

**ANNUAL STRATEGIC WORK PROGRAM
AND FINANCIAL PLAN**

FY 2023

**October 1, 2022
Through
September 30, 2023**



EST. 1969

ARK-TEX COUNCIL OF GOVERNMENTS

ANNUAL STRATEGIC WORK PROGRAM AND FINANCIAL PLAN FOR FY 2023

Table of Contents

POLICY STATEMENTS

Executive Director Letter -----	1 - 2
Finance Department Budget Assumptions -----	3
Plan Highlights and Work Program Summary -----	4 - 6

DESCRIPTION

Organizational Summary -----	7 - 8
Rental Assistance -----	9- 15
Economic Development -----	16 - 30
Regional Development -----	31 - 40
Transportation -----	41 - 55
Area Agency on Aging -----	56 - 65
9-1-1 / GIS -----	66 - 67
Criminal Justice -----	68 - 74
Environmental -----	75 - 81
Homeland Security -----	82 - 88
Special Projects -----	89 - 93
Indirect Services -----	94 - 97
Indirect Cost Rate Calculation -----	98
Employee Benefit Rate Computation -----	99
Certificate of Indirect Costs / Cost Allocation Plan-----	100 -109

APPENDIX

APPENDIX I - Membership Dues Structure-----	110 - 113
APPENDIX II - Integrated Annual Salary Schedule - FY23-----	114
APPENDIX III - Revenue Comparison Charts-----	115 - 117



September 29, 2022

Board of Directors
Ark-Tex Council of Governments

Dear Board of Directors:

The bylaws of the Ark-Tex Council of Governments require the Executive Director to prepare a proposed annual financial management plan and present it before the ATCOG Board of Directors before each fiscal year. The Budget Committee reviews the document and recommends it, with any amendments, to the general membership. Requirements set forth by legislature require a strategic work program be presented and adopted by the general membership.

The strategic work program and financial plan document is designed to consolidate and present ATCOG's goals, project objectives, work tasks, performance measures, implementation schedules, human resource requirements, and budget information. Although the document contains a great deal of information, it is important to note that more detailed work program and budget documentation is contained in each of the grants, contracts, and agreements entered into by ATCOG with federal agencies, state agencies, local governments, and any other funding partners.

The budget portion of this document is unlike the traditional local government budget in several respects. ATCOG has no taxing or oversight authority; therefore, the budgetary process is not one that culminates in an appropriation bill or an ordinance enacted into law. Therefore, the budget is not technically defined as a "legally adopted budget."

Secondly, unlike most local government budgets, it is extremely difficult to accurately predict revenue and expenditures for a twelve-month period. ATCOG's financial plan is actually a compilation of the individual budgets for the various projects that ATCOG is operating at any point in time. The individual projects are funded by multiple agencies (both federal and state) and with locally generated funds. Each individual project operates within its own fiscal year. Many of these projects are routinely subject to last minute funding changes and special activities and are often funded during the course of the year. These facts make it difficult for ATCOG to prepare a single agency-wide budget that is not subject to revision as the year progresses.

Submitted herewith for your consideration is the Ark-Tex Council of Governments' 2023 Strategic Work Program and Financial Plan as developed by the staff. The 2023 Strategic Work Program and Financial Plan includes programs related to Housing, Economic Development, Regional Development, Transportation, Area Agency on Aging (AAA), 9-1-1, Criminal Justice, Environmental, Homeland Security, and Special Projects.

From a human resource standpoint, the 2023 Strategic Work Program and Financial Plan calls for 94 full-time and 15 part-time employees, or 99.74 FTEs.

I am pleased to present the Board with the 2023 Strategic Work Program and Financial Plan that allows ATCOG to aggressively conduct a wide range of programs and projects benefiting the citizens of Northeast Texas. Should you have any questions regarding this document, please don't hesitate to call.

Respectfully submitted,



Chris Brown
Executive Director



September 29, 2022

Board of Directors
Ark-Tex Council of Governments

Dear Board Members:

The Ark-Tex Council of Governments (ATCOG) Financial Plan is for the fiscal year ending September 30, 2023. Detailed information relating to both the anticipated revenue and proposed expenditures is included in this document. This Financial Plan presents balanced program budgets.

Preparation of the Financial Plan requires various assumptions to be made since funding for the grants can occur over a different twelve-month cycle from ATCOG's fiscal year. Although the Plan was prepared with the latest available information, it is expected that variances of funds available will occur as the fiscal year progresses.

The ATCOG mileage reimbursement rate will continue to follow the current IRS standard rate as allowable per ATCOG policy.

Hotel reimbursement and out-of-town meal allowances will continue to follow the General Appropriations Act, Senate Bill 1, Article IX. The Act requires agencies to use the General Services Administration federal travel rates to determine the maximum lodging and meal reimbursement rates.

The ATCOG employee benefit rate is calculated to 49.85%, down from 51.00% in FY '22. The indirect rate, based on Modified Total Direct Cost (MTDC), is 4.30% down from 5.13% in FY '22. These rates have been used as a basis for preparing this Financial Plan.

This document is intended to include information needed by you to understand the financial plans for the 2022-2023 fiscal year. If I can be of any assistance in answering any questions, please contact me.

Sincerely,

Melinda Tickle
Finance Director



FY 2023 Financial Plan Highlights and Strategic Work Program Summary

- The Ark-Tex Council of Governments Strategic Work Program and Financial Plan reflects anticipated revenues of \$26,700,636 and proposed expenditures of \$26,700,636.
- This is a Work Program and Financial Plan combined. It is not technically a budget because ATCOG does not have taxing or oversight authority.
- Within each State or Federal grant that ATCOG administers, the funding agency regulates the categories in which we are allowed to spend funds. The funding source has complete oversight for the individual grant programs.
- Within each of the program areas, specific project-by-project tasks and performance measures are delineated for the year. Each project is assigned an objective, work tasks, performance measures, and human resource requirement. There are 14 Managed Programs with over 60 Projects/Contracts that make up the revenue sources in the FY 2023 Ark-Tex Council of Governments Strategic Work Program and Financial Plan.
- Financial Highlights
 1. This Plan includes various merit step increases for staff along with a 5% COLA for all positions. Funding is provided for the Salary Schedule effective October 1, 2023.
 - Total COLA increases for the past 10 years add up to 11%, while the SSI COLA increases total 18.80% prior to 2023.



2. The current draft funds 94 FT and 15 PT personnel (99.74 FTEs).

Changes include:

- Maint/IT to full time status
 - AAA Coordinator to Manager
 - Addition of Housing Manager
 - Addition of PT Housing Inspector position
 - Addition of Compliance & Purchasing Coordinator
3. ATCOG's health care provider continues to be Texas Municipal League (TMLIEBP). Premiums for our basic medical plan increased again this year. ATCOG will increase its defined contribution amount from \$789.82 per month for each employee's basic medical coverage to \$845.12, which is 100% of the employee premium. Employees have the option to "buy up" to a medical plan with a lower deductible and/or out of pocket costs and to make extra contributions to their HSA. Additional premium costs over the defined employer contribution of \$845.12 per month will be paid by the employee. Employee dental insurance premiums will remain at \$28.44 per month. Rates for life and AD&D did not change.
4. Our current retirement plan is under TCDRS. We are currently at a 150% employer to employee match with an employee contribution rate of 4%.
- Based on preliminary data, ATCOG could increase the employer contribution to 165% with no change to the elected rate of 4%
 - The current financial plan proposal represents the impact of the employer contribution at 200%, or 5% elected rate.
5. The Benefit rate is estimated to be 53.77%. When utilizing the FY'21 Over allocation the rate will be 49.85%



6. The estimated Indirect rate is estimated to be 23.15% based on Total Direct Personnel Cost (5.48% based on MTDC). When utilizing the FY'21 Over allocation the rate will be 17.92%
7. Current estimates will utilize just under \$60,000 of ATCOG Unrestricted Funds for Aging match and other needs to support ATCOG programs and personnel.
8. ATCOG program revenues are anticipated to trend back down due to the utilization of CARES and ARPA funding. Revenues and Expenses may continue to see some adjustments as timing of funding and other factors are taken into account.
9. The largest increase will be in Housing with additional vouchers being awarded. Transportation will see a decrease, but still ahead of normal funding levels and continues opportunities for additional capital improvements.
10. Items to consider in the near term:
 - Roof repairs / replacement
 - Parking lot repairs
 - Common Area carpeting
 - Omaha Building

ATCOG Financial Plan - FY 2023
LINE ITEM COST DISTRIBUTION BY COST CENTER

Line Item CST #	DESCRIPTION	Total Line Item Cost	%	Cost Center									
				Housing	Economic Dev.	Regional Dev	Rural Transit	Aging	9-1-1	Criminal Justice	Enviro	Homeland Security	Spec. Projects
	Salaries	3,162,035	11.84%	594,296	98,562	110,258	1,304,179	502,518	359,266	55,065	63,712	49,631	24,548
	Benefits	1,576,329	5.90%	296,267	49,135	54,966	650,156	250,514	179,100	27,451	31,761	24,742	12,238
	Contract Labor	-	0.00%	-	-	-	-	-	-	-	-	-	-
	Contract Labor II	-	0.00%	-	-	-	-	-	-	-	-	-	-
	Office Space	105,508	0.40%	23,342	5,679	5,785	10,181	22,290	31,389	2,119	1,972	2,196	556
	Telephone / Internet	38,213	0.14%	10,095	1,674	1,873	6,654	8,536	6,103	935	1,082	843	417
	Copier	5,670	0.02%	-	442	495	-	2,255	1,612	247	286	223	110
	Cell phone	73,895	0.28%	6,632	-	-	51,158	7,579	7,105	474	474	474	-
	Rent/Field Office	13,800	0.05%	7,000	-	-	6,800	-	-	-	-	-	-
	Utilities/Field Office	28,845	0.11%	2,000	-	-	26,845	-	-	-	-	-	-
	Storage Rent	-	0.00%	-	-	-	-	-	-	-	-	-	-
	Audit and Accounting Fees	1,000	0.00%	-	-	1,000	-	-	-	-	-	-	-
	Insurance and Bonding	91,931	0.34%	700	-	-	89,000	-	2,231	-	-	-	-
	Staff Travel	112,034	0.42%	35,000	6,500	11,736	5,500	21,682	10,000	950	3,250	7,470	9,946
	Non-Staff Travel	-	0.00%	-	-	-	-	-	-	-	-	-	-
	Registration / Training	18,400	0.07%	-	-	-	600	10,000	5,000	-	1,800	-	1,000
	Office Supplies	67,483	0.25%	6,000	500	350	4,761	13,999	15,000	1,019	481	300	25,073
	Office Equipment	-	0.00%	-	-	-	-	-	-	-	-	-	-
	Postage	14,140	0.05%	10,000	200	-	480	1,800	1,000	75	60	25	500
	Reproduction and Printing	-	0.00%	-	-	-	-	-	-	-	-	-	-
	Periodicals and Publications	600	0.00%	-	-	-	-	-	-	600	-	-	-
	Membership dues	26,205	0.10%	1,500	3,000	1,750	2,095	5,830	2,000	30	-	-	10,000
	Advertising/Marketing	18,194	0.07%	1,500	1,000	-	1,740	1,454	10,000	-	-	-	2,500
	Computer Software Maintenance	32,800	0.12%	17,000	6,000	-	-	-	300	-	-	4,500	5,000
	Banking Services	-	0.00%	-	-	-	-	-	-	-	-	-	-
	Annual Board Meeting	-	0.00%	-	-	-	-	-	-	-	-	-	-
	Other Operations	665,818	2.49%	235,600	61,746	49,371	148,168	85,283	36,000	4,630	13,342	10,200	21,478
	Equipment Maintenance	162,548	0.61%	-	-	-	162,548	-	-	-	-	-	-
	Other Direct	11,929,840	44.68%	9,975,090	-	8,222	281,602	1,322,991	256,902	18,011	35,883	20,000	11,139
	Capital Equipment	4,129,001	15.46%	-	-	-	2,644,164	-	494,711	-	-	990,126	-
	Contract Services	3,611,314	13.53%	221,000	82,986	160,000	217,014	-	1,054,664	46,604	578,485	-	1,250,561
	Indirect	815,034	3.05%	147,643	26,465	29,605	328,116	134,930	96,466	14,785	17,107	13,326	6,591
	TOTAL EXPENDITURES	26,700,637	100.00%	11,590,665	343,889	435,411	5,941,760	2,391,661	2,568,850	172,996	749,695	1,124,055	1,381,657
%			94.8%	43.4%	1.3%	1.6%	22.3%	9.0%	9.6%	0.6%	2.8%	4.2%	5.2%

**ATCOG Budget FY '23
Line Item Cost Distribution**

Line Item CST #	DESCRIPTION	Total Line Item Cost	%	Type of Cost	
				Direct	Indirect
	Salaries	3,738,224	14.00%	3,162,035	576,189
	Benefits	1,863,569	6.98%	1,576,329	287,240
	Contract Labor	-	0.00%	-	-
	Contract Labor II	-	0.00%	-	-
	Office Space	149,534	0.56%	105,508	44,026
	Telephone / Internet	48,000	0.18%	38,213	9,787
	Copier	8,256	0.03%	5,670	2,586
	Cell phone	76,737	0.29%	73,895	2,842
	Rent/Field Office	13,800	0.05%	13,800	-
	Utilities/Field Office	28,845	0.11%	28,845	-
	Storage Rent	-	0.00%	-	-
	Audit and Accounting Fees	41,000	0.15%	1,000	40,000
	Insurance and Bonding	91,931	0.34%	91,931	-
	Staff Travel	128,034	0.48%	112,034	16,000
	Non-Staff Travel	10,000	0.04%	-	10,000
	Registration / Training	31,400	0.12%	18,400	13,000
	Office Supplies	78,233	0.29%	67,483	10,750
	Office Equipment	-	0.00%	-	-
	Postage	20,990	0.08%	14,140	6,850
	Reproduction and Printing	250	0.00%	-	250
	Periodicals and Publications	600	0.00%	600	-
	Membership dues	27,205	0.10%	26,205	1,000
	Advertising/Marketing	18,194	0.07%	18,194	-
	Computer Software Maintenance	49,800	0.19%	32,800	17,000
	Banking Services	1,500	0.01%	-	1,500
	Annual Board Meeting	-	0.00%	-	-
	Other Operations	679,818	2.55%	665,818	14,000
	Equipment Maintenance	162,548	0.61%	162,548	-
	Other Direct	11,929,840	44.68%	11,929,840	-
	Capital Equipment	4,129,001	15.46%	4,129,001	-
	Contract Services	3,611,314	13.53%	3,611,314	-
	Transfers/Carryforward				
	Indirect (Over)/Under	(237,986)	-0.89%	(237,986)	
	TOTAL EXPENDITURES	26,700,637	100.00%	25,647,618	1,053,020
	%			96%	4%

**HOUSING
TOTAL PROGRAM BUDGET**

ANTICIPATED REVENUES BY SOURCE

2023

U.S Department of Housing and Urban Development (HUD)	\$	10,975,289
Texas Dept. of Housing and Community Affairs (TDHCA)	\$	164,631
Designated Reserve	\$	450,745
Total Anticipated Revenue	\$	11,590,665

EXPENDITURE BUDGET

Personnel	\$	890,563
Admin	\$	49,769
Operating Expense	\$	306,600
Direct Services	\$	9,975,090
Contract Services	\$	221,000
Indirect	\$	147,643
Total Anticipated Expenditures	\$	11,590,665

**HOUSING
HOUSING CHOICE VOUCHER (HVC)
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

U.S Department of Housing and Urban Development (HUD)- Housing Assistance Payments (HAP)	\$	9,825,289
HUD Admin	\$	1,080,000
Designated Reserve	\$	450,745

Anticipated Revenue	\$	11,356,034
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EXPENDITURE BUDGET

Personnel	\$	812,749
Admin	\$	46,773
Operating Expense	\$	304,593
Direct Services	\$	9,825,289
Contract Services	\$	221,000
Indirect	\$	145,630

Anticipated Expenditures	\$	11,356,034
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**HOUSING
HOUSING CHOICE VOUCHER (HVC)
PROJECT BUDGET AND PERFORMANCE STATEMENT**

RENTAL ASSISTANCE PROGRAM GOALS STATEMENT

The overall goal of the Rental Assistance Program is to achieve four major objectives:

- 1 To provide improved living conditions for low-income families while maintaining their rent payments at an affordable level.
- 2 To promote freedom of housing choice and spatial de-concentration of low income and minority families.
- 3 To provide decent, safe and sanitary housing for eligible participants.
- 4 To provide an incentive to private property owners to rent to low income families by offering timely assistance payments and counseling to tenants on obligations under their lease.

OBJECTIVE

To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

PRIMARY WORK TASKS

- 1 Inform potential applicants and landlords of program availability.
- 2 Provide technical assistance to applicants and landlords.
- 3 Coordinate activities to assure continued eligibility of program participants.
- 4 Compile and submit all required reports to USDHUD.
- 5 Perform computer matching of clients with DHUD online systems.

PRINCIPLE PERFORMANCE MEASURES

- 1 Issue approximately 800 new Housing Choice Vouchers and add approximately 200 new families to Rental Assistance Program.
- 2 Add at least seven property owners to potential landlord list.
- 3 Payment of approximately \$9.5 million to landlords in form of rental payments for eligible families.
- 4 Maintain high performer status for FY23 by timely reporting to DHUD.
- 5 Use DHUD online system to reduce fraud, recover overpaid rent and maintain program integrity for FY23.

HUMAN RESOURCE REQUIREMENT

13.39 Full Time Equivalent

**HOUSING
EMERGENCY SOLUTIONS GRANT (ESG)
PROJECT BUDGET AND PERFORMANCE STATEMENT**

<u>ANTICIPATED REVENUES BY SOURCE</u>		2023
Texas Department of Housing and Community Affairs (TDHCA)	\$	164,631
Anticipated Revenue	\$	164,631
 <u>EXPENDITURE BUDGET</u>		
Personnel	\$	11,233
Admin	\$	-
Operating Expense	\$	1,584
Direct Services	\$	149,801
Contract Services	\$	-
Indirect	\$	2,013
Anticipated Expenditures	\$	164,631

**HOUSING
EMERGENCY SOLUTIONS GRANT (ESG)
PROJECT BUDGET AND PERFORMANCE STATEMENT**

EMERGENCY SOLUTIONS GRANT PROGRAM GOALS STATEMENT

The goal of the Emergency Solutions Grant (ESG) Program is to help individuals or families by providing housing relocation and stabilization services and rental assistance as necessary to prevent homelessness.

OBJECTIVE

To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

PRIMARY WORK TASKS

- 1 Inform potential applicants and landlords of program services availability.
- 2 Provide housing search assistance to HP applicants.
- 3 Coordinate activities to assure continued eligibility of RRH and HP program participants.
- 4 Compile and submit all required reports to THN and TDHCA.
- 5 Perform computer matching of clients with HMIS online systems.

PRINCIPLE PERFORMANCE MEASURES

- 1 Assist approximately 150 new families with Homeless Prevention services.
- 2 Add at least six new property owners to potential landlord list for RRH clients.
- 3 Payment to landlords in form of rental payments for eligible HP families.
- 4 Maintain consistency within the Housing Priority list and the HMIS data online reporting.
- 5 Utilize the HMIS online system to reduce fraud and maintain program integrity for FY23.

HUMAN RESOURCE REQUIREMENT

0.25 Full Time Equivalent

**HOUSING
FAMILY SELF SUFFICIENCY GRANT (FSS)
PROJECT BUDGET AND PERFORMANCE STATEMENT**

<u>ANTICIPATED REVENUES BY SOURCE</u>		2023
U.S Department of Housing and Urban Development (HUD)	\$	70,000
Anticipated Revenue	\$	70,000
 <u>EXPENDITURE BUDGET</u>		
Personnel	\$	66,581
Admin	\$	2,996
Operating Expense	\$	423
Direct Services	\$	-
Contract Services	\$	-
Indirect	\$	-
Anticipated Expenditures	\$	70,000

HOUSING
FAMILY SELF SUFFICIENCY GRANT (FSS)
PROJECT BUDGET AND PERFORMANCE STATEMENT

OBJECTIVE

To assist HCV rental assisted families increase their earnings and to build financial stability;as well as reduce their dependency of welfare assistance and rental subsidy.

PRIMARY WORK TASKS

- 1 To execute a FSS contract of Participation between the Head of Household and ATCOG
- 2 To execute an Individual Training and Service Plan(ITSP) and guide to completion

PRINCIPLE PERFORMANCE MEANSURES

- 1 Maintain the ITPSP of participatin FSS families
- 2 Maintain 50 families on the FSS program yearly & refer at minimum 15 referral to outside resources for assistance(GED, employment, etc)

HUMAN RESOURCE REQUIREMENT

0.95 Full Time Equivalent

**ECONOMIC DEVELOPMENT
TOTAL PROGRAM BUDGET**

ANTICIPATED REVENUES BY SOURCE

2023

Program Income	\$	195,688
U.S. EDA	\$	-
Fee Income	\$	32,000
Designated Reserve	\$	116,200
Total Anticipated Revenue	\$	343,888

EXPENDITURE BUDGET

Personnel	\$	147,697
Admin	\$	7,796
Operating Expense	\$	78,946
Direct Services	\$	-
Contract Services	\$	82,986
Indirect	\$	26,465
Total Anticipated Expenditures	\$	343,889

**ECONOMIC DEVELOPMENT
 ARK-TEX REGIONAL DEVELOPMENT COMPANY (ATRDC)
 PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

U.S Small Business Administration Loan Servicing Fees	\$	78,188
Designated Reserve	\$	116,200
Anticipated Revenue	\$	194,388

EXPENDITURE BUDGET

Personnel	\$	58,929
Admin	\$	3,110
Operating Expense	\$	50,219
Direct Services	\$	-
Contract Services	\$	71,570
Indirect	\$	10,559
Anticipated Expenditures	\$	194,388

**ECONOMIC DEVELOPMENT
ARK-TEX REGIONAL DEVELOPMENT COMPANY (ATRDC)
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ATRDC GOALS STATEMENT

The goal of the Ark-Tex Regional Development Company is to provide funds for expanding businesses which, through their expansion, will provide benefits to themselves and the communities, such as job creation, expansion of tax base and expansion of personal income.

OBJECTIVE

Assist small businesses with financing for fixed-asset projects by assembling, analyzing, and making recommendations on loan packages, submit the analysis and recommendations to SBA for approval, and close and service the 504 loan.

PRIMARY WORK TASKS

- 1 Create economic development opportunity in the community.
- 2 Provide affordable long term financing for businesses.
- 3 Provide outreach to encourage private lender participation.
- 4 Provide resources to conventional and non-traditional lenders for small business.
- 5 Attend required local, regional and virtual SBA and related meetings.

PRINCIPLE PERFORMANCE MEASURES

- 1 Servicing as per Tracking Form - Economic Development creation for improvement of economic indicators such as employment, business financials, property taxes, insurance, UCC1 status, life insurance (if applicable) job creation
- 2 Prepare at least two 504 Loans for submission to SBA for businesses.
- 3 Number of private lenders participating.
- 4 At least five small businesses applying for SBA loans.
- 5 Attend at least two training sessions.

HUMAN RESOURCE REQUIREMENT

0.83 Full Time Equivalent

**ECONOMIC DEVELOPMENT
 NORTHEAST TEXAS ECONOMIC DEVELOPMENT DISTRICT (NETEDD)
 LOAN FUND (RLF)
 PROJECT BUDGET AND PERFORMANCE STATEMENT**

REVOLVING

ANTICIPATED REVENUES BY SOURCE

2023

Interest/Loan Servicing Fees	\$	76,000
Anticipated Revenue	\$	76,000

EXPENDITURE BUDGET

Personnel	\$	49,076
Admin	\$	2,590
Operating Expense	\$	4,125
Direct Services	\$	-
Contract Services	\$	11,416
Indirect	\$	8,793
Anticipated Expenditures	\$	76,000

**ECONOMIC DEVELOPMENT
NORTHEAST TEXAS ECONOMIC DEVELOPMENT DISTRICT (NETEDD)
LOAN FUND (RLF)**

REVOLVING

PROJECT BUDGET AND PERFORMANCE STATEMENT

NETEDD RLF GOALS STATEMENT

The goal of the NETEDD RLF is to fund private sector basic job creation or retention and to strengthen capital formation throughout the nine county NETEDD area.

OBJECTIVE

Provide technical assistance and financing for fixed assets and/or working capital to help small and medium-sized businesses start-up, expand, or increase productivity.

PRIMARY WORK TASKS

- 1 Strengthen the economic base.
- 2 Create and retain permanent full-time jobs.
- 3 Attend required meetings.

PRINCIPLE PERFORMANCE MEASURES

- 1 Extend at least two NETEDD RLF loans for improvement of economic indicators such as unemployment, per capita income, and out-migration.
- 2 Create one new job for every \$35,000 loaned; 50% of new jobs will be targeted at the long-term unemployed and/or under-employed.
- 3 Attend at least three seminars, teleconferences, workshops, or webinars as required.

HUMAN RESOURCE REQUIREMENT

0.66 Full Time Equivalent

**ECONOMIC DEVELOPMENT
 CHAPMAN REVOLVING LOAN FUND
 PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Interest/Loan Servicing Fees	\$	19,000
Anticipated Revenue	\$	19,000

EXPENDITURE BUDGET

Personnel	\$	13,144
Admin	\$	694
Operating Expense	\$	2,808
Direct Services	\$	-
Contract Services	\$	-
Indirect	\$	2,355
Anticipated Expenditures	\$	19,000

**ECONOMIC DEVELOPMENT
CHAPMAN REVOLVING LOAN FUND
PROJECT BUDGET AND PERFORMANCE STATEMENT**

CHAPMAN RLF GOALS STATEMENT

The goal of the Chapman Revolving Loan Fund (RLF) is to develop a viable and continuing resource for private businesses and public governments to increase economic development and create job opportunities throughout the nine Texas counties in the ATCOG area.

OBJECTIVE

Create permanent full-time jobs by provided financial assistance for economic development projects in the form of a loan guarantee to businesses and direct loans to local governments.

PRIMARY WORK TASKS

- 1 Create permanent full-time jobs.
- 2 Provide financial assistance for economic development projects.
- 3 Review files for servicing needs.

PRINCIPLE PERFORMANCE MEANSURES

- 1 Monitor Chapman RLF Capital Base Funds and report availability for loans.
- 2 At least two Chapman-RLF loans funded (*Pending Availability of Capital Base*)
- 3 Servicing of Chapman Files based on procedures

HUMAN RESOURCE REQUIREMENT

0.21 Full Time Equivalent

**ECONOMIC DEVELOPMENT
EAST TEXAS RURAL ACCESS PROGRAM (ETRAP) REVOLVING LOAN FUND (RLF)
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Interest/Loan Servicing Fees	\$	18,500
Anticipated Revenue	\$	18,500

EXPENDITURE BUDGET

Personnel	\$	13,912
Admin	\$	734
Operating Expense	\$	1,361
Direct Services	\$	-
Contract Services	\$	-
Indirect	\$	2,493
Anticipated Expenditures	\$	18,500

**ECONOMIC DEVELOPMENT
EAST TEXAS RURAL ACCESS PROGRAM (ETRAP) REVOLVING LOAN FUND (RLF)
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ETRAP RLF GOALS STATEMENT

The goal of the East Texas Rural Access Program (ETRAP) is to provide loan funding for medical related or other small business financial needs in the nine Texas counties in the ATCOG area.

OBJECTIVE

Objectives Include funding qualified applicants for loans, identifying additional funding sources and funding loans.

PRIMARY WORK TASKS

- 1 Fund loans to eligible applicants
- 2 Seek additional funding from public and private sources.
- 3 Review files for servicing needs.

PRINCIPLE PERFORMANCE MEASURES

- 1 Monitor ETRAP RLF Capital Base Funds and report availability for loans.
- 2 At least two ETRAP-RLF loans funded (*Pending Availability of Capital Base*)
- 3 Servicing of ETRAP Files based on procedures

HUMAN RESOURCE REQUIREMENT

- 0.2 Full Time Equivalent

**ECONOMIC DEVELOPMENT
NETEDD RLF CARES ACT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

U.S. EDA	\$	-
Interest/Loan Servicing Fees	\$	11,000
Anticipated Revenue	\$	11,000

EXPENDITURE BUDGET

Personnel	\$	8,021
Admin	\$	423
Operating Expense	\$	1,118
Direct Services	\$	-
Contract Services	\$	-
Indirect	\$	1,437
Anticipated Expenditures	\$	11,000

**ECONOMIC DEVELOPMENT
NETEDD RLF CARES ACT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

CARES Act RLF GOALS STATEMENT

The goal of the CARES Act Revolving Loan Fund (RLF) is to alleviate sudden and severe economic dislocation caused by the coronavirus (COVID-19) pandemic to provide permanent resources to support economic resiliency and to further the long-term economic adjustment objectives of the thirty Texas counties served by the EDA RLF area.

OBJECTIVE

Assist small businesses that have been financially impacted as a direct result of COVID-19 pandemic that qualify for a low interest loan to help meet financial obligations and operating expenses and servicing of the RLF.

PRIMARY WORK TASKS

- 1 Notify designated entities of the availability of funds
- 2 Provide financial assistance for CARES Act funding projects
- 3 Advertise and make accessible technical assistance avenues available through website, Facebook and Development office to businesses as intended beneficiaries.
- 4 Review files for servicing needs.
- 5 Track files for reporting requirements.

PRINCIPLE PERFORMANCE MEASURES

- 1 Monitor CARES Act COVID RLF Capital Base Funds and report availability for loans at a rate of 2.5% for working capital, capital improvements and refinance.
- 2 Provide technical assistance to borrowers and prospective borrowers related to loan applications or loan repayments
- 3 At least two CARES Act COVID RLF loans funded (*Pending Availability of Capital Base*)
- 4 Servicing of CARES Act COVID RLF Files based on procedures
- 5 Report bi-annually as per contract

HUMAN RESOURCE REQUIREMENT

- 0.11 Full Time Equivalent

**ECONOMIC DEVELOPMENT
 FARM HOME ADMINISTRATION (FmHA) REVOLVING LOAN FUND (RLF)
 PROJECT BUDGET AND PERFORMANCE STATEMENT**

<u>ANTICIPATED REVENUES BY SOURCE</u>		2023
Interest/Loan Servicing Fees	\$	23,500
Anticipated Revenue	\$	23,500
 <u>EXPENDITURE BUDGET</u>		
Personnel	\$	3,461
Admin	\$	183
Operating Expense	\$	19,236
Direct Services	\$	-
Contract Services	\$	-
Indirect	\$	620
Anticipated Expenditures	\$	23,500

**ECONOMIC DEVELOPMENT
FARM HOME ADMINISTRATION (FmHA) REVOLVING LOAN FUND (RLF)
PROJECT BUDGET AND PERFORMANCE STATEMENT**

FmHA RLF GOALS STATEMENT

The Farmers Home Administration (FmHA) is a former U.S Department of Agriculture agency created to finance and insure loans for rural business entities.

OBJECTIVE

Objectives are to provide loans aimed at helping rural businesses entities obtain funding and establish economic stability.

PRIMARY WORK TASKS

- 1 Fund loans to eligible applicants
- 2 Provide resources to rural entities
- 3 Provide technical assistance to Rural communities/entities

PRINCIPLE PERFORMANCE MEASURES

- 1 Monitor FmHA RLF Capital Base Funds and report availability for loans.
- 2 At least two FmHA-RLF loans funded (*Pending Availability of Capital Base*)
- 3 Servicing of FmHA Files based on procedures

HUMAN RESOURCE REQUIREMENT

0.015 Full Time Equivalent

**ECONOMIC DEVELOPMENT
 USDA RURAL BUSINESS DEVELOPMENT GRANT (RDBG) REVOLVING LOAN FUND (RLF)
 PROJECT BUDGET AND PERFORMANCE STATEMENT**

<u>ANTICIPATED REVENUES BY SOURCE</u>		2023
Interest/Loan Servicing Fees	\$	1,500
Anticipated Revenue	\$	1,500
 <u>EXPENDITURE BUDGET</u>		
Personnel	\$	1,154
Admin	\$	61
Operating Expense	\$	79
Direct Services	\$	-
Contract Services	\$	-
Indirect	\$	207
Anticipated Expenditures	\$	1,500

**ECONOMIC DEVELOPMENT
USDA RURAL BUSINESS DEVELOPMENT GRANT (RDBG) REVOLVING LOAN FUND (RLF)
PROJECT BUDGET AND PERFORMANCE STATEMENT**

RDBG RLF GOALS STATEMENT

To provide technical assistance and training for small rural businesses. Small means that the business has fewer than 50 new workers and less than \$1 million in gross revenue.

OBJECTIVE

Objective of the RDBG RLF will be used to finance and/or develop Small and Emerging Businesses in Rural Areas.

PRIMARY WORK TASKS

- 1 Fund loans to eligible applicants
- 2 Provide resources to rural entities
- 3 Review files for servicing needs.

PRINCIPLE PERFORMANCE MEASURES

- 1 Monitor RDBG RLF Capital Base Funds and report availability for loans.
- 2 At least two RDBG-RLF loans funded (Pending Availability of Capital Base)
- 3 Servicing of RDBG Files based on procedures

HUMAN RESOURCE REQUIREMENT

0.045 Full Time Equivalent

**REGIONAL DEVELOPMENT
TOTAL PROGRAM BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Economic Development Administration	\$	270,000
Grant Administration	\$	151,053
Texas Dept of Ag	\$	11,857
 NETEDD Dues	 \$	 2,500
Total Anticipated Revenue	\$	435,410

EXPENDITURE BUDGET

Personnel	\$	165,224
 Admin	 \$	 9,152
Operating Expense	\$	63,207
Direct Services	\$	8,222
Contract Services	\$	160,000
Indirect	\$	29,605
 Total Anticipated Expenditures	 \$	 435,411

**REGIONAL DEVELOPMENT
NORTHEAST TEXAS ECONOMIC DEVELOPMENT DISTRICT (NETEDD) ADMINISTRATION
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Economic Development Administration	\$	90,000
NETEDD Dues	\$	2,500
Anticipated Revenue	\$	92,500

EXPENDITURE BUDGET

Personnel	\$	55,309
Admin	\$	3,729
Operating Expense	\$	23,552
Direct Services	\$	-
Contract Services	\$	-
Indirect	\$	9,910
Anticipated Expenditures	\$	92,500

**REGIONAL DEVELOPMENT
NORTHEAST TEXAS ECONOMIC DEVELOPMENT DISTRICT (NETEDD) ADMINISTRATION
PROJECT BUDGET AND PERFORMANCE STATEMENT**

NETEDD GOAL STATEMENT

The goal of the North East Texas Economic Development District (NETEDD) is to promote economic and community development and opportunity, foster effective infrastructure systems including transportation and broadband systems, develop an agricultural food hub to benefit producers and provide healthy food alternatives to residents, provide training opportunities to small businesses, write and administer economic and community development grants, write and administer hazard mitigation grants and balance resources through sound management throughout the 9 county NETEDD area and/or 30 county NETEDD RLF area.

OBJECTIVE

To plan, establish and maintain a Comprehensive Economic Development Strategy (CEDS) (5-year term) with measurable regional goals. Bring together public and private sectors in the creation of an economic development roadmap. Coordinate economic development planning with other economic development entities to diversify and

PRIMARY WORK TASKS

- 1 Update the CEDS to include all required components.
- 2 Work with state and federal agencies and regional economic development entities for economic
- 3 Monitor and report potential major economic disruptions in the economic condition of the Economic Development District (EDD).
- 4 Write and administer EDA Grants to increase economic opportunities within the district.
- 5 Utilize the NETEDD Revolving Loan Fund (RLF) and other RLFs to promote economic development within the
- 6 Provide technical assistance as appropriate to member agencies.
- 7 Prepare required annual performance report(s) to the EDA.

PRINCIPLE PERFORMANCE MEASURES

- 1 Include an economic resiliency component in the CEDS to specifically focus on a strategy to promote disaster resiliency of the region including planning, response and recovery activities should economic
- 2 Utilize NETEDD Board to establish goals, guidelines, and priorities for the department and hold regular
- 3 Notify EDA of any significant downsizing, disaster designations, base realignments or closures, or any other
- 4 Write two EDA grants for entities within the district.
- 5 Seek and develop relationships with agencies, schools, economic development organizations, elected
- 6 Provide technical assistance regarding topics such as industrial parks, economic development programs,
- 7 Submit Performance Measures Report annually by completing the GPRA Data Collection Form (ED-916)

HUMAN RESOURCE REQUIREMENT

0.78 Full Time Equivalent

**REGIONAL DEVELOPMENT
NETEDD PUBLIC WORKS - CARES
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Economic Development Administration	\$	180,000
Anticipated Revenue	\$	180,000

EXPENDITURE BUDGET

Personnel	\$	10,645
Admin	\$	525
Operating Expense	\$	418
Direct Services	\$	6,504
Contract Services	\$	160,000
Indirect	\$	1,907
Anticipated Expenditures	\$	180,000

**REGIONAL DEVELOPMENT
NETEDD PUBLIC WORKS - CARES
PROJECT BUDGET AND PERFORMANCE STATEMENT**

NETEDD GOAL STATEMENT

Increase sustainability and resiliency with needs assessments in Broadband, Housing, and Water Usage; along with tools to better utilize the CEDS.

OBJECTIVE

Focus on Pandemic Recovery and Resiliency and build strategies into the regions Comprehensive Economic Development Strategy (CEDS) with website enhancements, Broadband planning, and Housing and Water needs assessments.

PRIMARY WORK TASKS

- 1 Work with Specialist from Clemson University to complete Web-based 5-year CEDS for period 2023 - 2028.
- 2 Complete broadband study for ATCOG region
- 3 Complete population study for ATCOG region to include housing needs and other relevant data related to
- 4 Coordinate with Development Specialist and IT Director to update Regional and Economic Development

PRINCIPLE PERFORMANCE MEASURES

- 1 Monitor the progression of CEDS Website to be completed for EDA for review by March 30, 2023.
- 2 Collect data and reports from contracted consultant(s) with valid data to close-out grant by June 30, 2023.
- 3 Collect data and reports from contracted consultant(s) with valid data to close-out grant by June 30, 2023.
- 4 Regional and Economic Development website will receive an overhaul with pandemic resiliency plan

HUMAN RESOURCE REQUIREMENT

0.12 Full Time Equivalent

**REGIONAL DEVELOPMENT
GRANT ADMINISTRATION
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Contracts	\$	115,053
Anticipated Revenue	\$	115,053

EXPENDITURE BUDGET

Personnel	\$	70,332
Admin	\$	3,470
Operating Expense	\$	28,648
Direct Services	\$	-
Contract Services	\$	-
Indirect	\$	12,602
Anticipated Expenditures	\$	115,053

OBJECTIVE

Provide staff support to prepare grants to federal and/or state agencies and administer special project grants for regional entities and to provide agency wide support for public communications.

PRIMARY WORK TASKS

- 1 Administer Texas Community Development Block Grant (TxCDBG) and Economic Development
- 2 Prepare and/or review applications and/or grants to federal and/or state agencies.
- 3 Keep current communication between NETEDD region and state agencies
- 4 Provide communication avenues between all member entities and the public.
- 5 Monitor regional goals and outcomes

PRINCIPLE PERFORMANCE MEASURES

- 1 Perform all administrative duties to ensure the TxCDBG and EDA grants are in compliance.
- 2 Preparation and completion of 8 RFP for TxCDBG administrative services/grants.
- 3 Re-Certify all staff in Regional/Economic Development Department TxCDBG and provide updated information quarterly to all subscribers.
- 4 Update and distribute brochures for ATCOG program areas along with posting in social media outlets any
- 5 Completion of reports for programs and report to NETEDD Board.

HUMAN RESOURCE REQUIREMENT

0.94 Full Time Equivalent

**REGIONAL TECHNICAL ASSISTANCE GRANT
COMMUNITY AND ECONOMIC DEVELOPMENT ASSISTANCE
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Texas Dept. of Agriculture	\$	11,857
Anticipated Revenue	\$	11,857

EXPENDITURE BUDGET

Personnel	\$	7,329
Admin	\$	362
Operating Expense	\$	1,135
Direct Services	\$	1,718
Contract Services	\$	-
Indirect	\$	1,313
Anticipated Expenditures	\$	11,857

**REGIONAL TECHNICAL ASSISTANCE GRANT
COMMUNITY AND ECONOMIC DEVELOPMENT ASSISTANCE
PROJECT BUDGET AND PERFORMANCE STATEMENT**

REGIONAL TECHNICAL ASSISTANCE GRANT GOAL STATEMENT

The goal of the Regional Technical Assistance Grant is to provide staff to manage and administer regional special grant projects for ATCOG and prepare grants to federal and/or state agencies.

OBJECTIVE

Provide technical assistance services to non-project specific community and economic development program areas and not specific to a funded project or proposed application.

PRIMARY WORK TASKS

- 1 Distribute Texas Department of Agriculture (TDA) program information.
- 2 Provide general technical assistance as related to non-project specific community and economic
- 3 Continually review and be familiar with the TxCDBG Implementation Manual and the TDA website,
- 4 Participate in implementation manual training.
- 5 Provide information on Section 3 Opportunities
- 6 Fair Housing & Outreach

PRINCIPLE PERFORMANCE MEASURES

- 1 Provide updated information about TDA programs at monthly ATCOG Board meetings and in Development
- 2 Prepare information for 10 non-project specific community and economic development program areas.
- 3 Check TDA website regularly and review for program information.
- 4 Attend one Implementation Manual Training.
- 5 Provide a link for residents and businesses to register for Section 3 employment and contracting
- 6 Send out a short video to elected officials and local media to observe TxCDBG funded projects that have

HUMAN RESOURCE REQUIREMENT

- 0.1 Full Time Equivalent

**REGIONAL DEVELOPMENT
HAZARD MITIGATION
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Contracts	\$	36,000
Anticipated Revenue	\$	36,000

EXPENDITURE BUDGET

Personnel	\$	21,608
Admin	\$	1,066
Operating Expense	\$	9,454
Direct Services	\$	-
Contract Services	\$	-
Indirect	\$	3,872
Anticipated Expenditures	\$	36,000

**REGIONAL DEVELOPMENT
HAZARD MITIGATION
PROJECT BUDGET AND PERFORMANCE STATEMENT**

OBJECTIVE

Complete preparation of 5-year updates of Hazard Mitigation Plans for Titus and Bowie County. Begin Franklin and Morris County.

PRIMARY WORK TASKS

- 1 Work with local city and county officials and representatives during plan preparation.
- 2 Gather local data for each plan.
- 3 Prepare hazard mitigation plans.
- 4 Obtain approval from TDEM and FEMA, and resolutions of acceptance from individual communities.
- 5 Work with communities on submission of approved plans
- 6 Submit quarterly reports to Texas Department of Emergency Management (as req.).

PRINCIPLE PERFORMANCE MEASURES

- 1 Serve as facilitator at five public meetings for localities and contact local officials for participation.
- 2 Contact local representatives, utilize computer data, and contact professionals for specific data plans.
- 3 Compile data, format, and complete plans in an acceptable format.
- 4 Submit plans to TDEM for review and updates and FEMA submission.
- 5 Submit approved plans to each community and link to CEDS site.
- 6 Submit timely quarterly reports (as required).

HUMAN RESOURCE REQUIREMENT

0.37 Full Time Equivalent

**TRANSPORTATION
TOTAL PROGRAM BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Texas Department of Transportation (TxDOT)	\$	2,126,519
Federal Transportation Administration (FTA)	\$	3,520,322
Local Funds	\$	70,000
Program Income	\$	-
In-Kind	\$	-
Transportation Development Credits (TDCs)	\$	49,000
Contract Income	\$	175,919
Total Anticipated Revenue	\$	5,941,760

EXPENDITURE BUDGET

Personnel	\$	1,954,335
Admin	\$	190,638
Operating Expense	\$	163,344
Direct Services	\$	444,150
Capital/Contract Services	\$	2,861,178
Indirect	\$	328,116
Total Anticipated Expenditures	\$	5,941,760

**TRANSPORTATION
5311 - RURAL TRANSIT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

TxDOT	\$	771,673
Federal Funds	\$	2,551,050
Local Funds	\$	70,000
Program Income	\$	-
In-Kind	\$	570,000
Transportation Development Credits	\$	42,000
Anticipated Revenue	\$	4,004,723

EXPENDITURE BUDGET

Personnel	\$	1,721,048
Admin	\$	190,241
Operating Expense	\$	120,561
Direct Services	\$	277,736
Contract Services / Capital	\$	1,386,756
Indirect	\$	308,381
Anticipated Expenditures	\$	4,004,723

**TRANSPORTATION
5311 - RURAL TRANSIT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

Goals Statement

The goals of the 5311 Program is (1) to enhance the access of people in nonurbanized areas to health care, shopping, education, employment, public services, and recreation (2) to assist in the maintenance, development, improvement, and use of public transportation systems in rural and small urban areas.

OBJECTIVE

Provide safe and efficient transportation services to the non-urbanized public.

PRIMARY WORK TASKS

- 1 Provide rural public transportation in the nine-county area.
- 2 Diversify funding sources for more program flexibility and stability.
- 3 Provide operational support to the 5311 Fleet through the Regional Maintenance Facility in Mt. Pleasant, Tx.

PRINCIPLE PERFORMANCE MEASURES

- 1 Provide 130,000 passenger trips annually.
- 2 Increase local match funding through private foundation grants, advertising revenue, and partner agency support.
- 3 Assess fleet for salvage and institute pro-active fleet management to ensure longevity of vehicles utilizing the Fleet Management Plan.

HUMAN RESOURCE REQUIREMENT

41.35 Full Time Equivalent

**TRANSPORTATION
5310
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

TxDOT	\$	-
Federal Funds	\$	89,400
Local Funds	\$	-
Program Income	\$	-
In-Kind	\$	-
Transportation Development Credits	\$	-
Anticipated Revenue	\$	89,400

EXPENDITURE BUDGET

Personnel	\$	-
Admin	\$	-
Operating Expense	\$	15,000
Direct Services	\$	-
Contract Services	\$	74,400
Indirect	\$	-
Anticipated Expenditures	\$	89,400

**TRANSPORTATION
5310
PROJECT BUDGET AND PERFORMANCE STATEMENT**

SECTIONS 5310 Enhanced Mobility of Seniors and Individuals with Disabilities

The Federal Section 5310 program provides formula funding to states for the purpose of assisting private nonprofit groups in meeting the transportation needs of older adults and people with disabilities when the transportation service provided is unavailable, insufficient, or inappropriate to meeting these needs. Funds are apportioned based on each state's share of the population for these two groups.

OBJECTIVE

Improve mobility for seniors and individuals with disabilities by removing barriers to transportation service and expanding transportation mobility options.

PRIMARY WORK TASKS

- 1 Provide transportation services to Seniors and Individuals with Disabilities
- 2 Implement transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable.

PRINCIPLE PERFORMANCE MEASURES

- 1 Coordinate with Area Agency on Aging, various educational institutions, workforce centers, and human service agencies to identify service gaps for Seniors and Individuals with Disabilities and increase ridership.
- 2 Increase the number of benches and shelters along the Paris Metro route along with increased mobility management training classes.

HUMAN RESOURCE REQUIREMENT

0.00 Full Time Equivalent

**TRANSPORTATION
5 Year Plan
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Federal Funds	\$	42,000
Contracts	\$	-
Anticipated Revenue	\$	42,000

EXPENDITURE BUDGET

Personnel	\$	19,014
Admin	\$	-
Operating Expense	\$	12,579
Direct Services	\$	-
Contract Services	\$	7,000
Indirect	\$	3,407
Anticipated Expenditures	\$	42,000

**TRANSPORTATION
5 YEAR REGIONAL COMPREHENSIVE TRANSPORTATION PLAN
PROJECT BUDGET AND PERFORMANCE STATEMENT**

5 YEAR REGIONAL COMPREHENSIVE TRANSPORTATION PLAN

The 5 Year Regional Comprehensive Transportation Plan covers the period of January 2022 through December 2026 to ensure a network of transportation services to effectively and efficiently get people where they need to go. Once the 5 year plan is developed and adopted by stakeholders, agencies will disseminate the 5 year plan throughout the region.

OBJECTIVE

Track activities and projects identified in the updated coordinate plan through steering committee minutes, public surveys, and quarterly regional committee meetings.

PRIMARY WORK TASKS

- 1 Identify service gaps within the ATCOG service region.
- 2 Increase awareness of ATCOG Rural and Fixed Route transportation services.
- 3 Continue to adhere to the TxDot approved 5 Year RCTP project schedule.

PRINCIPLE PERFORMANCE MEASURES

- 1 Establish a database of transit providers within the ATCOG service region.
- 2 Distribute program guides through social media and traditional outreach methods to promote service awareness and increase ridership.
- 3 Engage stakeholders during quarterly Regional Steering Committee meetings

HUMAN RESOURCE REQUIREMENT

0.30 Full Time Equivalent

**TRANSPORTATION
SECTION 5310 - CRRSAA/ARP
PROJECT BUDGET AND PERFORMANCE STATEMENT**

<u>ANTICIPATED REVENUES BY SOURCE</u>	2023
Federal Funds	\$ 299,565
Contracts	\$ -
Anticipated Revenue	\$ 299,565
 <u>EXPENDITURE BUDGET</u>	
Personnel	\$ 123,151
Admin	\$ -
Operating Expense	\$ 10,000
Direct Services	\$ 166,414
Contract Services	\$ -
Indirect	\$ -
Anticipated Expenditures	\$ 299,565

**TRANSPORTATION
SECTION 5310 - CRRSAA/ARP
PROJECT BUDGET AND PERFORMANCE STATEMENT**

SECTIONS 5310 - CRRSAA/ARP Enhanced Mobility of Seniors and Individuals with Disabilities

The Section 5310 Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) provides funding for operating projects for qualified 5310 funded transit agencies. Awards will be made on a competitive basis with funding provided contractually and at 100 percent federal share (no local match is required). Net operating expenses incurred since January 20, 2020 are eligible.

OBJECTIVE

Improve mobility for seniors and individuals with disabilities by removing barriers to transportation service and expanding transportation mobility options.

PRIMARY WORK TASKS

- 1 Provide transportation services to Seniors and Individuals with Disabilities
- 2 Implement transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable.
- 3 Provide transportation services to Covid-19 vaccination sites.

PRINCIPLE PERFORMANCE MEASURES

- 1 Coordinate with Area Agency on Aging, various educational institutions, workforce centers, and human service agencies to indentify service gaps for Seniors and Individuals with Disabilities and increase ridership.
- 2 Increase the number of benches and shelters along the Paris Metro route along with increased mobility management training classes.
- 3 Continue to support any vaccination clinics within the ATCOG service region.

HUMAN RESOURCE REQUIREMENT

3.50 Full Time Equivalent

**TRANSPORTATION
STATE RURAL PROGRAM
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Federal Funds	\$	784,846
Contracts	\$	-
Anticipated Revenue	\$	784,846

EXPENDITURE BUDGET

Personnel	\$	-
Admin	\$	-
Operating Expense	\$	-
Direct Services	\$	-
Contract Services	\$	784,846
Indirect	\$	-
Anticipated Expenditures	\$	784,846

**TRANSPORTATION
STATE RURAL PROGRAM
PROJECT BUDGET AND PERFORMANCE STATEMENT**

Texas Department of Transportation State Rural Program

The Texas Department of Transportation's State Rural Program provides annual formula based funding to Rural Transit Districts. Program funds may be used for capital, planning, operating and administrative costs along with offsetting Federal Program match requirements.

OBJECTIVE

Provide stable transportation services to the non-urbanized public through yearly program funding.

PRIMARY WORK TASKS

- 1 Ensure annual program funding amounts remain stable.
- 2 Research and implement cost saving measures to maximize program funding.

PRINCIPLE PERFORMANCE MEASURES

- 1 Increase yearly passenger trip numbers to ensure adequate program formula funding levels.
- 2 Adapt new technology and methods of service to provide more cost efficient rural transportation.

HUMAN RESOURCE REQUIREMENT

0.00 Full Time Equivalent

**TRANSPORTATION
5339 RURAL DISCRETIONARY
PROJECT BUDGET AND PERFORMANCE STATEMENT**

<u>ANTICIPATED REVENUES BY SOURCE</u>		2023
Federal Funds	\$	461,162
Contracts	\$	-
Anticipated Revenue	\$	461,162
 <u>EXPENDITURE BUDGET</u>		
Personnel	\$	-
Admin	\$	-
Operating Expense	\$	-
Direct Services	\$	-
Contract Services / Capital	\$	461,162
Indirect	\$	-
Anticipated Expenditures	\$	461,162

**TRANSPORTATION
5339 RURAL DISCRETIONARY
PROJECT BUDGET AND PERFORMANCE STATEMENT**

5339 GOALS

To improve the readiness of fleet, other equipment, and facilities through capital investment. to improve the readiness of fleet, other equipment, and facilities through capital investment.

OBJECTIVE

Provide security and capital improvements for TRAX facilities and fleet.

PRIMARY WORK TASKS

- 1 Improve fleet operations.
- 2 Improve fleet safety and facility operations.

PRINCIPLE PERFORMANCE MEASURES

- 1 Replace low-floor vehicle with improved option.
- 2 Install fencing, covered parking, parking lot repaving, and maintenance tools.

HUMAN RESOURCE REQUIREMENT

0.00 Full Time Equivalent

**TRANSPORTATION
T-LINE ADMINISTRATION & MANAGEMENT CONTRACT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Federal Funds	\$	84,145
Contracts	\$	175,919
Anticipated Revenue	\$	260,064

EXPENDITURE BUDGET

Personnel	\$	91,121
Admin	\$	397
Operating Expense	\$	5,204
Direct Services	\$	-
Contract Services	\$	147,014
Indirect	\$	16,327
Anticipated Expenditures	\$	260,064

**TRANSPORTATION
T-LINE ADMINISTRATION & MANAGEMENT CONTRACT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

OBJECTIVE

Provide Management and Administrative Support for the Texarkana Urban Transit District.

PRIMARY WORK TASKS

- 1 Provide a Transportation Director for overall operations management of the T-Line Bus System
- 2 Provide other Administrative services including financial oversight, HR, IT and management support.
- 3 Administration of State and Federal funding.
- 4 TUTD Board support and records management.

PRINCIPLE PERFORMANCE MEANSURES

- 1 Provide direct oversight for the T-Line Mgt. staff and assist with reporting and procedures.
- 2 Provide monthly financial reporting, insurance, Human Resources, technology support, and other services as needed.
- 3 Creation of an annual budget and monitoring of expenses.
- 4 Support TUTD monthly meetings and assure policies are current and followed as instructed.

HUMAN RESOURCE REQUIREMENT

- 1.10 Full Time Equivalent

**AREA AGENCY ON AGING
TOTAL PROGRAM BUDGET**

ANTICIPATED REVENUES BY SOURCE

2023

Health and Human Services (HHS)	\$	2,358,011
ATCOG Match	\$	33,649
In-kind	\$	-
Total Anticipated Revenue	\$	2,391,660

EXPENDITURE BUDGET

Personnel	\$	753,031
Admin	\$	40,660
Operating Expense	\$	140,049
Direct Services	\$	1,322,991
Contract Services	\$	-
Indirect	\$	134,930
Total Anticipated Expenditures	\$	2,391,661

AREA AGENCY ON AGING GOALS STATEMENT

The goal of the Area Agency on Aging is to be the region’s visible advocate and leader in providing a comprehensive and coordinated continuum of services which will assist persons sixty (60) years of age and older and/or their spouses and the disabled persons to live dignified, independent and productive lives in a safe environment.

**AREA AGENCY ON AGING
ADMINISTRATION
PROJECT BUDGET AND PERFORMANCE STATEMENT**

EXPENDITURE BUDGET

		2023
Personnel	\$	78,433
Admin	\$	6,411
Operating Expense	\$	53,130
Direct Services	\$	-
Contract Services	\$	-
Indirect	\$	14,054
Anticipated Expenditures	\$	152,029

OBJECTIVE

To provide the administrative support necessary to ensure that AAA program performance and accountability are maintained at the highest possible standard and become the access and assistance entry point for seniors and disabled persons.

PRIMARY WORK TASKS

- 1 Develop FY23 Area Agency on Aging budget
- 2 Coordinate activities and provide administrative support to the Area Agency on Aging and Advisory Council, ensuring adherence to regulations
- 3 Compile and submit all required reports to funding sources
- 4 Coordinate Area Agency on Aging outreach and advocacy efforts
- 5 Provide technical assistance to senior groups and their initiatives
- 6 Monitor Area Agency on Aging contractors and sub-recipients

PRINCIPLE PERFORMANCE MEASURES

- 1 Completion of Area Agency on Aging budget
- 2 Conduct a minimum of four Area Agency on Aging Advisory Council meetings
- 3 Submission of requested reports on required due date.
- 4 Presentation of Area Agency on Aging program services to a minimum of 12 area organizations per year
- 5 Provision of technical assistance to a minimum of 13 senior centers
- 6 Maintain and coordinate Direct Purchase of Services for Aging programs

HUMAN RESOURCE REQUIREMENT

- 1.11 Full Time Equivalent

**AREA AGENCY ON AGING
CONGREGATE MEALS (C1)
PROJECT BUDGET AND PERFORMANCE STATEMENT**

EXPENDITURE BUDGET

		2023
Personnel	\$	20,150
Admin	\$	-
Operating Expense	\$	-
Direct Services	\$	457,255
Contract Services	\$	-
Indirect	\$	3,611
Anticipated Expenditures	\$	481,015

OBJECTIVE

To provide one meal a day for five days a week in a congregate setting to persons 60 years of age or older, which meets the 1/3 RDA requirements.

PRIMARY WORK TASKS

- 1 Promote wellness education to prevent illness
- 2 Monitor the effectiveness of nutrition providers of the congregate meal program
- 3 Provide transportation services to nutrition programs
- 4 Provide congregate meals during FY23 as funding and local support allow

PRINCIPLE PERFORMANCE MEASURES

- 1 Conduct media campaigns and information and assistance to a minimum of 450 congregate meal clients
- 2 Monitor all contracted and/or sub-recipient nutrition meal providers at least annually for quality and adherence to HHS’ nutritional standards. Complete ongoing desk reviews to ensure that all assessments and reports are completed
- 3 Establish or maintain an agreement with a minimum of one transportation provider provider.
- 4 A total of 30,000 congregate meals provided to people 60+ in the region

HUMAN RESOURCE REQUIREMENT

0.35 Full Time Equivalent |

**AREA AGENCY ON AGING
HOME DELIVERED MEALS (C2)
PROJECT BUDGET AND PERFORMANCE STATEMENT**

EXPENDITURE BUDGET

		2023
Personnel	\$	20,152
Admin	\$	-
Operating Expense	\$	-
Direct Services	\$	274,759
Contract Services	\$	-
Indirect	\$	3,611
Anticipated Expenditures	\$	298,522

OBJECTIVE

To provide five meals a week to persons 60 years of age or older living in their home and are unable to go to the congregate sites, which meets the 1/3 RDA requirements. Regardless of how many days providers deliver, the client receives 5 meals a week.

PRIMARY WORK TASKS

- 1 Provide home delivered meals to persons who are homebound and not able to attend the congregate nutrition program
- 2 Monitor the effectiveness of the home delivered meals program
- 3 Provide a hot and frozen nutritional meals to the homebound that meets the 1/3 RDA requirement
- 4 Provide home delivered meals during FY23 as funding and local support allow

PRINCIPLE PERFORMANCE MEASURES

- 1 Assess, through providers, 750 clients a minimum of every 12 months to determine if they meet the requirement for a home delivered meal
- 2 Monitor all providers at least annually to ensure that all meals meet the 1/3 RDA requirements
- 3 Renew and/or create provider agreements with all providers in this region
- 4 A minimum of 115,000 home delivered meals provided to the 60+ population in the Ark-Tex region

HUMAN RESOURCE REQUIREMENT

0.35 Full Time Equivalent

**AREA AGENCY ON AGING
OTHER SUPPORT SERVICES
PROJECT BUDGET AND PERFORMANCE STATEMENT**

EXPENDITURE BUDGET

		2023
Personnel	\$	634,296
Admin	\$	34,249
Operating Expense	\$	86,918
Direct Services	\$	590,977
Contract Services	\$	-
Indirect	\$	113,654
Anticipated Expenditures	\$	1,460,094

OBJECTIVE

To provide support services to the 60+ population in the Ark-Tex region. In addition to legal awareness, IR&A, case management, data management, and ombudsman, other support services include Medicare assistance to over and under 60, transportation, in-home respite, homemaker, home modifications and repairs, and evidence based intervention.

PRIMARY WORK TASKS

- 1 Provide support services to persons 60+ and over who live in the Ark-Tex region
- 2 Review/renew/seek provider agreements to provide services with local service-providing agencies
- 3 Submit program performance and fiscal reports as required

PRINCIPLE PERFORMANCE MEASURES

- 1 Support services provided to a minimum of 4,500 persons aged 60 and over
- 2 Monitor service providing agencies monthly through billing
- 3 Program performance and fiscal reports submitted to the OAAA accurately and on time

HUMAN RESOURCE REQUIREMENT

9.90 Full Time Equivalent

**AREA AGENCY ON AGING
OTHER SUPPORT SERVICES - INFORMATION, REFERRAL AND ASSISTANCE
PROJECT PERFORMANCE STATEMENT**

OBJECTIVE

To provide information and assistance to the 60+ population, their family members and caregivers in the Ark-Tex region.

PRIMARY WORK TASKS

- 1 Continually update referral database.
- 2 Develop information and assistance brochure.
- 3 Provide information and assistance services via phone and outreach.

PRINCIPLE PERFORMANCE MEASURES

- 1 Hold monthly staff meetings and provide updated resources to the staff
- 2 Staff and maintain a minimum of one employee for the toll-free telephone number
- 3 Assistance provided to a minimum 3,000 callers

**AREA AGENCY ON AGING
OTHER SUPPORT SERVICES - DATA MANAGEMENT
PROJECT PERFORMANCE STATEMENT**

OBJECTIVE

To ensure the AAA has the staff and capabilities to perform computer functions required by HHS and other agencies.

PRIMARY WORK TASKS

- 1 Provide a staff person who is computer competent and qualified to perform the functions of the SPURS system to input all caller information in as well as documentation for direct services.
- 2 Work with case managers to ensure proper client information is entered into the HHS and SPURS database to comply with HHS unit tracking & NAPIS documentation requirements.
- 3 Work directly with the local service providers to ensure program reports submitted to AAA are accurate and on time.

PRINCIPLE PERFORMANCE MEASURES

- 1 Three staff employed by ATCOG AAA are trained on the SPURS system and serve as administrators
- 2 Maintain the HHS SPURS database with case managers' input
- 3 Ensure accurate and timely reports for local service providers' services are submitted to HHS

**AREA AGENCY ON AGING
OTHER SUPPORT SERVICES – BENEFITS COUNSELING
AWARENESS/ASSISTANCE
PROJECT BUDGET AND PERFORMANCE STATEMENT**

OBJECTIVE

To provide awareness to the 60+ population, family and other interested persons about elder abuse and neglect, and provide assistance to individuals eligible for Medicare, Medicaid, SHIP and other supplemental insurance plans.

PRIMARY WORK TASKS

- 1 Ensure the 60+ population and/or primary caregiver are aware of services available, and make referrals, if needed
- 2 Aid Medicare and Medicaid-eligible individuals to obtain assistance
- 3 Assist individuals with enrollment in Medicare Part D or supplemental Plans
- 4 Administer the State Health Insurance Assistance Program (SHIP)

PRINCIPLE PERFORMANCE MEASURES

- 1 Disseminate accurate, timely and relevant information, eligibility criteria, and procedures to the 60+ population about public entitlements, long-term care information, individual rights, planning/protection options, housing and consumer issues
- 2 Work closely with the Center for Medicare and Medicaid Services (CMS) to assist 400 individuals
- 3 Prepare and perform outreach and awareness of Medicare Part D to 15,000 individuals
- 4 Assist with questions about appeals, buying other insurance, choosing a health plan, and Medicare Rights and Protections

**AREA AGENCY ON AGING
OTHER SUPPORT SERVICES – CASE MANAGEMENT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

OBJECTIVE

To provide in-home assistance to the clients 60+ in the Ark-Tex area in order that they may remain at home in a safe environment for as long as possible.

PRIMARY WORK TASKS

- 1 Accept and process referrals from individuals and other social service agencies
- 2 Complete assessment document on clients requesting assistance during in-home and/or phone visits
- 3 Develop individualized care plans
- 4 Arrange for the provision of needed services as identified in the care plan
- 5 Reassess client needs every 6 months
- 6 Develop documented client records
- 7 Maintain client records in SPURS client tracking system

PRINCIPLE PERFORMANCE MEASURES

- 1 All referrals processed by all case managers
- 2 Completion of 360 assessments
- 3 Completion of 180 care plans
- 4 Identification of services for 300 clients
- 5 Reassessment of active clients' needs every 6 months, or more often as needed
- 6 Maintain records of 300 clients
- 7 Maintenance of a minimum of 300 client records in SPURS client tracking system

**AREA AGENCY ON AGING
OTHER SUPPORT SERVICES – OMBUDSMAN
PROJECT BUDGET AND PERFORMANCE STATEMENT**

OBJECTIVE

To provide advocacy for the rights of elderly residing in the Ark-Tex region long-term care and assisted living licensed communities.

PRIMARY WORK TASKS

- 1 Recruit volunteers to serve as nursing home and assisted living ombudsmen
- 2 Provide initial and re-certification training for volunteers
- 3 Assign Ombudsmen to area long-term care communities
- 4 Conduct routine site visits to area long-term care communities
- 5 Identify resident concerns and act on concern if resident consents
- 6 Coordinate activities with the Texas Health and Human Services Commission (HHS)
- 7 Provide in-service training to area long-term care community staff on resident rights

PRINCIPLE PERFORMANCE MEASURES

- 1 Recruitment of four new volunteers to meet state requirements
- 2 Provision of a minimum of one quarterly training session
- 3 Assignments to 31 area nursing homes and 26 assisted living communities
- 4 Visits conducted quarterly to long-term care communities as set forth by the State Ombudsman Office
- 5 Resolution of 85% of complaints either totally or partially resolved
- 6 Participate 100% in annual HHS survey resident meetings, when notified in a timely manner by the surveyor, of nursing home and assisted living homes
- 7 Create and present a minimum of four in-service training sessions

9-1-1 / GIS
TOTAL PROGRAM BUDGET AND PERFORMANCE STATEMENT

ANTICIPATED REVENUES BY SOURCE

2023

Commission on State Emergency Communications	\$	2,568,850
Total Anticipated Revenue	\$	2,568,850

EXPENDITURE BUDGET

Personnel	\$	538,367
Admin	\$	48,440
Operating Expense	\$	79,300
Direct Services	\$	256,902
Contract Services	\$	1,549,375
Indirect	\$	96,466
Total Anticipated Expenditures	\$	2,568,850

9-1-1 / GIS
TOTAL PROGRAM BUDGET AND PERFORMANCE STATEMENT

9-1-1 PROGRAM GOALS STATEMENT

The goal of the 9-1-1 program is to protect and enhance public safety and health through fiscally responsible administration of NextGen 9-1-1 systems, network and equipment; regional mapping services; distribution and dissemination of public education information and materials to public, public officials and PSAP personnel; telecommunicator training; and maintenance of the emergency communication's regional Geographic Information System and the Automatic Number and Location Information databases for the region.

OBJECTIVE

To provide and maintain robust call-delivery network and equipment for effective 9-1-1 emergency communications for the citizens of the region.

PRIMARY WORK TASKS

- 1 Report financial and performance information to CSEC quarterly.
- 2 Provide public education to the community.
- 3 Provide training for telecommunicators.
- 4 Develop and amend Strategic Plan as required.
- 5 Monitor Emergency Communication Centers for proper technical operations.
- 6 Provide Emergency Communication Centers and emergency response agencies with maps.
- 7 Maintain 9-1-1/GIS databases.
- 8 Provide, test & maintain 9-1-1 equipment.
- 9 Provide, test & maintain a 9-1-1 network.

PRINCIPLE PERFORMANCE MEASURES

- 1 Provide four quarterly financial and performance reports to CSEC.
- 2 Distribute public education items to entities within each of the nine counties upon request.
- 3 Provide a minimum of two call taker trainings.
- 4 Submission of one strategic plan as required by set deadline.
- 5 Conduct at least thirteen monitoring visits.
- 6 Provide map updates to Emergency Communication Centers and emergency response agencies in nine counties.

- 7 Maintain 9-1-1/GIS databases to within state guidelines.
- 8 Test and maintain 9-1-1 equipment at thirteen Emergency Communication Centers.
- 9 Test and maintain 9-1-1 network at thirteen Emergency Communication Centers.

HUMAN RESOURCE REQUIREMENT

8.40 Full Time Equivalent

**CRIMINAL JUSTICE
TOTAL PROGRAM BUDGET**

ANTICIPATED REVENUES BY SOURCE

2023

Office of the Governor, Criminal Justice Division	\$	172,996
Total Anticipated Revenue	\$	172,996

EXPENDITURE BUDGET

Personnel	\$	82,516
Admin	\$	3,776
Operating Expense	\$	7,304
Direct Services	\$	18,011
Contract Services	\$	46,604
Indirect	\$	14,785
Total Anticipated Expenditures	\$	172,996

**CRIMINAL JUSTICE
REGIONAL CRIMINAL JUSTICE PLANNING GRANT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

<u>ANTICIPATED REVENUES BY SOURCE</u>	2023
Office of the Governor, Criminal Justice Division	\$ 58,535
Anticipated Revenue	\$ 58,535
<u>EXPENDITURE BUDGET</u>	
Personnel	\$ 40,938
Admin	\$ 3,776
Operating Expense	\$ 3,216
Direct Services	\$ 3,270
Contract Services	\$ -
Indirect	\$ 7,335
Anticipated Expenditures	\$ 58,535

**CRIMINAL JUSTICE
REGIONAL CRIMINAL JUSTICE PLANNING
PROJECT BUDGET AND PERFORMANCE STATEMENT**

REGIONAL CRIMINAL JUSTICE PLANNING GOALS STATEMENT

The goal of the Regional Criminal Justice Planning program is to provide effective planning, coordination, law enforcement training, and juvenile services throughout the region.

OBJECTIVE

To provide effective criminal justice planning, coordination, technical assistance, and CJD grant assistance services throughout the region.

PRIMARY WORK TASKS

- 1 Publicize grant application kits.
- 2 Conduct local priorities meeting.
- 3 Conduct grant workshop(s).
- 4 Provide CJD required information to potential applicants.
- 5 Coordinate, facilitate, and serve as staff for the Regional Criminal Justice Advisory Committee.
- 6 Conduct application scoring meeting and report results to CJD.

PRINCIPLE PERFORMANCE MEASURES

- 1 Publicize available application kits to approximately 200 entities for criminal justice program funding.
- 2 Coordinate and facilitate a meeting to update local priorities annually.
- 3 Conduct at least one grant workshop annually to inform potential grant applicants of criminal justice funding available and the process of applying, and provide technical assistance as needed.
- 4 Provide approved priorities, bylaws, scoring instruments and other relevant materials to potential applicants at least 30 days prior to application submission deadline.
- 5 Coordinate and facilitate at least one criminal justice advisory committee annually.
- 6 Conduct as least one application scoring meeting annually and submit the approved priority listings to CJD by their deadline.

HUMAN RESOURCE REQUIREMENT

0.53 Full Time Equivalent

**CRIMINAL JUSTICE
REGIONAL LAW ENFORCEMENT TRAINING
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Office of the Governor, Criminal Justice Division	\$	85,453
Anticipated Revenue	\$	85,453

EXPENDITURE BUDGET

Personnel	\$	31,679
Admin	\$	-
Operating Expense	\$	3,465
Direct Services	\$	13,429
Contract Services	\$	31,204
Indirect	\$	5,676
Anticipated Expenditures	\$	85,453

**CRIMINAL JUSTICE
REGIONAL LAW ENFORCEMENT TRAINING
PROJECT BUDGET AND PERFORMANCE STATEMENT**

REGIONAL LAW ENFORCEMENT TRAINING GOALS STATEMENT

The goal of the Regional Law Enforcement Training program is to provide quality law enforcement training throughout the region.

OBJECTIVE

To provide comprehensive law enforcement training activities for current and potential peace officers, dispatchers, jailers and other law enforcement individuals throughout the region.

PRIMARY WORK TASKS

- 1 Develop, distribute and release Request for Proposal (RFP); select provider.
- 2 Provide basic, advanced, and specialized training for officers/potential officers.
- 3 Attend provider meetings to receive updates on training provided.
- 4 Monitor provider annually for effectiveness.
- 5 Visit regularly with law enforcement departments to determine training needs.
- 6 Complete required CJD reports.

PRINCIPLE PERFORMANCE MEASURES

- 1 Distribute RFP to at least one training institution within or contiguous with the region, in conjunction with the grant period.
- 2 Conduct at least two basic peace officer courses, one jailer course, and specialized / advanced courses as needed. Offer at least one telecommunications / dispatcher course.
- 3 Attend at least one meeting of provider annually for information and contractual purposes.
- 4 Monitor the designated law enforcement training academy by performing at least one site visit and/or phone monitoring visit.
- 5 Provide five technical assistance contacts/responses to agencies in the 9-county region that are requesting or planning to host a specific training.
- 6 Complete two reports required by CJD through the e-Grants website.

HUMAN RESOURCE REQUIREMENT

0.40 Full Time Equivalent

**CRIMINAL JUSTICE
PURCHASE OF JUVENILE SERVICES
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Office of the Governor, Criminal Justice Division	\$	29,008
Anticipated Revenue	\$	29,008

EXPENDITURE BUDGET

Personnel	\$	9,900
Admin	\$	-
Operating Expense	\$	623
Direct Services	\$	1,312
Contract Services	\$	15,400
Indirect	\$	1,774
Anticipated Expenditures	\$	29,008

**CRIMINAL JUSTICE
PURCHASE OF JUVENILE SERVICES
PROJECT BUDGET AND PERFORMANCE STATEMENT**

PURCHASE OF JUVENILE SERVICES GOALS STATEMENT

The goal of the Juvenile Justice Services program is to assist the county juvenile probation departments by providing funds for juvenile mental health services throughout the region.

PRIMARY WORK TASKS

- 1 Develop contract with counties.
- 2 Conduct annual meeting of juvenile probation officers.
- 3 Conduct site visits to probation departments to determine program effectiveness.
- 4 Reimburse eligible expenses per contracts.
- 5 Complete required CJD reports.

PRINCIPLE PERFORMANCE MEASURES

- 1 Develop one contract with each of the ATCOG counties holding primary interest/jurisdiction of the juvenile services.
- 2 Conduct at least one visit with each county probation department, by phone, email, or in-person, to assess needs and discuss expectations of given contract.
- 3 Conduct at least one monitoring site visit and/or phone visit with each of the contracted county juvenile probation departments.
- 4 Complete one or more reimbursements for each contracted county juvenile probation department that requests funds, based on their eligibility of services.
- 5 Complete two reports required by CJD through the eGrants website.

HUMAN RESOURCE REQUIREMENT

0.125 Full Time Equivalent

**ENVIRONMENTAL
TOTAL PROGRAM BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Texas Commission on Environmental Quality (TCEQ)	\$	134,695
Texas Water Development Board (TWDB)	\$	615,000
Total Anticipated Revenue	\$	749,695

EXPENDITURE BUDGET

Personnel	\$	95,473
Admin	\$	3,814
Operating Expense	\$	18,933
Direct Services	\$	35,883
Contract Services	\$	578,485
Indirect	\$	17,107
Total Anticipated Expenditures	\$	749,695

**ENVIRONMENTAL
SOLID WAST MANAGEMENT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2022

Texas Commission on Environmental Quality (TCEQ)	\$	115,000
Anticipated Revenue	\$	115,000

EXPENDITURE BUDGET

Personnel	\$	58,365
Admin	\$	2,332
Operating Expense	\$	7,558
Direct Services	\$	34,787
Contract Services	\$	1,500
Indirect	\$	10,458
Anticipated Expenditures	\$	115,000

**ENVIRONMENTAL
SOLID WASTE MANAGEMENT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ENVIRONMENTAL PROGRAM GOALS STATEMENT

The goal of the Environmental Programs is to reduce illegal dumping, increase recycling and help facilitate source reduction throughout the ATCOG region, therefore reducing the annual quantity of waste discarded; to assess water quality in the Sulphur River Basin and Cypress Creek Basin and assist in identifying management programs to maintain and enhance the water quality; and to conduct environmental assessments to determine the impact of water system improvement projects. Additional goals are to identify potential petroleum and hazardous substance properties, develop cleanup plans for redevelopment, facilitate the distribution of solid waste grant funds, and to coordinate solid waste planning efforts to improve the region's solid waste management systems.

SOLID WASTE OBJECTIVE

To provide staff support to facilitate the fair and orderly distribution of Texas Commission on Environmental Quality (TCEQ) solid waste grant funds and to coordinate local/regional solid waste planning efforts to improve the region's solid waste management systems.

PRIMARY WORK TASKS

- 1 Serve as staff support to the ATCOG Regional Solid Waste Advisory Committee (SWAC).
- 2 Compile and submit all required reports to the TCEQ, including semi-annual reports, results reports and follow-up results reports, which document the activities being conducted with solid waste grant funds.
- 3 Serve as a point of contact for the ATCOG region by providing information and resources to the public relating to solid waste management.
- 4 Administer the Illegal Dumping Surveillance Camera Loan Program.

PRINCIPLE PERFORMANCE MEASURES

- 1 Coordination and staffing of two Solid Waste Advisory Committee meetings.
- 2 Submission of the progress reports to TCEQ, which include, semi-annual reports, results reports and follow-up results reports.
- 3 Be a resource of information to the public via, phone, email, and in-person meetings in order to improve regional solid waste management. Provide information on ATCOG's website and update as needed or at least once per year.
- 4 Execute or renew quarterly surveillance camera loan agreements with borrowers.

HUMAN RESOURCE REQUIREMENT

0.69 Full Time Equivalent

**ENVIRONMENTAL
WATER QUALITY
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Texas Commission on Environmental Quality (TCEQ)	\$	19,695
Anticipated Revenue	\$	19,695

EXPENDITURE BUDGET

Personnel	\$	7,375
Admin	\$	295
Operating Expense	\$	8,720
Direct Services	\$	-
Contract Services	\$	1,985
Indirect	\$	1,321
Anticipated Expenditures	\$	19,695

**ENVIRONMENTAL
WATER QUALITY
PROJECT BUDGET AND PERFORMANCE STATEMENT**

WATER QUALITY PROGRAM OBJECTIVE

Assess water quality in the Sulphur River Basin and Cypress Creek Basin and assist in identifying management programs to maintain and enhance water quality.

PRIMARY WORK TASKS

- 1 Analyze basin water quality in both basins.
- 2 Conduct monitoring in priority areas to assess potential areas of water quality impairment.
- 3 Coordinate monitoring meetings for all entities monitoring in the Sulphur River Basin who presently, or potentially could, come under the Quality Assurance Project Plan for the Basin.
- 4 Integrate new data, land use information, and information on events that may affect water quality to prepare a more comprehensive evaluation of factors affecting water quality in the Basin.
- 5 Review and/or assist state RLF project applicants and TCEQ in resolution of conflicts between proposed project data and approved ATCOG Water Quality Management Plan.
- 6 Assist TCEQ in Water Quality Management Plan updates.
- 7 Contact entities and encourage participation in meetings for water quality strategy.

PRINCIPLE PERFORMANCE MEASURES

- 1 Recommend additional monitoring or management programs based on current analysis of water quality within both basins annually.
- 2 Determine extent and significance 2.Determine extent and significance of impairment, isolate potential source areas, evaluate potential control strategies, and evaluate effectiveness of control strategies within both basins.
- 3 Decreased costs and/or increased monitoring within both basins.
- 4 Complete summaries, maps, and tables annually.
- 5 Number of applicants assisted and number of conflicts resolved.
- 6 Two plan updates completed & submitted to TCEQ.
- 7 At least four entities contacted.

HUMAN RESOURCE REQUIREMENT

0.09 Full Time Equivalent

**ENVIRONMENTAL PROGRAM
 REGION 2 LOWER RED-SULPHUR-CYPRESS FLOOD PLANNING GROUP
 PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

TWDB	\$	615,000
Anticipated Revenue	\$	615,000

EXPENDITURE BUDGET

Personnel	\$	29,733
Admin	\$	1,188
Operating Expense	\$	2,655
Direct Services	\$	1,096
Contract Services	\$	575,000
Indirect	\$	5,328
Anticipated Expenditures	\$	615,000

**ENVIRONMENTAL PROGRAM
REGION 2 LOWER RED-SULPHUR-CYPRESS FLOOD PLANNING GROUP
PROJECT BUDGET AND PERFORMANCE STATEMENT**

RFPG PROGRAM OBJECTIVE

Administer the flood planning process of the Region 2 Lower Red-Sulphur-Cypress Flood Planning Group and manage grant funds from the Texas Water Development Board (TWDB) for the development of a regional flood plan on behalf of the planning group.

PRIMARY WORK TASKS

- 1 Administer the Regional Flood Planning Grant contract with the TWDB, including invoicing and payment for eligible activities.
- 2 Organize the RFPG meeting locations, public notices, agendas, meeting presentations, handouts, meeting minutes and new member solicitations.
- 3 Maintain RFPG member contact information.
- 4 Coordinate with contractor to provide a draft regional flood plan.

PRINCIPLE PERFORMANCE MEASURES

- 1 Provide invoices and payments for services monthly.
- 2 Hold meetings monthly or as determined by the Group.
- 3 Update RFPG member contact information as needed and at least once annually.
- 4 Provide a draft flood plan to the Texas Water Development Board by January 2023 and amendments later in the year.

HUMAN RESOURCE REQUIREMENT

0.38 Full Time Equivalent

**HOMELAND SECURITY
TOTAL PROGRAM BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Texas Office of the Governor	\$	1,124,055
Total Anticipated Revenue	\$	1,124,055

EXPENDITURE BUDGET

Personnel	\$	74,373
Admin	\$	3,735
Operating	\$	22,495
Direct	\$	20,000
Contract	\$	990,126
Indirect	\$	13,326
Total Anticipated Expenditures	\$	1,124,055

**HOMELAND SECURITY
PLANNING GRANT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Texas Office of the Governor	\$	223,000
Anticipated Revenue	\$	223,000

EXPENDITURE BUDGET

Personnel	\$	47,313
Admin	\$	2,933
Operating	\$	17,276
Direct	\$	20,000
Contract	\$	127,000
Indirect	\$	8,478
Anticipated Expenditures	\$	223,000

**HOMELAND SECURITY
PLANNING GRANT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

HOMELAND SECURITY PROGRAM GOALS STATEMENT

The goal of the Homeland Security Program is to continue professional staff activities in regard to updating and implementing Texas’s Strategy for Homeland Security and regional homeland security strategies and plans; coordinate the use of the funding to jurisdictions for regional and local equipment purchases; coordinate equipment deployments with other aspects of regional strategies for first responder preparedness; training and exercises; assist local grantees with implementing state, regional and local strategies; assist the state as requested; and complete tasks as required by the contract.

OBJECTIVE

Continue the expanded planning effort begun under the State Homeland Security Planning Grant.

PRIMARY WORK TASKS

- 1 Facilitate the development of the regional homeland security implementation plan and state preparedness report. Facilitate the development of the regional homeland security implementation plan and state preparedness report.
- 2 Aid local jurisdictions in meeting training requirements.
- 3 Aid local jurisdictions in meeting grant eligibility requirements.
- 4 Facilitate the scheduling of local/regional exercises.
- 5 Program reporting to the Office of the Governor.

PRINCIPLE PERFORMANCE MEASURES

- 1 Submission of the ATCOG homeland security strategy implementation plan and state preparedness report to Office of the Governor Homeland Security Grants Division by the set deadline.
- 2 Provision of one in-region training opportunity.
- 3 Provision of one staff member to monitor and assist with the eligibility of jurisdictions.
- 4 Successful conduct one local/regional homeland security exercise.
- 5 Submission of 2 bi-annual progress reports by the set deadline.

HUMAN RESOURCE REQUIREMENT

0.68 Full Time Equivalent

**HOMELAND SECURITY
INTERLOCAL CONTRACT AGREEMENT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Texas Office of the Governor	\$	23,500
Anticipated Revenue	\$	23,500

EXPENDITURE BUDGET

Personnel	\$	15,970
Admin	\$	802
Operating	\$	3,866
Direct	\$	-
Contract	\$	-
Indirect	\$	2,862
Anticipated Expenditures	\$	23,500

**HOMELAND SECURITY
INTERLOCAL CONTRACT AGREEMENT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

HOMELAND SECURITY PROGRAM GOALS STATEMENT

The goal of the Homeland Security Program is to continue professional staff activities in regard to updating and implementing Texas’s Strategy for Homeland Security and regional homeland security strategies and plans; coordinate the use of the funding to jurisdictions for regional and local equipment purchases; coordinate equipment deployments with other aspects of regional strategies for first responder preparedness; training and exercises; assist local grantees with implementing state, regional and local strategies; assist the state as requested; and complete tasks as required by the contract.

OBJECTIVE

Complete the tasks as outlined in the Office of the Governor Interlocal Cooperation Agreement.

PRIMARY WORK TASKS

- 1 Maintain the ATCOG Homeland Security Advisory Committee (HSAC).
- 2 Facilitate the distribution of homeland security program funding.
- 3 Coordinate regional homeland security efforts with the Office of the Governor Homeland Security Grants Division.
- 4 Notify entities within ATCOG region of available HSGD funding.
- 5 Program reporting to the Office of the Governor.
- 6 Provide assistance to potential applicants for funding opportunities.
- 7 Establish a regional risk-informed methodology and allocation process.

PRINCIPLE PERFORMANCE MEASURES

- 1 Provision of staff support for four HSAC meetings.
- 2 Distribute region’s homeland security funding in the amount of \$133,842 to projects in the region.
- 3 Participate in 9 OOG conference calls.
- 4 Update the notification list annually and distribute funding opportunities by the set deadline. Submission of the notification list to the OOG by the set deadline.
- 5 Submission of 2 bi-annual progress reports, and 4 quarterly reports to the Office of the Governor.
- 6 Provide technical assistance to potential applicants.
- 7 Submission of risk-informed methodology to the Office of the Governor by set deadline.

HUMAN RESOURCE REQUIREMENT

0.23 Full Time Equivalent

**HOMELAND SECURITY
STATEWIDE EMERGENCY RADIO INFRASTRUCTURE (SERI) GRANT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Texas Office of the Governor	\$	877,555
Anticipated Revenue	\$	877,555

EXPENDITURE BUDGET

Personnel	\$	11,089
Admin	\$	-
Operating	\$	1,353
Direct	\$	-
Contract	\$	863,126
Indirect	\$	1,987
Anticipated Expenditures	\$	877,555

**HOMELAND SECURITY
STATEWIDE EMERGENCY RADIO INFRASTRUCTURE (SERI) GRANT
PROJECT BUDGET AND PERFORMANCE STATEMENT**

RI-Radio Infrastructure Seri Grant Goal Statement

The goal of the RI-Infrastructure Seri Grant is to provide jurisdictions and agencies with emergency radio infrastructure through grants from the PSO. ATCOG will write and administer these grants on behalf of the jurisdictions.

OBJECTIVE

Write and administer SERI grants on behalf of the jurisdictions in order to provide emergency radio equipment.

PRIMARY WORK TASKS

- 1 Notify entities in ATCOG region of available SERI funds.
- 2 Write application for applying jurisdiction.
- 3 Administer awarded grants.

PRINCIPLE PERFORMANCE MEASURES

- 1 Inform HSAC committee when SERI NOFO is released 30 days prior to submission deadline.
- 2 Provision of one staff member to write applications on behalf of the jurisdictions.
- 3 Provision of one staff member to administer grant as well as completing RFP process, purchasing equipment, and ensuring, complete installation.

HUMAN RESOURCE REQUIREMENT

0.16 Full Time Equivalent

**SPECIAL PROJECTS
TOTAL PROGRAM BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Federal Funds	\$	86,823
Program Income	\$	37,210
Contracts	\$	1,166,624
ATCOG Unrestricted	\$	25,000
Fee Income	\$	66,000
Total Anticipated Revenue	\$	1,381,657

EXPENDITURE BUDGET

Personnel	\$	36,786
Admin	\$	1,083
Operating Expense	\$	75,497
Direct Services	\$	11,139
Contract Services	\$	1,250,561
Indirect	\$	6,591
Total Anticipated Expenditures	\$	1,381,657

**SPECIAL PROJECTS
WEATHERIZATION
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Contracts	\$	260,000
Anticipated Revenue	\$	260,000

EXPENDITURE BUDGET

Personnel	\$	2,661
Admin	\$	78
Operating Expense	\$	2,783
Direct Services	\$	-
Contract Services	\$	270,000
Indirect	\$	477
Anticipated Expenditures	\$	276,000

OBJECTIVE

PRIMARY WORK TASKS

- 1 Administer weatherization program contracts with various utility companies.

PRINCIPLE PERFORMANCE MEASURES

- 1 Execute contracts with Frontier Associates, LLC, TNP, and ATMOS Energy for weatherization program and disburse contractual payments to providers of weatherization services.

HUMAN RESOURCE REQUIREMENT

- 0.03 Full Time Equivalent

**SPECIAL PROJECTS
LOCAL GOVERNMENT ASSISTANCE
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Contracts (City of Avery)	\$	6,624
Anticipated Revenue	\$	6,624

EXPENDITURE BUDGET

Personnel	\$	4,189
Admin	\$	123
Operating Expense	\$	-
Direct Services	\$	-
Contract Services	\$	1,561
Indirect	\$	751
Anticipated Expenditures	\$	6,624

OBJECTIVE

Provide staff support to assist the City of Avery under the current Interlocal Agreement.

PRIMARY WORK TASKS

- 1 Process the city's payroll and accounts payable.
- 2 Assist City of Avery with other financial support when requested.

PRINCIPLE PERFORMANCE MEASURES

- 1 Complete and deliver payroll and accounts payable checks.
- 2 Complete and deliver other reports and information upon request.

HUMAN RESOURCE REQUIREMENT

0.08 Full Time Equivalent

**SPECIAL PROJECTS
HEALTHCARE PREMIUM ASSISTANCE
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Contracts	\$	900,000
Fee Income	\$	50,000
Anticipated Revenue	\$	950,000

EXPENDITURE BUDGET

Personnel	\$	9,354
Admin	\$	275
Operating Expense	\$	13,695
Direct Services	\$	-
Contract Services	\$	925,000
Indirect	\$	1,676
Anticipated Expenditures	\$	950,000

OBJECTIVE

Provide staff support to administer the Health Insurance Premium Support Program.

PRIMARY WORK TASKS

- 1 Review and process website applications.
- 2 Monitor for proper utilization of funds
- 3 Work with health insurance companies to provide a list of qualified applicants.

PRINCIPLE PERFORMANCE MEASURES

- 1 Enroll 600 individuals for Premium Support Payments.
- 2 Deliver monthly statements to the funding providers.
- 3 Deliver monthly payments to health insurance companies on behalf of all enrollees.

HUMAN RESOURCE REQUIREMENT

0.17 Full Time Equivalent

**SPECIAL PROJECTS
RED RIVER LEADERSHIP INSTITUTE (RRLI)
PROJECT BUDGET AND PERFORMANCE STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

EDA	\$	86,823
Program Income	\$	37,210
Anticipated Revenue	\$	124,033

EXPENDITURE BUDGET

Personnel	\$	20,581
Admin	\$	606
Operating Expense	\$	34,019
Direct Services	\$	11,139
Contract Services	\$	54,000
Indirect	\$	3,688
Anticipated Expenditures	\$	124,033

OBJECTIVE

Produce a leadership institute program that will teach the necessary leadership skills to build the regional community that will enhance economic development opportunities for the region.

PRIMARY WORK TASKS

- 1 Lead RRLI Steering Committee meetings to plan the leadership training sessions and program.
- 2 Administer the grant related expenses.
- 3 Recruit participants from the 4-State area.
- 4 Solicit partnerships to invest in the program.

PRINCIPLE PERFORMANCE MEASURES

- 1 Conduct 3 planning meetings.
- 2 Submit financial request for payment on a monthly basis.
- 3 Recruit 25 participants to complete the program.
- 4 Solicit partnerships from each state for a minimum of 4 partners.

HUMAN RESOURCE REQUIREMENT

0.18 Full Time Equivalent

**INDIRECT SERVICES
TOTAL PROGRAM BUDGET AND GOALS STATEMENT**

ANTICIPATED REVENUES BY SOURCE

2023

Revenue from all Fund Groups	\$	815,034
Accounting Admin (Local Funds)		
Carry-over	\$	237,986
Anticipated Revenue	\$	1,053,020

EXPENDITURE BUDGET

Personnel	\$	863,429
Admin	\$	99,241
Operating Expense	\$	90,350
Direct Services	\$	-
Contract Services	\$	-
Anticipated Expenditures	\$	1,053,020

EXECUTIVE INDIRECT SERVICES TOTAL PROGRAM BUDGET AND GOALS STATEMENT

INDIRECT SERVICES GOALS STATEMENT

To provide a mechanism whereby ATCOG may equitably allocate legitimate, appropriate and allowable program/project costs which cannot be directly and readily assigned to specific programs/projects.

OBJECTIVE

Provide staff and other support necessary to successfully conduct a wide range of overall leadership and managerial functions directly benefitting all ATCOG programs and projects.

PRIMARY WORK TASKS

- 1 Provide leadership and managerial guidance in planning, organizing and directing all operations of ATCOG.
- 2 Develop and propose policy guidance to the Board of Directors.
- 3 Develop and implement organizational administrative procedures and practices.
- 4 Represent ATCOG and its programs & projects.
- 5 Coordinate and direct all programs, financing and intergovernmental relationships.
- 6 Maintain ATCOG official records.
- 7 Oversee and ensure development of Annual Strategic Work Plan and Budget.
- 8 Oversee and ensure development of external communications documents.

PRINCIPLE PERFORMANCE MEASURES

- 1 Provision of leadership and guidance in the operation of ATCOG.
- 2 Development and presentation of monthly Board agenda to the Board.
- 3 Implementation of organizational administrative procedures and practices.
- 4 Representation of ATCOG.
- 5 Coordination and direction of programs, financing and intergovernmental relationships.
- 6 Maintenance of records.
- 7 Completion of Annual Strategic Work Program and Budget.
- 8 Distribution of Annual Work Plan and Annual Budget.

HUMAN RESOURCE REQUIREMENT

3.85 Full Time Equivalent

ADMINISTRATIVE INDIRECT SERVICES TOTAL PROGRAM BUDGET AND GOALS STATEMENT

INDIRECT SERVICES GOALS STATEMENT

To provide a mechanism whereby ATCOG may equitably allocate legitimate, appropriate and allowable program/project costs which cannot be directly and readily assigned to specific programs/projects.

OBJECTIVE

Provide the staff support necessary to administer ATCOG personnel management, policies, procedures and benefits, and provide receptionist services for ATCOG.

PRIMARY WORK TASKS

- 1 Maintain and administer ATCOG personnel policies and ATCOG Integrated Personnel Classification, Pay Plan and Job Descriptions.
- 2 Maintain ATCOG & ATUT personnel records and files.
- 3 Administer ATCOG & ATUT employee benefit plan programs.
- 4 Answer and direct all incoming ATCOG calls.
- 5 Respond to general inquiries concerning ATCOG programs/projects.
- 6 Greet and direct incoming visitors and clients.
- 7 Open, sort and distribute incoming mail.
- 8 Oversee & ensure updates of ATCOG web site.
- 9 Maintain ATCOG building, grounds, and computer equipment.

PRINCIPLE PERFORMANCE MEASURES

- 1 Administration of Personnel Policies and Integrated Personnel Classification & Pay Plan.
- 2 Maintenance of personnel records and files for approximately 110 employees.
- 3 Administration of approximately eight benefit programs.
- 4 Take calls from incoming lines.
- 5 Respond to general requests for ATCOG information.
- 6 Greet and direct visitors on a daily basis.
- 7 Opening & daily distribution of mail to approximately 50 employees.
- 8 Maintenance of ATCOG web site.
- 9 Maintenance of ATCOG building, grounds, and computer equipment.

HUMAN RESOURCE REQUIREMENT

- 3.05 Full Time Equivalent

FINANCE INDIRECT SERVICES TOTAL PROGRAM BUDGET AND GOALS STATEMENT

INDIRECT SERVICES GOALS STATEMENT

To provide a mechanism whereby ATCOG may equitably allocate legitimate, appropriate and allowable program/project costs which cannot be directly and readily assigned to specific programs/projects.

OBJECTIVE

Provide professional financial services necessary to establish and maintain financial policies, practices and controls in order to ensure the highest degree of financial accountability and to fully safeguard all public funds entrusted to ATCOG.

PRIMARY WORK TASKS

- 1 Implement policies & procedures.
- 2 Prepare ATCOG budget and project budgets.
- 3 Prepare cash requests for funding sources.
- 4 Process and prepare accounts payable and payroll.
- 5 Maintain and analyze general ledger financial information.
- 6 Prepare monthly, quarterly and annual financial reports to funding sources.
- 7 Monitor subcontractors' financial reports.
- 8 Maintain property and equipment inventories.
- 9 Support monitoring/auditing teams from funding sources.

PRINCIPLE PERFORMANCE MEASURES

- 1 Update policies and procedures as needed.
- 2 Assist in preparation of approximately 30 program budgets.
- 3 Completion of approximately 60 Cash requests.
- 4 Generate approximately 2,800 payroll direct deposits, 6800 vendor direct deposits and 4,600 accounts payable checks.
- 5 Review of general ledger balances monthly.
- 6 Assist in completion of approximately 200 financial reports.
- 7 Assist in completion of approximately four monitoring visits.
- 8 Assist in physical inventory of ATCOG property and equipment.
- 9 Assistance to monitoring/audit teams.

HUMAN RESOURCE REQUIREMENT

3.77 Full Time Equivalent

**ATCOG Financial Plan - FY 2023
INDIRECT COST RATE CALCULATION**

Indirect Cost Pool

COST CNTR #	DESCRIPTION	COST CENTER ALLOCATION	%	COMMENTS
ALLOCATION BY COST CENTER				
17003	HUD - Section 8	\$ 190,754	18%	
17002	ATRDC - Eco. Dev.	\$ 34,192	3%	
17010	Regional Development	\$ 38,250	4%	
17007	Regional Transportation Systems	\$ 423,924	40%	
17001	Aging	\$ 174,329	17%	
17005	CSEC - 911	\$ 124,633	12%	
17004	Criminal Justice Dept.	\$ 19,103	2%	
17008	TCEQ - Environmental	\$ 22,102	2%	
17009	Homeland Security	\$ 17,218	2%	
17006	Spec. Projects	\$ 8,516	1%	
TOTAL INDIRECT COST ALLOCATED		\$ 1,053,020	100%	
INDIRECT COST ALLOCATION				
	Total Indirect Cost	1,053,020		> FY '21 Audited Indirect Cost Under (Over) Allocation
	Less: Prior Period Under (Over) Allocations	(237,986)		
	Less: Earned Contract Fees			
	Less: Earned Acctng Fees			
	Plus: Current Period Over Allocations			
TOTAL TO BE ALLOCATED		815,034		
ALLOCATION BASE CALCULATION				
	Total Allocated Indirect Cost	815,034		> Allocation Base: Total Net Salary plus Benefits
	Div by: Total Direct Personnel Cost	4,548,632		
ALLOCATION BASE			17.92%	
INDIRECT RATE CALCULATION				
	Total Allocated Indirect Cost	815,034		> Indirect Rate: Based on MTDC 2 CFR § 200.68
	Div by: Modified Total Direct Costs	18,960,322		
INDIRECT RATE			4.30%	less capital expenditures 7,740,315 and pass-thru funds

**ATCOG Financial Plan FY - 2023
EMPLOYEE BENEFIT RATE COMPUTATION**

LINE ITEM CST #	DESCRIPTION	BUDGETED		COMMENTS
		Amount	% Gr Salary	
RELEASE TIME				
0220	Paid Holidays	\$213,950	5.06	14 days. 5 days average estimated. 7.4 days average > Allows for net changes to release time liability.
0221	Sick Leave	76,411	1.81	
0222	Vacation	181,000	4.28	
0223	Liability Differential		0.00	
SUB-TOTAL		\$471,361	11.15	
OTHER BENEFITS				
0230	FICA	\$323,444	7.65	> Includes benefits for all staff. > For employees working 30 hours or more. > Includes benefits for all staff. > Includes benefits for all staff. > Includes benefits for all staff. > (Included in Health/Life) > \$3.00 each month of tenure (eligibility beginning on the 37th month).
0231	Health/Life Insurance	787,273	18.62	
0232	Worker's Compensation	88,935	2.10	
0234	Retirement Program	211,401	5.00	
0234	Unemployment Insurance	118,385	2.80	
0235	Disability Insurance		0.00	
0236	Longevity Pay Benefit	19,200	0.45	
SUB-TOTAL		\$1,548,637	36.63	
0212	Plus: Prior Period Under Allocation	(147,239)	-3.48	> FY '21 Audited Under/(Over)-Allocation.
0212	Plus: Current Period Over Allocation		0.00	
SUB-TOTAL		\$1,401,398	33.15	
TOTAL BENEFIT PROGRAM COST		\$1,872,759	44.29	
BASIS FOR ALLOCATION OF BENEFIT COSTS				
	Gross Salaries	\$4,228,020	100.00	
	Less: Release Time	471,361		
CHARGEABLE SALARIES		\$3,756,659		
BENEFIT RATE CALCULATION				
	Employee Benefits	1,872,759		
	Div by: Chargeable Salaries	3,756,659		
BUDGETED BENEFIT RATE			49.9	

Release Time Rate (for calculation):

0.1115

Benefit Rate (for calculation):

0.4985



Section 1: Organization Information

Texas Identification Number:	
Organization Name:	
Contact Name:	
Mailing Address:	
City, ST Zip:	
Phone Number:	

Section 2: Indirect Cost Proposal Details

Rate Type:		
Effective Period	From:	To:
Rate (%):	%	
Basis for Rate:		

Section 3: Certification of Indirect Costs

This is to certify that to the best of our knowledge and belief:

- (1) We have reviewed the indirect cost proposal submitted herewith;
- (2) All costs included in this proposal to establish a provisional, final, or predetermined indirect cost rate, are allowable in accordance with the requirements of the Federal or State awards to which they apply and with Subpart E - Cost Principles of Part 200 & Appendix IV, or Federal Acquisition Regulation (Part 31).
- (3) This proposal does not include any costs which are unallowable under Subpart E— Cost Principles of Part 200 or Federal Acquisition Regulation (part 31) such as (without limitation): public relations costs, contributions and donations, entertainment costs, fines and penalties, lobbying costs, and defense of fraud proceedings; and
- (4) All costs included in this proposal are properly allocable to Federal or State awards on the basis of a beneficial or causal relationship between the expenses incurred and the Federal awards to which they are allocated in accordance with applicable requirements.
- (5) This certificate must be signed by both a Chief Financial Officer (or equivalent) and a Vice President (equivalent or higher position).

Section 3: Certification of Indirect Costs (cont.)

We declare that the foregoing is true and correct:

Signature:		Signature Date:	
Printed Name of Official:			
Title of Official:			
Signature:		Signature Date:	
Printed Name of Official:			
Title of Official:			



Ark-Tex Council of Governments

EIN: 75-1293383
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Contact Person(s): Chris Brown, Executive Director Email: cbrown@atcog.org
Melinda Tickle, Finance Manager Email: mtickle@atcog.org

Organizational Profile

The Ark-Tex Council of Governments (ATCOG) is a voluntary association of local governments established under State law for the purpose of promoting intergovernmental cooperation and strengthening local units of government within Bowie, Cass, Delta, Franklin, Hopkins, Lamar, Morris, Red River and Titus Counties, Texas and Miller County, Arkansas. ATCOG consists of the following departments/programs: Executive, Administration, Finance, Information Technology (IT), Housing, Economic Development, Regional Development, Transportation, Area Agency on Aging (AAA), 9-1-1, Criminal Justice, Environmental, Homeland Security, and Special Projects. The primary goal of ATCOG is to improve the quality of life for all citizens of the region on behalf of regional governmental organizations by providing a perspective on information and problem solving and by coordinating funding, resources, programs and services.

Type of Rate and Fiscal Period(s)

We are requesting to negotiate the following indirect cost rate(s):

- (a) Fixed Rate with carry over for FY ending: September 30, 2023

Proposed Rate

Indirect Cost Pool 815,034
Direct Cost Base 4,548,632 = 17.92%

Description of the Base used in the Rate Computation

ATCOG uses the following base for the indirect cost rate calculation:

- Base (Direct Salaries and Wages, including fringe benefits)

Negotiation History

- ATCOG received an approved indirect cost rate from Texas Health and Human Services Federal Funds Group.



ARK TEX COUNCIL OF GOVERNMENTS

COST POLICY STATEMENT AND COST ALLOCATION PLAN

FY 10/01/2022 – 09/30/2023

The purpose of this cost allocation plan is to summarize, in writing, the methods and procedures that the Ark-Tex Council of Governments (ATCOG) will use to allocate costs to various programs, grants, contracts and agreements.

Cost Policy Statement

Basis of Accounting: ATCOG uses the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available when it is collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, ATCOG considers revenue to be available if it is collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met. Grant revenue, state financial assistance, and interest are susceptible to accrual. All other revenue items are considered to be measurable and available only when cash is received by the Council.

OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards 2 C.F.R. Part 200 establishes the principles for determining costs of grants, contracts and other agreements with the Federal government. These principles also apply, by reference, to certain contracts. ATCOG's Cost Allocation Plan is based on the Direct Allocation method described. The Direct Allocation Method treats all costs as direct costs except general administration and general expenses. Only costs that are allowable, in accordance with the cost principles, will be allocated to programs or contracts.

Direct costs are those that can be identified specifically with a particular contract or program. Administrative costs are those that have been incurred for common or joint objectives and cannot be readily identified with a particular contract or program.

Indirect Cost Rate Allocation Base: Total Salaries and Benefits.

Fringe Benefits: Fringe Benefits are charged to each program in direct proportion to the actual

salaries charged to each. Benefits are allocated on a percentage determined by dividing the total estimated employee benefit costs by the estimated chargeable salaries (total salaries less release time for leave and holidays). A fringe benefit rate calculation worksheet that applies to salaries is provided.

Internal Control: ATCOG maintains adequate internal controls to insure that no cost is charged both directly and indirectly to Federal and State contracts or grants.

Other Policies and Guidelines: ATCOG Policies and Procedures Manual, ATCOG Accounting Policies and Procedures, ATCOG Ethics Policy Manual

General Approach

The general approach of ATCOG in allocating costs to particular grants and contracts is as follows:

- A. All allowable direct costs are charged directly to programs, grants, contracts, etc. ATCOG utilizes a fund accounting financial system software that distributes and segregates costs on the general ledger according to appropriate grant or cost pool.
- B. Allowable direct costs that can be identified to more than one program are prorated individually as direct costs using a base most appropriate to the particular cost being prorated.
- C. All other allowable general and administrative costs (Costs that benefit all programs and cannot be identified to a specific program) are allocated to programs, grants, etc. using the base with the applied indirect cost rate that results in an equitable distribution.

Allocation of Costs

The following information summarizes the procedures that will be used by ATCOG:

- A. Personnel. All work time is documented with timesheets and activity tracking showing time distribution for all employees and allocated based on time spent on each program. Salaries and wages are charged directly to the program for which work has been done.
- B. Fringe Benefits. All regular full-time ATCOG employees and regular part-time ATCOG employees working 30 or more hours weekly are eligible for medical, dental, life insurance, and longevity pay. All ATCOG employees participate in the retirement program regardless of hours worked. Based on annual Board approval, the following benefits are provided by ATCOG as long as the employer/employee relationship

exists.

1. Group Medical – Hospitalization medical insurance will be provided and subject to the terms and conditions, including deductibles and co-payments, as defined by the master policy.
 2. Group Dental – Dental insurance will be provided to ATCOG employees subject to the terms and conditions, including deductibles and co-payments, as defined by the master policy.
 3. Group Life -Term Life insurance will be provided to ATCOG employees in an amount equal to one (1) times the employee's annual wages and subject to the terms and conditions as defined by the master policy.
 4. 401k - ATCOG uses Texas County and District Retirement System, requiring employee contributions of 4% of their salaries with ATCOG matching contribution of 2:1 ratio. The vesting period will be 8 years with retirement benefit eligible age of 60.
 5. Longevity Pay – Longevity pay is provided in an effort to recognize long-term employees and provide an incentive for retention of such employees. ATCOG provides longevity pay of \$3.00 per each month of service for all staff employed on December 31st each year who had completed a minimum of thirty-seven (37) consecutive months of employment with ATCOG.
 6. Social Security -All employees of ATCOG are covered by social security. ATCOG and employees each contribute to the social security system as prescribed by law.
 7. Unemployment insurance – All employees are covered under the Texas unemployment compensation insurance program, premiums for which are paid by ATCOG. This program provides payments for unemployed workers in certain circumstances.
- C. Release Time. Only regular full-time and part-time employees working thirty (30) hours or more per week will receive paid holidays. Paid holidays are established by the ATCOG Board of Directors and will be observed as follows:

New Year's Day	January 1
Martin Luther King, Jr.	Day Third Monday in January
Presidents' Day	Third Monday in February
Good Friday	Friday before Easter Sunday
Memorial Day	Last Monday in May

Independence Day	July 4
Labor Day	First Monday in September
Veterans Day	November 11
Thanksgiving Day	Fourth Thursday in November
Friday Following Thanksgiving	Fourth Friday in November
Christmas Eve	December 24
Christmas Day	December 25
Personal Day (2)	Floating

If a holiday occurs on Saturday, it will be observed the Friday before the holiday. If a holiday occurs on a Sunday it will be observed on Monday after the holiday. An employee must either work or be in paid leave status the work day preceding and the work day following a holiday in order to receive pay for the holiday.

D. Leave.

1. Annual Leave - All regular employees are eligible to accrue paid annual leave during each "Service Year" (meaning the 12 month period from an employee's date of hire forward to the date of anniversary). Regular part-time employees working 30 hours or more hours weekly earn annual leave in the proportion the employee's work time bears to pay period hours.
 - a. During service year one (1) through five (5), employees earn ten (10) days (80 hours) annual leave per year at the rate of 3.08 hours per pay period. No leave is available to use until completion of the new hire introductory period.
 - b. During service years six (6) through nine (9), employees earn twelve and one half (12 1/2) days (100 hours) annual leave per year at the rate of 3.85 hours per pay period.
 - c. During service years ten (10) until separation or retirement from ATCOG employees accrue fifteen (15) days (120 hours) annual leave per year at the rate of 4.62 hours per pay period.

2. Sick Leave – All regular full-time employees are entitled to accrue nine (9) days of sick leave per year (or proportional amount for regular part-time employees who work 30 or more hours weekly). An employee with accrued sick leave may use it if the employee is absent from work due to:
 - a. Personnel illness or physical or mental incapacity;
 - b. Medical, dental, or optical examinations or treatments;
 - c. Medical quarantine resulting from exposure to a contagious disease; or
 - d. Illness of a member of the employee's family who requires the

employee's personal care and attention.

3. Family and Medical Leave (FMLA) - It is the policy of ATCOG to provide all employees with 12 accumulative weeks of Family and Medical Leave in compliance with Title 29, Part 825, Code of Federal Regulations, Family and Medical Leave Act of 1993, with amendments effective 2008 and 2013.
 4. Military leave – ATCOG shall grant leave in accordance with the Veterans' Re-employment Rights Law, 38 US, for the duration of official activation, including all extensions to orders.
 5. Civil Leave -ATCOG employees are entitled to civil leave with pay for jury duty, for serving as a subpoenaed witness in an official proceeding, and for the purpose of voting.
 6. Emergency Leave -Up to three (3) days of emergency leave with pay may be granted to regular employees by the Division Director with the approval of the Executive Director in the event of a catastrophic family emergency.
 7. Leave of Absence – Pre-approved leave of absence without pay is an approved absence from duty in a non-pay status that has been scheduled in advance.
- E. Facility Cost. Throughout the month, costs for janitorial services and supplies, utilities, and depreciation are posted to a "To Be Allocated" account. At month end, those costs are then allocated to the programs based on occupied square footage and time for each employee/program. Common space/public areas for the building are also included in those allocations.
- F. Copier. The copier cost is based on controlled access codes, except for the cost of toner, machine lease, and paper. Those items are percentaged out to the programs along with the access code charges.
- G. Postage -The postage meter has controlled access codes and is allocated directly to the department/program.
- H. Telephone. For each employee with a desk phone, this is allocated by percentage based on net salaries charged to each grant and sub-grant, or project. That percentage is then used to percentage out the telephone charges to each grant/project for the month.
- I. Interest. ATCOG is in the process of purchasing its own building. The interest being paid on the loan is an allowable cost and is allocated the same as Facility cost.

- J. Indirect Costs Allocation. Administrative costs benefit all programs and cannot be identified to a specific program. These Indirect costs are allocated to programs, grants, etc. using a percentage determined by dividing the estimated total indirect costs for the period by the estimated direct salaries and fringe benefits.

All costs are properly allocable to Federal awards 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 requirements. Further, the same costs that have been treated as indirect administrative costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal Governments will be notified of any accounting changes that would affect the predetermined rate.

A listing of Positions and Salary and Benefits included in Indirect Rate computations is provided. A tabulation of other line item costs included in the Indirect Cost Pool is provided. Indirect costs are allocated based on the actual accumulated expenditures in the indirect cost pool. The total allowable indirect costs are divided by an equitable distribution base which for ATCOG is total salaries and benefits. The result of this process is an indirect cost rate, expressed as the percentage which the total amount of allowable indirect costs bears to the base (total salaries and benefits). The rate provides a charge to all programs to insure that all programs are equally charged a proportionate share of the Indirect Costs. ATCOG uses the Indirect Cost with Carry Forward method.

Unallowable Costs

ATCOG recognizes that the following costs are unallowable charges to Federal awards and has internal controls in place to insure that such costs are not charged to Federal awards:

Fund Raising,
Entertainment/Alcoholic Beverages,
Lobbying,
Capital Expenditures unless expressly authorized by a Federal award,
Advertising costs (other than for recruitment of staff or for the disposal of property)
Bad Debts,
Fines and Penalties &
Contributions.



(Signature)

(Date)

(Title)

Ark-Tex Council of Governments
4808 Elizabeth Street
Texarkana, TX 75503

FY 2023 Membership Dues

MEMBER	2020 POPULATION		FY '23 DUES	% OF AG TOTAL
	TOTAL	MEMBER		
BOWIE COUNTY	92,893			
DeKalb		1,699	340	0.6%
Hooks		2,769	554	0.9%
Leary		495	100	0.2%
Maud		1,056	211	0.4%
Nash		2,960	592	1.0%
New Boston		4,550	910	1.5%
Redwater		1,057	211	0.4%
Texarkana, Texas		36,193	7,239	12.0%
Wake Village		5,945	1,189	2.0%
Sub-Total Member Cities		56,724	11,345	18.8%
Bowie County (Net)		36,169	5,425	9.0%
Texarkana College			100	0.2%
Texarkana ISD			100	0.2%
Liberty-Eylau ISD			100	0.2%
TexAmerica Center			100	0.2%
TOTAL COUNTY		92,893	17,170	28.5%
CASS COUNTY	28,454			
Atlanta		5,433	1,087	1.8%
Avinger		444	100	0.2%
Bloomburg		404	100	0.2%
Domino		93	100	0.2%
Hughes Springs		1,760	352	0.6%
Linden		1,998	400	0.7%
Queen City		1,476	295	0.5%
Sub-Total Member Cities		11,608	2,433	4.0%
Cass County (Net)		16,846	2,527	4.2%
Good Shepard Medical Center			100	0.2%
TOTAL COUNTY		28,454	5,060	8.4%
DELTA COUNTY	5,230			
Cooper		1,969	394	0.7%
Sub-Total Member Cities		1,969	394	0.7%
Delta County (Net)		3,261	489	0.8%
Delta County MUD			100	0.2%
TOTAL COUNTY		5,230	983	1.6%

FY 2023 Membership Dues

MEMBER	2020 POPULATION		FY '23 DUES	% OF AG TOTAL
	TOTAL	MEMBER		
FRANKLIN COUNTY	10,359			
Mt. Vernon		2,662	532	0.9%
Sub-Total Member Cities		2,662	532	0.9%
Franklin County (Net)		7,697	1,155	1.9%
Franklin County Water District			100	0.2%

TOTAL COUNTY		10,359	1,786	3.0%
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HOPKINS COUNTY	36,787			
Como		702	140	0.2%
Cumby		777	155	0.3%
Sulphur Springs		15,941	3,188	5.3%
Sub-Total Member Cities		17,420	3,483	5.8%
Hopkins County (Net)		19,367	2,905	4.8%
Sulphur Springs I.S.D.			100	0.2%
Como-Pickton C.I.S.D.			100	0.2%
N.E. TX. Rural Rail District			100	0.2%

TOTAL COUNTY		36,787	6,688	11.1%
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LAMAR COUNTY	50,088			
Blossom		1,494	299	0.5%
Deport		578	116	0.2%
Paris		24,476	4,895	8.1%
Reno		3,166	633	1.1%
Roxton		650	130	0.2%
Sub-Total Member Cities		30,364	6,073	10.1%
Lamar County (Net)		19,724	2,959	4.9%
Lamar SWCD			100	0.2%
Northeast Texas RC & D			100	0.2%
North Lamar ISD			100	0.2%
Paris ISD			100	0.2%
Paris Junior College			100	0.2%
Chisum ISD			100	0.2%

TOTAL COUNTY		50,088	9,631	16.0%
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FY 2023 Memberhip Dues

MEMBER	2020 POPULATION		FY '23 DUES	% OF AG TOTAL
	TOTAL	MEMBER		
MORRIS COUNTY	11,973			
Daingerfield		2,560	512	0.9%
Lone Star		1,581	316	0.5%
Naples		1,378	276	0.5%
Omaha		1,021	204	0.3%
Sub-Total Member Cities		6,540	1,308	2.2%
Morris County (Net)		5,433	815	1.4%
Paul Pewitt ISD			100	0.2%
Northeast Texas MWD			100	0.2%

TOTAL COUNTY	11,973		2,323	3.9%
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RED RIVER COUNTY	11,587			
Annona		315	100	0.2%
Avery		482	100	0.2%
Bogata		1,153	231	0.4%
Clarksville		3,285	657	1.1%
Detroit		732	146	0.2%
Sub-Total Member Cities		5,967	1,234	2.0%
Red River County (Net)		5,620	843	1.4%
Avery ISD			100	0.2%
Red River County SWCD			100	0.2%
Red River County WCID - No.1			100	0.2%
Clarksville ISD			100	0.2%

TOTAL COUNTY	11,587		2,477	4.1%
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TITUS COUNTY	31,247			
Mt. Pleasant		16,047	3,209	5.3%
Winfield		524	105	0.2%
Sub Total Member Cities		16,571	3,314	5.5%
Titus Country (Net)		14,676	2,201	3.7%
Titus County FWSD			100	0.2%
Mt. Pleasant ISD			100	0.2%
North East Texas Community College			100	0.2%

TOTAL COUNTY	31,247		5,816	9.7%
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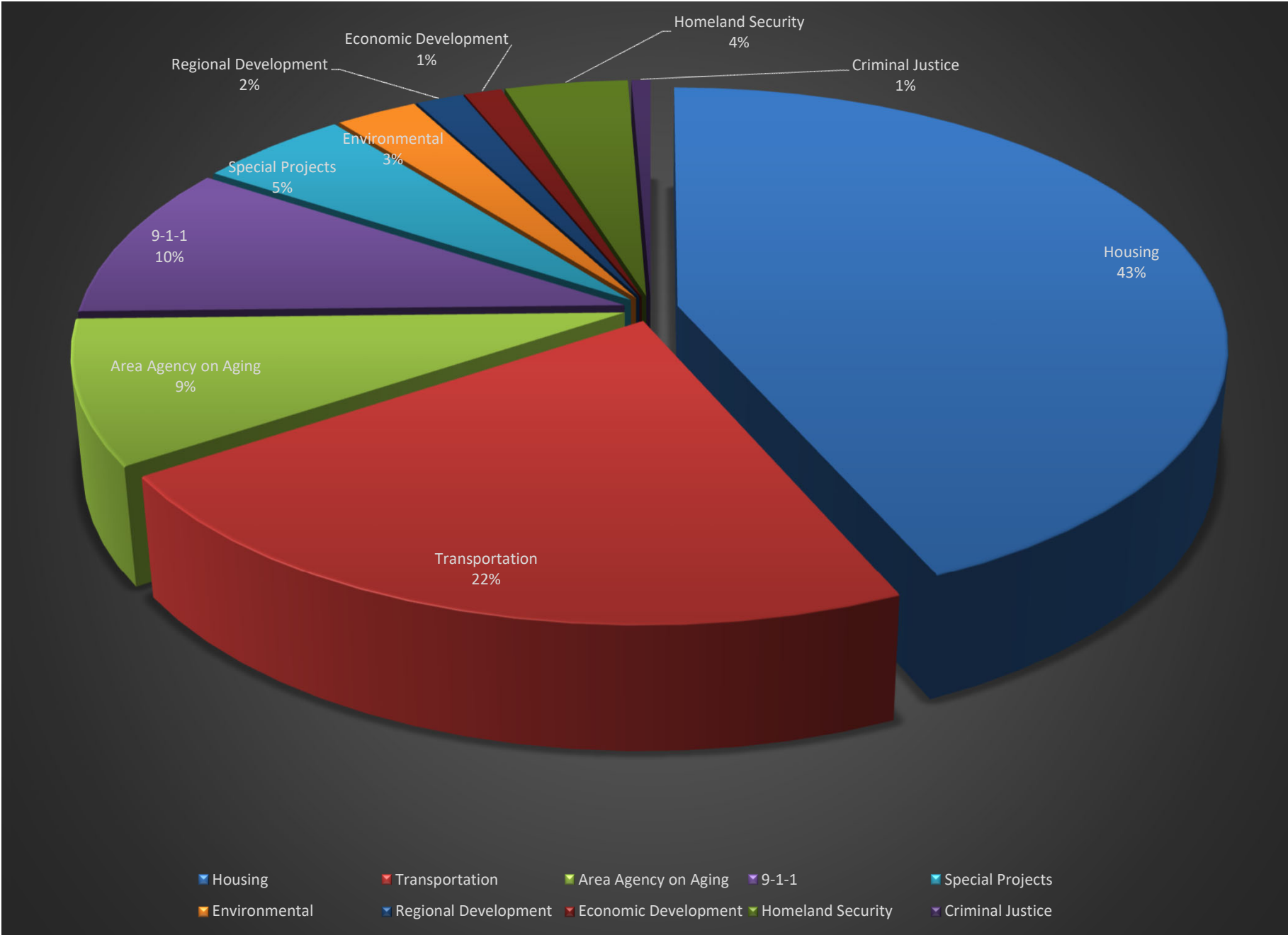
FY 2023 Membership Dues

MEMBER	2020 POPULATION		FY '23 DUES	% OF AG TOTAL
	TOTAL	MEMBER		
MILLER COUNTY, ARK.	42,600			
Garland		242	100	0.2%
Texarkana, Arkansas		29,387	5,877	9.8%
Fouke		859	172	0.3%
Sub-Total Member Cities		30,488	6,149	10.2%
Miller County (Net)		12,112	1,817	3.0%
TOTAL COUNTY		42,600	7,966	13.2%
OTHER	N/A			
Red River Appraisal District			100	0.2%
Red River Authority			100	0.2%
N.E. Tx. Reg. Advisory Council			100	0.2%
TOTAL OTHER			300	0.5%
AGENCY TOTAL		321,218	60,201	100.00%

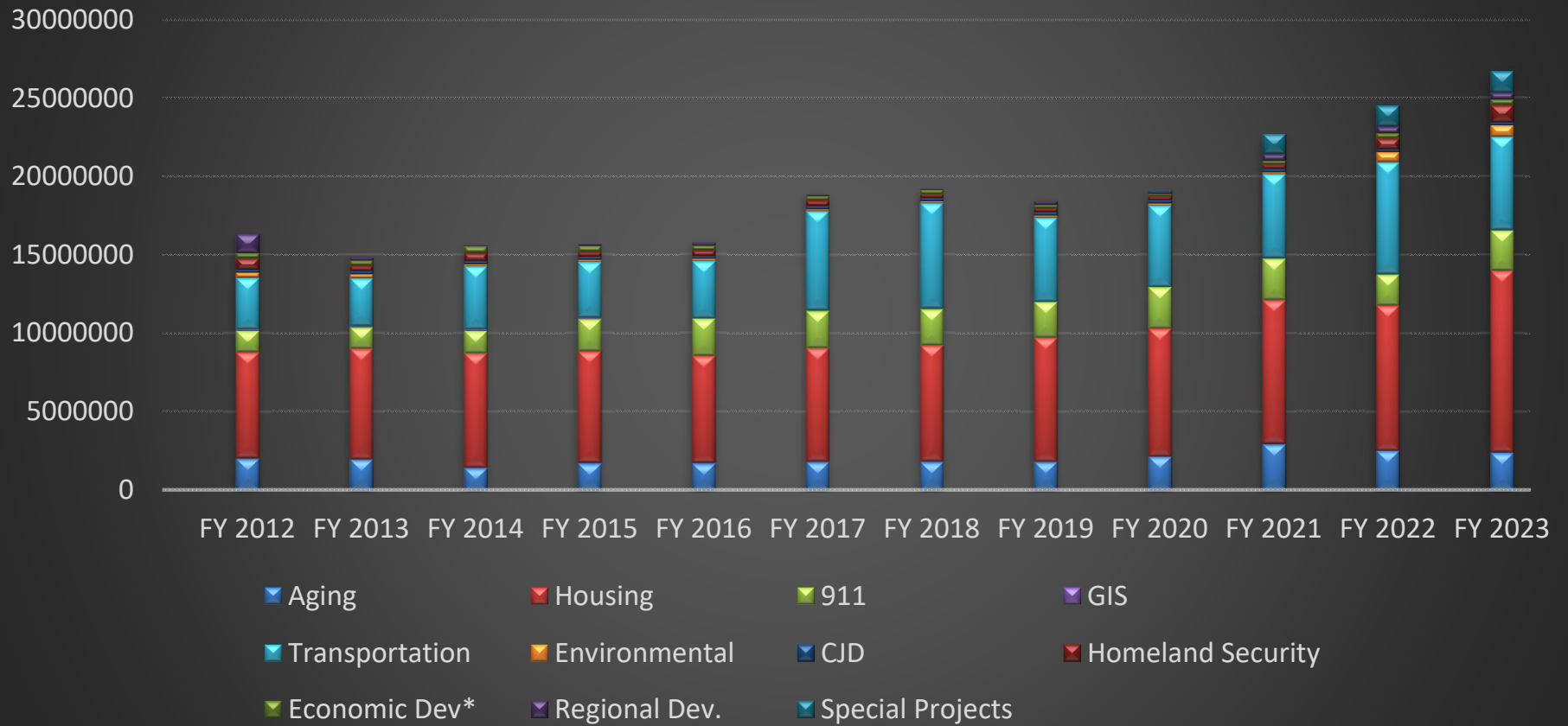
Note: Current adopted ATCOG policy and agency bylaws prescribe a member dues rate of \$00.20 per capita for municipalities, \$00.15 per capita for counties, less population of member municipalities, with a minimum dues of \$100.00 per member, including special purpose districts and other political subdivisions.

Salary Schedule FY 2023

BY GRADE	1	2	3	4	5	6	7	8	9	10
01	17,425	17,949	18,487	19,042	19,613	20,201	20,807	21,431	22,074	22,737
02	22,758	23,361	23,980	24,615	25,268	25,937	26,624	27,330	28,054	28,798
03	25,234	25,903	26,589	27,293	28,016	28,759	29,521	30,303	31,107	31,931
04	27,983	28,724	29,486	30,267	31,069	31,893	32,738	33,605	34,496	35,409
05	31,028	31,850	32,694	33,561	34,450	35,362	36,300	37,261	38,249	39,263
06	34,395	35,307	36,243	37,203	38,188	39,201	40,239	41,306	42,401	43,524
07	38,140	39,151	40,189	41,254	42,347	43,469	44,621	45,803	47,017	48,264
08	41,712	42,817	43,952	45,117	46,312	47,540	48,799	50,093	51,420	52,783
09	46,247	47,473	48,731	50,022	51,348	52,709	54,105	55,539	57,011	58,521
10	51,283	52,641	54,037	55,468	56,939	58,447	59,997	61,586	63,219	64,894
11	56,860	58,367	59,914	61,502	63,132	64,805	66,522	68,285	70,095	71,952
12	63,050	64,720	66,435	68,196	70,003	71,859	73,763	75,718	77,724	79,784
13	68,932	70,759	72,634	74,559	76,534	78,563	80,645	82,782	84,976	87,227
14	76,433	78,458	80,538	82,673	84,863	87,112	89,421	91,790	94,222	96,719
15	84,747	86,993	89,299	91,665	94,094	96,588	99,148	101,775	104,472	107,241
16	93,964	96,454	99,011	101,634	104,327	107,092	109,930	112,843	115,834	118,903
17	104,081	106,839	109,670	112,576	115,560	118,622	121,765	124,992	128,304	131,705
18	115,403	118,461	121,601	124,823	128,131	131,527	135,011	138,590	142,262	146,032



Revenue Comparison



ARK-TEX COUNCIL OF GOVERNMENTS

BUDGET REVENUE COMPARISON

	Aging	Housing	911	GIS	Transportation	Environmental	CJD	Homeland Security	Economic Dev*	Regional Dev.	Special Projects	TOTAL BUDGET	Indirect Rate	Benefits Rate	COLA	SSI COLA
FY 2012	1,999,296	6,784,596	1,369,490	87,000	3,275,455	339,158	172,097	742,220	317,684	1,229,185		16,316,181	33.30%	68.80%	0.00%	3.60%
FY 2013	1,963,745	7,034,621	1,362,658	85,800	3,047,598	246,485	197,871	344,752	322,779	223,325		14,829,634	33.30%	56.60%	0.00%	1.70%
FY 2014	1,413,791	7,299,168	1,444,300	84,274	4,023,986	131,986	193,000	505,917	423,048	63,244		15,582,714	46.50%	41.50%	0.00%	1.50%
FY 2015	1,705,000	7,126,741	2,066,580	69,408	3,547,439	127,602	206,359	316,204	384,696	119,885		15,669,914	25.00%	48.20%	0.00%	1.70%
FY 2016	1,705,000	6,836,500	2,380,206	-	3,648,907	127,602	177,319	378,935	297,560	194,800		15,746,829	17.50%	56.80%	0.00%	0.00%
FY 2017	1,790,212	7,266,728	2,364,748	-	6,357,838	126,998	200,316	361,198	273,178	117,103	13,010	18,871,329	21.10%	61.60%	2.00%	0.30% *
FY 2018	1,801,439	7,404,475	2,299,936	-	6,748,554	124,831	198,195	252,439	272,246	74,884	18,936	19,195,935	26.00%	49.55%	0.00%	2.00%
FY 2019	1,804,141	7,912,137	2,299,936	-	5,350,049	148,000	209,554	262,453	200,804	248,005	14,500	18,449,579	30.06%	35.20%	3.00%	2.80%
FY 2020	2,144,393	8,146,735	2,629,375		5,205,038	128,475	196,922	266,976	140,548	190,691	24,737	19,073,890	29.19%	35.20%	2.50%	1.60%
FY 2021	2,925,303	9,193,906	2,629,375		5,393,769	128,475	196,922	289,466	239,753	416,254	1,305,237	22,718,460	25.16%	47.85%	0.00%	1.30%
FY 2022	2,515,008	9,249,649	1,981,760		7,156,293	648,475	175,186	702,442	317,023	434,280	1,356,334	24,541,653	19.28%	51.00%	3.00%	5.90%
FY 2023	2,391,660	11,590,665	2,568,850		5,941,760	749,695	172,996	1,124,055	343,888	435,410	1,381,657	26,700,636	17.92%	49.85%	5.00%	**
difference	(123,348)	2,341,016	587,090	-	(1,214,533)	101,220	(2,190)	421,613	26,865	1,130	25,323	2,158,984			11%	18.80%

*+4% for employee retirement contribution

** not included in totals

2010 was only COLA until 2017