

East Texas Council of Governments



Palatine to Rusk Train (rootsweb.com)

Budget & Planning Guide Fiscal Year 2022



David A. Cleveland, Executive Director
3800 Stone Road
Kilgore, TX 75662

Established: 1970
East Texas State Planning Region (6)
Area: 10,022 square miles
Population 875,419

Our Partners, Mission & Vision



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 of its resources to educate and assist its members to accomplish their goals.

**east Texas
council of
GOVERNMENTS**

The logo for the East Texas Council of Governments is centered on the page. It features the organization's name in a bold, black, sans-serif font, arranged in four lines: "east", "council of", "GOVERNMENTS", and "Texas". The word "Texas" is positioned to the right of "council of". The text is partially overlaid by three stylized evergreen trees. One tree is positioned behind the letter 'T' in "Texas", another is behind the letter 'I' in "council", and a third is to the right of the word "GOVERNMENTS". Each tree is composed of horizontal stripes in alternating shades of green and black, forming a triangular shape.

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**east Texas
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The logo consists of the text "east Texas council of GOVERNMENTS" in a bold, black, sans-serif font. The text is arranged in four lines: "east Texas" on the top line, "council of" on the second line, "GOVERNMENTS" on the third line, and "GOVERNMENTS" on the fourth line. The word "GOVERNMENTS" is split across the third and fourth lines. Three stylized evergreen trees, each with horizontal green and black stripes, are integrated into the design. One tree is positioned behind the letter 'T' in "Texas", another is behind the letter 'I' in "council", and a third is behind the letter 'T' in "GOVERNMENTS" on the fourth line.



The Arcadia Theater Tyler, Smith County
Photo by Smith County Historical Society

Executive Summary





3800 STONE ROAD
KILGORE, TEXAS 75662
903/984-8641 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

September 23, 2021

ETCOG Board of Directors:

Offered for your review and consideration is the Budget and Planning Guide for the East Texas Council of Governments operations for the fiscal year October 1, 2021 through September 30, 2022 (FY 2022 Budget).

ETCOG provides a forum for elected officials to come together and solve common problems. With local elected official guidance and consent, it also administers and manages the state and federal grant programs for which it receives funds. Through various grant funding mechanisms, ETCOG is able to administer grants for four major service areas, or Divisions, that include Workforce & Economic Development, Area Agency on Aging (AAA), Public Safety, and Transportation. Each of these Divisions may be subdivided into more specific programs that correspond more or less to the grants that are received to fund them. Each collection of programs under a single Division is carefully monitored by state or federal agencies that oversee the distribution of funds allocated by the state or federal legislature for each of the programs. State and Federal authorities in turn require adherence to specific processes and procedures for receiving, disbursing, accounting, and reporting the use of funds flowing from the federal government through the state or in some cases directly from the state or federal entities.

The FY 2022 Budget is a balanced budget with revenue sources matching projected expenditures for all funds. The plan is controlled at the fund and project level with management authorized to make transfers of budgeted amounts between object class levels within a fund or project, within restrictions imposed by grantor agencies. Following are highlights and discussion of the key components of this Budget.

Revenues

The FY 2022 Budget, totaling \$84,467,202 reflects an overall increase of \$26,370,806 compared to prior year. The majority of this increase can be seen in the Workforce & Economic Development Division with increases of \$21.3 million in Child Care funding and \$2.2 million in Trade Act funding. Other increases can also be seen in the Area Agency on Aging Division with an increase of over \$1.0 million in the meal programs, and in the Transportation Division with an increase of over \$2.7 million compared to prior year budget.

Revenues by Service Program

Funding Source	Area Agency				FY2022 Total
	on Aging	Public Safety	Transportation	Workforce & Economic Development	
Federal Award	\$ 6,005,000	\$ 208,978	\$ 7,152,797	\$ 50,013,734	\$ 63,380,510
State Award	321,000	2,252,933	2,491,213	2,615,581	7,680,727
Local Match	115,154	-	1,983,679	91,150	2,189,983
Other/Carry-Over	175,000	102,332	12,000	10,049,901	10,339,233
In-kind Contributions	428,000	-	448,750	-	876,750
Totals	\$ 7,044,154	\$ 2,564,243	\$ 12,088,439	\$ 62,770,366	\$ 84,467,202

Fiscal Year Revenue Comparison

Funding Source	FY2019	FY2020	FY2021	FY2022	Budget Variance
	Actual	Actual	Budget	Budget	FY 2021 - 2022
Federal Award	\$ 39,504,410	\$ 39,409,870	\$ 39,439,122	\$ 63,380,510	\$ 23,941,388
State Award	7,201,784	8,987,968	9,818,992	7,680,727	(2,138,266)
Local Match	1,022,173	1,027,306	2,144,649	2,189,983	45,334
Other/Carry-Over	8,819,444	1,958,592	6,573,633	10,339,233	3,765,600
In-kind Contributions	157,419	128,226	120,000	876,750	756,750
Totals	\$ 56,705,229	\$ 51,511,962	\$ 58,096,396	\$ 84,467,202	\$ 26,370,806

Expenditures- Since budgeted expenditures mirror available funding, the FY 2022 Budget provides for expenditures of \$84,467,202. In 2021 the American Rescue Plan was signed into law passing a \$1.9 trillion to speed up the recovery from the economic effects of the COVID-19 pandemic and the ongoing recession. As highlighted above, FY 2022 funding increased by \$26,370,806 compared to FY 2021 mainly due to an increase of \$21.3 million in child-care, an increase of \$2.2 million in Trade Act, an increase of \$2.7 million in Transportation funding, and an increase of \$1.4 million in the Area Agency on Aging programs.

Expenditures by Service Program

Expenditure by Category	Area Agency				FY2022 Total
	on Aging	Public Safety	Transportation	Workforce & Economic Development	
Personnel	\$ 1,860,215	\$ 855,551	\$ 3,178,537	\$ 2,627,968	\$ 8,522,272
Other Direct Prgm Exp	425,649	342,915	6,287,499	10,588,434	17,644,498
Capital Equipment	87,368	-	1,675,670	26,500	1,789,538
Direct Internal Exp	273,365	205,856	271,496	614,533	1,365,250
Shared Costs	395,177	181,750	675,236	558,275	1,810,438
Pass-through	4,002,380	978,171	-	48,354,655	53,335,209
Totals	\$ 7,044,154	\$ 2,564,243	\$ 12,088,439	\$ 62,770,366	\$ 84,467,202

The ETCOG FY2022 Budget, will serve as the financial guide to help each Division to meet their respective performance measures and enable ETCOG to continue its efforts to maximize the use of technology to achieve desired service levels, streamline operational processes, safeguard its data investment and realize our Vision and Mission. In addition to the budget and work plan discussed above, I wanted to provide an update on the many projects/initiatives ETCOG staff began in FY2021. Moreover, building on the success of 2021, during the new fiscal year your ETCOG staff will soon be launching a new Regional Purchasing Cooperative, as well as long awaited Executive Recruitment services for our jurisdictions. The progress report on the new and continuing initiatives introduced in FY-2021, most of which are carried forward into FY-2022 are summarized below:

Piney Woods 9-1-1 District

Although our 9-1-1 program remains successful under the current State program, in 2017, ETCOG began the process of becoming its own Emergency Communications District. In order for the East Texas Region to form its own District, among other steps, ETCOG must secure a resolution of support from every jurisdiction we serve. As of this writing, resolution remains to be secured. A target date of September 2023 has now been established for this transition to be complete. Forming our own Regional Emergency Communications District will allow Local Elected Officials to set policy for the District. It will also increase funding since ETCOG would receive 100% of the land line and wireless fees generated from our service area. This will increase flexibility on the use of funds when the 9-1-1 regional system is under local elected official control.

Regional Broadband

ETCOG, through its East Texas Economic Development District (ETEDD), received funding from EDA to develop a grassroots regional broadband strategic plan. A Starter Kit has been developed and distributed to help local leaders with project identification in counties. Mapping to identify fiber infrastructure, towers, and demographics is completed for all 14 counties and partnerships have been forged with several Internet Service Providers to coordinate infrastructure mapping. Staff will work with each county as needs dictate, to rank and prioritize projects that are proposed by business leaders and broadband providers to address the identified needs. Top rated projects in each county will be included within the final plan complete with associated budgets required to implement each project. Preliminary projects have been identified in nine counties: Camp, Cherokee, Gregg, Harrison, Henderson, Rains, Rusk, Van Zandt, and Wood.

Regional Housing/Disaster Recovery

ETCOG is the approved administrator of the Texas Department of Housing Community Affairs (TDHCA) HOME Disaster Relief Program, a long-term housing program designed to serve income eligible households impacted by disasters. As of this writing, ETCOG is seeking applications from residents affected by the March 2021 tornadoes in Panola and Rusk Counties to offer assistance and support the rebuilding or repairing of homes affected by the storms. Average costs to rebuild single-family homes are from \$100,000 to \$110,000, depending on the size of the family.

Building Plan Review Services

For those jurisdictions that find themselves falling behind with the approval of permits for new commercial or residential building construction and/or existing building renovations; Through the Building Plan Review Services program, our member jurisdictions may access fast reliable, and affordable services for commercial and non-commercial building code reviews. Through a sub-contractor, we have secured member access to expert plans examiners who can assist with electronic plan review and faster permits to help minimized construction delays and quickly clear up backlogs.

Building Inspection Services

We have heard from some of our jurisdictions that the establishment of a supplemental Building Inspection Service would be very helpful and valued added. The pandemic delayed the development work on this important initiative, but we plan to take this on in during the new fiscal year. The first step is establishing a stakeholders regional advisory committee to investigate the possibility of developing this new service.

Executive/Personnel Recruitment Services

Due to the introduction of other programs during FY2020, Executive Recruitment Services was not launched in 2020 as originally planned. However, we should be able to introduce this new service sometime within the 2022 Fiscal Year.

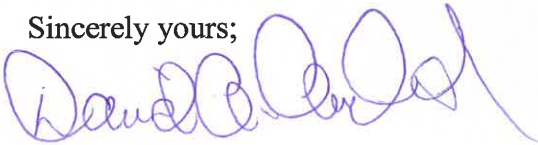
“Special Focus” Regional Purchasing Cooperative

The idea of developing and implementing a new Regional Purchasing Cooperative focused on the needs of our jurisdictions had been considered in years past. As previously mentioned, during FY2022 we will finally be launching this new purchasing cooperative! It will initially be focused more on services (instead of products) our jurisdictions need. Examples of some of the services being considered for the new co-op include aerial imagery, employee health and insurance benefits consulting services, custodial services, and real-estate consulting services.

I remain grateful for your continuing support as we seek to become the organization you need and want us to be. As we rapidly approach a new fiscal year, please accept this note as my personal invitation to share your thoughts, concerns and ideas concerning how we can serve you better. While we cannot meet every need, we will always strive to do our very best to serve you every time you call on any member of the ETCOG Team. I look forward to another year in your service.

With best wishes, I am

Sincerely yours;



David A. Cleveland
Executive Director

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The logo for the East Texas Council of Governments is a typographic design. The words "east Texas", "council of", and "governments" are stacked vertically in a bold, black, sans-serif font. The word "east" is on the top line, "council of" is on the second line, and "governments" is on the third line. The word "Texas" is positioned to the right of "east", and "governments" is positioned to the right of "council of". Three stylized evergreen trees, composed of horizontal green and black stripes, are integrated into the design: one is positioned above the letter 't' in "east", another is positioned above the letter 'x' in "Texas", and a third is positioned above the letter 'n' in "governments".



Carthage Courthouse, Panola County
Photo by texasescapes.com

Budget Information

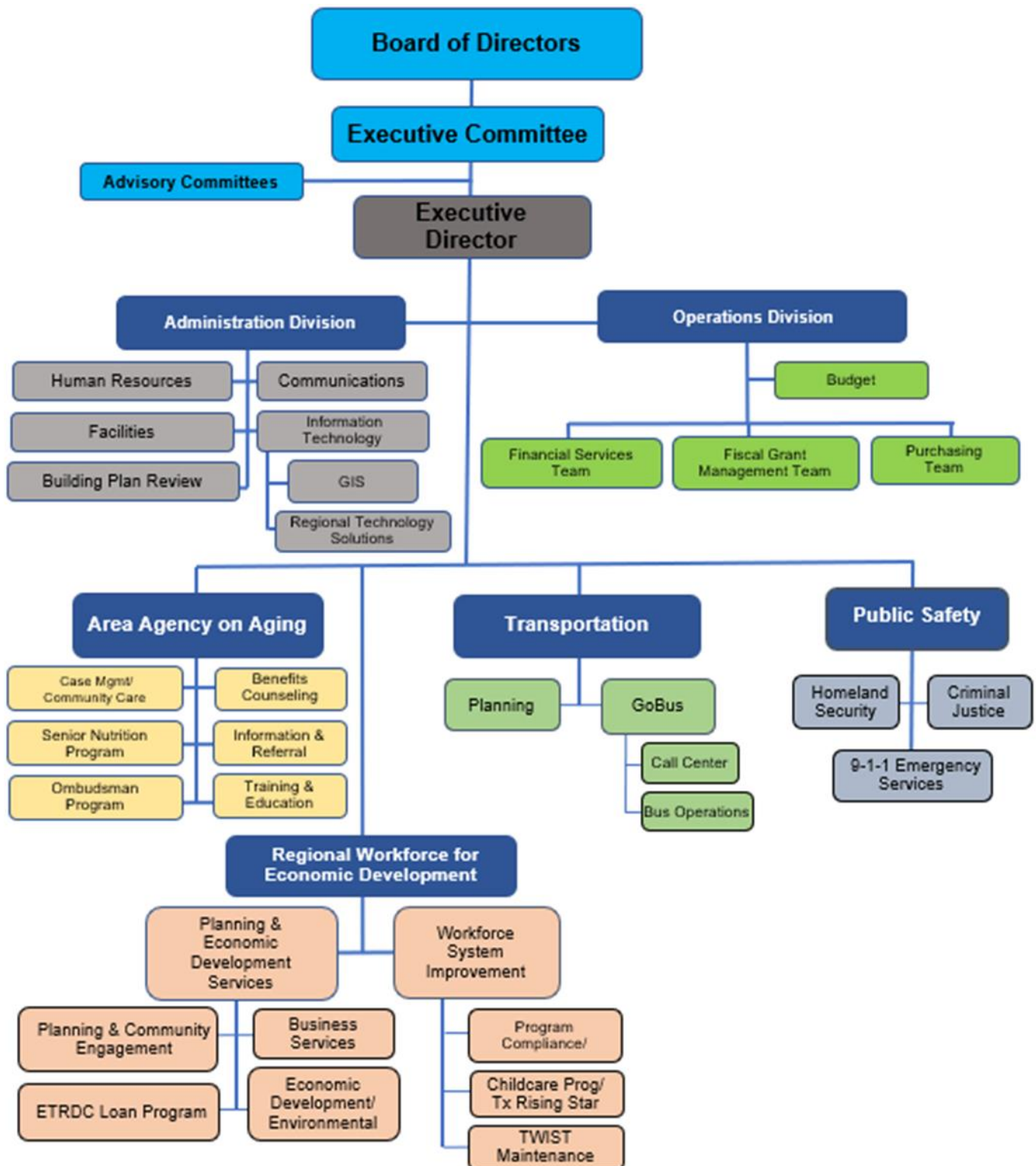


East Texas Council of Governments FY 2022 Budget Calendar

June 2021							July 2021							August 2021							September 2021						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7				1	2	3	4
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9	10	11
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25
27	28	29	30				25	26	27	28	29	30	31	29	30	31					26	27	28	29	30		

<u>Due Date</u>	<u>Item Due</u>
June 23	<ol style="list-style-type: none"> 1. Estimated total funding for each grant expected for FY2022 2. List of staffing changes such as additional and vacant positions, promotions, etc. 3. List of non-routine expenses anticipated such as equipment, hiring consultants, big ticket items
June 28	Operations Division will submit budget templates to directors to add FY2022 budget
July 22	Completed Budget templates due back to Operations Division (email to Wendi & Liz)
July 30	Budget narrative reflecting upcoming initiatives and plans for next fiscal year and List of performance measures for 2020 Actual, 2021 estimated, and 2022 estimated
Aug 16	Operations Division to review draft version with Executive Director
Aug 19	Budget sub-committee review
Sep 2	Review and approval by Executive Committee
Sept 3	Workforce Finance & Audit Committee
n/a	Director’s Budget Collaboration meeting to review and discuss the budget together
Sept 9	Submission of completed budget to Public Information Division for binding/distribution to Board of Directors
Sept 23	Approval by ETCOG Board of Directors

Organizational Chart



Member Governments

COUNTIES:

Anderson	Henderson	Smith
Camp	Marion	Upshur
Cherokee	Panola	Van Zandt
Gregg	Rains	Wood
Harrison	Rusk	

CITIES:

Alba	Grand Saline	Pittsburg
Alto	Gun Barrel City	Point
Arp	Hallsville	Quitman
Athens	Hawkins	Reklaw
Beckville	Henderson	Rusk
Berryville	Hideaway	Scottsville
Big Sandy	Jacksonville	Seven Points
Brownsboro	Jefferson	Star Harbor
Bullard	Kilgore	Tatum
Canton	Lakeport	Tool
Carthage	Lindale	Town of Enchanted Oaks
Chandler	Log Cabin	Troup
Clarksville	Longview	Tyler
Coffee	Mabank	Union Grove
East Mountain	Malakoff	Van
East Tawakoni	Marshall	Warren City
Easton	Mineola	Waskom
Edgewood	Mt. Enterprise	Wells
Edom	Murchison	White Oak
Elkhart	New London	Whitehouse
Emory	New Summerfield	Wills Point
Eustace	Noonday	Winsboro
Frankston	Ore City	Winona
Gallatin	Overton	Yantis
Gilmer	Palestine	
Gladewater	Payne Springs	

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

Budgetary Accounting Policies and Practices

Reporting in Conformity with GAAP:

The East Texas Council of Governments (ETCOG) budget is prepared in accordance with generally accepted accounting principles and governmental accounting standards. These standards require that ETCOG's accounts be established on the basis of fund groups each of which is considered a separate accounting entity. The fund groups for ETCOG are divided into the following categories for budget purposes.

General Fund: This fund is the general operating fund of ETCOG and is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds: (Grant Awards) These funds are to account for the proceeds of specific revenue sources that are legally restricted to specified purposes.

Internal Service Funds: These funds are used to account for activities conducted on benefits received for service basis. The internal service plan accounts for allocation of certain services provided to other departments to provide a break-even result. The Direct Internal and Shared Costs Funds are Internal Service Funds.

Component Unit: The East Texas Regional Development Company ("ETRDC") is considered a discretely presented component unit. The Council's Board appoints a voting majority of ETRDC's Board and can impose its will on ETRDC. Separate financial statements are produced for ETRDC in accordance with principles defining the governmental reporting entity adopted by the GASB.

Basis of Accounting:

The modified accrual basis of accounting is used by the special revenue funds. Under this basis of accounting, revenues are recorded when they become measurable and available to pay liabilities of the current period. Expenditures are recorded when the liability is incurred

Accruals: Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met. Grant revenues, membership dues and interest are susceptible to accrual. All other revenue items are measurable and available only when cash is received by ETCOG. Vacation leave and sick leave are charged to an intermediate pool and distributed to the grant based on a percentage of direct charged salaries. Employees will be paid for accrued vacation upon voluntary termination of employment provided they have been in a permanent fulltime position for six months or more. For all funds, this liability reflects amounts attributable to cumulative employee services already rendered.

Budgetary Accounting Policies and Practices

Basis of Accounting (continued):

Retirement Plan: Prior to November 16, 2013, ETCOG provided benefits for all full-time employees through a defined contribution plan. Responsibility for the plan administration is with ICMA Retirement Corporation. ETCOG contributes an amount equal to 12% of the employee's compensation each year and employees contribute an amount equal to 8% of their compensation each year for a total of 20% to the ICMA Plan. In November 2013, ETCOG allowed existing full-time employees the option of entering the Social Security Plan or remaining with ICMA and any new full-time employees could elect to enter the Social Security Plan only. Additionally, ETCOG contributed a dollar-for-dollar match, up to 5%, for any full-time employees enrolled in the Social Security Plan. In FY 2022 ETCOG is taking steps to participate in a pension program provided by the Texas County & District Retirement System (TCDRS) which is a non-profit public trust that provides pension and death benefits to participating subdivisions. The System is governed by a nine-member Board of Trustees and is managed by an administrative staff in Austin, Texas. The TCDRS Act (Subtitle, F, Title 8, Texas Government Code) is the basis for administration of the System. The plan would require all full-time and part-time employees to contribute 7% of their salary each pay period and ETCOG's matching Rate will be 110% with an actuarial contribution rate of 5.55%. The employee's savings grow at an annual, compounded rate of 7% interest.

Budgetary Information:

The Council's financial plan is controlled at the fund and project level with management authorized to make transfers of budgeted amounts between object class levels within a fund or project, within restrictions imposed by grantor agencies. The Board approves the financial plan for revenue and expenditures in all funds. The financial plan for the Special Revenue Fund is made on a project (grant) basis, spanning more than one year. Appropriations for all projects in the Special Revenue Fund lapse at the end of a contract period which may not coincide with the fiscal year-end of the Council. The appropriations for the General Fund lapse at the fiscal year-end. Although the financial plans are reviewed and approved by the Council's Board, they are not considered legally adopted annual budgets or appropriations. Accordingly, comprehensive budget and actual results are not presented in this report.

Indirect Costs:

Indirect costs are defined by Office of Management and Budget (OMB) Uniform Guidance (2 CFR 200) as *costs* "(a) incurred for a common or joint purpose benefiting more than one cost objective, and (b) not readily assignable to the cost objective specifically benefited, without effort disproportionate to the results achieved." ETCOG's indirect cost rate is based upon prior cost experience, documented by a cost allocation plan, and is approved by a state cognizant agency. It is ETCOG's policy to negotiate with the cognizant agency a provisional rate which is used for billing purposes during ETCOG's fiscal year. Upon the completion of an independent audit at the end of each fiscal year, the indirect cost rate is finalized with the cognizant agency.



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Marion County Courthouse
Photo by texasescapes.com

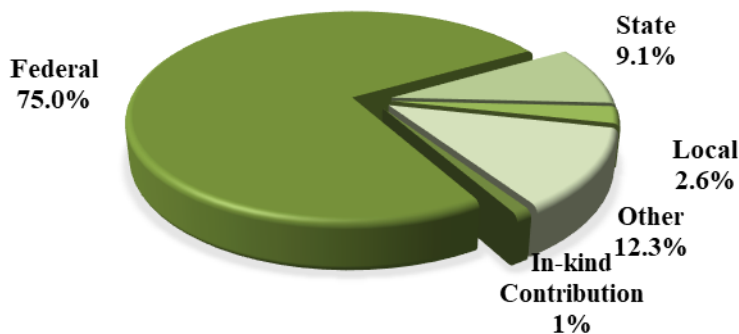
Budget Summaries



Summary Listing of Estimated Revenues by Funding Source

<p><u>Federal Awards</u></p> <p>Federal awards received from the federal government through the State of Texas are the largest source of funding received by the East Texas Council of Governments. Revenues are received from the U.S. Department of Labor, Agriculture, Health and Human Services, Commerce, Housing and Urban Development, Justice, Energy, Transportation, and the Department of Homeland Security.</p>	<p>63,380,510</p>
<p><u>State Awards</u></p> <p>State awards 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.</p>	<p>7,680,727</p>
<p><u>Local Cash Match</u></p> <p>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.</p>	<p>2,189,983</p>
<p><u>Other Income</u></p> <p>Other income includes revenues from Transportation Bus Fares, Geographic Information Systems (GIS) services, Program Income for the Area Agency on Aging, Investment income, ETRDC service fees, Chapman Revolving Loan fees, and match for Transportation operations provided by the Texas Department of Aging and Disability, and prior year carry-forward funds.</p>	<p>10,339,233</p>
<p><u>In-kind Contributions</u></p> <p>In-Kind contributions represent the provision of services to a program valued in monetary terms set forth by rules and guidelines provided by state and federal agencies.</p>	<p>876,750</p>
<p>Total</p>	<p>\$ 84,467,202</p>

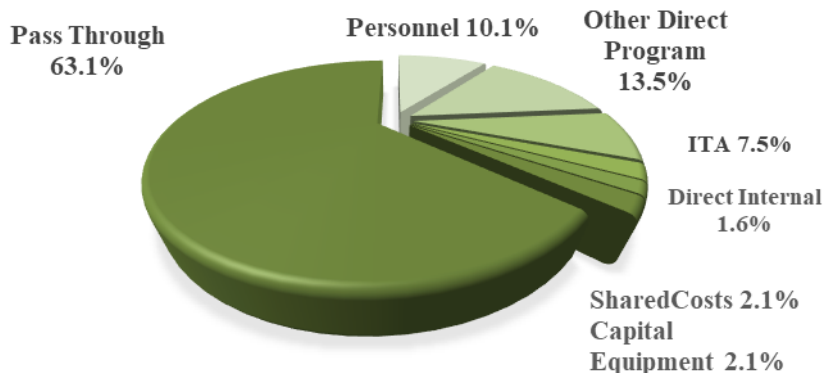
Percentage Breakdown of Estimated Revenue by Source



Summary Listing of Estimated Expenditures by Category

<u>Personnel</u>	8,521,565
Personnel costs include salaries and benefits for one hundred three full-time employees and thirty five part-time employees. Benefits for full-time employees include paid leave (vacation, sick, holidays), longevity, disability, life insurance, pension, medical and dental.	
<u>Other Direct Program Expenditures</u>	11,344,983
Other direct expenditures include professional and contract services, travel, training, insurance and bonding, office supplies, membership dues, and workforce center expenses.	
<u>Individual Training Accounts (ITA)</u>	6,299,771
Individual Training Accounts are provided to eligible participants for training services established on behalf of a WIOA Adult, dislocated worker, out-of-school youth, or in-school youth participant.	
<u>Capital Equipment</u>	1,789,933
Capital equipment includes purchases of \$5,000 or more with a useful life of more than one year.	
<u>Direct Internal Expenditures</u>	1,365,443
Direct internal expenditures include costs of Human Resource Administration, Facility costs, and Information Technology.	
<u>Shared Costs</u>	1,809,424
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 disproportionate to the results achieved.	
<u>Community Services (Pass-Thorough)</u>	53,336,083
Pass through expenditures include funds which the ETCOG has oversight and monitoring responsibilities through contractual agreements with various sub-recipients for the delivery of service in the fourteen county region.	
Total	\$ 84,467,202

Percentage Breakdown by Estimated Expenditures by Category



Summary of Special Revenue Funds by Service Programs

	Area Agency on Aging	Public Safety & GIS	Transportation	Workforce & Economic Development	Total Special Revenue Funds
Revenues					
Federal Award	\$ 6,005,000	\$ 208,978	\$ 7,152,797	\$50,013,734	\$ 63,380,510
State Award	321,000	2,252,933	2,491,213	2,615,581	7,680,727
Local Funds	115,154	-	1,983,679	91,150	2,189,983
Other Income/Carry-Over	175,000	102,332	12,000	10,049,901	10,339,233
In-kind Contributions	428,000	-	448,750	-	876,750
Total Revenues	\$ 7,044,154	\$ 2,564,243	\$ 12,088,439	\$62,770,366	\$ 84,467,202
Expenditures					
Personnel					
Salaries	\$ 1,254,352	\$ 585,840	\$ 2,300,165	\$ 1,754,378	\$ 5,894,734
Fringe Benefits	604,294	269,673	881,106	871,757	2,626,831
Other Direct Program Expenditures					
Travel	46,589	16,135	2,650	97,873	163,247
Professional Contract Services	72,031	121,835	724,709	303,538	1,222,113
Communications	109,040	35,458	64,983	44,900	254,381
Service Delivery	-	-	-	8,195,872	8,195,872
Other	200,035	169,162	5,492,125	1,947,819	7,809,141
Capital Equipment	87,368	-	1,675,670	26,895	1,789,933
Direct Internal Expenses	273,410	205,888	271,537	614,608	1,365,443
Shared Costs	394,655	181,655	675,494	557,620	1,809,424
Community Services	4,002,380	978,598	-	48,355,105	53,336,083
Total Expenditures	\$ 7,044,154	\$ 2,564,243	\$ 12,088,439	\$62,770,366	\$ 84,467,202

Summary of Revenues and Expenditures for All Funds

	General Fund	Special Revenue Funds	Internal Service Funds	Subtotal All Funds	Interlocal Eliminations	Total All Funds
Revenues						
Federal Award	\$ -	\$ 63,380,510	\$ -	\$ 63,380,510	\$ -	\$ 63,380,510
State Award	-	7,680,727	-	7,680,727	-	7,680,727
Local Match	189,950	2,189,983	-	2,379,933	-	2,379,933
Other/Carry-Over	28,481	10,339,233	1,365,443	11,733,157	(1,365,443)	10,367,714
In-kind Contributions	-	876,750	-	876,750	-	876,750
Total Revenues	\$ 218,431	\$ 84,467,202	\$ 1,365,443	\$ 86,051,076	\$ (1,365,443)	\$ 84,685,633
Expenditures						
Personnel						
Salaries	\$ -	\$ 5,894,734	\$ -	\$ 5,894,734	\$ -	\$ 5,894,734
Fringe Benefits	-	2,626,831	-	2,626,831	-	2,626,831
Other Direct Program Expenses						
Travel	35,500	163,247	-	198,747	-	198,747
Professional Contract Service	20,000	1,222,113	-	1,242,113	-	1,242,113
Communications	4,550	254,381	-	258,931	-	258,931
Service Delivery	-	8,195,872	-	8,195,872	-	8,195,872
Other	158,381	7,809,141	-	7,967,522	-	7,967,522
Capital Equipment	-	1,789,933	-	1,789,933	-	1,789,933
Direct Internal Services	-	1,365,443	1,365,443	2,730,886	(1,365,443)	1,365,443
Shared Costs	-	1,809,424	-	1,809,424	-	1,809,424
Community Services	-	53,336,083	-	53,336,083	-	53,336,083
Total Expenditures	\$ 218,431	\$ 84,467,202	\$ 1,365,443	\$ 86,051,076	\$ (1,365,443)	\$ 84,685,633

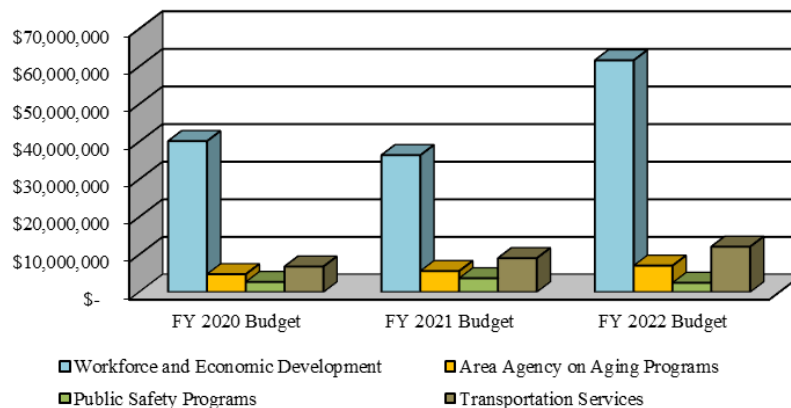
Summary of Special Revenue Funds by Grant

	FY 2020 Budget	FY 2021 Budget	FY 2022 Budget	Increase/ Decrease over prior year	
Workforce Programs					
Workforce Innovation & Opportunity Act (WIOA)	\$ 6,647,122	\$ 6,504,094	\$ 6,433,295	(70,799)	-1%
Child Care	29,029,675	24,628,857	45,964,239	21,335,382	87%
Temporary Assistance for Needy Families (TANF)	1,812,854	2,033,703	2,592,224	558,521	27%
Supplemental Nutrition Assistance Program (SNAP)	718,063	761,376	632,295	(129,081)	-17%
Employment Services/ RESEA	292,769	570,590	618,738	48,148	8%
VR, HDJT, NDW	636,900	846,691	2,070,169	1,223,478	145%
Trade Act	375,403	375,403	2,656,173	2,280,770	608%
Non Custodial Parent	474,433	474,433	474,433	-	0%
Veterans & Leadership	47,635	47,635	28,000	(19,635)	-41%
Infrastructure(ISS) & Wkfc Commision Init (WCI)	129,666	187,783	187,000	(783)	0%
Total Workforce Programs	\$ 40,164,520	\$ 36,430,565	\$ 61,656,566	25,226,001	69%
Economic Development & Loan Programs					
Economic Development Assistance Planning	145,667	116,667	104,900	(11,767)	-10%
EDA-CARES Disaster Recovery	-	200,000	250,000	50,000	25%
EDA -Broadband	178,667	243,750	273,750	30,000	12%
Solid Waste	165,563	198,786	161,848	(36,938)	-19%
Air Quality	140,625	281,250	217,233	(64,018)	-23%
TDA Community Development Block Grant	12,928	10,928	6,846	(4,082)	-37%
Loan Program -CLP, CLC, USDA	51,096	22,773	40,565	17,792	78%
East Texas Regional Development Co.	166,157	61,997	58,658	(3,339)	-5%
Total Economic Development & Loan Programs	\$ 860,702	\$ 1,136,150	\$ 1,113,800	(22,351)	-2%
Area Agency on Aging Programs					
Home Delivered and Congregate Meals	\$ 2,106,321	\$ 2,664,016	\$ 3,724,088	1,060,072	40%
Title III-B	1,162,670	1,323,959	1,488,772	164,813	12%
Title III-D	79,220	101,680	109,000	7,320	7%
Title VII-OAG & VII-EAP	167,678	175,853	175,000	(853)	0%
Title III-E Caregiver	662,836	771,244	936,062	164,818	21%
CMS	95,000	99,750	115,000	15,250	15%
MIPPA	16,000	17,497	17,000	(497)	-3%
Housing	80,000	13,810	29,000	15,190	110%
Administration	413,181	439,334	450,232	10,898	2%
Total Area Agency on Aging	\$ 4,782,906	\$ 5,607,143	\$ 7,044,154	1,437,011	26%

Summary of Special Revenue Funds by Grant

	FY 2020 Budget	FY 2021 Budget	FY 2022 Budget	Increase/ Decrease over prior year	
Public Safety Programs					
9-1-1 Emergency Communications	4,076,247	5,116,569	2,010,340	(3,106,229)	-61%
Homeland Security	200,465	204,114	179,675	(24,439)	-12%
Criminal Justice Division	63,583	57,184	55,225	(1,959)	-3%
Police Training	173,869	187,368	187,368	-	0%
Regional Evaluation Services	50,552	50,052	29,304	(20,748)	-41%
County & City Addressing	60,000	36,318	63,590	27,272	75%
Skimmer Consumer Awareness	200,000	200,000	-	(200,000)	-100%
GIS Mapping	39,674	41,263	38,742	(2,521)	-6%
Total Public Safety	\$ 4,864,390	\$ 5,892,868	\$ 2,564,243	(3,328,625)	-56%
Transportation Services					
Transportation Operations	2,961,864	3,680,185	7,042,331	3,362,146	91%
Preventative Maintenance	140,000	180,000	210,000	30,000	17%
Regional Coordination Planning	104,279	107,156	40,191	(66,965)	-62%
Administration	769,218	882,623	942,568	59,945	7%
Capital/Vehicles	1,580,209	2,153,249	1,675,670	(477,579)	-22%
Mobility Management	-	21,000	30,000	9,000	43%
Contract Services	-	178,425	252,000	73,575	41%
Transportation Restricted	-	-	12,000	12,000	100%
Transportation Local Funds	1,249,988	1,827,032	1,883,679	56,647	3%
Total Transportation	\$ 6,805,558	\$ 9,029,670	\$ 12,088,439	3,058,769	34%
Grand Total Revenues by Grant	\$57,478,077	\$ 58,096,396	\$ 84,467,202	26,370,806	45%

Total Grant Revenues by Division



Detailed Line Item Expenditures by Division

	Indirect	Internal Services	General Fund	AAA	Public Safety	Transp.	GIS	Workforce	Economic Development	Total Special Revenue Funds	Total All Funds
Salaries	\$ 963,953	\$ 480,198	\$ -	\$ 1,254,352	\$ 572,925	\$ 2,300,165	\$ 12,915	\$ 1,565,156	\$ 189,222	\$ 5,894,734	\$ 7,338,886
Fringe Benefits	164,797	83,751	-	188,757	88,918	225,176	2,252	269,359	33,002	807,466	1,056,014
Hospitalization	153,437	83,089	-	257,810	103,128	352,470	2,060	289,278	41,061	1,045,806	1,282,333
Pension	118,513	72,353	-	157,727	72,251	303,460	1,063	210,321	28,736	773,559	964,425
Total Personnel	1,400,700	719,392	-	1,858,647	837,222	3,181,271	18,291	2,334,115	292,020	8,521,565	10,641,657
Staff In-Region Travel	2,000	600	500	10,950	2,500	150	-	28,073	3,400	45,073	48,173
Staff out-of-Region Travel	40,000	6,000	12,000	32,889	12,885	2,500	100	32,987	14,713	96,074	154,074
Committee Travel	12,000	-	23,000	2,750	650	-	-	18,000	700	22,100	57,100
Total Travel Expenses	54,000	6,600	35,500	46,589	16,035	2,650	100	79,060	18,813	163,247	259,347
Contract Services	98,000	104,800	20,000	65,131	106,607	556,709	-	16,560	273,213	1,018,220	1,241,020
Insurance & Bonding	12,000	6,400	-	6,900	15,228	168,000	-	12,475	1,290	203,893	222,293
Total Professional Services	110,000	111,200	20,000	72,031	121,835	724,709	-	29,035	274,503	1,222,113	1,463,313
Public Education	3,000	600	1,500	29,892	20,000	2,500	-	7,050	8,500	67,942	73,042
Communications	18,000	46,360	50	50,148	12,650	57,433	1,200	6,150	8,500	136,081	200,491
Meetings & Conferences	11,500	600	3,000	29,000	1,608	5,050	-	7,800	6,900	50,358	65,458
Total Communications Expenses	32,500	47,560	4,550	109,040	34,258	64,983	1,200	21,000	23,900	254,381	338,991
Supplies & Minor Office Equip	98,000	59,700	21,000	56,493	47,203	7,890	2,968	205,733	15,136	335,423	514,123
Copier Costs	15,000	26,900	3,000	8,700	1,112	2,500	-	9,600	9,500	31,412	76,312
Training Costs	31,000	29,000	-	18,300	105,900	8,000	200	16,600	10,400	159,400	219,400
Membership Dues	26,500	800	7,300	8,825	1,690	6,000	-	7,700	5,025	29,240	63,840
Remote Space/Storage Costs	-	1,000	400	54,000	-	7,800	-	-	400	62,200	63,600
Computer Maint.,Repairs & Software	25,000	76,400	-	12,785	3,289	26,074	2,000	6,850	2,800	53,798	155,198
Repairs, Maintenance & Utilities	5,000	91,000	-	21,675	-	108,000	-	1,950	-	131,625	227,625
Fuel, Fleet, Vehicle Usage Fee	-	250	-	9,675	3,300	360,000	1,500	33,865	1,703	410,043	410,293
Employee Uniforms	-	-	-	-	-	7,750	-	-	-	7,750	7,750
Tags/Keys	-	-	-	250	-	950	-	-	-	1,200	1,200
Inspection - Transportation	-	-	-	97	-	400	-	-	-	497	497
Vehicle Supplies/Bus Wash	-	-	-	675	-	25,000	-	-	-	25,675	25,675
Towing - Transportation	-	-	-	3,700	-	10,000	-	-	-	13,700	13,700
Tires - Transportation	-	-	-	2,050	-	32,000	-	-	-	34,050	34,050
Brakes - Transportation	-	-	-	1,825	-	15,000	-	-	-	16,825	16,825
Oil - Transportation	-	-	-	985	-	20,000	-	-	-	20,985	20,985
Depreciation Expenses	11,724	44,641	-	-	-	-	-	-	-	-	56,365
Match, reserve and fund balance	-	-	126,681	-	-	4,854,761	-	1,592,558	28,000	6,475,318	6,601,999
Workforce Individual Training Accts	-	-	-	-	-	-	-	5,451,550	-	5,451,550	5,451,550
Workforce Centers Operations	-	-	-	-	-	-	-	1,896,101	-	1,896,101	1,896,101
Workforce Special projects	-	-	-	-	-	-	-	848,221	-	848,221	848,221
Capital Equipment	-	151,000	-	87,368	-	1,675,670	-	26,895	-	1,789,933	1,940,933
Total Other Direct Prog. Expenses	212,224	480,691	158,381	287,403	162,494	7,167,795	6,668	10,097,622	72,964	17,794,946	18,646,242
Human Resource Cost Pool	-	-	-	121,128	60,270	72,196	1,070	135,033	21,391	411,088	411,088
Information Technology	-	-	-	152,281	67,098	81,351	3,160	186,570	26,893	517,353	517,353
Facilities	-	-	-	-	69,920	117,991	4,370	227,241	17,480	437,002	437,002
Total Direct Internal Expenses	-	-	-	273,410	197,288	271,537	8,600	548,844	65,764	1,365,443	1,365,443
Shared Costs	-	-	-	394,655	177,771	675,494	3,884	495,614	62,006	1,809,424	1,809,424
Community Services (Pass Through)	-	-	-	4,002,380	978,598	-	-	48,051,277	303,828	53,336,083	53,336,083
Costs Allocated	(1,809,424)	(1,365,443)									(3,174,867)
TOTAL BUDGETED EXPENDITURES			\$ 218,431	\$ 7,044,154	\$ 2,525,501	\$ 12,088,439	\$ 38,742	\$ 61,656,566	\$ 1,113,800	\$ 84,467,202	\$ 84,685,633
FULL-TIME EQUIVALENT (FTE)	14.91	7.75	0.00	28.15	11.20	52.70	0.20	28.90	3.70		147.50

Special Revenue Funds Compared to Prior Years

Budget Category	FY 2019 Actual	FY 2020 Actual	FY 2021 Prior Year Budget	FY 2022 Proposed Budget	Budget Variance
Federal Award	39,504,410	39,409,870	39,439,122	63,380,510	23,941,388
State Award	7,201,784	8,987,968	9,818,992	7,680,727	(2,138,266)
Local Match	1,022,173	1,027,306	2,144,649	2,189,983	45,334
Other Income / carryover funds	8,819,444	1,958,592	6,573,633	10,339,233	3,765,600
In-Kind Contributions	157,419	128,226	120,000	876,750	756,750
Total Revenues	56,705,229	51,383,736	58,096,396	84,467,202	26,370,806
Salaries	4,189,661	4,522,143	5,010,110	5,894,734	884,625
Fringe Benefits	584,778	622,173	745,368	807,466	62,097
Hospitalization	735,050	628,182	793,761	1,045,806	252,045
Pension	509,079	538,988	611,726	773,559	161,833
Total Personnel	6,018,569	6,311,486	7,160,965	8,521,565	1,360,600
Staff In-Region Travel	96,850	17,758	53,051	45,073	(7,978)
Staff out-of-Region Travel	150,207	45,400	114,085	96,074	(18,011)
Committee Travel	68,918	10,044	24,265	22,100	(2,165)
Total Travel Expenses	315,975	73,202	191,401	163,247	(28,154)
Contract Services	234,126	203,756	913,620	1,018,220	104,600
Insurance & Bonding	128,914	135,985	138,935	203,893	64,958
Total Professional Services	363,040	339,742	1,052,555	1,222,113	169,558
Public Education	40,250	55,547	42,549	67,942	25,393
Communications	110,406	105,181	96,925	136,081	39,156
Meetings & Conferences	55,947	35,037	47,000	50,358	3,358
Total Communications Expenses	206,603	195,765	186,474	254,381	67,907
Supplies	236,368	258,992	240,055	343,173	103,118
Copier costs	52,939	36,574	41,175	31,412	(9,762)
Training costs	183,038	191,846	155,964	159,400	3,436
Membership Dues	44,661	28,781	26,010	29,240	3,230
Remote space & storage costs	39,450	66,093	54,000	62,200	8,200
Computer Maintenance & Repairs and Software	159,960	257,465	622,292	53,798	(568,494)
Repairs & Maintenance	24,850	37,966	22,460	23,625	1,165
Fuel/Fleet/Vehicle Usage Fee	403,575	270,059	339,915	410,043	70,128
Maintenance - Transportation	120,500	195,064	98,415	220,932	122,517
Match Reserve & Restricted Transportation	2,198,352	1,309,506	2,721,282	6,475,318	3,754,036
Workforce Individual Training Accounts	3,054,101	1,176,852	3,016,328	5,451,550	2,435,222
Workforce Operations	2,670,763	2,573,722	2,237,442	2,744,322	506,880
Capital Equipment	328,728	899,047	3,513,466	1,789,933	(1,723,533)
Other Direct Program Expenses	9,592,615	7,301,967	13,088,804	17,794,946	4,706,143
Human Resource Cost Center	302,839	391,166	375,570	411,088	35,518
Information Technology	341,019	407,465	508,371	517,353	8,982
Facilities	294,756	352,058	386,125	437,002	50,877
Total Direct Internal Expenses	938,614	1,150,690	1,270,066	1,365,443	95,376
Shared Costs	1,282,941	1,212,880	1,572,625	1,809,424	236,799
Community Services (Pass Through)	37,986,872	34,798,003	33,573,505	53,336,083	19,762,578
Total Program Operating Expenditures	56,705,229	51,383,736	58,096,396	84,467,202	26,370,806
FUNDED FTE POSITIONS	122.00	129.50	131.50	147.50	16.00



**east Texas
council of
GOVERNMENTS**

The logo consists of the text "east Texas council of GOVERNMENTS" in a bold, black, sans-serif font. The words are arranged in four lines: "east Texas" on the top line, "council of" on the second line, "GOVERNMENTS" on the third line, and "GOVERNMENTS" on the fourth line. The word "GOVERNMENTS" is split, with "GOVERN" on the left and "MENTS" on the right. Three stylized evergreen trees, each with horizontal green and black stripes, are integrated into the design. One tree is positioned behind the letter 'T' in "Texas", another is behind the letter 'I' in "council", and a third is behind the letter 'M' in "MENTS".



Kilgore Texas, Gregg County
Photo by aoghs.org Lone Wolf

Service Programs

east Texas
council of
governments

**east Texas
council of
GOVERNMENTS**

The logo features three stylized Christmas trees with green and black horizontal stripes. One tree is positioned behind the letter 'T' in 'Texas', another is behind the letter 'I' in 'OF', and the third is behind the letter 'N' in 'nments'.

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 14 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 home and communities 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 AAA continues to maintain an effort to help the elderly remain in their homes and communities with dignity and respect.

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 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) to enhance, advocate and promote the quality of life of persons as they grow older to foster independency, (2) to advocate for the protection and prevention of abuse, neglect and financial exploitation of the elderly and persons with disabilities, and (3) to 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.

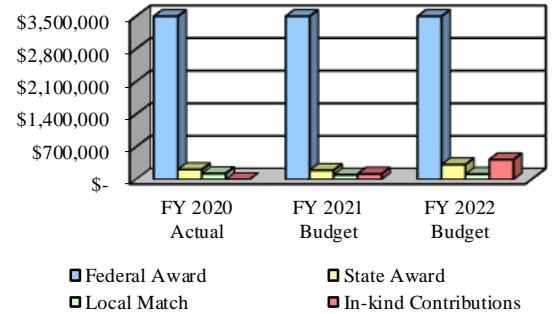
The landscape of the aging network is ever evolving. During FY 2021, the AAA refocused the provision of services to seniors amid the COVID 19 pandemic. In years past, the AAA successfully met our performance requirements, but these measures are projected to be lower in FY 2021. The AAA received an increased in funding of approximately \$2.7 million in FY 2021 for COVID 19 related services directed to income support activities, case management, transportation, and senior nutrition program.

In FY 2021, grant funding was provided to the Alzheimer’s program in Smith, Henderson, and Gregg Counties for the Project Lifesaver which is a program designed for “at risk” individuals who are prone to the life-threatening behavior of wandering, to GoBus for expansion of transportation services particularly to the older adults in more remote and rural communities, and the Health and Wellness Evidenced Based programs.

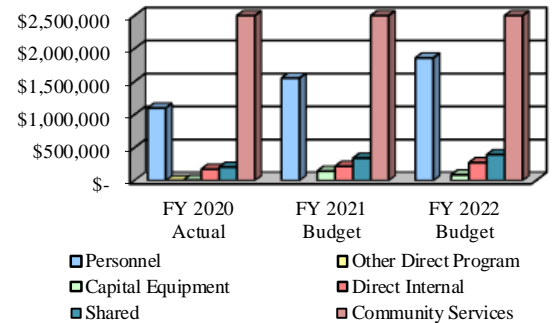
In FY 2022 the AAA requests an increase in funding to expand the Alzheimer’s Lifesaver Project, enhance transportation services in the rural communities, to expand the congregate meal site programs to provide socialization for seniors, and to meet the demands for healthy-living evidence-based programs and further enhance outreach efforts to improve the quality of life for senior population to “AGE WELL, LIVE WELL”.

Area Agency on Aging Division

	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Funding Sources			
Federal Award	\$ 4,065,614	\$ 4,387,613	\$ 6,005,000
State Award	214,993	199,830	321,000
Local Match	130,481	102,200	115,154
Other Income	258,767	797,500	175,000
In-kind Contributions	-	120,000	428,000
Total Resources	\$ 4,669,855	\$ 5,607,143	\$ 7,044,154

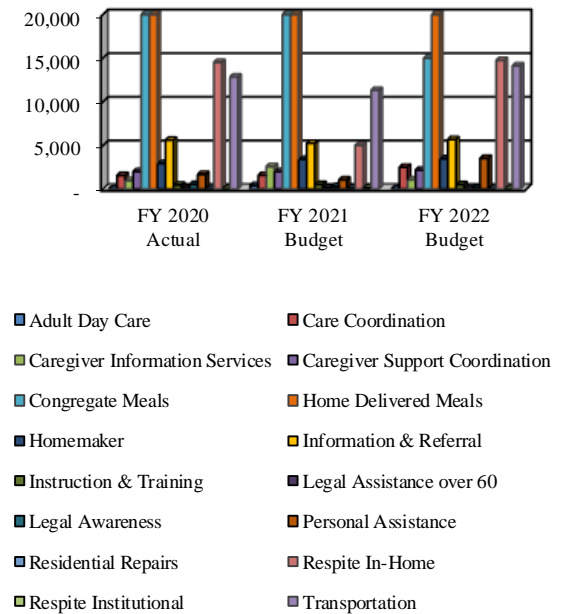


	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Expenditures			
Personnel	\$ 1,099,878	\$ 1,552,852	\$ 1,858,647
Other Direct Program	319,691	285,141	427,694
Capital Equipment	6,150	144,500	87,368
Direct Internal	172,766	217,719	273,410
Shared	204,713	341,023	394,655
Community Services	2,866,657	3,065,907	4,002,380
Total Department	\$ 4,669,855	\$ 5,607,143	\$ 7,044,154



FTE	20.30	23.67	28.15
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	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Performance Measures			
Adult Day Care	-	400	-
Care Coordination	1,564	1,575	2,500
Caregiver Information Services	974	2,575	1,050
Caregiver Support Coordination	2,002	2,000	2,165
Congregate Meals	38,006	40,400	15,000
Home Delivered Meals	409,680	420,000	440,000
Homemaker	2,938	3,400	3,475
Information & Referral	5,602	5,250	5,675
Instruction & Training	453	525	500
Legal Assistance over 60	60	135	25
Legal Awareness	533	285	50
Personal Assistance	1,679	1,050	3,525
Residential Repairs	28	75	35
Respite In-Home	14,519	5,000	14,750
Respite Institutional	40	175	20
Transportation	12,839	11,316	14,125



ETCOG Division Summary											
Division Name <u>Area Agency on Aging</u>											
All Programs <u>Grant Detail</u>											
BUDGET CATEGORY	G/L CODE	Admin	IIIB	IIID	VII OAG VII EAP	IIIC1 - IIIC2 & Data Mgmt	IIIE	CMS	MPPA	HOUSING	Total Composite
Federal Award		348,186	1,196,664	106,000	85,000	3,172,088	936,062	115,000	17,000	29,000	6,005,000
State Award		-	251,000	-	70,000	-	-	-	-	-	321,000
Local Assistance & Program Income		87,046	26,108	-	-	2,000	-	-	-	-	115,154
COVID-19 CARES Act; Disaster Flex		15,000	15,000	-	20,000	125,000	-	-	-	-	175,000
In-kind Contributions		-	-	3,000	-	425,000	-	-	-	-	428,000
TOTAL SOURCE OF FUNDS		450,232	1,488,772	109,000	175,000	3,724,088	936,062	115,000	17,000	29,000	7,044,154
Salaries	5510	169,133	490,682	43,877	78,263	173,382	244,485	47,397	7,134	-	1,254,352
Fringe Benefits	5120	29,498	72,972	7,653	4,089	25,442	39,593	8,266	1,244	-	188,757
Hospitalization	5071	24,566	108,026	9,300	6,059	40,045	55,554	12,329	1,933	-	257,810
Pension	5080	16,944	63,732	4,971	7,805	23,681	33,817	5,851	927	-	157,727
TOTAL SALARIES AND FRINGE		240,141	735,411	65,801	96,215	262,550	373,448	73,843	11,238	-	1,858,647
Staff In-Region Travel	5310	4,000	2,000	500	3,500	500	-	250	200	-	10,950
Staff out-of-Region Travel	5309	12,000	10,000	1,000	5,000	4,000	-	489	400	-	32,889
Committee Travel	5311	1,250	500	-	1,000	-	-	-	-	-	2,750
TOTAL TRAVEL EXPENSES		17,250	12,500	1,500	9,500	4,500	-	739	600	-	46,589
Contract Services	5291	50,000	6,000	3,331	-	5,000	800	-	-	-	65,131
Insurance & Bonding	5711	2,000	2,500	400	1,200	-	800	-	-	-	6,900
TOTAL PROFESSIONAL SERVICES		52,000	8,500	3,731	1,200	5,000	1,600	-	-	-	72,031
Public Education	5512	1,000	14,000	542	1,000	750	11,000	1,500	100	-	29,892
Communications	5761	8,000	15,000	1,500	3,500	9,000	6,000	3,648	-	-	46,648
Postage	5762	1,750	750	250	500	150	100	-	-	-	3,500
Meetings & Conferences	5763	3,000	20,000	-	500	5,000	500	-	-	-	29,000
TOTAL COMMUNICATION EXPENSES		13,750	49,750	2,292	5,500	14,900	17,600	5,148	100	-	109,040
Supplies	5510	9,403	8,790	3,261	9,786	16,415	5,567	3,000	270	-	56,493
Copier costs	5620	2,000	2,000	1,400	200	1,000	600	1,500	-	-	8,700
Training costs	5781	6,000	1,000	2,000	6,000	500	2,500	300	-	-	18,300
Membership Dues	5766	1,500	3,000	500	575	2,500	750	-	-	-	8,825
Space Costs & Storage	5650	11,000	7,500	3,000	3,000	25,000	1,000	3,500	-	-	54,000
Computer Maint. and Software	5292	3,000	2,000	500	1,035	5,000	1,000	250	-	-	12,785
Repairs & Maintenance	5725	5,332	6,875	1,230	2,500	13,950	785	585	-	-	31,257
Fuel - Transportation	5880	1,000	450	250	2,000	5,750	-	125	100	-	9,675
Capital Equipment	5810	-	22,000	-	-	60,000	4,618	-	750	-	87,368
OTHER PROGRAM EXPENSES		39,235	53,615	12,141	25,096	130,115	16,820	9,260	1,120	-	287,403
Total Community Services	7000	-	365,889	-	-	3,213,483	394,008	-	-	29,000	4,002,380
TOTAL DIRECT PROGRAM EXPENSES		362,376	1,225,665	85,464	137,511	3,630,548	803,476	88,990	13,059	29,000	6,376,089
Human Resource Cost Pool	5903	16,333	47,383	4,237	7,558	16,743	23,609	4,577	689	-	121,128
Information Technology	5905	20,533	59,570	5,327	9,501	21,049	29,681	5,754	866	-	152,281
TOTAL DIRECT INTERNAL SERVICES		36,866	106,953	9,564	17,059	37,792	53,290	10,331	1,555	-	273,410
Total Shared Costs	5901	50,990	156,153	13,972	20,430	55,748	79,296	15,679	2,386	-	394,655
TOTAL PROGRAM EXPENSES		450,232	1,488,772	109,000	175,000	3,724,088	936,062	115,000	17,000	29,000	7,044,154
FTE POSITIONS		2.35	11.53	0.85	1.75	0.80	5.60	1.10	0.17	4.00	28.15

**east Texas
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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 4 counties (Harrison, Henderson, Rusk, and Smith) and 2 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.

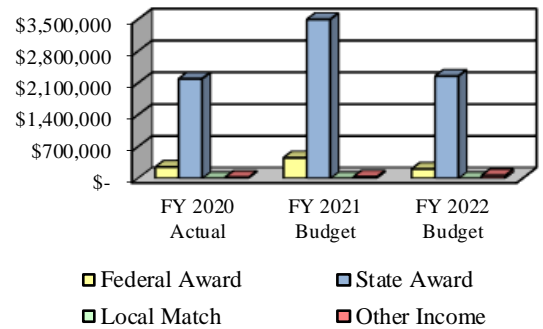
HS staff duties include: long and short term planning; technical assistance for current and new grantees applying for funding through the Office of the Governor, Homeland Security Grants Division, facilitation of grant application workshops, regional training of varying types/sizes of Disaster Exercises 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, addressing/mapping for 8 counties and 26 cities within the ETCOG region, and facilitation of materials needed for review and approval by the 911 Advisory Committee and Executive Committee.

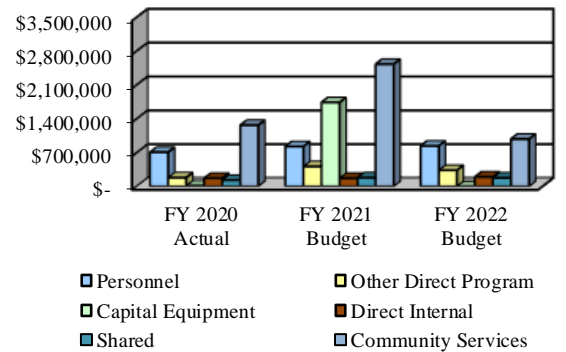
Additionally, our current Public Safety initiatives are to (1) complete our final conversion to GeoMSAG with Intrado in order to bundle selective routing, automatic location information and EGDMS (converting GIS information into a single database for police, fire & medical); and (2) onboard with the Next Generation Service Offerings (NSO) via the statewide ESInet.

Public Safety Division

	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Funding Sources			
Federal Award	\$ 251,734	\$ 454,166	\$ 208,978
State Award	2,192,313	5,361,121	2,252,933
Local Match	-	-	-
Other Income	23,756	36,318	63,590
Total Resources	\$ 2,467,803	\$ 5,851,605	\$ 2,525,501

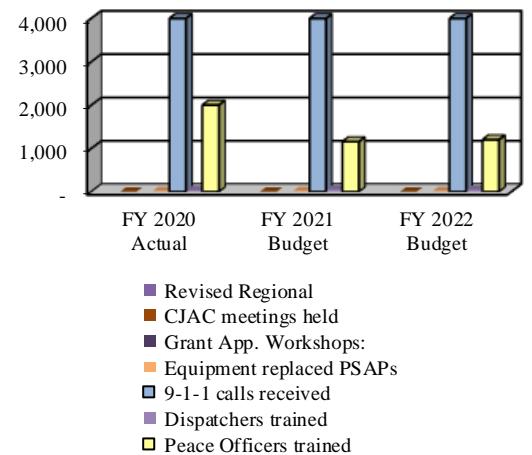


	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Expenditures			
Personnel	\$ 707,505	\$ 824,316	\$ 837,222
Other Direct Program	181,955	410,762	334,622
Capital Equipment	11,689	1,737,817	-
Direct Internal	170,008	168,376	197,288
Shared	130,665	181,029	177,771
Community Services	1,265,981	2,529,306	978,598
Total Department	\$ 2,467,803	\$ 5,851,605	\$ 2,525,501



FTE	11.77	11.70	11.20
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	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Performance Measures			
9-1-1 calls received	187,000	162,283	160,000
Dispatchers trained	34	46	40
Revised Regional CJ Strategic Plan	1	1	1
CJAC meetings held	2	3	2
HSAC meetings held	2	2	2
FirstNet meetings held			
Grant App. Workshops:			
Criminal Justice	4	4	4
Homeland Security	5	4	4
Equipment replaced PSAPs	18	18	18
Peace Officers trained	2,000	1,156	1,200



ETCOG DIVISION SUMMARY										
										Division Name Public Safety Division
										All Programs Grant Detail
BUDGET CATEGORY	G/L CODE	9-1-1 Admin	9-1-1 Operations & Network	Addressing	Homeland Security Admin	Homeland Security Program	Police Training	Criminal Justice	Regional Juvenile	Total Composite
Federal Award		-	-	-	23,500	156,175	-	-	29,304	208,978
State Award		219,112	1,791,228	-	-	-	187,368	55,225	-	2,252,933
Local Award		-	-	-	-	-	-	-	-	-
Other Income		-	-	63,590	-	-	-	-	-	63,590
TOTAL SOURCE OF FUNDS		219,112	1,791,228	63,590	23,500	156,175	187,368	55,225	29,304	2,525,501
Salaries	5110	36,010	424,699	22,180	3,255	41,900	17,101	26,169	1,611	572,925
Fringe Benefits	5120	6,280	74,072	540	568	568	2,702	4,189	-	88,918
Hospitalization	5071	7,209	85,528	721	515	515	3,605	5,034	-	103,128
Pension	5080	3,431	56,002	2,772	505	5,607	1,477	2,244	213	72,251
TOTAL SALARIES AND FRINGE		52,931	640,301	26,213	4,842	48,589	24,884	37,637	1,824	837,222
Staff In-Region Travel	5310	-	2,500	-	-	-	-	-	-	2,500
Staff out-of-Region Travel	5309	-	11,000	-	1,885	-	-	-	-	12,885
Committee Travel	5311	-	300	-	350	-	-	-	-	650
TOTAL TRAVEL EXPENSES		-	13,800	-	2,235	-	-	-	-	16,035
Contract Services	5291	-	80,000	13,697	12,910	-	-	-	-	106,607
Workers Comp	5061	-	1,200	200	200	100	41	50	-	1,791
Insurance & Bonding	5711	-	1,800	350	150	11,137	-	-	-	13,437
TOTAL PROFESSIONAL SERVICES		-	83,000	14,247	13,260	11,237	41	50	-	121,835
Public Education	5512	-	20,000	-	-	-	-	-	-	20,000
Communications	5761	300	10,000	2,000	300	50	-	-	-	12,650
Meetings & Conferences	5763	-	500	700	200	125	-	83	-	1,608
TOTAL COMMUNICATION EXPENSES		300	30,500	2,700	500	175	-	83	-	34,258
Supplies	5510	4,203	42,000	1,000	-	-	-	-	-	47,203
Copier costs	5620	-	500	500	112	-	-	-	-	1,112
Training costs	5781	-	1,800	4,100	-	80,000	20,000	-	-	105,900
Membership Dues	5766	-	1,600	-	60	-	-	30	-	1,690
Space Costs & Storage	5650	-	-	-	-	-	-	-	-	-
Computer Maint. and Software	5292	1,500	1,500	-	289	-	-	-	-	3,289
Repairs & Maintenance	5725	-	-	-	-	-	-	-	-	-
Fuel/Vehicle Usage Fee	5890	-	3,000	300	-	-	-	-	-	3,300
Capital Equipment	5810	-	-	-	-	-	-	-	-	-
OTHER PROGRAM EXPENSES		5,703	50,400	5,900	461	80,000	20,000	30	-	162,494
Total Community Services	7000	-	820,124	-	-	-	130,994	-	27,479	978,598
TOTAL DIRECT PROGRAM EXPENSES		58,934	1,638,125	49,060	21,299	140,002	175,919	37,800	29,304	2,150,442
Human Resource Cost Pool	5903	3,788	44,677	2,503	342	4,408	1,799	2,753	-	60,270
Information Technology	5905	4,502	53,096	2,974	407	709	2,138	3,272	-	67,098
Facilities	5902	4,691	55,329	3,100	424	739	2,228	3,409	-	69,920
TOTAL DIRECT INTERNAL SERVICES		12,981	153,103	8,577	1,173	5,856	6,165	9,434	-	197,288
Total Shared Costs	5901	147,197	-	5,953	1,028	10,317	5,284	7,992	-	177,771
TOTAL PROGRAM EXPENSES		219,112	1,791,228	63,590	23,500	156,175	187,368	55,225	29,304	2,525,501
FTE POSITIONS		0.70	8.85	0.24	0.05	0.42	0.38	0.52	0.03	11.20



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Transportation Division



The Federal Transit Administration's Non-Urbanized Transportation program (Section 5311) has provided the framework for rural public transportation since 1990. ETCOG's service was provided through a subcontract until September 2007, when ETCOG brought transportation operations in-house. 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.

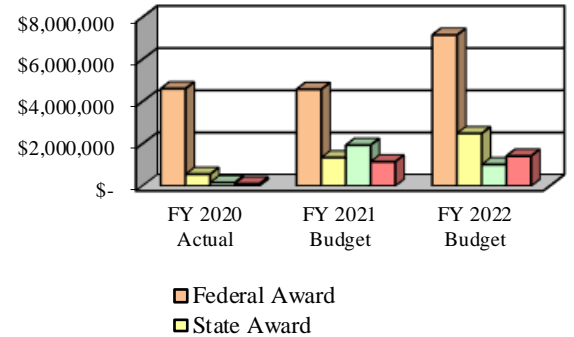
GoBus operates demand response rural transportation service, in all fourteen counties plus one flex route in the City of Marshall. To track this information, GoBus uses scheduling software to efficiently and effectively schedule trips across our 14-county region, store customer information, and track 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.

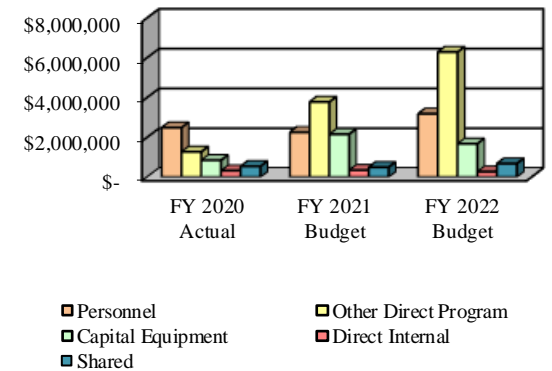
Objectives for FY 2022 include: Improve the image of the GoBus Brand through Safe, Reliable and Friendly Public Transit; concentrate on developing new business through contracts with entities including nursing homes, health and human service agencies, and private clinics; using the maintenance feasibility 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; 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; work towards the creation and implementation of a new 5-year Regionally Coordinated Transportation Plan Update which addresses regional public and private transportation services provided in East Texas and identifies gap areas and recommendations for updated service plans; 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

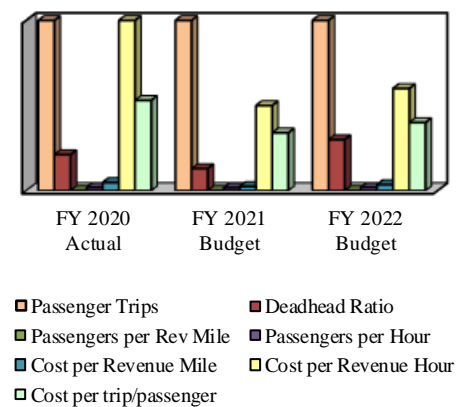
	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Funding Sources			
Federal Award	\$ 4,614,321	\$ 4,583,660	\$ 7,152,797
State Award	563,806	1,350,027	2,491,213
Other Income & In-Kind	171,622	1,940,032	1,020,750
Local Funds	113,957	1,155,951	1,423,679
Total Resources	\$ 5,463,706	\$ 9,029,670	\$12,088,439



	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Expenditures			
Personnel	\$ 2,485,119	\$ 2,254,862	\$ 3,181,271
Other Direct Program	1,269,199	3,776,916	6,284,467
Capital Equipment	843,867	2,153,249	1,675,670
Direct Internal	324,552	349,451	271,537
Shared	540,969	495,192	675,494
Total Department	\$ 5,463,706	\$ 9,029,670	\$12,088,439
FTE	46.30	42.38	52.70



	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Performance Measures			
Passenger Trips	94,314	110,000	120,000
Deadhead Ratio	21.20	13.00	30.00
Passengers per Rev Mile	0.09	0.09	0.10
Passengers per Hour	1.92	1.80	1.96
Cost per Revenue Mile	4.83	2.50	3.60
Cost per Revenue Hour	101.75	50.00	60.00
Cost per trip/passenger	53.07	34.00	40.00



ETCOG Division Summary		Division Name Transportation Division									
		All Programs					Grant Detail				
BUDGET CATEGORY	G/L CODE	Admin	Operating	PVM	Planning	Capital	Mobility Management	Contract Services	Restricted	Local Funds	Composite
Federal Award		681,100	4,263,836	210,000	40,191	1,675,670	30,000	252,000		-	7,152,797
State Award		261,468	2,229,745	-	-	-	-	-		-	2,491,213
Other Income & In-Kind		-	448,750	-	-	-	-	-	12,000	-	460,750
Local Funds		-	100,000	-	-	-	-	-	-	1,883,679	1,983,679
TOTAL SOURCE OF FUNDS		942,568	7,042,331	210,000	40,191	1,675,670	30,000	252,000	12,000	1,883,679	12,088,439
Salaries	5110	286,225	1,998,980	-	7,147	-	7,813	-		-	2,300,165
Fringe Benefits	5120	49,920	172,647	-	1,247	-	1,362	-		-	225,176
Hospitalization	5071	38,070	311,516	-	1,339	-	1,545	-		-	352,470
Pension	5080	37,857	264,019	-	591	-	993	-		-	303,460
TOTAL SALARIES AND FRINGE		412,072	2,747,161	-	10,324	-	11,713	-	-	-	3,181,271
Staff In-Region Travel	5310	150	-	-	-	-	-	-		-	150
Staff out-of-Region Travel	5309	2,500	-	-	-	-	-	-		-	2,500
Committee Travel	5311	-	-	-	-	-	-	-		-	-
TOTAL TRAVEL EXPENSES		2,650	-	-	-	-	-	-	-	-	2,650
Contract Services	5291	1,000	262,000	-	26,831	-	14,878	252,000		-	556,709
Workers Compensation	5061	3,000	60,000	-	-	-	-	-		-	63,000
Insurance & Bonding	5711	105,000	-	-	-	-	-	-		-	105,000
TOTAL PROFESSIONAL SERVICES		109,000	322,000	-	26,831	-	14,878	252,000	-	-	724,709
Public Education	5512	2,500	-	-	-	-	-	-		-	2,500
Communications	5761	8,000	49,433	-	-	-	-	-		-	57,433
Meetings & Conferences	5763	50	-	-	-	-	-	-		5,000	5,050
TOTAL COMMUNICATION EXPENSES		10,550	49,433	-	-	-	-	-	-	5,000	64,983
Supplies	5510	1,890	6,000	-	-	14,252	-	-		-	22,142
Copier costs	5620	2,500	-	-	-	-	-	-		-	2,500
Training costs	5781	3,000	5,000	-	-	-	-	-		-	8,000
Membership Dues	5766	6,000	-	-	-	-	-	-		-	6,000
Remote Space Costs & Storage	5650	-	7,800	-	-	-	-	-		-	7,800
Computer Maint & Repairs and Software	5292	-	26,074	-	-	472,760	-	-		-	498,834
Repairs & Maintenance	5725	-	-	108,000	-	-	-	-		-	108,000
Capital Equipment	5810	-	-	-	-	607,684	-	-		-	607,684
Employee Uniforms	5869	250	7,500	-	-	-	-	-		-	7,750
Fuel - Transportation	5880	-	360,000	-	-	-	-	-		-	360,000
Tags/Keys	5882	-	950	-	-	-	-	-		-	950
Inspection - Transportation	5883	-	400	-	-	-	-	-		-	400
Vehicle Supplies/Wash	5884	-	-	25,000	-	-	-	-		-	25,000
Towing - Transportation	5885	-	-	10,000	-	-	-	-		-	10,000
Tires - Transportation	5886	-	-	32,000	-	-	-	-		-	32,000
Brakes - Transportation	5887	-	-	15,000	-	-	-	-		-	15,000
Oil - Transportation	5888	-	-	20,000	-	-	-	-		-	20,000
Local Unrestricted Funds	9999	100,129	2,863,953	-	-	580,974	-	-		1,878,679	5,423,735
OTHER PROGRAM EXPENSES		113,769	3,277,677	210,000	-	1,675,670	-	-	-	1,878,679	7,155,795
Reserved		-	-	-	-	-	-	-	12,000	-	12,000
TOTAL DIRECT PROGRAM EXPENSES		648,042	6,396,271	210,000	37,155	1,675,670	26,591	252,000	12,000	1,883,679	11,141,407
Human Resource Cost Pool	5903	8,984	62,742	-	224	-	245	-		-	72,196
Information Technology	5905	80,822	-	-	253	-	276	-		-	81,351
Facilities	5902	117,223	-	-	367	-	401	-		-	117,991
TOTAL DIRECT INTERNAL SERVICES		207,029	62,742	-	844	-	922	-	-	-	271,537
Total Shared Costs	5901	87,497	583,318	-	2,192	-	2,487	-		-	675,494
TOTAL PROGRAM EXPENSES		942,568	7,042,331	210,000	40,191	1,675,670	30,000	252,000	12,000	1,883,679	12,088,439
FTE POSITIONS		3.52	48.90	-	0.13	-	0.15	-	-	-	52.70

Workforce and Economic Development Division



Entering the 2021 budget year, the Workforce & Economic Development Division (DWED), like the rest of the national economy, was in the grip of a once-in-a-lifetime pandemic. Not only were our employers barely holding on, but our education and training partners experienced catastrophic upheavals to classroom methods and procedures. Many workers stopped production, experienced layoffs, and only survived on various UI benefits. Commercial drivers, with correspondingly less produce to deliver, left the profession. Students, normally preparing for tomorrow's careers or enhancing skill sets with advanced credentials, hunkered down, awaiting better days. The only bright spot was in Child Care Services; courageous Texas Rising Star providers and staff kept doors open to provide daycare opportunities to essential workers. In turn, those essential workers provided critical functions to the rest of our communities.

Our strategic engine, designed to turn resources and capabilities into a strong, well-trained and -equipped workforce for regional employers, stood idle. Even DWED staff were restricted in the amount of time they could function and what they could accomplish onsite.

But we could envision a day when we had either defeated or reached detente with COVID. We could prepare for those better days to come. Our objective remained: to *provide East Texas employers with a qualified workforce, ready to produce upon hire*, remained unchanged. The Workforce Solutions East Texas Board's mission and vision; to *promote active economic development with a premier workforce* continues.

Despite the loss of our Longview brick-and-mortar Workforce Center, we remain poised to deliver our products and services through our regional centers, mobile units, our web-based call center, and a growing collection of affiliate sites. We're also entering a partnership with Kilgore College in Longview to restart our programs there.

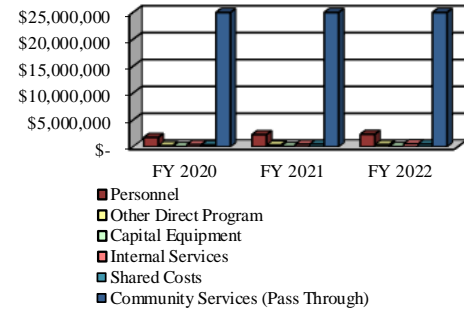
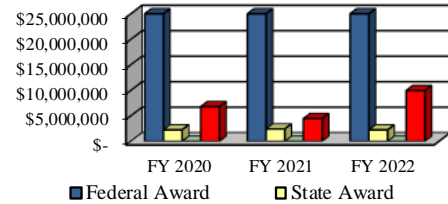
East Texas' primary businesses and employers, today's and tomorrow's, continue to be our customers. Getting them the *right assistance*, including the *right resources*, to the *right participants*, at the *right time*, as they reopen their doors remains our focus.

Even before COVID, we recognized the criticality of rural connectivity and launched major Economic Development efforts with the goal of regional broadband at its center. Working with various Economic Development Corporations, we're doubling communities' investments through High Demand Job Training opportunities. Our East Texas Regional Development Company and Economic Development District target start-up and corporate clients, helping build, expand or strengthen local entrepreneurs. Member governments seeking grants to improve their quality of life are able to work with our Division's Subject Matter Experts to develop and administer grant opportunities and mitigate COVID-related challenges to restarting an East Texas economic juggernaut.

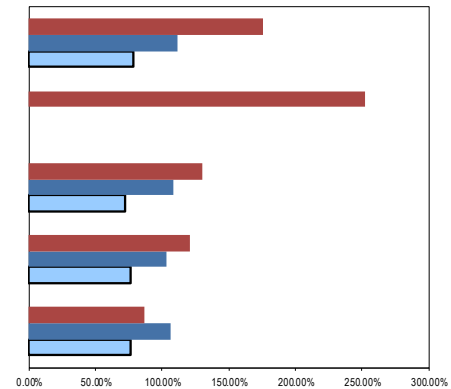
Today's DWED is battle-scarred and weary. But we've learned many critical lessons in the past year. Tomorrow's DWED continues to anticipate and meet our clients' requirements, bringing a high-quality workforce to bear in the post-COVID world.

Workforce and Economic Development Division

Workforce:	FY 2020	FY 2021	FY 2022
Funding Sources	Actual	Budget	Budget
Federal Award	\$27,706,816	\$29,545,255	\$49,469,388
State Award	2,239,515	2,427,478	2,236,500
Local Match	-	-	-
Other Income	6,797,650	4,457,832	9,950,678
Total Resources	\$36,743,981	\$36,430,565	\$61,656,566
Expenditures			
Personnel	\$ 1,742,444	\$ 2,262,472	\$ 2,334,115
Other Direct Program	186,858	325,184	411,370
Capital Equipment	34,869	49,143	26,895
Internal Services	426,195	469,200	548,844
Participant Assistance	1,263,661	2,743,207	5,451,550
Workforce Center Facilities	2,486,913	1,730,389	1,896,101
Special Projects & Board Ops	-	780,174	2,440,801
Shared Costs	367,835	496,863	495,614
Community Services (Pass Through)	30,235,207	27,573,934	48,051,277
Total Expenditures	\$36,743,981	\$36,430,565	\$61,656,566
FTE	26.47	29.65	28.90



Performance Measures	FY 2020 Actual % of current target	FY 2021 Actual % of current target	FY 2022 Actual % of current target
Claimant Reemployment with 10 weeks	112.62%	n/a	108.50%
# of Employers Receiving Workforce Choices Full Work Rate - All Family Total	125.92%	n/a	107.70%
Avg # Children Served Per Day - Discretionary	95.60%	76.38%	100.00%
Employed/Enrolled Q2 Post Exit - C&T Participants	107.70%	92.52%	n/a
Employed/Enrolled Q2-Q4 Post Exit - C&T Participants	98.93%	103.20%	87.85%
Median Earnings Q2 Post Exit - C&T Participants	100.27%	100.52%	97.89%
Credential Rate - C&T Participants	107.10%	106.32%	n/a
Employed Q2 Post Exit - Adult	105.35%	127.67%	93.44%
Employed Q4 Post Exit - Adult	77.40%	103.98%	91.63%
Median Earnings Q2 Post Exit - Adult	77.80%	99.00%	104.49%
Measurable Skills Gains - Adult	n/a	n/a	95.45%
Credential Rate - Adult	n/a	n/a	87.07%
Employed Q2 Post Exit - DW	89.40%	94.26%	95.58%
Employed Q4 Post Exit - DW	79.20%	94.70%	91.45%
Median Earnings Q2 Post Exit - DW	80.50%	99.86%	102.84%
Measurable Skills Gains - DW	n/a	*n/a	68.06%
Credential Rate - DW	n/a	n/a	94.26%
Employed/Enrolled Q2 Post Exit - Youth	76.00%	106.51%	86.51%
Employed/Enrolled Q4 Post Exit - Youth	75.80%	103.40%	120.83%
Measurable Skills Gains - Youth	72.20%	108.49%	130.27%
Credential Rate - Youth	78.80%	111.04%	175.44%



■ 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

■ FY 2020 Actual % of current target 112.62% 125.92% 95.60% 107.70% 98.93% 100.27% 107.10% 105.35% 77.40% 77.80% n/a 89.40% 79.20% 80.50% n/a

ETCOG DIVISION SUMMARY

EAST TEXAS COUNCIL OF GOVERNMENTS

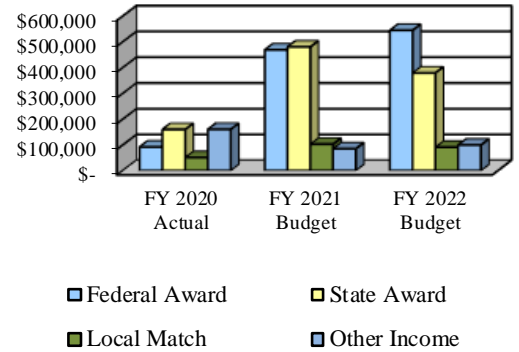
FY 2022

ISION NAME Workforce Division
Administrative - FY2022

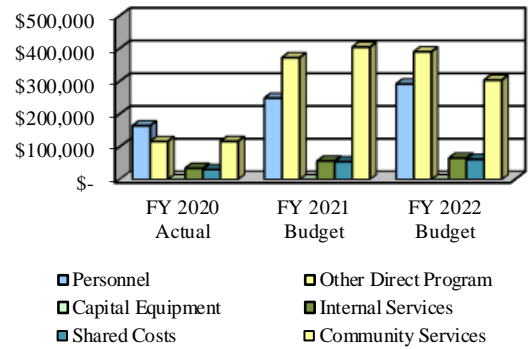
BUDGET CATEGORY	G/L CODE	WIOA-A	WIOA-Y	WIOA-DW	TANF	SNAP	TRADE	VETS	ES	NCP	CODF	CC Match	DFPS	COQ	CCC	RESEA	VR-WSWE	ISS	NDW-DRE	ALL WKFC
		ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN	ADMIN
Federal Award		152,261	152,415	188,634	225,391	63,230	111,952	2,800	18,063	47,443	1,655,861	121,949	55,913	24,288	75,000	20,211	33,750	4,320	-	2,897,568
State Award		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	55,913
Local Award		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Income		41,000	-	55,000	100,000	-	20,000	-	22,000	-	131,264	98,871	-	-	27,993	15,000	5,000	-	100,000	617,128
TOTAL SOURCE OF FUNDS		193,261	152,415	243,634	325,391	63,230	131,952	2,800	40,063	47,443	1,787,125	221,820	55,913	24,288	102,993	35,211	38,750	4,320	100,000	3,570,609
Salaries	5110	72,528	63,618	110,409	108,167	27,098	8,121	1,239	14,792	18,166	348,628	28,046	24,333	10,756	43,183	8,322	2,475	746	11,435	902,124
Fringe Benefits	5120	12,650	11,096	19,256	18,467	4,726	1,416	227	2,590	3,168	60,189	4,747	4,244	1,876	7,532	1,451	432	130	1,994	156,181
Hospitalization	5071	12,046	10,660	18,803	17,435	4,731	1,365	206	2,148	3,458	63,213	3,951	2,575	2,497	5,378	1,339	515	154	1,596	152,069
Pension	5080	9,502	8,416	15,028	13,781	3,532	1,095	198	1,669	2,354	45,335	3,557	2,879	1,641	5,335	1,083	376	112	1,333	117,215
TOTAL SALARIES AND FRINGE		106,725	93,789	163,497	157,850	40,087	11,998	1,929	21,179	27,146	517,365	40,301	34,030	16,770	61,428	12,196	3,798	1,143	16,338	1,327,589
Staff In-Region Travel	5310	500	500	100	800	100	123	-	9,200	50	2,000	-	200	-	-	100	-	-	-	13,673
Staff out-of-Region Travel	5309	4,000	2,000	200	2,000	800	-	-	-	-	10,000	-	1,500	-	-	50	-	-	-	20,550
Committee Travel	5311	3,000	2,500	400	3,000	600	-	-	-	-	8,000	-	500	-	-	-	-	-	-	18,000
TOTAL DIRECT TRAVEL EXPENSES		7,500	5,000	700	5,800	1,500	123	-	9,200	50	20,000	-	2,200	-	-	150	-	-	-	52,223
Contract Services	5291	1,800	1,000	500	2,000	200	-	-	-	-	3,000	-	200	-	-	-	-	-	-	8,700
Workmen's Compensation	5061	700	500	300	500	125	-	-	-	-	2,000	-	200	-	-	-	-	-	-	4,325
Insurance & Bonding	5711	1,500	1,000	500	1,000	250	-	-	-	-	3,500	-	400	-	-	-	-	-	-	8,150
TOTAL DIRECT PROFESSIONAL SERVICES		4,000	2,500	1,300	3,500	575	-	-	-	-	8,500	-	800	-	-	-	-	-	-	21,175
Public Education	5512	200	200	100	300	50	-	-	-	-	5,000	-	400	-	-	-	-	-	-	6,250
Communications	5761	400	300	300	300	100	-	-	-	-	2,000	-	100	-	-	-	-	-	-	3,500
Postage	5762	50	25	25	50	25	-	-	-	-	200	-	25	-	-	-	-	-	-	400
Meetings & Conferences	5763	800	1,000	600	800	300	-	-	-	-	2,000	-	300	-	-	-	-	-	-	5,800
TOTAL DIRECT COMMUNICATION EXPENSES		1,450	1,525	1,025	1,450	475	-	-	-	-	9,200	-	825	-	-	-	-	-	-	15,950
Supplies	5510	20,990	1,277	1,679	260	1,054	-	5	-	-	8,954	-	399	-	-	-	-	-	-	34,619
Copier costs	5620	1,000	1,500	500	1,000	300	-	-	-	-	5,000	-	300	-	-	-	-	-	-	9,600
Training costs	5781	1,500	2,000	500	1,500	600	-	-	-	-	6,000	-	600	-	-	-	-	-	-	12,700
Membership Dues	5766	1,000	1,000	500	1,500	300	-	-	-	-	3,000	-	400	-	-	-	-	-	-	7,700
Computer Maint. and Software	5292	500	1,200	300	500	200	-	-	-	-	4,000	-	150	-	-	-	-	-	-	6,850
Repairs & Maintenance	5725	100	-	-	100	100	-	-	-	-	1,500	-	50	-	-	-	-	-	-	1,750
Minor Office Equipment	5811	200	-	-	500	100	-	-	-	-	4,000	-	400	-	-	-	-	-	-	5,200
Capital Equipment	5810	-	-	-	-	-	-	-	-	-	4,000	-	400	-	-	-	-	-	-	-
Temporary Board Ops Reserve		-	-	-	-	-	114,436	-	-	8,113	986,800	114,576	-	186	13,378	17,357	33,278	2,673	75,710	1,346,509
Fuel, Fleet, Vehicle Usage Fee		200	400	200	200	25	-	-	-	-	700	-	-	-	-	-	-	-	-	1,725
OTHER DIRECT PROGRAM EXPENSES		25,490	7,377	3,679	85,344	2,579	114,436	5	-	8,113	999,954	114,576	2,299	186	13,378	17,357	33,278	2,673	76,159	1,506,886
Total Community Services Pass Through)	7000	-	-	-	-	-	-	-	-	-	48,550	-	-	-	-	-	-	-	-	48,550
TOTAL DIRECT PROGRAM EXPENSES		145,166	110,192	170,201	253,944	45,215	126,557	1,935	30,379	35,309	1,555,019	203,428	40,154	16,957	74,807	29,703	37,076	3,816	92,517	2,972,373
Human Resource Cost Pool	5903	6,257	5,488	9,525	9,332	2,338	701	112	1,276	1,567	30,078	2,420	2,099	928	3,726	718	214	64	987	77,630
Information Technology	5905	8,645	7,583	13,161	12,894	3,230	968	155	1,763	2,165	41,557	3,343	2,901	1,282	5,148	992	295	89	1,363	107,635
Facilities	5902	10,530	9,237	16,030	15,704	3,934	1,179	189	2,148	2,637	50,616	4,072	3,533	1,562	6,270	1,208	359	108	1,660	130,977
TOTAL DIRECT INTERNAL SERVICES		25,433	22,308	38,717	37,930	9,502	2,848	455	5,187	6,370	122,251	9,835	8,533	3,772	15,143	2,918	868	262	4,010	316,342
Total Shared Costs	5901	22,662	19,915	34,716	33,517	8,512	2,547	410	4,497	5,764	109,855	8,557	7,226	3,561	13,043	2,930	806	243	3,473	281,983
TOTAL PROGRAM OPERATION EXPENSES		193,261	152,415	243,634	325,391	63,230	131,952	2,800	40,063	47,443	1,787,125	221,820	55,913	24,288	102,993	35,211	38,750	4,320	100,000	3,570,609
FTE POSITIONS		1.14	1.01	1.75	1.76	0.45	0.13	0.02	0.20	0.33	6.13	0.52	0.45	0.27	0.81	0.13	0.05	0.02	0.16	15.28

Economic Development

	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Funding Sources			
Federal Award	\$ 91,780	\$ 468,428	\$ 544,346
State Award	159,666	480,036	379,081
Local Match	51,026	102,917	91,150
Other Income	160,276	84,770	99,223
Total Resources	\$ 462,747	\$ 1,136,150	\$ 1,113,800

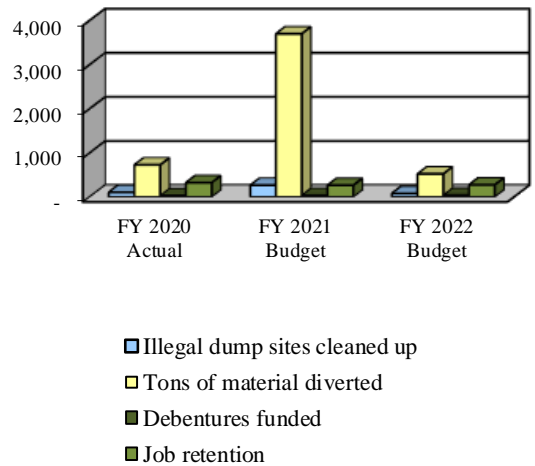


	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Expenditures			
Personnel	\$ 164,372	\$ 248,424	\$ 292,020
Other Direct Program	116,442	372,190	390,181
Capital Equipment	-	-	-
Internal Services	34,532	56,621	65,764
Shared Costs	30,762	54,557	62,006
Community Services	116,640	404,358	303,828
Total Expenditures	\$ 462,747	\$ 1,136,150	\$ 1,113,800



FTE	2.80	3.62	3.70
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	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Performance Measures			
Illegal dump sites cleaned up	105	267	78
Illegal sites investigated	111	411	83
Number of violators identified	26	63	19
Number of fines issued	16	39	12
Tons of material diverted	729	3,700	524
Debentures funded	32	38	41
Job retention from funded debentures	326	265	275

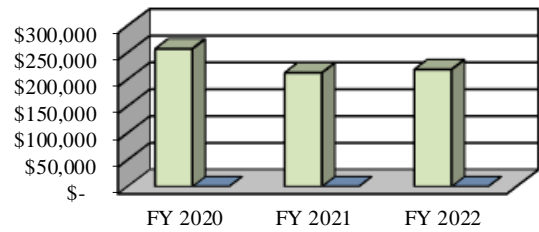


ETCOG DIVISION SUMMARY										
Division Economic Development										
All Programs Grant Detail										
BUDGET CATEGORY	G/L CODE	EDA	EDA CARES	EDA Broadband	TDA CDBG	Solid Waste	Air Quality	ETRDC	Community Loan Center CLC	Total Composite
Federal Award		70,000	250,000	217,500	6,846	-	-	-	-	544,346
State Award		-	-	-	-	161,848	217,233	-	-	379,081
Local Award		34,900	-	56,250	-	-	-	-	-	91,150
Other Income		-	-	-	-	-	-	58,658	40,565	99,223
TOTAL SOURCE OF FUNDS		104,900	250,000	273,750	6,846	161,848	217,233	58,658	40,565	1,113,800
Salaries	5110	31,476	87,615	27,921	2,510	25,101	6,526	3,476	4,596	189,222
Fringe Benefits	5120	5,490	15,281	4,870	438	4,378	1,138	606	802	33,002
Hospitalization	5071	5,664	19,114	5,931	515	6,627	1,723	515	972	41,061
Pension	5080	4,780	13,306	4,240	381	3,812	991	528	698	28,736
TOTAL SALARIES AND FRINGE		47,411	135,316	42,962	3,844	39,917	10,378	5,126	7,067	292,020
Staff In-Region Travel	5310	300	500	-	-	500	-	2,000	100	3,400
Staff out-of-Region Travel	5309	5,000	1,000	-	-	-	-	8,713	-	14,713
Committee Travel	5311	-	-	-	300	400	-	-	-	700
TOTAL TRAVEL EXPENSES		5,300	1,500	-	300	900	-	10,713	100	18,813
Contract Services	5291	500	47,651	202,862	-	-	-	21,000	1,200	273,213
Workers Compensation	5061	160	200	200	50	50	-	300	-	960
Insurance & Bonding	5711	20	150	100	-	10	-	50	-	330
TOTAL PROFESSIONAL SERVICES		680	48,001	203,162	50	60	-	21,350	1,200	274,503
Public Education	5512	6,500	-	2,000	-	-	-	-	-	8,500
Communications	5761	4,000	1,000	500	100	500	-	2,400	-	8,500
Meetings & Conferences	5763	6,000	-	300	100	-	-	500	-	6,900
TOTAL COMMUNICATION EXPENSES		16,500	1,000	2,800	200	500	-	2,900	-	23,900
Supplies	5510	6,000	2,000	3,000	763	-	-	3,273	100	15,136
Copier costs	5620	2,000	3,000	1,000	-	500	-	3,000	-	9,500
Training costs	5781	3,000	-	1,000	-	400	-	6,000	-	10,400
Membership Dues	5766	2,000	-	-	-	25	-	2,000	1,000	5,025
Space Costs & Storage	5650	-	-	-	-	400	-	-	-	400
Computer Maint & Repairs and Software	5292	300	-	1,000	-	500	-	1,000	-	2,800
Fuel, Fleet, Vehicle Usage Fee	5880	703	-	-	-	-	-	1,000	-	1,703
CLC Loan Fees	5830	-	-	-	-	-	-	-	28,000	28,000
Capital Equipment	5810	-	-	-	-	-	-	-	-	-
OTHER PROGRAM EXPENSES		14,003	5,000	6,000	763	1,825	-	16,273	29,100	72,964
Total Community Services	7000	-	-	-	-	101,446	202,382	-	-	303,828
TOTAL DIRECT PROGRAM EXPENSES		83,893	190,817	254,924	5,157	144,648	212,761	56,362	37,467	986,029
Human Resource Cost Pool	5903	3,558	9,905	3,156	284	2,838	738	393	520	21,391
Information Technology	5905	4,474	12,452	3,968	357	3,567	928	494	653	26,893
Facilities	5902	2,908	8,094	2,579	232	2,319	603	321	425	17,480
TOTAL DIRECT INTERNAL SERVICES		10,940	30,451	9,704	872	8,724	2,268	1,208	1,597	65,764
Total Shared Costs	5901	10,067	28,732	9,122	816	8,476	2,204	1,088	1,501	62,006
TOTAL PROGRAM EXPENSES		104,900	250,000	273,750	6,846	161,848	217,233	58,658	40,565	1,113,800
FTE POSITIONS		0.55	1.81	0.53	0.05	0.50	0.13	0.05	0.08	3.70

Local Funds

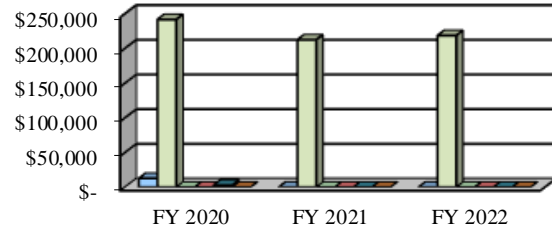
Local revenue comes mainly from membership dues and interest income on idle ETCOG (Local) cash/investments. These funds are essentially unrestricted but are used from time to time to help support programs and provide local matching to grant funds. Local funds are also referred to as the General Fund.

	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Funding Sources			
Local Revenue	\$ 256,934	\$ 212,306	\$ 218,431
Other Income	-	-	-
Total Resources	\$ 256,934	\$ 212,306	\$ 218,431



Local Revenue Other Income

	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Expenditures			
Personnel	\$ 12,638	\$ -	\$ -
Other Direct Program	241,510	212,306	218,431
Capital Equipment	-	-	-
Direct Internal	-	-	-
Shared	2,785	-	-
Community Services	-	-	-
Total Department	\$ 256,934	\$ 212,306	\$ 218,431



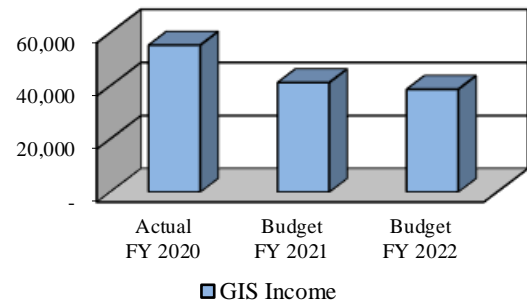
Personnel Other Direct Program
Capital Equipment Direct Internal
Shared Community Services

FTE	0.25	-	-
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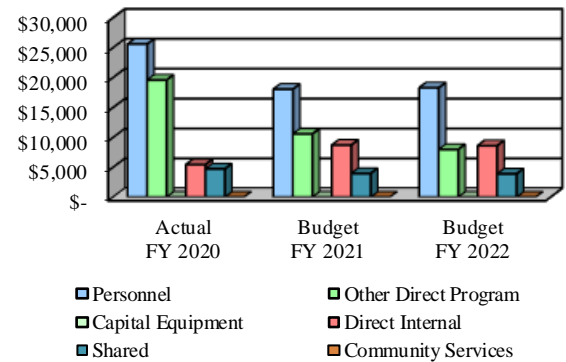
Regional Technology Services Geographic Information System (GIS)

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 2020 Actual	FY 2021 Budget	FY 2022 Budget
GIS Income	55,350	41,263	38,742
Total Resources	\$ 55,350	\$ 41,263	\$ 38,742



Expenditures	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Personnel	\$ 25,586	\$ 18,039	\$ 18,291
Other Direct Program	19,590	10,562	7,968
Capital Equipment	-	-	-
Direct Internal	5,442	8,699	8,600
Shared	4,732	3,962	3,884
Community Services	-	-	-
Total Department	\$ 55,350	\$ 41,263	\$ 38,742



FTE	0.20	0.20	0.20
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**east Texas
council of
GOVERNMENTS**

The logo consists of the text "east Texas council of GOVERNMENTS" in a bold, black, sans-serif font. The text is arranged in four lines: "east" and "Texas" on the first line, "council of" on the second, and "GOVERNMENTS" on the third. The word "of" is smaller and positioned between "council" and "GOVERNMENTS". Three stylized evergreen trees, each with green and black horizontal stripes, are integrated into the design. One tree is positioned behind the letter 't' in "east", another behind the letter 'x' in "Texas", and a third behind the letter 'n' in "GOVERNMENTS".



Oil field workers lunch break, Kilgore, TX
Photo from Pinterest online

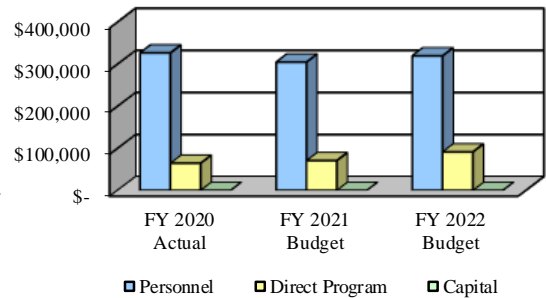
Direct Internal & Shared Costs

Direct Internal Services

The East Texas Council of Governments (ETCOG) has developed an internal services 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.

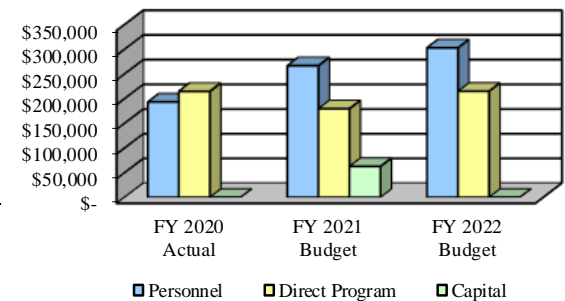
Human Resources Division administers all ETCOG personnel management policies, procedures, and fringe benefits. Costs pooled here include any cost incurred in a human resource or payroll related function such as cost for salary and benefits for human resources and the payroll administrator, costs of processing payroll checks and other related expenses. The method of allocation is based on FTE.

	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Human Resources Division			
Personnel	\$ 326,646	\$ 304,810	\$ 319,728
Direct Program	64,520	70,760	91,360
Capital	-	-	-
Total Department	\$ 391,166	\$ 375,570	\$ 411,088
FTE	3.21	3.66	3.66



Information Technology The costs included in the Information Technology cost pool include professional computer support related services, web support services, software upgrades and automation, communications, support salaries and benefits, equipment and depreciation. The method of allocation is based on computer drops per employee.

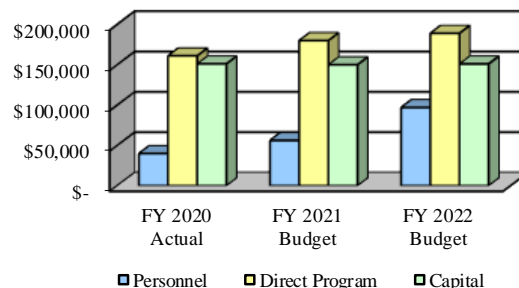
	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
ETCOG ICT Pool			
Personnel	\$ 192,963	\$ 266,471	\$ 302,653
Direct Program	214,502	179,400	214,700
Capital	-	62,500	-
Total Department	\$ 407,465	\$ 508,371	\$ 517,353
FTE	2.29	2.57	2.82



Direct Internal Services (continued)

Facilities These costs are allocated to the specific grants based on cost per square foot and direct charged salaries. Costs include utilities, maintenance, repairs and improvements of the ETCOG Stone Road facility.

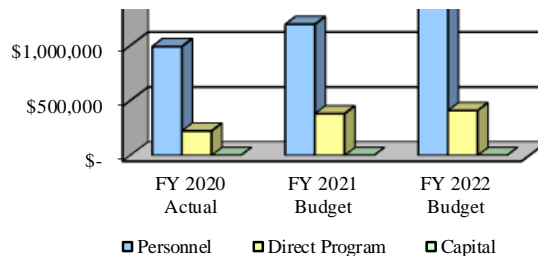
	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
ETCOG Facilities			
Personnel	\$ 39,948	\$ 56,134	\$ 97,011
Direct Program	161,039	179,991	188,991
Capital	151,071	150,000	151,000
Total Department	\$ 352,058	\$ 386,125	\$ 437,002
FTE	1.52	0.67	1.27



Shared Costs

Indirect Internal Services are also referred to as “Shared Costs”. These are expenses incurred for joint, or common, purposes and may not be directly charged to a specific grant. Generally, shared costs benefit all programs while direct costs benefit programs specifically. 2CFR Part 225, Cost Principles for State and Local Governments, allows for the charging of shared costs not readily assignable to the cost objective specifically benefited without effort that is disproportionate to the results achieved.

	FY 2020 Actual	FY 2021 Budget	FY 2022 Budget
Shared Costs			
Personnel	\$ 991,142	\$ 1,192,735	\$ 1,400,700
Direct Program	222,916	379,890	408,724
Capital	-	-	-
Total Department	\$ 1,214,058	\$ 1,572,625	\$ 1,809,424
FTE	11.64	13.39	14.91
Indirect Cost Rate	21.841%	21.961%	21.233%



Calculation of Provisional Shared Cost Rate

The Base Total Direct Labor and benefits are calculated by adding salaries and benefits for all divisions, including internal direct. Utilizing the formula for calculating the Shared Cost Rate, Total budgeted Shared Costs divided by Total Personnel, provides the Provisional Shared Cost Rate.

$$\frac{\text{Total Shared Program Budget Costs}}{\text{Total Direct Labor and Benefits (Personnel Costs)}} = \text{Provisional Shared Cost Rate}$$

Shared Costs (continued)

Shared Costs Comparison to Allowable Expenditures

Indirect, or shared, costs can be allocated in many different ways by entities that appear to be very similar such as regional planning commissions or councils of governments. Based on the unique programs of each entity and whether services are provided within the entity, or subcontracted, the basis for allocation may vary using different methodologies. One method is not preferable from another. The test is whether the methodology properly allocates the costs incurred fairly and equitably among the programs benefited. As a comparison to entities that may distribute indirect costs based on total allowable expenditures, ETCOG presents this percentage for analysis.

Shared Costs as a Percent of Total Expenditures (less capital equipment) FY 2022

ETCOG Division	Shared Costs	Personnel Costs	Allocation as Percent of Personnel	Total Costs Less Capital Outlay	Shared Costs as Percentage of Total Costs
Workforce	\$ 495,614	\$ 2,334,115	21.23%	\$ 61,629,671	0.80%
Economic Development	62,006	292,020	21.23%	1,113,800	5.57%
Area Agency on Aging	394,655	1,858,647	21.23%	6,956,786	5.67%
Public Safety	177,771	837,222	21.23%	2,525,501	7.04%
Transportation	675,494	3,181,271	21.23%	10,412,769	6.49%
GIS	3,884	18,291	21.23%	38,742	10.02%
TOTAL	\$ 1,809,424	\$ 8,521,565	21.23%	\$ 82,677,269	2.19%

Shared Costs as Percentage of Allowable Expenditures Compared to Prior Year

ETCOG Division	Total Percentage FY 2021	Total Percentage FY 2022	Total Percentage Difference
Workforce	1.37%	0.80%	-0.56%
Economic Development	4.80%	5.57%	0.77%
Area Agency on Aging	6.24%	5.67%	-0.57%
Public Safety	4.40%	7.04%	2.64%
Transportation	10.27%	6.49%	-3.78%
GIS & General Fund	9.60%	10.02%	0.42%
TOTAL	3.03%	2.19%	-0.84%

Fringe Benefits

Fringe benefits are allowances and services provided by the East Texas Council of Governments to its employees as compensation in addition to regular salaries and wages. Fringe benefits include, but are not limited to the cost of vacation, holidays, sick leave, administrative leave, unemployment insurance and disability insurance. The cost of fringe benefits are generally allowable to the extent that the benefits are reasonable and are required by law, governmental unit-employee agreement, or an established policy of the governmental unit. Calculation of the Employee Accrued Leave Rate is shown in the following formula:

$$\frac{\text{Total Release Time and Benefits}}{\text{Chargeable Time Costs}} = \text{Provisional Employee Accrued Leave Rate}$$

The total annual release time for each employee is calculated and multiplied by his/her hourly rate to get annual costs for each full-time employee. The cost of miscellaneous benefits which include unemployment and life insurance are also calculated. These costs are totaled to arrive at a total annual cost of release time and miscellaneous benefits for all Employees. Chargeable Time is then calculated by subtracting total released time salaries and part-time employee salaries from total salaries. The Employee Accrued Leave Rate, *i.e.* the rate used to distribute Fringe Benefit Costs to Federal and State Awards is derived from dividing Total Released Time costs plus Benefit costs by Chargeable Time for full-time employees. The following table shows the calculations used to determine the Employee Accrued Leave Rate for FY 2021.

Calculation of Employee Accrued Leave Rate

Annual Cost of Release Time:		
Annual Leave		\$ 387,540
Holidays		323,350
Sick Leave		242,703
Other Release Time		<u>32,807</u>
	Subtotal	\$ 986,400
Insurance:		
Unemployment Insurance		41,553
Life Ins. & AD&D		<u>28,060</u>
	Subtotal	\$ 69,613
	Total Release Time & Misc. Benefi	(a) <u>\$ 1,056,013</u>
		\$ 8,325,281
Total Gross Salaries		(986,400)
Less Released Time		<u>(1,284,091)</u>
Less Part-time Employees		<u>\$ 6,054,790</u>
	Chargeable time (b)	<u>\$ 6,054,790</u>
Employee Accrued Leave Rate	(a - b)	17.44%

Detail Listing of Line-Item Expenditures by Cost Pool

Direct Internal Services Detailed Listing of Line Item Expenditures	HUMAN RESOURCES				ETCOG ICT COST POOL				STONE RD. FACILITY				SHARED COSTS (Indirect)			
	2020		2021		2020		2021		2020		2021		2020		2021	
	Actual	Budget	Budget	Budget	Actual	Budget	Budget	Budget	Actual	Budget	Budget	Budget	Actual	Budget	Budget	Budget
Salaries and Benefits																
Salaries	218,257	206,136	212,253	187,317	138,159	187,317	204,648	30,552	38,366	63,297	700,929	832,387	963,953			
Fringe Benefits	37,010	36,234	37,019	32,926	19,422	32,926	35,693	2,512	6,744	11,040	111,569	143,276	164,797			
Health	41,510	31,754	37,694	23,525	17,042	23,525	32,316	3,810	5,678	13,080	82,140	99,667	153,437			
Pension	29,869	30,685	32,761	22,704	18,340	22,704	29,997	3,073	5,346	9,594	96,504	117,405	118,513			
Subtotal	326,646	304,810	319,728	266,471	192,963	266,471	302,653	39,948	56,134	97,011	991,142	1,192,735	1,400,700			
TRAVEL																
Staff Travel In-Region	174	200	200	100	-	100	100	126	100	300	1,540	2,000	2,000			
Staff Travel Out of Region	1,254	4,000	4,000	4,000	-	4,000	2,000	-	-	-	30,970	30,000	40,000			
Committee Travel	-	-	-	-	-	-	-	-	-	-	7,188	10,000	12,000			
Subtotal	1,428	4,200	4,200	4,100	-	4,100	2,100	126	100	300	39,698	42,000	54,000			
Professional Services																
Contract Services	52,900	40,000	60,000	10,000	-	10,000	7,000	4,537	40,000	37,800	78,768	98,000	98,000			
Insurance & Bonding	571	800	800	1,100	914	1,100	1,100	4,403	4,500	4,500	2,550	7,500	12,000			
Subtotal	53,471	40,800	60,800	11,100	914	11,100	8,100	8,940	44,500	42,300	81,318	105,500	110,000			
Communications																
Public Education	205	100	100	1,000	-	1,000	-	802	500	500	2,094	3,000	3,000			
Communications	208	200	200	44,500	59,845	44,500	45,600	610	500	500	2,635	3,000	5,000			
Postage	-	60	60	-	8	-	-	-	-	-	11,099	13,000	13,000			
Meetings	417	600	600	-	-	-	-	-	-	-	8,847	11,000	11,500			
Subtotal	831	960	960	45,500	59,853	45,500	45,600	1,412	1,000	1,000	24,675	30,000	32,500			
Other Direct Expenses																
Office Supplies/Facility Supplies	2,810	1,600	2,000	18,000	14,376	18,000	15,000	5,597	8,600	8,600	20,761	30,000	30,000			
Copier Costs	1,388	1,200	1,200	1,500	1,367	1,500	25,000	1,666	700	700	12,466	15,000	15,000			
Registr. & Training Conferences	313	19,000	19,000	10,000	-	10,000	10,000	-	-	-	9,914	25,000	31,000			
Membership Dues	709	300	600	500	205	500	200	-	-	1,000	22,919	25,000	26,500			
Off-site Storage	-	-	-	-	-	-	-	3,472	-	-	240	360	-			
Utilities	-	-	-	1,000	2,105	1,000	1,000	31,086	40,000	40,000	1,682	4,200	5,000			
Repairs & Maintenance	-	-	-	500	83	500	100	73,662	50,000	50,000	896	4,200	5,000			
Fleet/Fuel/Vehicle Usage Fee	-	200	100	67,200	114,040	67,200	75,000	387	400	400	4,903	22,830	25,000			
Software - Maint. and License	2,946	1,000	1,000	-	-	-	-	34,641	34,641	44,641	-	12,000	11,724			
Depreciation Expense	-	1,500	1,500	20,000	21,561	20,000	32,600	-	-	-	3,444	68,000	68,000			
Minor Office Equip/Supplies	626	-	-	62,500	-	62,500	-	151,071	150,000	151,000	-	-	-			
Capital Equipment	-	-	-	181,200	153,736	181,200	158,900	301,633	284,391	296,391	77,225	202,390	212,224			
Subtotal	8,791	24,800	25,400	241,900	214,502	241,900	214,700	312,111	329,991	339,991	222,916	379,890	408,724			
TOTAL OTHER EXPENSES	64,520	70,760	91,360	407,465	391,166	407,465	517,353	352,058	386,125	437,002	1,214,058	1,572,625	1,809,424			
TOTAL INTERNAL SERVICES	391,166	375,570	411,088	508,371	407,465	508,371	517,353	352,058	386,125	437,002	1,214,058	1,572,625	1,809,424			

Certificate of Indirect Costs

I have reviewed the indirect cost proposal dated October 1, 2020 and certify that to the best of my knowledge and belief:

(1) All costs included in this proposal submitted on October 1, 2020 to establish provisional, final, or fixed indirect cost rates for the period October 1, 2020 through September 30, 2021 are allowable in accordance with the requirements of grants/contracts to which they apply and with the Federal cost principles; (please check those applicable cost principles):

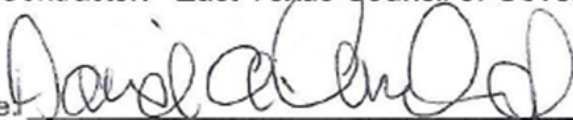
- 2CFR Part 225 (OMB Circular A-87) Cost Principles for State, Local and Federally recognized Indian Tribal Governments.
- 2 CFR Part 230 (OMB Circular A-122) Cost Principles for Non-Profit Organizations.
- Federal Acquisition Regulation (FAR), Subpart 31.2, Cost Principles for Commercial Organizations.

(2) This proposal does not include any costs which are unallowable under applicable Federal cost principles. For example: advertising, contributions and donations, bad debts, entertainment costs, fines and penalties, general government expenses, and defense of fraud proceedings.

(3) All costs included in this proposal are properly allocable to Federal awards and to the U.S. Department of Labor grants/contracts on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable Federal cost principles.

Subject to the provisions of the Program Fraud Civil Remedies Act of 1986, (31 USC 3801 et seq.), and the Department of Labor's implementing regulations, (29 CFR Part 22), the False Claims Act (18 USC 287 and 31 USC 3729); and the False Statements Act (18 USC 1001), I declare to the best of my knowledge the foregoing is true and correct.

Grantee/Contractor: East Texas Council of Governments

Signature: 

Name of Authorized Official: David A. Cleveland
 Title: Executive Director
 Date: 10-1-2021



**east Texas
council of
governments**



Texas & Pacific Railway 1946 – Marshall, Texas
Photo by Robert Richie

Miscellaneous & Glossary





**east Texas
council of
governments**

The logo consists of the text "east Texas council of governments" in a bold, black, sans-serif font. The words are arranged in four lines: "east Texas" on the first line, "council of" on the second, "governments" on the third, and "governments" on the fourth. The text is partially obscured by three stylized evergreen trees. One tree is positioned behind the "T" in "Texas", another behind the "o" in "of", and a third behind the "n" in "governments". Each tree is a dark green triangle with horizontal black stripes.

Glossary of Terms and Grant Descriptions

AAA (Area Agency on Aging) - The Area Agency on Aging of East Texas is designated by the Texas Department of Aging and Disability Services to coordinate services for persons in East Texas who are 60 or older, with particular attention to low-income minority older individuals, older individuals with limited English proficiency, and older individuals residing in rural areas.

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.

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.

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 for the fiscal year end in which it was adopted.

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 chief executive and financial officer (if not the chief executive).

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.

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 child care to public assistance recipients and low-income parents who are employed or attending school.

CDBG (Community Development Block Grant) - 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”.

CLP (Chapman Loan Program) – is designed to provide long term financing to East Texas Business in a 14-county area. Loan proceeds can be used for a variety of purposes including inventory, working capital and equity injections.

CMS (Centers for Medicare & Medicaid Services) Basic - The Centers for Medicare & Medicaid Services (CMS) conducts research, demonstrations, and evaluations in support of CMS' key role as a beneficiary-centered purchaser of high-quality health care at a reasonable cost. These grants awarded are in the form of research grants and cooperative agreements; Hispanic health services grants; historically black colleges and university grants. CMS research, demonstrations and evaluations will focus on expanding agency efforts to improve the efficiency of payment, delivery, access and quality of our health care programs that serve millions of beneficiaries.

CPI - The Consumer Price Index published by the Bureau of Labor Statistics for the State of Texas.

Direct Internal Expenses – Direct internal expenses include costs of Human Resource Administration, Facility costs, and Information Communication Technology expenses.

EDA (U.S. Department of Commerce -Economic Development Administration) - provides planning assistance to provide support to Planning Organizations (as defined in 13 CFR 303.2) for the development, implementation, revision, or replacement of a Comprehensive Economic Development Strategy (CEDS), short-term 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.

Encumbrances - Commitments related to unperformed (executory) contracts for goods and services.

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 spatial database system that provides powerful decision-making tools for every facet of 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.

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.

ICT (Information and Communications Technology) – refers to technologies that provide access to information through telecommunications. It is similar to Information Technology (IT), but focuses primarily on communication technologies. This includes the Internet, wireless networks, cell phones, and other communication mediums.

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 serve basis.

Investments – Cash held by ETCOG in interest bearing accounts or 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).

Marshall Flex Route and Kilgore College Services - Both the City of Marshall and Wiley College contribute financially to the success of the Marshall Flex Routes. GoBus also operates a flex route service connecting Kilgore College campuses in Longview and Kilgore. Together the City of Marshall, Wiley and Kilgore Colleges make a significant contribution to the total costs of these programs.

MIPPA - To provide outreach to eligible Medicare beneficiaries regarding the benefits available under title XVIII of the Social Security Act, including the Medicare prescription drug benefit under Part D of title XVIII of the Social Security Act and under the Medicare Savings Program, 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.

NEG (National Emergency Grant)- The National Emergency Grant focuses on long-term workforce development strategies and provides training to dislocated workers in occupational areas of projected growth.

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. Commodities available from the USDA may not be sold, exchanged, or otherwise disposed of (authorized distribution excepted) without prior, specific approval of USDA.

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, 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 Service Fees, Chapman Revolving Loan fees, and match for Transportation operations provided by the Texas Department of Aging and Disability.

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 ninety-two full-time employees and forty-one part-time employees. Benefits for full-time employees include paid leave (vacation, sick, holidays), longevity, workers compensation, disability, pension, and hospitalization.

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

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

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.

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.

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

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).

TAA (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.

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 Health and Human Services Commission (HHSC) 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.

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.

Title VII EAP - To support activities to develop, strengthen, and carry out 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 good care practices.

TWC (Texas Workforce Commission) - Texas Workforce Commission (TWC) is 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, TWC 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.

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) - The public workforce system in the 14-county East Texas region, providing help to employers in meeting human resource needs and area residents build careers, so both can better compete in the global economy.

Customized services help employers find qualified applicants for specific jobs. We assist with recruiting, screening, referring and testing of job applicants to help simplify the hiring process. Workforce Solutions will also help employers strengthen their current workforce as well as get advice on human resource issues and concerns.

Workforce Solutions East Texas partners with businesses, educational institutions, civic organizations and community leaders to find solutions to labor needs of industries vital to the region and its economy.

As part of the statewide Texas Workforce Solutions network, WSET partners with the Texas Workforce Commission and other workforce boards in the largest job-matching database in the state.

Workforce Solutions is funded by state and federal tax dollars, which are redirected back into the East Texas region for employment and job training. Services are offered at no cost to our customer.