275
from funded debentures			



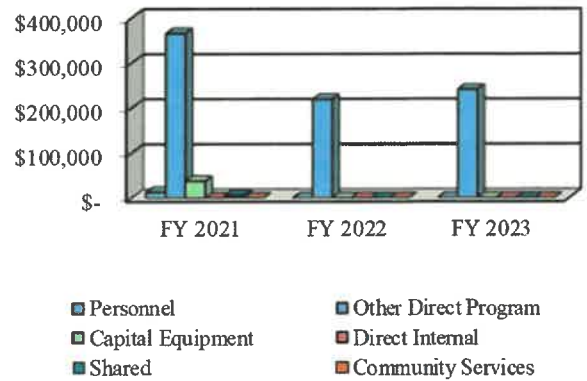
## Local Funds

Local revenue comes from membership dues, interest income on idle ETCOG (Local) cash/investments and from rebates from credit card purchases. These funds are essentially unrestricted but are used from time to time to help support programs and provide local matching to grant funds. Local funds are also referred to as the General Fund.

	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget
<b>Funding Sources</b>			
Local Revenue	\$ 421,193	\$ 218,431	\$ 239,950
Other Income	-	-	-
<b>Total Resources</b>	<b>\$ 421,193</b>	<b>\$ 218,431</b>	<b>\$ 239,950</b>



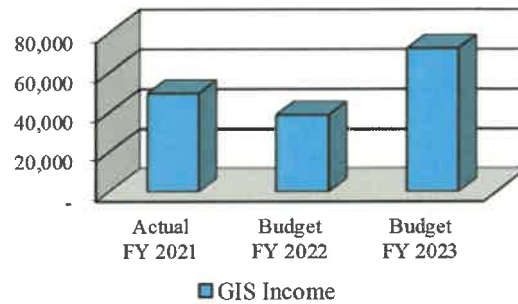
	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget
<b>Expenditures</b>			
Personnel	\$ 13,040	\$ -	\$ -
Other Direct Program	365,070	218,431	239,950
Capital Equipment	37,235	-	-
Direct Internal	-	-	-
Shared	5,848	-	-
Community Services	-	-	-
<b>Total Department</b>	<b>\$ 421,193</b>	<b>\$ 218,431</b>	<b>\$ 239,950</b>



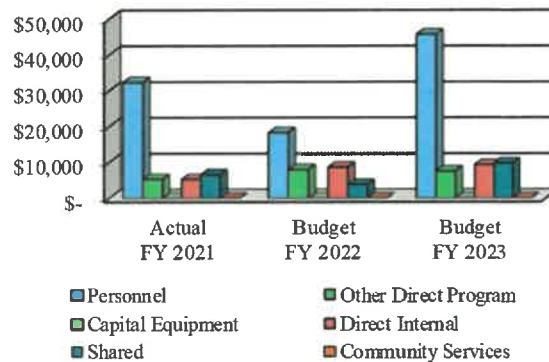
## Regional Technology Services Geographic Information System (GIS)

GIS is a spatial database system that provides powerful decision-making tools public governance from producing simple hard copy maps to analyzing complex crime patterns. GIS tools are used by emergency responders to respond to accidents, housing specialists to analyze the quality and condition of housing, environmentalists to identify the location of hazardous waste sites, social service workers to identify the location of elderly and disabled, waste management officials to route vehicles, police to analyze crime patterns, public works crew to maintain road inventory, etc. GIS plays a key role in meeting emergency mapping needs of counties and cities within the East Texas Region.

Funding Sources	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget
GIS Income	49,582	38,742	72,178
<b>Total Resources</b>	<b>\$ 49,582</b>	<b>\$ 38,742</b>	<b>\$ 72,178</b>



Expenditures	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget
Personnel	\$ 32,286	\$ 18,291	\$ 45,681
Other Direct Program	5,337	7,968	7,500
Capital Equipment	-	-	-
Direct Internal	5,343	8,600	9,250
Shared	6,616	3,884	9,747
Community Services	-	-	-
<b>Total Department</b>	<b>\$ 49,582</b>	<b>\$ 38,742</b>	<b>\$ 72,178</b>



FTE	0.20	0.20	0.40
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## OPERATIONS DIVISION

The Operations Division supports all programs, staff, Boards, and contractors of the East Texas Council of Governments through the centralized delivery of essential services provided by four departments within the Operations Division. Listed below are the departments and services provided. Since the Operations Division is part of the framework for each program, it serves the entire ETCOG budget of \$81,354,790 for fiscal year 2023.

- ***Financial Services***
  - *Accounts Payable*
  - *Payroll*
  - *Cash Management*
  - *Travel Coordination*
  - *Asset Management*
  - *Financial Reporting*
- ***Fiscal IMACT***
  - *Program Specific Financial Reporting*
  - *Budget review & oversight*
  - *Workforce Contractor Support*
  - *Fiscal Monitoring of Contractors*
  - *Forecasting*
  - *Purchasing & Formal Procurement*
  - *Vendor Performance*
- ***Fiscal Accountability & Support***
  - *Oversight & planning of annual audit and outside financial monitoring*
  - *Development of annual budget*
  - *Oversight and review all ETCOG Programs*

The next two pages reflect the funding available and budget adopted as of the September 22, 2022 Board of Directors' meeting. The complete FY 2023 Budget and Planning guide may be found on our website at [www.etcog.org/financials](http://www.etcog.org/financials)

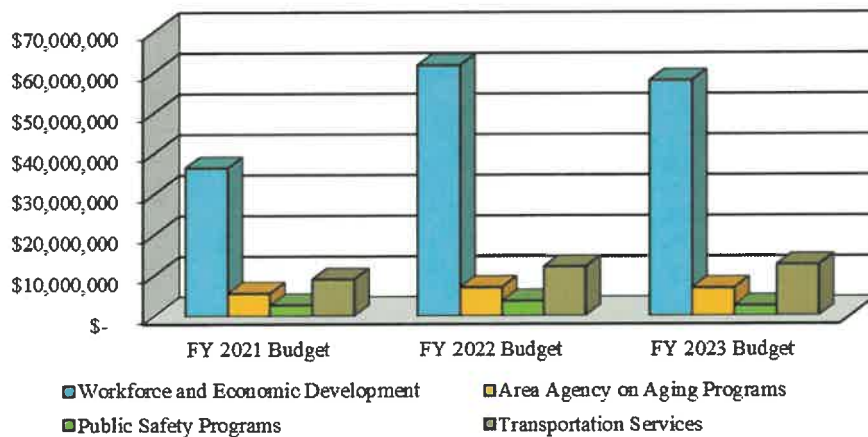
## ETCOG Summary of Special Revenue Funds by Grant

	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	Increase/ Decrease over prior year	
<b>Workforce Programs</b>					
Workforce Innovation & Opportunity Act (WIOA)	\$ 6,504,094	\$ 6,433,295	\$ 6,885,978	452,683	7%
Child Care	24,628,857	45,964,239	45,186,582	(777,657)	-2%
Temporary Assistance for Needy Families (TANF)	2,033,703	2,592,224	2,441,604	(150,620)	-6%
Supplemental Nutrition Assistance Program (SNAP)	761,376	632,295	825,426	193,131	31%
Employment Services/ RESEA	570,590	618,738	691,063	72,325	12%
VR, HDJT, NDW, IT Apprenticeship	846,691	2,070,169	862,470	(1,207,699)	-58%
Trade Act	375,403	2,656,173	207,000	(2,449,173)	-92%
Non Custodial Parent	474,433	474,433	474,433	-	0%
Veterans & Leadership	47,635	28,000	28,000	-	0%
Infrastructure(ISS) & Wkfc Commision Init (WCI)	187,783	187,000	300,206	113,206	61%
<b>Total Workforce Programs</b>	<b>\$ 36,430,565</b>	<b>\$ 61,656,566</b>	<b>\$ 57,902,762</b>	<b>(3,753,804)</b>	<b>-6%</b>
<b>Economic Development &amp; Loan Programs</b>					
Economic Development Assistance Planning	116,667	104,900	172,000	67,100	64%
EDA-CARES Disaster Recovery	200,000	250,000	-	(250,000)	-100%
EDA -Broadband	243,750	273,750	55,996	(217,754)	-80%
Solid Waste	198,786	161,848	213,158	51,310	32%
Air Quality	281,250	217,233	217,233	-	0%
TDA Community Development Block Grant	10,928	6,846	14,891	8,045	118%
Loan Program -CLP, CLC, USDA	22,773	40,565	111,367	70,802	175%
East Texas Regional Development Co.	61,997	58,658	132,709	74,050	126%
<b>Total Economic Dev. &amp; Loan Programs</b>	<b>\$ 1,136,150</b>	<b>\$ 1,113,800</b>	<b>\$ 917,354</b>	<b>(196,446)</b>	<b>-18%</b>
<b>Area Agency on Aging Programs</b>					
C1, C2 & NSIP Meals	\$ 2,664,016	\$ 3,641,458	\$ 3,239,368	(402,090)	-11%
Title III-B	1,323,959	1,488,772	1,069,108	(419,664)	-28%
Title III-D	101,680	109,000	121,018	12,018	11%
Title VII-OAG & VII-EAP & SGR ALF	175,853	175,000	166,456	(8,544)	-5%
Title III-E Caregiver	771,244	936,062	509,031	(427,031)	-46%
SGR HDM Rate Increase	-	82,630	82,630	-	0%
HICAP	99,750	115,000	182,782	67,782	59%
MIPPA	17,497	17,000	33,318	16,318	96%
Housing Bond	13,810	29,000	16,666	(12,334)	-43%
ARP III-B	-	-	262,188	262,188	0%
ARP III-C1 & III-C2 Meals	-	-	475,972	475,972	0%
ARP III-D	-	-	35,919	35,919	0%
ARP-III-E	-	-	87,834	87,834	0%
ARP-OM	-	-	10,056	10,056	0%
ARP SGR	-	-	57,407	57,407	0%
Administration	439,334	450,232	515,925	65,693	15%
<b>Total Area Agency on Aging</b>	<b>\$ 5,607,143</b>	<b>\$ 7,044,154</b>	<b>\$ 6,865,678</b>	<b>(178,476)</b>	<b>-3%</b>

## Summary of Special Revenue Funds by Grant

	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	Increase/ Decrease over prior year	
<b>Public Safety &amp; GIS Programs</b>					
9-1-1 Emergency Communications	5,116,569	2,010,340	2,169,830	159,490	8%
Homeland Security	204,114	179,675	163,924	(15,751)	-9%
Criminal Justice Division	57,184	55,225	57,225	2,000	4%
Police Training	187,368	187,368	187,369	1	0%
Regional Evaluation Services	50,052	29,304	48,194	18,890	64%
County & City Addressing	36,318	63,590	70,019	6,429	10%
Skimmer	200,000	-	-	-	0%
Coronavirus Emergency Supplemental Funding	-	-	61,467	61,467	100%
GIS Mapping	41,263	38,742	72,178	33,437	86%
<b>Total Public Safety &amp; GIS</b>	<b>\$ 5,892,868</b>	<b>\$ 2,564,243</b>	<b>\$ 2,830,205</b>	<b>265,962</b>	<b>10%</b>
<b>Transportation Services</b>					
Transportation Operations	3,680,185	7,042,331	5,220,777	(1,821,554)	-26%
Preventative Maintenance	180,000	210,000	244,000	34,000	16%
Regional Coordination Planning	107,156	40,191	33,500	(6,691)	-17%
Administration	882,623	942,568	873,868	(68,700)	-7%
Capital/Vehicles	2,153,249	1,675,670	3,017,982	1,342,312	80%
Mobility Management	21,000	30,000	44,833	14,833	49%
Contract Services	178,425	252,000	392,497	140,497	56%
Transportation Restricted	-	12,000	113,680	101,680	847%
Transportation Local Funds	1,827,032	1,883,679	2,657,704	774,025	41%
<b>Total Transportation</b>	<b>\$ 9,029,670</b>	<b>\$ 12,088,439</b>	<b>\$ 12,598,841</b>	<b>510,402</b>	<b>4%</b>
<b>Grand Total Revenues by Grant</b>	<b>\$ 58,096,396</b>	<b>\$ 84,467,202</b>	<b>\$ 81,114,840</b>	<b>(3,352,362)</b>	<b>-4%</b>

**Total Grant Revenues by Division**



## Glossary of Terms and Grant Descriptions

**AAA (Area Agency on Aging)** - The Area Agency on Aging of East Texas (AAA) is funded by the Texas Health and Human Services Commission (HHSC) in accordance with the Older American Act of 1965, as amended. The AAA is a provider of services to the senior population and recipients of Medicare throughout the fourteen counties in the East Texas region

**Accrual Basis of Accounting** - The basis of accounting whereby revenue projections are developed recognizing revenues expected to be earned in the period, and expenditure estimates are developed for all expenses anticipated to be incurred during the last fiscal year.

**American Rescue Plan (ARP)** - Provides critical and unprecedented support to children, families, and communities in response to the COVID-19 pandemic and resulting economic downturn. ARP is one of the largest stimulus packages in U.S. history.

**Appropriation** - A legal authorization to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in the amount and as to the time when it may be expended.

**Basis of Accounting** - The timing method used in the recognition of revenues and expenditures for financial reporting purposes.

**Broadband** - the transmission of wide bandwidth data over a high-speed internet connection that provides high speed internet access via multiple types of technologies including fiber optics, wireless, cable, DSL, and satellite.

**Budgetary Control** - The control or management of government in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available resources.

**Budget Document** - The official written statement prepared by ETCOG staff and approved by the ETCOG Board of Directors to serve as a financial and operation guide.

**Capital Equipment (Assets)** - Resources having a value of \$5,000 or more and a useful life of more than one year. Capital assets are also called fixed assets.

**Capital Outlay** - Expenditures which result in the acquisition of or addition of fixed assets.

**CARES ACT** - In March 2020, U.S. lawmakers agreed to pass a \$2 trillion stimulus bill called the CARES (Coronavirus Aid, Relief, and Economic Security) Act to blunt the impact of an economic downturn set in motion by the global coronavirus pandemic.

**Cash Basis of Accounting** - The method of accounting under which revenues are recorded when received and expenditures are recorded when paid.

**CCS (Child Care Services)** - Provides subsidized childcare to public assistance recipients and low-income parents who are employed or attending school.

**CLP (Chapman Loan Program)** – The CLP began as a grant from the federal government to create a revolving loan fund in East Texas. This grant was made possible by the hard work of then congressman, Jim Chapman. The CLP is designed to provide long-term financing to eligible businesses. Loan proceeds can be used for fixed assets, new construction, renovations, leased property, equipment, inventory and working capital. CLP funds can even be used in some instances to provide equity injections.



## Glossary of Terms and Grant Descriptions - Continued

**CPI** – (Consumer Price Index) published by the Bureau of Labor Statistics for the State of Texas, is a measure of the average change in prices over time in a fixed market basket of goods and services.

**Direct Internal Expenses** – An allocation plan under the guidelines of 2 CFR 200 -Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, whereby costs of the following services can be charged to the various programs on a reasonable and consistent basis. Direct Internal Service expenses are charged to a cost pool and then allocated directly to the grants on a monthly basis.

**Executive Summary** - A general discussion of the proposed budget presented in writing as a part of or supplement to the budget document. The Executive Summary explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the Executive Director.

**EDA (U.S. Department of Commerce -Economic Development Administration)** - provides planning assistance to provide support to Planning Organizations for the development, implementation, revision, or replacement of a Comprehensive Economic Development Strategy (CEDs), planning efforts, and State plans designed to create and retain higher-skill, higher-wage jobs, particularly for the unemployed and underemployed in the nation's most economically distressed regions.

**ES (Wagner-Peyser Employment Services)** - Legislation passed in 1933 that ensures universal access to a system in which job seekers are matched with jobs and employers.

**ETRDC (East Texas Regional Development Company)** – is a private, non-profit, organization formed for the purpose of assisting small businesses and licensed by the U.S. Small Business Administration. ETRDC has helped many Texas business owners achieve long term financing for all of their business needs.

**Federal Awards** - Federal awards received from the federal government through the State of Texas are the largest source of funding received by the ETCOG. Revenues are received from the U.S. Departments of Labor, Agriculture, Health and Human Services, Commerce, Housing and Urban Development, Justice, Energy, Transportation, and the Department of Homeland Security.

**Fund** - An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

**General Fund** - General Operating Fund of ETCOG, accounting for the resources and expenditures related to the generally recognized governmental services provided.

**Generally Accepted Accounting Principles (GAAP)** - Uniform standards and guidelines for financial accounting and reporting. GAAP provide a standard by which to measure financial presentations.

**GIS (Geographic Information System)** - A database system that creates, manages, analyzes, and maps all types of data. This provides a foundation for mapping and analysis that is used in science and almost every industry. GIS helps users understand patterns, relationships, and geographic context. The benefits include improved communication and efficiency as well as better management and decision making.

**Government Accounting Standards Board (GASB)** - Established in 1984, GASB is the independent, private- sector organization that establishes accounting and financial reporting standards for U.S. state and local governments that follow Generally Accepted Accounting Principles (GAAP). The GASB standards are recognized as authoritative by state and local governments, state Boards of Accountancy, and the American Institute of CPAs (AICPA). The GASB

## Glossary of Terms and Grant Descriptions - Continued

develops and issues accounting standards through a transparent and inclusive process intended to promote financial reporting that provides useful information to taxpayers, public officials, investors, and others who use financial reports.

**Governmental Funds** - Funds generally used to account for governmental (non-proprietary) activities. There are two (2) types of governmental funds used by ETCOG, the general fund and special revenue funds.

**HICAP (Health Insurance Counseling and Advocacy Program)** provides free, confidential one-on-one counseling, education, and assistance to individuals and their families on Medicare, Long-Term Care insurance, other health insurance related issues, and planning ahead for Long-Term Care needs

**HHSC (Texas Health and Human Services Commission)** The Texas agency whose mission is to provide a comprehensive array of aging and disability services, supports, and opportunities that are easily accessed in local communities.

**Information Technology** - the use of any computers, storage, networking and other physical devices, infrastructure, and processes to create, process, store, secure and exchange all forms of electronic data.

**Interlocal Elimination** – The allocation of Direct Internal Services and Shared Costs to Service Programs in accordance with established federal, state, or internal guidelines.

**Internal Service Fund** – Funds used to account for activities conducted on a benefit received for service basis. Direct Internal Service expenses related to Human Resources, Information Technology, and the Facility are charged to cost pools and then allocated directly to the grants on a monthly basis.

**Investments** – Cash held by ETCOG in interest bearing accounts and cash pools.

**Local Cash Match** – Local membership dues are received from cities, counties, and special districts. Membership dues are utilized for general council expenditures and to match various federal and state programs. Local cash match is also provided by the Counties for the Economic Development grant.

**Major Fund** - The General and the Grant Fund (Programs).

**MIPPA (Medicare Improvement for Patients and Providers Act)** – This program provides outreach and assistance to eligible Medicare beneficiaries to apply for benefit programs that help to lower the costs of their Medicare premiums and deductibles and to coordinate efforts to inform older Americans about benefits available under Federal and state programs.

**Modified Accrual Basis of Accounting** - Under the basis of accounting, revenues are estimated for the fiscal year if they are susceptible to accrual, amounts can be determined and will be collected within the current period.

**NCP (Non-Custodial Parent Choices)** - Provides Employment Services to non-custodial parents ordered into the system by the court for non-payment of child support.

**NSIP (Nutrition Service Incentive Program)** - Funds are made available to State agencies on aging and Indian Tribal Organizations to purchase foods of United States origin or to access commodities from the United States Department of Agriculture (USDA). These foods are to be used in the preparation of congregate and home-delivered meals by nutrition services programs.

## Glossary of Terms and Grant Descriptions - Continued

**Operating Budget** - A plan of financial operation embodying an estimate of proposed expenditures for the calendar year and the proposed means of financing them (revenue estimates).

**Other Direct Program Expenses** – Other Direct expenses include professional and contract services, travel, training, insurance and bonding, public education, meetings, office supplies, and service delivery costs.

**Other Income** – Other income includes revenues for Transportation Bus Fares, Geographic Information Systems (GIS) Services, Program Income for the Area Agency on Aging, Investment income, ETRDC & CLC Service Fees, Chapman Revolving Loan fees, and match for Transportation operations provided by the Health & Human Services Commission through the Area Agency on Aging Division.

**Pass Through (Expenses)** – Funds which the East Texas Council of Governments has oversight and monitoring responsibilities through contractual agreements with various sub-recipients for the delivery of service in the fourteen-county region.

**Performance Measure** - Divisional units of measurement in performance, measurable functions, i.e., passenger miles, job postings filled, meals delivered, etc.

**Personnel (Expenses)** – Personnel costs include salaries and benefits for employees. Full time employees receive benefits which include paid leave (vacation, sick, holidays), longevity, workers compensation, pension, and medical/dental insurance.

**Regional Technology Solutions** - new Information Technology (IT) Support services for our region's jurisdictions needing special project and/or daily operational support.

**Revenue Earned** The determination as to when revenue is earned is dependent on the language in each specific grant. For example, if you have a cost-reimbursement grant (which is the most common) you would recognize grant revenue equal to the amount of allowable expenses you incurred.

**RPO (Rural Planning Organization)** – An organization of the 14-county ETCOG counties, established to coordinate all multimodal transportation planning for the region.

**Service Program** – The collective, associated services funded through a variety of Federal and State Awards managed by the four major operating Divisions of ETCOG (Area Agency on Aging, Public Safety, Transportation, and Workforce and Economic Development)

**Shared Costs** – Shared costs are costs that have been incurred for common or joint purposes. These costs benefit more than one cost objective and cannot be readily identified with a particular final cost objective without effort disproportional to the results achieved.

**SNAP (Supplemental Nutrition Assistance Program)** - Seeks to provide employment services to those individuals receiving food stamps with the goal of self-sufficiency.

**Special Revenue Fund** - A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specific purposes. GAAP only require the use of special revenue funds when legally mandated. Each ETCOG Grant Fund is a Special Revenue Fund and is used to account for all grant related financial activity (Divisional budgets).

## Glossary of Terms and Grant Descriptions - Continued

**State Awards** – State revenues for ETCOG come from the Texas Workforce Commission (TWC), the Texas Department of Aging and Disability Services (DADS), the Office of the Governor Criminal Justice Division (CJD), the Texas Commission on Environmental Quality (TCEQ), the Commission on State Emergency Communications (CSEC), the Texas Department of Transportation, and the Veterans Benefits Administration

**TANF (Temporary Assistance for Needy Families)** - Employment services which are offered through the Choices Program to recipients of TANF. This program helps individuals receiving time limited cash assistance to find long-term employment and self-sufficient wages.

**Texas County and District Retirement System (TCDRS)** - a statewide agent multiple-employer defined benefit pension plan that ETCOG entered into in December 2021. TCDRS is financially strong with a \$45-billion trust that partners with more than 830 employers to provide retirement, disability and survivor benefits to more than 345,000 Texans. A unique savings-based plan design and disciplined funding ensure that benefits are reliable and costs more predictable for employers.

**Texas Department of Agriculture (TDA-CDBG)** - The purpose of this program is to provide technical assistance in the area of community development and in part “create jobs through expansion and retention of businesses.”

**Title III Part B** –To encourage State Agencies on Aging and Area Agencies on Aging to concentrate resources to develop and implement comprehensive and coordinated community-based systems of service for older individuals via Statewide planning, and area planning and provision of supportive services, including multipurpose senior centers. The objective of these services and centers is to maximize the informal support provided to older Americans to enable them to remain in their homes and communities. Providing transportation services, in-home services, and caregiver support services, this program ensures that elders receive the services they need to remain independent.

**Title III Part C1 & C2** -To provide grants to States to support nutrition services including nutritious meals, nutrition education and other appropriate nutrition services for older Americans in order to maintain health, independence, and quality of life. Meals may be served in a congregate setting or delivered to the home, if the older individual is homebound.

**Title III Part D** - To develop or strengthen preventive health service and health promotion systems through designated State Agencies on Aging and Area Agencies on Aging. Funds are provided for disease prevention and health promotion services including health risk assessments; routine health screening; nutrition screening; counseling and educational services for individuals and primary care givers; health promotion; physical fitness; home injury control and home safety screening; screening for the prevention of depression, and referral to psychiatric and psychological services; education on availability of benefits and appropriate use of preventive services; education on medication management; information concerning diagnosis, prevention, and treatment of neurological and organic brain dysfunction; and counseling regarding social services and follow-up health services.

**Title III Part E** - To assist States, Territories in providing multifaceted systems of support services for: (1) Family caregivers; and (2) grandparents or older individuals who are relative caregivers. Services to be provided include: information to caregivers about available services; assistance to caregivers in gaining access to the services; individual counseling, and caregiver training to caregivers to assist the caregivers in making decisions and solving problems relating to their caregiving roles; respite care to enable caregivers to be temporarily relieved from their caregiving responsibilities; and supplemental services, on a limited basis, to complement the care provided by caregivers.

## Glossary of Terms and Grant Descriptions - Continued

**Title VII EAP** - To support activities to develop, strengthen, and conduct programs for the prevention, detection, assessment, and treatment of, intervention in, investigation of, and response to elder abuse, neglect, and exploitation (including financial exploitation).

**Title VII OAG** - The principal role of this Ombudsman Program is to investigate and resolve complaints made by or on behalf of residents of nursing homes or other long-term care facilities. Ombudsmen also promote policies and practices needed to improve the quality of care and life in long-term care facilities and educate both consumers and providers about residents' rights and safe care practices.

**Trade Adjustment Assistance Services** - The Trade Adjustment Assistance (TAA) provides training and job search/relocation assistance to individuals who lose their manufacturing jobs due to foreign imports.

**TWC (Texas Workforce Commission)** – The state agency charged with overseeing and providing workforce development services to employers and job seekers of Texas. TWC strengthens the Texas economy by providing the workforce development component of the Governor's economic development strategy, by focusing on the needs of employers which gives Texas the competitive edge necessary to draw business to the state.

**TxDOT (Texas Department of Transportation)**- Transportation Code, Chapter 455, authorizes the State to assist the sub recipient in procuring aid for the purpose of establishing and maintain public and mass transportation projects and to administer funds appropriated for public transportation under Transportation Code, Chapter 456. The Texas Department of Transportation has been designated to receive federal funds under the Rural Public Transportation Grant Program, to administer a statewide Rural Public Transportation Grant Program, and to provide state funds to match federal funds.

**US Department of Transportation** – Title 49 Section 5311 of the US Transportation Code provides that eligible recipients may receive federal funds through the Rural Public Transportation Grant Program, a federal assistance program administered by the Federal Transit Administration to enhance the access of persons living in rural area to health care, shopping, education, recreation, public services, and employment by encouraging the maintenance, development, improvement, and use of passenger transportation systems.

**VETS (Veterans' Employment Services)** - Program where Vietnam era veterans, disabled veterans, and recently separated veterans can receive job search assistance, education, and training. The services of this program are provided by employees of Texas Veterans Commission with the Board responsible for housing those employees in the Workforce Centers and coordinating their activities with the rest of the system.

**WCI (Workforce Commission Initiatives)** - The WCI funding is provided for the purpose of supporting the delivery of services to workers and employers. The purpose of this Grant Award is to fund projects that strengthen and add value to the delivery system in its workforce area.

**WIOA (Workforce Innovation and Opportunity Act)** - WIOA is legislation enacted to improve the nation's workforce development system and help put Americans back to work. It provides a system for the preparation of workers for the 21st century workforce, while helping businesses find the skilled employees they need to compete and create jobs in America.

**WSET (Workforce Solutions East Texas)** - Workforce Solutions East Texas is a community partnership providing no-cost recruitment and employment services to businesses and job seekers in the East Texas area. The mission is to improve the quality of life in East Texas through economic development by providing a first-class workforce for present and future businesses.