

April 17, 2019

Honorable Jason Brinkley and Governing Board Members:

TCOG Management is pleased to present the proposed Annual Financing Plan for Fiscal Year Ending (FYE) 2020 covering the period beginning May 1, 2019 and ending April 30, 2020. This plan is presented in accordance with rules and regulations governing the use of federal, state, and other funds, and is structured to promote the effective delivery of services, efficient program operations and a competitive workforce. TCOG's financial goal is to encourage growth and stability in TCOG programs while operating within available fiscal resources which enables us to make measurable progress toward achieving our vision: Better Leaders Building Better Lives.

Approval of TCOG's proposed FYE 2020 Annual Financing Plan will be on the next Governing Board Meeting Agenda scheduled for April 18, 2019 at 5:30 pm. A copy of the Plan is attached for your review.

### Plan Highlights

- \$15.39 million in estimated program revenue representing a 34.26% increase from the prior year revenue estimates of \$11.46 million.
- Percentage of Direct Services increases 4.07 points to 69.01% of all expenses with Indirect and CIT cost as a percentage of expenses decreasing from 8.92% to 6.13% of total expenses.
- With the exception of the Executive Director (whose compensation is set by the Governing Board), the Plan proposes a 2% Cost of Living Adjustment (COLA) for all regular employees employed for at least 6 months as of 5/1/19 totaling \$39,277 and 6 market adjustments for select employees ranging from 2.5% to 4.0% totaling \$11,598.
- A full-time equivalent (FTE) employee increase employees since May 1, 2018 from 48.9 to 50.3 and an overall 2.72% (\$64,130) increase in total salary authority from \$2,287,646 to \$2,351,776.
- An Indirect Rate of 34.26%
- Change in allocation method for Employee Leave and Fringe Benefits from Cost Pool to Direct Charge to programs. Leave and Fringe Benefits for non-direct program staff (i.e. indirect) will be allocated and recovered through the Indirect Rate.
- An incorporation of \$95,500 of previous under-applied cost (indirect costs incurred by TCOG but not recovered from the programs) incorporated into the Indirect Cost calculation.

### Current Combined Annual Program Revenue and Proposed Financing Plan

TCOG's organizational revenue estimate is calculated using current combined and estimated future annual revenue for all programs by all funding sources. These revenue amounts may, and likely will, vary slightly during TCOG's fiscal year, as each program has its own fiscal year which does not align with TCOG's. A breakdown of program revenue by source titled **Current Revenue Snapshot** is attached. Current Revenue and Expense Reports for any individual grant/program is available upon request.

### Proposed FTE and Salary Budget Authority

The proposed FTE count includes the anticipated hiring of 3 additional FTEs (Human Resources Specialist and 2 Energy Specialists) and 2 additional part-time employees in our Area Agency on Aging and Aging & Disability Resources Center Programs. These changes are detailed on the chart titled **Salary Adjustments Summary**.



**better leaders building better lives™**



TCOG's staff salary comparison with the State of Texas comparable positions is also attached. This schedule was approved by the Board on February 21, 2019 and has been submitted to the State Auditor's Office.

#### **Indirect Cost Rate Calculation**

TCOG is responsible for the administration and delivery of a variety of programs funded through federal and state grants, awards, and special funds. Both direct and indirect costs are incurred in the administration of these programs. Direct costs can be specifically identified with a program cost objective. Indirect costs are costs necessary for the efficient operation of programs, that cannot be specifically identified with a program. In accordance with Generally Accepted Accounting Principles (GAAP), TCOG establishes indirect cost rates to recover indirect costs incurred. The indirect cost rate is calculated according to 2 CFR 200 Appendix 7 section C.2 – Indirect Rate Formula. The formula is Total Indirect Personnel Expense plus Operation Expense divided by the total Direct Personnel Costs.

#### **Statement of Proposed Indirect Cost Allocation Rates**

TCOG proposes a total FYE 2020 Indirect Cost Rate of 34.26%. The indirect rate is made up of two components: General & Administrative (G&A) and Central Information Technology (CIT). Total indirect cost rate details are as follows:

- General & Administrative (G&A) Rate – 31.00%,
- Central Information Technology (CIT) Rate – 3.26%

Overall, Total Indirect Expenses are decreasing by \$15,326 or -1.77%.

There are no proposed changes to TCOG's proposed holiday schedule which includes ten (10) major holidays and one (1) personal day. The proposed holiday schedule is also attached.

#### **Proposed Membership Dues Schedule**

Membership dues were calculated at the rate of \$0.1964 per capita. This rate has remained constant for more than 10 years. According to TCOG bylaws, population estimates should be updated every two years using the State of Texas Data Center. Population estimates were updated for the FYE 2020 plan. Total estimated FYE 2020 municipality dues are \$40,228 while school district dues are \$6,942, and other associations \$375; for a total of \$47,545. A complete listing of TCOG membership dues is attached.

#### **Summary**

The following actions are recommended to implement the FYE 2020 Annual Financing Plan:

1. Approve FTE and Salary Budget Authority
2. Approve incorporation of \$95,500 in under-applied indirect costs into the FYE 2020 Indirect Cost Calculation;
3. Set Indirect Cost Allocation Rates as follows: General & Administrative Rate at 31.00%; Central Service Information Technology Rate at 3.26%
4. Approve the FYE 2020 Holiday Schedule
5. Approve the FYE 2020 Membership Dues Schedule

Should you desire additional information regarding the proposed FYE 2020 budget, please contact me at your convenience. I will be happy to meet with you to discuss in further detail.

Sincerely,

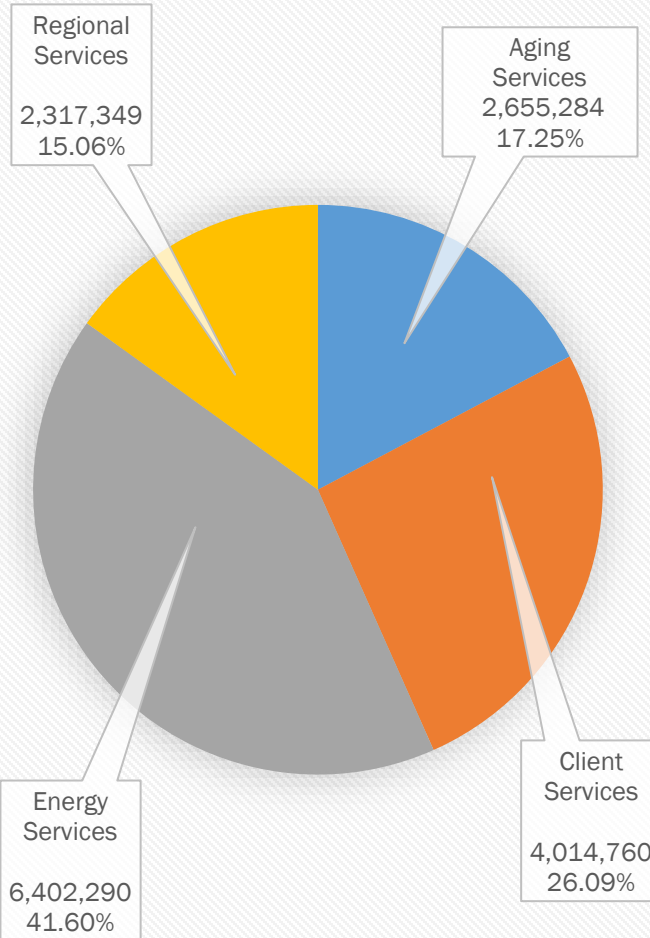
Mindi Jones  
Finance Director

	Previous Year Totals	Federal	State	Local	Other/ In-Kind	Current Totals	Increase/ Decrease	%
<b>AGING SERVICES</b>								
AAA	1,390,014	1,175,076	131,565	909,018	70,000	<b>2,285,659</b>	895,645	64.43%
FGP	223,993	201,693	5,000	7,665	44,141	<b>258,499</b>	34,506	15.40%
RSVP	102,100	57,479	24,621	6,061	22,965	<b>111,126</b>	9,026	8.84%
<b>CLIENT SERVICES</b>								
211	396,719	197,473	199,254	13,770	-	<b>410,497</b>	13,778	3.47%
ADRC	237,459	126,069	150,807	-	-	<b>276,876</b>	39,417	16.60%
SECTION 8 / FSS-VASH	3,333,898	3,320,147	-	7,240	-	<b>3,327,387</b>	(6,511)	(0.20%)
<b>ENERGY SERVICES</b>								
UTILITY ASSISTANCE	2,712,889	4,130,005	-	96,960	-	<b>4,226,965</b>	1,514,076	55.81%
WEATHERIZATION	1,147,336	-	1,640,318	291,900	-	<b>1,932,218</b>	784,882	68.41%
CSBG	244,187	243,107	-	-	-	<b>243,107</b>	(1,080)	(0.44%)
<b>REGIONAL SERVICES</b>								
EDA PLANNING	148,683	70,000	-	15,000	61,700	<b>146,700</b>	(1,983)	(1.33%)
EDA TECH ASSIST	-	25,000	-	-	6,300	<b>31,300</b>	31,300	
MSW	115,000	-	115,000	-	102,650	<b>217,650</b>	102,650	89.26%
GIS	228,282	-	-	164,900	51,032	<b>215,932</b>	(12,350)	(5.41%)
TXDOT	25,000	-	25,000	-	11,898	<b>36,898</b>	11,898	47.59%
911	1,003,567	-	1,250,867	-	-	<b>1,250,867</b>	247,300	24.64%
CJD	75,584	-	75,584	-	38,414	<b>113,999</b>	38,415	50.82%
EMERGENCY PLANNING	74,404	262,566	41,437	-	-	<b>304,003</b>	229,599	308.58%
<b>TOTAL</b>	<b>11,459,115</b>	<b>9,808,615</b>	<b>3,659,454</b>	<b>1,512,513</b>	<b>409,101</b>	<b>15,389,683</b>	3,930,568	34.30%

TCOG Revenue by Department		
Aging Services	2,655,284	17%
Client Services	4,014,760	26%
Energy Services	6,402,290	42%
Regional Services	2,317,349	15%
<b>Total</b>	<b>15,389,683</b>	<b>100%</b>

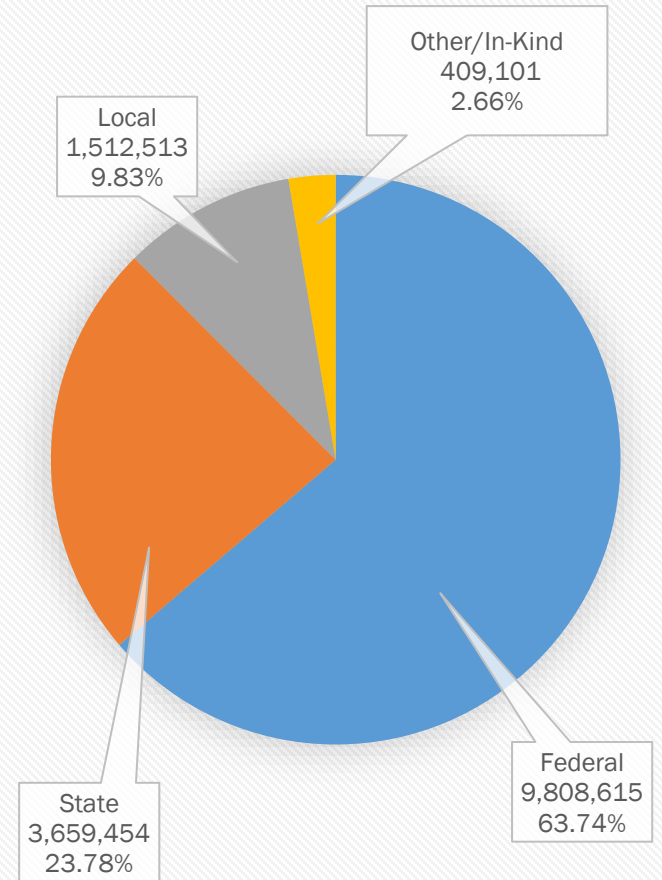
TCOG Revenue by Source		
Federal	9,808,615	64%
State	3,659,454	24%
Local	1,512,513	10%
Other/In-Kind	409,101	3%
<b>Total</b>	<b>15,389,683</b>	<b>100%</b>

### TCOG Revenue by Department



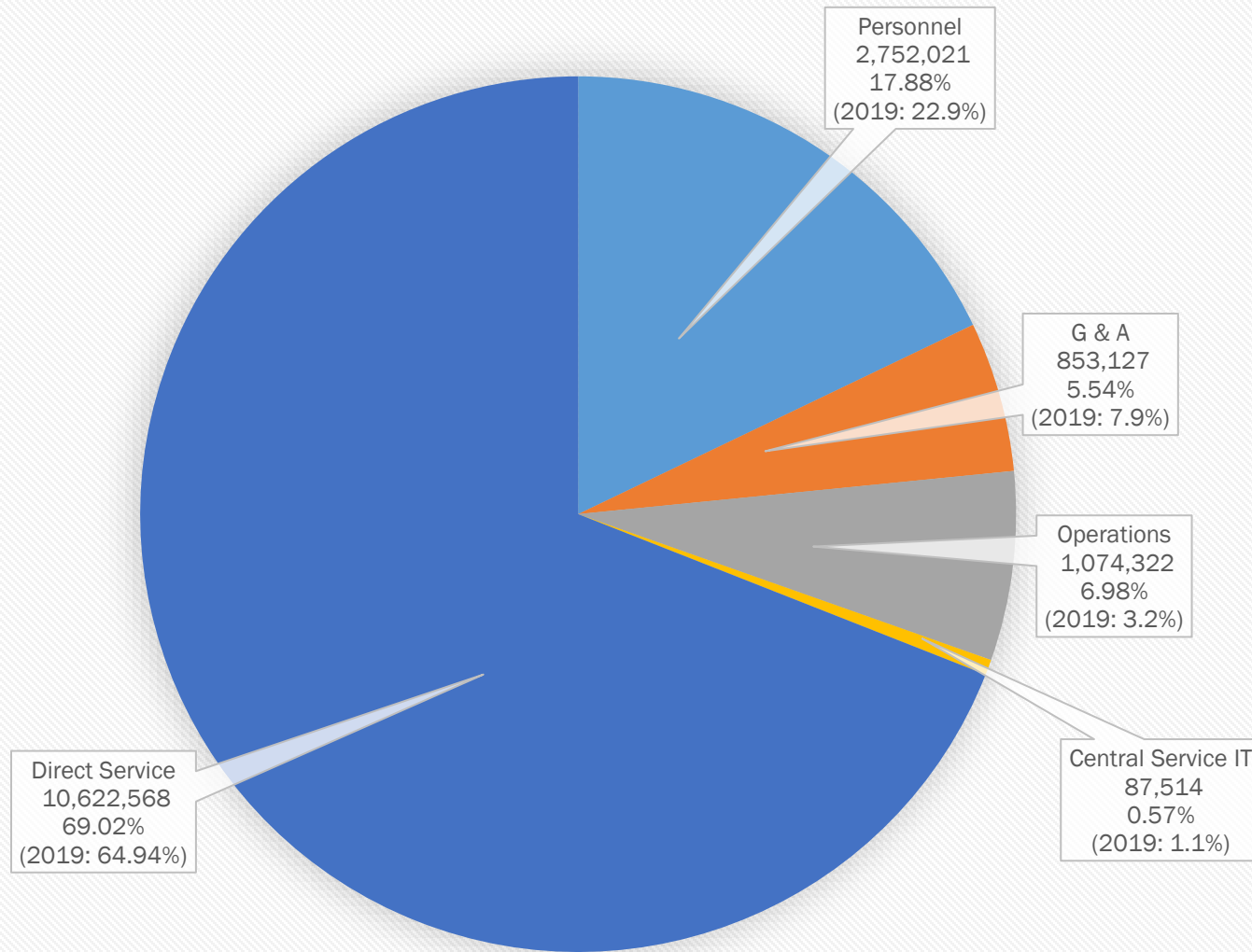
■ Aging Services   
 ■ Client Services   
 ■ Energy Services   
 ■ Regional Services

### TCOG Revenue by Source



■ Federal   
 ■ State   
 ■ Local   
 ■ Other/In-Kind

### TCOG Expenses by Type



■ Personnel ■ G & A ■ Operations ■ Central Service IT ■ Direct Service



# Approved Salaries

FYE 2020

Program	Title			FTE	Current Salary	Approved COLA Increase %	Approved Merit/Market/Promotion Increase %	Approved Increase \$	Approved Salary	Longevity	Approved Salary + Longevity
<b>Admin</b>	<b>Executive Director</b>	<b>Bridges</b>	<b>Eric</b>	<b>1.0</b>	<b>110,000</b>	<b>0.0%</b>	<b>0.0%</b>	<b>-</b>	<b>110,000</b>	<b>-</b>	<b>110,000</b>
Admin	Accounting & Finance Director	Jones	Malinda	1.0	73,153	2.0%	0.0%	1,463	74,616	600	75,216
Admin	Public Information & Media Manager	Norton	Sean	1.0	61,990	2.0%	0.0%	1,240	63,229	600	63,829
Admin	Accounting & Finance Specialist	Stover	Vicki	1.0	47,418	2.0%	0.0%	948	48,366	600	48,966
Admin	Human Resources Specialist	Vacant	Admin	1.0	-	0.0%	0.0%	-	51,614	-	51,614
<b>Aging Services</b>	<b>Aging Services Department Director</b>	<b>Conner</b>	<b>Judy</b>	<b>1.0</b>	<b>61,006</b>	<b>2.0%</b>	<b>4.0%</b>	<b>3,660</b>	<b>64,667</b>	<b>600</b>	<b>65,267</b>
AAA	Ombudsman Specialist	Adams	Deborah	1.0	32,823	2.0%	0.0%	656	33,479	50	33,529
AAA	Ombudsman Specialist	Vacant		0.3	7,561	0.0%	0.0%	-	7,561	-	7,561
AAA	Care Coordination Specialist	Booth	Holly	1.0	36,970	2.0%	0.0%	739	37,709	600	38,309
AAA	Caregiver Specialist	Harp	Miranda	1.0	31,000	2.0%	0.0%	620	31,620	-	31,620
AAA	Information & Referral Specialist	Hunt	Judith	1.0	45,706	2.0%	0.0%	914	46,620	600	47,220
AAA	Care Coordination Specialist	Krebs	Mandy	1.0	37,702	2.0%	0.0%	754	38,456	600	39,056
AAA	Benefits Counseling Specialist	McCormick	William	0.5	15,398	2.0%	0.0%	308	15,706	600	16,306
AAA	Financial Manager	Muyshondt	Rodrigo	1.0	56,782	2.0%	0.0%	1,136	57,917	600	58,517
AAA	Benefits Counseling Specialist	Vaughn	Sheila	1.0	33,023	2.0%	0.0%	660	33,683	250	33,933
AAA	Money Management Specialist	Thorne	Janice	0.3	13,262	2.0%	0.0%	265	13,527	-	13,527
Senior Corps	Senior Corps Specialist	Hestand	Vicky	1.0	32,436	2.0%	0.0%	649	33,085	600	33,685
Senior Corps	Senior Corps Program Manager	Rhodes	Virginia	1.0	42,555	2.0%	4.0%	2,553	45,108	600	45,708
<b>Client Services</b>	<b>Client Services Department Director</b>	<b>Smith</b>	<b>Delano</b>	<b>1.0</b>	<b>58,353</b>	<b>2.0%</b>	<b>4.0%</b>	<b>3,501</b>	<b>61,855</b>	<b>600</b>	<b>62,455</b>



# Approved Salaries

## FYE 2020

Program	Title			FTE	Current Salary	Approved COLA Increase %	Approved Merit/Market/Promotion Increase %	Approved Increase \$	Approved Salary	Longevity	Approved Salary + Longevity
211	211 Program Manager	Browning-Rodriguez	Mary	1.0	50,600	2.0%	0.0%	1,012	51,612	600	52,212
211	211 Specialist	Bartlett	Shawnee	1.0	45,601	2.0%	0.0%	912	46,513	600	47,113
211	211 Specialist	Tesney	Alison	0.5	15,000	2.0%	0.0%	300	15,300	-	15,300
211	211 Specialist	Haliburton	Anita	1.0	35,885	2.0%	0.0%	718	36,603	600	37,203
211	211 Specialist	Sinor	Melinda	1.0	34,854	2.0%	0.0%	697	35,551	600	36,151
ADRC	ADRC Program Manager	Wilson	Marsha	1.0	50,000	2.0%	0.0%	1,000	51,000	-	51,000
ADRC	ADRC Specialist	Willits	Amy	1.0	36,400	2.0%	0.0%	728	37,128	-	37,128
ADRC	ADRC Specialist	Peck	Jennifer	0.3	9,004	2.0%	0.0%	180	9,184	-	9,184
ADRC	ADRC Specialist	Vacant (pt)		0.3	9,600	0.0%	0.0%	-	9,600	-	9,600
Section 8	Section 8 Program Manager	Bingham	Joyce	1.0	70,175	2.0%	0.0%	1,404	71,579	600	72,179
Section 8	Section 8 Program Specialist	Chaffin	Christen	1.0	35,640	2.0%	0.0%	713	36,353	-	36,353
Section 8	Section 8 Program Specialist	Davis	Freda	1.0	40,923	2.0%	0.0%	818	41,742	600	42,342
Section 8	Section 8 FSS Specialist	Pedraza	Sophia	1.0	45,950	2.0%	0.0%	919	46,869	-	46,869
Section 8	Section 8 FSS Specialist	Sundberg	Brianna	1.0	47,237	2.0%	0.0%	945	48,182	350	48,532
<b>Energy Services</b>	<b>Energy Services Department Director</b>	<b>Fullylove</b>	<b>Judy</b>	<b>1.0</b>	<b>68,223</b>	<b>2.0%</b>	<b>0.0%</b>	<b>1,364</b>	<b>69,587</b>	<b>600</b>	<b>70,187</b>
CEAP/CSBG	Energy Specialist	Barrera	Ashley	1.0	33,660	2.0%	0.0%	673	34,333	-	34,333
Weatherization	Weatherization Program Manager	Brown	Evan	1.0	45,387	2.0%	4.0%	2,723	48,110	250	48,360
CEAP/CSBG	Energy Specialist	Carr	Terry	1.0	39,485	2.0%	0.0%	790	40,274	600	40,874
CEAP/CSBG	Energy Specialist	Fox	Krystal	1.0	33,000	2.0%	0.0%	660	33,660	-	33,660
CEAP/CSBG	CEAP/CSBG Program Manager	Golston	Kenisha	1.0	45,137	2.0%	4.0%	2,708	47,845	-	47,845
CSBG	Case Manager	McDonald	Bobbie	1.0	35,000	2.0%	0.0%	700	35,700	-	35,700
CEAP/CSBG	Energy Specialist	Noreen	Carol	1.0	33,660	2.0%	0.0%	673	34,333	-	34,333
CEAP/CSBG	Energy Specialist	Stowers	Stevie	1.0	33,000	2.0%	0.0%	660	33,660	-	33,660
CEAP/CSBG	Energy Assistant	Colston	Dana	1.0	30,000	2.0%	0.0%	600	30,600	-	30,600
Weatherization	Weatherization Inspector	Morris	Cory	1.0	35,000	2.0%	0.0%	700	35,700	-	35,700



# Approved Salaries

FYE 2020

Program	Title			FTE	Current Salary	Approved COLA Increase %	Approved Merit/Market/Promotion Increase %	Approved Increase \$	Approved Salary	Longevity	Approved Salary + Longevity
Weatherization	Weatherization Inspector	Brown	Nick	1.0	35,000	2.0%	0.0%	700	35,700	-	35,700
Weatherization	Energy Services Specialist	Samford	Jacob	1.0	33,000	0.0%	0.0%	-	33,000	-	33,000
CEAP/CSBG	Energy Specialist	Vacant	Collin	1.0	33,000	0.0%	0.0%	-	33,000	-	33,000
CEAP/CSBG	Energy Assistant	Vacant	Denton	1.0	33,000	0.0%	0.0%	-	33,000	-	33,000
<b>Regional Services</b>								-			
GIS & Planning	CED Program Planner	Krantz	Catherine	1.0	44,000	0.0%	0.0%	-	44,000	-	44,000
GIS & Planning	CED/GIS Program Manager	Guard	Molly	1.0	60,000	2.0%	2.5%	2,700	62,700	-	62,700
GIS & Planning	GIS Specialist	Voight	Nathan	1.0	60,600	2.0%	0.0%	1,212	61,812	600	62,412
Public Safety	Public Safety Planner	Davidson	Stephanie	1.0	59,456	2.0%	0.0%	1,189	60,645	600	61,245
Public Safety	Public Safety Planner	Eggar	Elizabeth	1.0	48,609	2.0%	0.0%	972	49,581	600	50,181
Public Safety	Public Safety Program Manager	Higgins	Carriejo	1.0	73,765	2.0%	0.0%	1,475	75,240	600	75,840
<b>TOTALS</b>				<b>50.2</b>	<b>2,235,988</b>			<b>50,914</b>	<b>2,338,516</b>	<b>15,300</b>	<b>2,353,816</b>
<b>Benefit Eligible Positions</b>				<b>48.0</b>							<b>2,297,638</b>
<b>Headcount</b>				<b>54.0</b>							





# Approved Salary Allocations

FYE 2020

Title	Last Name	Approved Salary + Longevity	Indirect Pool % of Time	Indirect Pool	Utility Asst. % of Time	Utility Asst.	WAP % of Time	WAP	Section 8 % of Time	Section 8	2-1-1 % of Time	2-1-1 TIRN
<b>Executive Director</b>	<b>Bridges</b>	<b>110,000</b>	<b>100%</b>	<b>110,000</b>								
Accounting & Finance Director	Jones	75,216	100%	75,216								
Public Information & Media Manager	Norton	63,829	47%	30,000								
Accounting & Finance Specialist	Stover	48,966	100%	48,966								
Human Resources Specialist	Vacant	51,614	100%	51,614								
<b>Aging Services Department Director</b>	<b>Conner</b>	<b>65,267</b>										
Ombudsman Specialist	Adams	33,529										
Ombudsman Specialist	Vacant	7,561										
Care Coordination Specialist	Booth	38,309										
Caregiver Specialist	Harp	31,620										
Information & Referral Specialist	Hunt	47,220										
Care Coordination Specialist	Krebs	39,056										
Benefits Counseling Specialist	McCormick	16,306										
Financial Manager	Muyschondt	58,517										
Benefits Counseling Specialist	Vaughn	33,933										
Money Management Specialist	Thorne	13,527										
Senior Corps Specialist	Hestand	33,685										
Senior Corps Program Manager	Rhodes	45,708										
<b>Client Services Department Director</b>	<b>Smith</b>	<b>62,455</b>							<b>30%</b>	<b>18,736</b>	<b>30%</b>	<b>18,736</b>
211 Program Manager	Browning-Rodriguez	52,212									100%	52,212
211 Specialist	Bartlett	47,113									100%	47,113
211 Specialist	Tesney	15,300									100%	15,300
211 Specialist	Haliburton	37,203									100%	37,203

Title	Last Name	Approved Salary + Longevity	Indirect Pool % of Time	Indirect Pool	Utility Asst. % of Time	Utility Asst.	WAP % of Time	WAP	Section 8 % of Time	Section 8	2-1-1 % of Time	2-1-1 TIRN
211 Specialist	Sinor	36,151									100%	36,151
ADRC Program Manager	Wilson	51,000										
ADRC Specialist	Willits	37,128										
ADRC Specialist	Peck	9,184										
ADRC Specialist	Vacant (pt)	9,600										
Section 8 Program Manager	Bingham	72,179							100%	72,179		
Section 8 Program Specialist	Chaffin	36,353							80%	29,082		
Section 8 Program Specialist	Davis	42,342							100%	42,342		
Section 8 FSS Specialist	Pedraza	46,869							100%	46,869		
Section 8 FSS Specialist	Sundberg	48,532							100%	48,532		
<b>Energy Services Department Director</b>	<b>Fullylove</b>	<b>70,187</b>			<b>40%</b>	<b>28,075</b>	<b>10%</b>	<b>7,019</b>				
Energy Specialist	Barrera	34,333			100%	34,333						
Weatherization Program Manager	Brown	48,360					100%	48,360				
Energy Specialist	Carr	40,874			100%	40,874						
Energy Specialist	Fox	33,660			100%	33,660						
CEAP/CSBG Program Manager	Golston	47,845			100%	47,845						
Case Manager	McDonald	35,700										
Energy Specialist	Noreen	34,333			100%	34,333						
Energy Specialist	Stowers	33,660			100%	33,660						
Energy Assistant	Colston	30,600			100%	30,600						
Weatherization Inspector	Morris	35,700					100%	35,700				
Weatherization Inspector	Brown	35,700					100%	35,700				
Energy Services Specialist	Samford	33,000					100%	33,000				
Energy Specialist	Vacant	33,000			100%	33,000						
Energy Assistant	Vacant	33,000			100%	33,000						
CED Program Planner	Krantz	44,000										
CED/GIS Program Manager	Guard	62,700										
GIS Specialist	Voight	62,412										
Public Safety Planner	Davidson	61,245										
Public Safety Planner	Eggar	50,181										
Public Safety Program Manager	Higgins	75,840										
<b>TOTAL</b>		<b>2,353,816</b>		<b>315,797</b>		<b>349,381</b>		<b>159,779</b>		<b>257,739</b>		<b>206,715</b>



Title	ADRC/ HHSC % of Time	ADRC/ HHSC	CSBG % of Time	CSBG	Aging Programs % of Time	Aging Programs	FGP % of Time	FGP	RSVP % of Time	RSVP	EDA % of Time	EDA
211 Specialist												
ADRC Program Manager	100%	51,000										
ADRC Specialist	100%	37,128										
ADRC Specialist	100%	9,184										
ADRC Specialist	100%	9,600										
Section 8 Program Manager												
Section 8 Program Specialist			20%	7,271								
Section 8 Program Specialist												
Section 8 FSS Specialist												
Section 8 FSS Specialist												
<b>Energy Services Department Director</b>			50%	35,094								
Energy Specialist												
Weatherization Program Manager												
Energy Specialist												
Energy Specialist												
CEAP/CSBG Program Manager												
Case Manager			100%	35,700								
Energy Specialist												
Energy Specialist												
Energy Assistant												
Weatherization Inspector												
Weatherization Inspector												
Energy Services Specialist												
Energy Specialist												
Energy Assistant												
CED Program Planner			16%	7,040							42%	18,480
CED/GIS Program Manager			13%	8,151							51%	31,977
GIS Specialist												
Public Safety Planner												
Public Safety Planner												
Public Safety Program Manager												
<b>TOTAL</b>		<b>123,150</b>		<b>114,765</b>		<b>388,037</b>		<b>39,697</b>		<b>39,697</b>		<b>50,457</b>



# Approved Salary Allocations

FYE 2020

Title	MSW % of Time	MSW	911 % of Time	911	GIS % of Time	GIS	CJD % of Time	CJD	EP % of Time	EP	TxDOT % of Time	TxDOT	% Total	Total Charged to Grants
<b>Executive Director</b>													100%	110,000
Accounting & Finance Director													100%	75,216
Public Information & Media Manager	10%	6,383	13%	8,298							5%	3,191	100%	63,829
Accounting & Finance Specialist													100%	48,966
Human Resources Specialist													100%	51,614
<b>Aging Services Department Director</b>													100%	65,267
Ombudsman Specialist													100%	33,529
Ombudsman Specialist													100%	7,561
Care Coordination Specialist													100%	38,309
Caregiver Specialist													100%	31,620
Information & Referral Specialist													100%	47,220
Care Coordination Specialist													100%	39,056
Benefits Counseling Specialist													100%	16,306
Financial Manager													100%	58,517
Benefits Counseling Specialist													100%	33,933
Money Management Specialist													100%	13,527
Senior Corps Specialist													100%	33,685
Senior Corps Program Manager													100%	45,708
<b>Client Services Department Director</b>													100%	62,455
211 Program Manager													100%	52,212
211 Specialist													100%	47,113
211 Specialist													100%	15,300
211 Specialist													100%	37,203

Title	MSW % of Time	MSW	911 % of Time	911	GIS % of Time	GIS	CJD % of Time	CJD	EP % of Time	EP	TxDOT % of Time	TxDOT	% Total	Total Charged to Grants
211 Specialist													100%	36,151
ADRC Program Manager													100%	51,000
ADRC Specialist													100%	37,128
ADRC Specialist													100%	9,184
ADRC Specialist													100%	9,600
Section 8 Program Manager													100%	72,179
Section 8 Program Specialist													100%	36,353
Section 8 Program Specialist													100%	42,342
Section 8 FSS Specialist													100%	46,869
Section 8 FSS Specialist													100%	48,532
<b>Energy Services Department Director</b>													<b>100%</b>	<b>70,187</b>
Energy Specialist													100%	34,333
Weatherization Program Manager													100%	48,360
Energy Specialist													100%	40,874
Energy Specialist													100%	33,660
CEAP/CSBG Program Manager													100%	47,845
Case Manager													100%	35,700
Energy Specialist													100%	34,333
Energy Specialist													100%	33,660
Energy Assistant													100%	30,600
Weatherization Inspector													100%	35,700
Weatherization Inspector													100%	35,700
Energy Services Specialist													100%	33,000
Energy Specialist													100%	33,000
Energy Assistant													100%	33,000
CED Program Planner	42%	18,480											100%	44,000
CED/GIS Program Manager	20%	12,540			2%	1,254			14%	8,778			100%	62,700
GIS Specialist					100%	62,412							100%	62,412
Public Safety Planner							50%	30,623	50%	30,623			100%	61,245
Public Safety Planner			100%	50,181									100%	50,181
Public Safety Program Manager			90%	68,256			5%	3,792	5%	3,792			100%	75,840
<b>TOTAL</b>		<b>37,403</b>		<b>126,735</b>		<b>63,666</b>		<b>34,415</b>		<b>43,193</b>		<b>3,191</b>		<b>2,353,816</b>



# Approved Salary Adjustments Summary

FYE 2020

Program	Title	Approved FYE 2019		FYE 2019 Mid-Year Adjustments		FYE 2020 Approved		FYE 2020 Approved Totals	
		FTE	Salary	FTE	Salary	FTE	Salary	FTE	Salary
Admin	Executive Director	1.0	130,252		(20,252)	-		1.0	110,000
Admin	Accounting & Finance Director	1.0	73,153		-		2,063	1.0	75,216
Admin	Public Information & Media Manager	1.0	61,990		-		1,840	1.0	63,829
Admin	Accounting & Finance Specialist	1.0	47,418		-		1,548	1.0	48,966
Admin	Human Resources Specialist		0		-	1.0	51,614	1.0	51,614
<b>TOTAL</b>		<b>4.0</b>	<b>312,813</b>	<b>0.0</b>	<b>(20,252)</b>	<b>1.0</b>	<b>57,065</b>	<b>5.0</b>	<b>349,626</b>

AAA	Aging Services Department Director	1.0	61,006				4,260	1.0	65,267
AAA	Ombudsman Specialist	1.0	32,823				706	1.0	33,529
AAA	Ombudsman Specialist	0.3	0	-0.3	(9,180)	0.3	7,561	0.3	7,561
AAA	Care Coordination Specialist	1.0	36,970				1,339	1.00	38,309
AAA	Caregiver Specialist	1.0	31,000				620	1.0	31,620
AAA	Information & Referral Specialist	1.0	45,706				1,514	1.0	47,220
AAA	Care Coordination Specialist	1.0	37,702				1,354	1.0	39,056
AAA	Benefits Counseling Specialist	0.5	15,398				908	0.5	16,306
AAA	Financial Manager	1.0	56,782				1,736	1.0	58,517
AAA	Benefits Counseling Specialist	1.0	33,023				910	1.0	33,933
AAA	Money Management Specialist	0.8	26,526	-0.4	(13,263)		265	0.4	13,528
Senior Corps	Senior Corps Specialist	1.0	32,436				1,249	1.0	33,685
Senior Corps	Senior Corps Program Manager	1.0	42,555				3,153	1.0	45,708
<b>TOTAL</b>		<b>11.6</b>	<b>451,926</b>	<b>-0.7</b>	<b>(22,443)</b>	<b>0.3</b>	<b>25,577</b>	<b>11.2</b>	<b>464,239</b>



# Approved Salary Adjustments Summary

FYE 2020

Program	Title	Approved FYE 2019		FYE 2019 Mid-Year Adjustments		FYE 2020 Approved		FYE 2020 Approved Totals	
		FTE	Salary	FTE	Salary	FTE	Salary	FTE	Salary
Client Services	Client Services Department Director	1.0	58,353				4,101	1.0	62,455
211	211 Program Manager	1.0	50,600				1,612	1.0	52,212
211	211 Specialist	1.0	45,601				1,512	1.0	47,113
211	211 Specialist	1.0	34,623	-0.5	(19,623)		300	0.5	15,300
211	211 Specialist	1.0	35,885				1,318	1.0	37,203
211	211 Specialist	1.0	34,854				1,297	1.0	36,151
ADRC	ADRC Program Manager	1.0	54,299		(4,299)		1,000	1.0	51,000
ADRC	ADRC Specialist	1.0	37,128		(728)		728	1.0	37,128
ADRC	ADRC Specialist	0.3	9,004				180	0.3	9,184
ADRC	ADRC Specialist					0.3	9,600	0.3	9,600
Section 8	Section 8 Program Manager	1.0	70,175				2,004	1.0	72,179
Section 8	Section 8 Program Specialist	1.0	35,640				713	1.0	36,353
Section 8	Section 8 Program Specialist	1.0	40,923				1,418	1.0	42,342
Section 8	Section 8 FSS Specialist	1.0	45,950				919	1.0	46,869
Section 8	Section 8 FSS Specialist	1.0	47,237				1,295	1.0	48,532
<b>TOTAL</b>		<b>13.3</b>	<b>600,273</b>	<b>-0.5</b>	<b>(24,650)</b>	<b>0.3</b>	<b>27,997</b>	<b>13.1</b>	<b>603,619</b>

Energy Services	Energy Services Department Director	1.0	68,223				1,964	1.0	70,187
CEAP/CSBG	Energy Specialist	1.0	33,660				673	1.0	34,333
Weatherization	Weatherization Program Manager	1.0	45,387				2,973	1.0	48,360
CEAP/CSBG	Energy Specialist	1.0	39,485				1,390	1.0	40,874
CEAP/CSBG	Energy Specialist	1.0	33,000				660	1.0	33,660
CEAP/CSBG	CEAP/CSBG Program Manager	1.0	45,137				2,708	1.0	47,845
CSBG	Case Manager			1.0	35,000		700	1.0	35,700
CEAP/CSBG	Energy Specialist	1.0	35,000				700	1.0	35,700
CEAP/CSBG	Energy Specialist	1.0	33,660				673	1.0	34,333
CEAP/CSBG	Energy Assistant	1.0	33,000				660	1.0	33,660





# Approved Salary Adjustments Summary

FYE 2020

Program	Title	Approved FYE 2019		FYE 2019 Mid-Year Adjustments		FYE 2020 Approved		FYE 2020 Approved Totals	
		FTE	Salary	FTE	Salary	FTE	Salary	FTE	Salary
Weatherization	Weatherization Inspector	1.0	30,000				600	1.0	30,600
Weatherization	Weatherization Inspector					1.0	33,000	1.0	33,000
Weatherization	Energy Services Specialist					1.0	33,000	1.0	33,000
CEAP/CSBG	Energy Specialist	1.0	33,000				-	1.0	33,000
CEAP/CSBG	Energy Assistant	1.0	35,000				700	1.0	35,700
<b>TOTAL</b>		<b>12.0</b>	<b>464,551</b>	<b>1.0</b>	<b>35,000</b>	<b>2.0</b>	<b>80,402</b>	<b>15.0</b>	<b>579,953</b>
Regional Services	Dep. Ex. Dir/Reg. Svcs. Dir	1.0	96,109	-1.0	(96,109)				-
GIS & Planning	CED Program Planner	1.0	60,000				2,700	1.0	62,700
GIS & Planning	CED/GIS Program Manager	1.0	44,000					1.0	44,000
GIS & Planning	GIS Specialist	1.0	48,733		11,867		1,812	1.0	62,412
Public Safety	Public Safety Planner	1.0	73,765				2,075	1.0	75,840
Public Safety	Public Safety Planner	1.0	59,456				1,789	1.0	61,245
Public Safety	Public Safety Program Manager	1.0	48,609				1,572	1.0	50,181
<b>TOTAL</b>		<b>7.0</b>	<b>430,672</b>	<b>-1.0</b>	<b>(84,242)</b>	<b>0.0</b>	<b>9,949</b>	<b>6.0</b>	<b>356,379</b>
<b>TOTAL</b>		<b>47.90</b>	<b>2,260,235</b>	<b>-1.20</b>	<b>(116,587)</b>	<b>3.55</b>	<b>200,989</b>	<b>50.25</b>	<b>2,353,817</b>



# State Salary Comparison

FYE 2020

Title	Approved Annualized Salary	State Class Code	State Salary Group	State Minimum	State Midpoint	State Maximum	% Min	% Mid	% Max
<b>ADMINISTRATION</b>									
Executive Director	110,000	EXEMPT	EXEMPT						
Accounting & Finance Director	75,216	1620	B26	69,415	93,406	117,397	108%	81%	64%
Public Information & Media Manager	63,829	1600	B22	51,614	68,047	84,479	124%	94%	76%
Accounting & Finance Specialist	48,966	1080	B20	45,158	59,473	73,788	108%	82%	66%
Human Resources Specialist	51,614	1737	B22	51,614	68,047	84,479	100%	76%	61%
<b>AGING SERVICES</b>									
Aging Services Department Director	65,267	1620	B26	69,415	93,406	117,397	94%	70%	56%
Ombudsman Specialist	33,529	5227	B13	29,439	37,914	46,388	114%	88%	72%
Ombudsman Specialist	7,561	5227	B13	29,439	37,914	46,388	26%	20%	16%
Care Coordination Specialist	38,309	5227	B13	29,439	37,914	46,388	130%	101%	83%
Caregiver Specialist	31,620	5227	B13	29,439	37,914	46,388	107%	83%	68%
Information & Referral Specialist	47,220	5228	B15	32,976	42,511	52,045	143%	111%	91%
Care Coordination Specialist	39,056	5227	B13	29,439	37,914	46,388	133%	103%	84%
Benefits Counseling Specialist	16,306	5227	B13	29,439	37,914	46,388	55%	43%	35%
Financial Manager	58,517	1600	B22	51,614	68,047	84,479	113%	86%	69%
Benefits Counseling Specialist	33,933	5227	B13	29,439	37,914	46,388	115%	90%	73%
Money Management Specialist	13,527	5227	B13	29,439	37,914	46,388	46%	36%	29%
Senior Corps Specialist	33,685	1620	B13	29,439	37,914	46,388	114%	89%	73%
Senior Corps Program Manager	45,708	1600	B22	51,614	68,047	84,479	89%	67%	54%
<b>CLIENT SERVICES</b>									
Client Services Department Director	62,455	1620	B26	69,415	93,406	117,397	90%	67%	53%
211 Program Manager	52,212	1600	B22	51,614	68,047	84,479	101%	77%	62%
211 Specialist	47,113	210	B18	39,521	51,985	64,449	119%	91%	73%
211 Specialist	15,300	134	A13	29,439	37,914	46,388	52%	40%	33%
211 Specialist	37,203	134	A13	29,439	37,914	46,388	126%	98%	80%
211 Specialist	36,151	134	A13	29,439	37,914	46,388	123%	95%	78%
ADRC Program Manager	51,000	1600	B22	51,614	68,047	84,479	99%	75%	60%
ADRC Specialist	37,128	1570	B17	36,976	47,688	58,399	100%	78%	64%
ADRC Specialist	9,184	1830	B15	32,976	42,511	52,045	28%	22%	18%
ADRC Specialist	9,600	1830	B15	32,976	42,511	52,045	29%	23%	18%
Section 8 Program Manager	72,179	1600	B22	51,614	68,047	84,479	140%	106%	85%
Section 8 Program Specialist	36,353	134	A13	29,439	37,914	46,388	123%	96%	78%
Section 8 Program Specialist	42,342	134	A13	29,439	37,914	46,388	144%	112%	91%
Section 8 FSS Specialist	46,869	5400	B15	32,976	42,511	52,045	142%	110%	90%



# State Salary Comparison

FYE 2020

Title	Approved Annualized Salary	State Class Code	State Salary Group	State Minimum	State Midpoint	State Maximum	% Min	% Mid	% Max
Section 8 FSS Specialist	48,532	5400	B15	32,976	42,511	52,045	147%	114%	93%
<b>ENERGY SERVICES</b>									
Energy Services Department Director	70,187	1620	B26	69,415	93,406	117,397	101%	75%	60%
Energy Specialist	34,333	134	A13	29,439	37,914	46,388	117%	91%	74%
Weatherization Program Manager	48,360	1600	B22	51,614	68,047	84,479	94%	71%	57%
Energy Specialist	40,874	134	A13	29,439	37,914	46,388	139%	108%	88%
Energy Specialist	33,660	134	A13	29,439	37,914	46,388	114%	89%	73%
CEAP/CSBG Program Manager	47,845	1600	B22	51,614	68,047	84,479	93%	70%	57%
Case Manager	35,700	134	A13	29,439	37,914	46,388	121%	94%	77%
Energy Specialist	35,700	1322	B13	29,439	37,914	46,388	121%	94%	77%
Energy Specialist	34,333	134	A13	29,439	37,914	46,388	117%	91%	74%
Energy Assistant	33,660	134	A13	29,439	37,914	46,388	114%	89%	73%
Weatherization Inspector	30,600	59	A11	26,332	33,844	41,355	116%	90%	74%
Weatherization Inspector	33,000	134	A13	29,439	37,914	46,388	112%	87%	71%
Energy Services Specialist	35,700	1322	B13	29,439	37,914	46,388	121%	94%	77%
Energy Specialist	33,000	134	A13	29,439	37,914	46,388	112%	87%	71%
Energy Assistant	33,000	134	A13	29,439	37,914	46,388	112%	87%	71%
<b>REGIONAL SERVICES</b>									
CED Program Planner	44,000	517	B19	42,244	55,602	68,960	104%	79%	64%
CED/GIS Program Manager	62,700	1600	B22	51,614	68,047	84,479	121%	92%	74%
GIS Specialist	62,412	271	B20	45,158	59,473	73,788	138%	105%	85%
Public Safety Planner	61,245	1572	B19	42,244	55,602	68,960	145%	110%	89%
Public Safety Planner	50,181	1570	B17	36,976	47,688	58,399	136%	105%	86%
Public Safety Program Manager	75,840	1600	B22	51,614	68,047	84,479	147%	111%	90%
	<b>2,353,816</b>			<b>2,060,878</b>	<b>2,693,901</b>	<b>3,326,880</b>			

## Approved Indirect and CIT Expenses

FYE 2020

FYE 2019 Approved Indirect Total	FYE 2020 Approved General & Admin	FYE 2020 Approved Central Service IT	FYE 2020 Indirect Total	Increase/ (Decrease)	Change %	
<b>PERSONNEL EXPENSES</b>						
Salaries	225,599	315,797	-	<b>315,797</b>	90,198	39.98%
Employee Benefits	117,379	86,422	-	<b>86,422</b>	(30,957)	(26.37%)
<b>TOTAL PERSONNEL</b>	<b>342,978</b>	<b>402,218</b>	-	<b>402,218</b>	<b>59,240</b>	<b>17.27%</b>
<b>OPERATIONAL EXPENSES</b>						
Janitorial	13,800	13,800	-	<b>13,800</b>	-	0.00%
Lawn Service	3,200	3,400	-	<b>3,400</b>	200	6.25%
Pest Control	1,100	1,100	-	<b>1,100</b>	-	0.00%
Audit Services	21,880	23,380	-	<b>23,380</b>	1,500	6.86%
Internal Audit Consultant	40,000	18,050	-	<b>18,050</b>	(21,950)	(54.88%)
Legal Services	8,000	6,246	-	<b>6,246</b>	(1,754)	(21.92%)
IT - Network Services	66,105	-	55,473	<b>55,473</b>	(10,632)	(16.08%)
IT - Voice & Data Services	32,256	-	15,037	<b>15,037</b>	(17,219)	(53.38%)
IT - Software Licensing & Ma	15,058	-	14,600	<b>14,600</b>	(458)	(3.04%)
IT - Hardware/VoIP	15,000	-	2,367	<b>2,367</b>	(12,633)	(84.22%)
IT - Peripherals & Supplies	4,800	-	-	-	(4,800)	(100.00%)
IT - Hosting	840	-	-	-	(840)	(100.00%)
Electric	62,000	62,000	-	<b>62,000</b>	-	0.00%
Natural Gas	23,000	23,000	-	<b>23,000</b>	-	0.00%
Sanitation	1,788	1,600	-	<b>1,600</b>	(188)	(10.51%)
Water & Sewer	3,000	3,000	-	<b>3,000</b>	-	0.00%
Training & Travel	8,600	9,850	-	<b>9,850</b>	1,250	14.53%
Advertising	300	100	-	<b>100</b>	(200)	(66.67%)
Bank Fee	1,440	-	-	-	(1,440)	(100.00%)
Copier Expense	2,750	1,300	-	<b>1,300</b>	(1,450)	(52.73%)
Depreciation	77,651	77,651	-	<b>77,651</b>	-	0.00%
Dues/Subscriptions	16,000	11,500	-	<b>11,500</b>	(4,500)	(28.13%)
Insurance	8,100	8,800	-	<b>8,800</b>	700	8.64%
Postage	1,250	800	-	<b>800</b>	(450)	(36.00%)
Printed Material	1,600	2,300	-	<b>2,300</b>	700	43.75%
Building Maintenance	45,000	42,230	-	<b>42,230</b>	(2,770)	(6.16%)
Training & Travel - CA	8,400	8,400	-	<b>8,400</b>	-	0.00%
Interest Expense	26,680	26,800	-	<b>26,800</b>	120	0.45%
Supplies	10,000	10,000	-	<b>10,000</b>	-	0.00%
<b>TOTAL OPERATIONS</b>	<b>519,598</b>	<b>355,307</b>	<b>87,477</b>	<b>442,784</b>	<b>(76,814)</b>	<b>(14.78%)</b>
<b>TOTAL INDIRECT EXPENSES</b>	<b>862,576</b>	<b>757,526</b>	<b>87,477</b>	<b>845,002</b>	<b>(17,574)</b>	<b>(2.04%)</b>



# Approved Indirect and CIT Expenses

FYE 2020

	FYE 2020 Proposed General & Admin	FYE 2020 Proposed Central Service IT	FYE 2020 Proposed Indirect Total
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### Roll Forward Method

Total Indirect Costs	757,526	87,477	<b>845,002</b>
Plus Under-Applied Indirect Cost from Prior Periods	95,500	-	<b>95,500</b>
<b>Net Indirect Costs</b>	<b>853,026</b>	<b>87,477</b>	<b>940,502</b>

### Approved INDIRECT & CIT RATE CALCULATION

#### BASIS FOR ALLOCATION OF INDIRECT COSTS - TOTAL DIRECT PERSONNEL COSTS METHOD

Gross Salaries (all TCOG)	2,351,776	2,351,776
Less Gross Indirect Salaries	(315,797)	(315,797)
<b>SUBTOTAL DIRECT PROGRAM SALARIES</b>	<b>2,035,980</b>	<b>2,035,980</b>
Less Gross Indirect Salaries	716,042	716,042
<b>Total Direct Personnel Costs/Base</b>	<b>2,752,021</b>	<b>2,752,021</b>

			TOTAL RATE
<b>INDIRECT COST RATE</b>	<b>31.00%</b>	<b>3.18%</b>	<b>34.18%</b>
Prior Period Rate	29.66%	4.60%	34.26%
Change from Prior Year (Percentage Points)	1.34	-1.42	-8.00%
* Rate with No Carry Forward	27.53%	3.18%	30.71%

**-3.55 PP**

	Indirect	Benefits	CIT	Total
<b>ROLL FORWARD ANALYSIS</b>				
Under (Over) Applied Costs at April 30, 2018 Audited	148,249	(180,638)	137,743	<b>105,354</b>
FYE 2019 Costs Allocated During the Year (Estimate)	(714,197)	(942,150)	(110,422)	<b>(1,766,769)</b>
FYE 2019 Actual Costs (Estimate)	710,077	985,649	99,521	<b>1,795,246</b>
<b>TOTAL PERSONNEL</b>	<b>144,129</b>	<b>(137,140)</b>	<b>126,842</b>	<b>133,832</b>
<b>Increase/(Decrease)</b>	(4,120)	43,498	(10,901)	28,478

	Salary Dollars	Benefits	Indirect	Total Cost to Program/\$1,000		
<b>FYE 2019</b>	1,000	52.03%	520	34.26%	564	<b>1,084</b>
<b>FYE 2020</b>	1,000	0.00%	-	34.18%	342	<b>342</b>

## Approved Benefits Expenses with FYE 2019 Comparison

FYE 2020

	FYE 2019 Approved		FYE 2020 Approved	Increase/ Decrease	%
<b>RELEASE TIME</b>					
Admin Leave	3,000		-	(3,000)	(100.00%)
Annual/Sick/PTO Leave	178,927		-	(178,927)	(100.00%)
Bereavement Leave	3,000		-	(3,000)	(100.00%)
Holidays	97,408		-	(97,408)	(100.00%)
<b>TOTAL RELEASE TIME</b>	<b>282,335</b>		<b>-</b>	<b>(282,335)</b>	<b>(100.00%)</b>
<b>BENEFITS PROGRAM</b>					
Group Medical Insurance	326,779		375,512	48,733	14.91%
Health Savings Account	78,764		68,198	(10,566)	(13.41%)
Group Life Insurance	5,129		4,746	(383)	(7.46%)
Group Air Ambulance Insurance	2,805		-	(2,805)	(100.00%)
Employee Assistance Program	1,224		1,224	-	0.00%
Fraud, Waste, and Abuse Hotline	500		500	-	0.00%
Retirement Plan Contribution	159,923		158,408	(1,515)	(0.95%)
FICA	176,164		179,911	3,747	2.13%
Unemployment Insurance	9,180		486	(8,694)	(94.71%)
Workers Comp Insurance	8,500		13,478	4,978	58.56%
<b>TOTAL BENEFITS PROGRAM</b>	<b>768,968</b>		<b>802,463</b>	<b>33,495</b>	<b>4.36%</b>
<b>Total Employee Release Time &amp; Benefit Program</b>	<b>1,051,303</b>		<b>802,463</b>	<b>(248,840)</b>	<b>(23.67%)</b>
<b>Approved Benefit Rate Calculation</b>					
Gross Salaries (inc. Longevity)	2,302,796		2,353,816	51,020	2.22%
Less Total Release Time	(282,335)		-	282,335	(100.00%)
<b>Salary Basis for Allocation</b>	<b>2,020,461</b>		<b>2,353,816</b>	<b>333,355</b>	<b>16.50%</b>
<b>Employee Benefit Rate</b>	<b>52.03%</b>		<b>34.09%</b>		
Group Life Insurance	52.71%		52.03%		
Group Life Insurance	-0.68		-17.94		

Memorial Day      Monday, May 27, 2019

Independence Day      Thursday, July 04, 2019

Labor Day      Monday, September 02, 2019

Veterans Day      Monday, November 11, 2019

Thanksgiving Day      Thursday, November 28, 2019

Day After Thanksgiving      Friday, November 29, 2019

Christmas Eve      Tuesday, December 24, 2019

Christmas Day      Wednesday, December 25, 2019

New Years Day      Wednesday, January 01, 2020

MLK Day      Monday, January 20, 2020

*Personal Day*      Eligible After One (1) Year of Service





## Estimated Impact of Approved Indirect Rate on Programs

Based on Current and Projected Program Revenue

	AAA	FGP	RSVP	Total Aging Services	Utility Assistance	Weatherization	CSBG	Total Energy Services
	FYE 9/30/19	FYE 6/30/19	FYE 6/30/19		FYE 12/31/19	FYE 12/31/19	FYE 12/31/19	
<b>REVENUE</b>								
Federal	1,175,076	201,693	57,479	<b>1,434,248</b>	4,130,005	-	243,107	<b>4,373,112</b>
State	131,565	5,000	24,621	<b>161,186</b>	-	1,640,318	-	<b>1,640,318</b>
Local	909,018	7,665	6,061	<b>922,744</b>	96,960	291,900	-	<b>388,860</b>
Other/In-Kind	70,000	44,141	22,965	<b>137,106</b>	-	-	-	-
<b>TOTAL REVENUE</b>	<b>2,285,659</b>	<b>258,499</b>	<b>111,126</b>	<b>2,655,284</b>	<b>4,226,965</b>	<b>1,932,218</b>	<b>243,107</b>	<b>6,402,290</b>
<b>EXPENDITURES</b>								
<b>PERSONNEL</b>								
Salaries	388,037	39,697	39,697	<b>467,430</b>	349,381	159,779	112,725	<b>621,885</b>
Employee Benefits	<b>134,866</b>	<b>15,589</b>	<b>15,589</b>	<b>166,045</b>	<b>135,804</b>	<b>63,914</b>	<b>39,362</b>	<b>239,081</b>
<b>TOTAL PERSONNEL</b>	<b>522,902</b>	<b>55,286</b>	<b>55,286</b>	<b>633,475</b>	<b>485,186</b>	<b>223,692</b>	<b>152,087</b>	<b>860,965</b>
<b>PROGRAM</b>								
G&A	162,100	17,139	17,139	<b>196,377</b>	150,408	69,345	47,147	<b>266,899</b>
CIT	16,628	1,758	1,758	<b>20,144</b>	15,429	7,113	4,836	<b>27,379</b>
Travel	23,945	23,068	3,442	<b>50,456</b>	20,735	47,829	2,473	<b>71,037</b>
Supplies/Printing/Other Misc. Ops	47,018	11,169	6,987	<b>65,174</b>	184,366	49,602	5,110	<b>239,078</b>
Contracted Services	-	1,000	-	<b>1,000</b>	-	-	1,600	<b>1,600</b>
IT Direct	17,790	790	3,115	<b>21,695</b>	8,000	1,017	1,242	<b>10,259</b>
Equipment	19,202	-	-	<b>19,202</b>	7,200	-	-	<b>7,200</b>
Other Direct Services	1,406,073	112,481	1,930	<b>1,520,484</b>	3,355,642	1,533,619	28,612	<b>4,917,872</b>
Section 8 Vouchers	-	-	-	-	-	-	-	-
In-Kind Services	70,000	35,807	21,469	<b>127,276</b>	-	-	-	-
<b>TOTAL PROGRAM</b>	<b>1,762,756</b>	<b>203,213</b>	<b>55,840</b>	<b>2,021,809</b>	<b>3,741,779</b>	<b>1,708,526</b>	<b>91,020</b>	<b>5,541,325</b>
<b>TOTAL EXPENDITURES</b>	<b>2,285,659</b>	<b>258,499</b>	<b>111,126</b>	<b>2,655,284</b>	<b>4,226,965</b>	<b>1,932,218</b>	<b>243,107</b>	<b>6,402,290</b>
Estimated Indirect as a % of Program Revenue	7.82%	7.31%	17.00%	8.15%	3.92%	3.96%	21.38%	4.60%

## Estimated Impact of Approved Indirect Rate on Programs

Based on Current and Projected Program Revenue

	211	ADRC	SECTION 8 / FSS-VASH	Total Client Services	EDA Planning	EDA Tech Assist	MSW	TXDOT
REVENUE	FYE 8/31/19	FYE 8/31/19	FYE 12/31/19		FYE 12/31/19	FYE 07/31/19	FYE 08/31/19	FYE 08/31/19
Federal	197,473	126,069	3,320,147	<b>3,643,689</b>	70,000	25,000	-	-
State	199,254	150,807	-	<b>350,061</b>	-	-	115,000	25,000
Local	13,770	-	7,240	<b>21,010</b>	15,000	-	-	-
Other/In-Kind	-	-	-	-	61,700	6,300	102,650	11,898
<b>TOTAL REVENUE</b>	<b>410,497</b>	<b>276,876</b>	<b>3,327,387</b>	<b>4,014,760</b>	<b>146,700</b>	<b>31,300</b>	<b>217,650</b>	<b>36,898</b>
<b>EXPENDITURES</b>								
<b>PERSONNEL</b>								
Salaries	206,715	123,150	257,739	<b>587,605</b>	38,544	11,913	37,403	11,969
Employee Benefits	<b>72,495</b>	<b>39,309</b>	<b>87,802</b>	<b>199,607</b>	<b>12,873</b>	<b>3,610</b>	<b>12,510</b>	<b>3,618</b>
<b>TOTAL PERSONNEL</b>	<b>279,211</b>	<b>162,460</b>	<b>345,541</b>	<b>787,212</b>	<b>51,417</b>	<b>15,523</b>	<b>49,913</b>	<b>15,588</b>
<b>PROGRAM</b>								
G&A	86,555	50,362	107,118	<b>244,036</b>	15,939	4,812	15,473	4,832
CIT	8,879	5,166	10,988	<b>25,033</b>	1,635	494	1,587	496
Travel	2,910	8,288	7,100	<b>18,298</b>	6,836	493	2,215	1,740
Supplies/Printing/Other Misc. Ops	11,622	35,169	15,244	<b>62,034</b>	6,126	70	3,118	1,216
Contracted Services	-	15,300	-	<b>15,300</b>	-	-	-	13,027
IT Direct	9,650	-	8,055	<b>17,705</b>	-	-	415	-
Equipment	-	-	-	-	-	-	-	-
Other Direct Services	11,670	-	6,141	<b>17,811</b>	9,746	3,609	144,928	-
Section 8 Vouchers	-	-	2,827,200	<b>2,827,200</b>	-	-	-	-
In-Kind Services	-	-	-	-	55,000	6,300	-	-
<b>TOTAL PROGRAM</b>	<b>131,286</b>	<b>114,286</b>	<b>2,981,846</b>	<b>3,227,418</b>	<b>95,283</b>	<b>15,777</b>	<b>167,736</b>	<b>21,311</b>
<b>TOTAL EXPENDITURES</b>	<b>410,497</b>	<b>276,745</b>	<b>3,327,387</b>	<b>4,014,630</b>	<b>146,700</b>	<b>31,300</b>	<b>217,650</b>	<b>36,898</b>
Estimated Indirect as a % of Program Revenue	23.25%	20.06%	3.55%	6.70%	11.98%	16.95%	7.84%	14.44%



## Estimated Impact of Approved Indirect Rate on Programs

Based on Current and Projected Program Revenue

	GIS	911	CJD	Emergency Planning	Total Regional Services	<b>TOTAL TCOG</b>
<b>REVENUE</b>	<i>FYE 09/30/19</i>	<i>FYE 08/31/19</i>	<i>FYE 08/31/19</i>	<i>FYE 12/31/19</i>		
Federal	-	-	-	262,566	<b>357,566</b>	<b>9,808,615</b>
State	-	1,250,867	75,584	41,437	<b>1,507,888</b>	<b>3,659,454</b>
Local	164,900	-	-	-	<b>179,900</b>	<b>1,512,513</b>
Other/In-Kind	51,032	-	38,414	-	<b>271,995</b>	<b>409,101</b>
<b>TOTAL REVENUE</b>	<b>215,932</b>	<b>1,250,867</b>	<b>113,999</b>	<b>304,003</b>	<b>2,317,349</b>	<b>15,389,683</b>
<b>EXPENDITURES</b>						
<b>PERSONNEL</b>						
Salaries	63,666	126,735	34,415	34,415	<b>359,060</b>	<b>2,035,980</b>
Employee Benefits	19,335	38,485	10,439	10,439	<b>111,310</b>	<b>716,042</b>
<b>TOTAL PERSONNEL</b>	<b>83,001</b>	<b>165,221</b>	<b>44,853</b>	<b>44,853</b>	<b>470,370</b>	<b>2,752,021</b>
<b>PROGRAM</b>						
G&A	25,730	51,218	13,905	13,905	<b>145,815</b>	<b>853,127</b>
CIT	2,639	5,254	1,426	1,426	<b>14,958</b>	<b>87,514</b>
Travel	12,000	12,000	6,486	5,079	<b>46,849</b>	<b>186,641</b>
Supplies/Printing/Other Misc. Ops	49,450	53,570	37,202	26,768	<b>177,520</b>	<b>543,807</b>
Contracted Services	-	-	-	-	<b>13,027</b>	<b>30,927</b>
IT Direct	14,000	9,000	1,500	906	<b>25,821</b>	<b>75,479</b>
Equipment	-	360,000	-	211,066	<b>571,066</b>	<b>597,468</b>
Other Direct Services	29,111	594,604	8,626	-	<b>790,624</b>	<b>7,246,791</b>
Section 8 Vouchers	-	-	-	-	-	<b>2,827,200</b>
In-Kind Services	-	-	-	-	<b>61,300</b>	<b>188,576</b>
<b>TOTAL PROGRAM</b>	<b>132,931</b>	<b>1,085,646</b>	<b>69,145</b>	<b>1,287,723</b>	<b>2,442,515</b>	<b>12,637,531</b>
<b>TOTAL EXPENDITURES</b>	<b>215,932</b>	<b>1,250,867</b>	<b>113,999</b>	<b>1,580,798</b>	<b>2,945,664</b>	<b>15,389,552</b>
Estimated Indirect as a % of Program Revenue	13.14%	4.51%	13.45%	5.04%	6.94%	6.11%



# Combined Local Funds

FYE 2020

	FYE 2019 Combined	Enterprise Fund	Local Fund	Motorpool Fund	Capital Fund	FYE 2019 Combined	+/-
<b>FYE 2020 Proposed Combined Local Funds</b>						<b>797,279</b>	
<b>FYE 2020 Estimated Beginning Balance</b>							
<b>REVENUES</b>							
Annual Event	15,000	-	15,000	-	-	15,000	-
Copy Center Reimbursement	20,000	25,064	-	-	-	25,064	5,064
Lease Income & Other Revenue	85,000	99,377	-	-	-	99,377	14,377
Membership Dues	46,744	-	47,545	-	-	47,545	801
Motor Pool	12,500	-	-	-	-	-	(12,500)
Parking Income	2,700	-	-	-	-	-	(2,700)
Admin Utility Fee Earned	2,700	-	40,983	-	-	40,983	38,283
<b>TOTAL REVENUES</b>	<b>184,644</b>	<b>124,441</b>	<b>103,528</b>	<b>-</b>	<b>-</b>	<b>227,969</b>	<b>43,325</b>
<b>EXPENSES</b>							
AAA Cash Match	28,300	20,499	7,834	-	-	28,333	33
Annual Event	13,000	-	13,000	-	-	13,000	-
Annual Report	2,000	-	2,000	-	-	2,000	-
Board Travel & Expense	2,500	-	800	-	-	800	(1,700)
Copy Center Expense	12,000	18,000	-	-	-	18,000	6,000
Depreciation	16,122	-	-	-	-	-	(16,122)
EDA Cash Match	15,000	-	15,000	-	-	15,000	-
Insurance and Bonding	1,458	1,926	-	-	-	1,926	468
Janitorial Services	3,029	2,987	-	-	-	2,987	(42)
Lawn Care Services	702	745	-	-	-	745	43
Membership Dues	5,000	-	-	-	-	-	(5,000)
Mortgage Insurance	5,856	5,856	-	-	-	5,856	0
Mortgage Note	75,672	13,621	62,100	-	-	75,721	49
Motor Pool Expense	500	-	-	-	-	-	(500)
Repair & Maintenance Building	9,878	9,270	-	-	-	9,270	(608)
Office Supplies	3,000	1,000	-	-	-	1,000	(2,000)
Pest Control Services	241	250	-	-	-	250	9
Property Taxes	12,000	15,000	-	-	-	15,000	3,000
Sanitation Services	392	339	-	-	-	339	(53)
Staff Recognition	7,000	-	2,794	-	-	2,794	(4,206)
Utilities	19,317	18,738	-	-	-	18,738	(579)
<b>TOTAL EXPENSES</b>	<b>232,967</b>	<b>108,232</b>	<b>103,528</b>	<b>-</b>	<b>-</b>	<b>211,760</b>	<b>(21,207)</b>
<b>Est. FYE 2020 Net Income/(Loss) by Fund</b>		<b>16,209</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>16,209</b>	
<b>Depreciation recovered through Indirect</b>						<b>77,651</b>	
<b>ESTIMATED GENERAL FUND BALANCE</b>						<b>891,140</b>	<b>93,860</b>



# Combined Local Funds

FYE 2020

	FYE 2017 Audited Ending Balance	Enterprise, Local, & Motorpool Funds	Capital Fund	FYE 2018 Audited Combined	+/-
<b>FYE 2018 Audited Local Funds Balance</b>	<b>717,350</b>	<b>463,900</b>	<b>355,985</b>	<b>819,885</b>	<b>102,535</b>

<b>FYE 2019 YEAR END PROJECTIONS</b>						
	Enterprise Fund	Local Fund	Motorpool Fund	Capital Fund	Local Combined	+/-
FYE 2019 BEGINNING BALANCE	-	463,900	-	355,985	819,885	
Revenue	96,326	54,814	3,000	-	154,140	
Reimbursements (Copy Center)	26,212	-	-	-	26,212	
Expenses	(85,577)	(116,590)	(790)	-	(202,957)	
<b>FYE 2019 ENDING BALANCE</b>	<b>36,960</b>	<b>402,124</b>	<b>2,210</b>	<b>355,985</b>	<b>797,279</b>	<b>(22,606)</b>



# Approved Membership Fee Schedule

FYE 2020

Member Name	Current Member Dues	FYE 2020 Approved Dues <sup>1</sup>	Difference
<b>COOKE COUNTY</b>	<b>3,768</b>	<b>3,679</b>	<b>(89)</b>
Callisburg	100	100	-
Gainesville	3,204	3,216	12
Lindsay	213	212	(1)
Muenster	317	315	(2)
Oak Ridge	100	100	-
Valley View	152	154	2
<b>GRAYSON COUNTY</b>	<b>7,695</b>	<b>8,260</b>	<b>565</b>
Bells	283	285	2
Collinsville	329	340	11
Denison	4,521	4,654	133
Dorchester*	100	100	-
Gunter	293	287	(6)
Knollwood	100	100	-
Pottsboro	441	453	12
Sadler	100	100	-
Sherman	8,046	8,162	116
Southmayd	201	204	3
Tioga	165	165	(0)
Tom Bean	207	209	2
Van Alstyne	662	718	56
Whitesboro	771	771	0
Whitewright	320	318	(2)
Howe	554	544	(10)
<b>FANNIN COUNTY</b>	<b>3,184</b>	<b>2,868</b>	<b>(316)</b>
Bailey*	100	100	-
Bonham	2,008	2,087	79
Dodd City	100	100	-
Ector	139	144	5
Honey Grove	327	346	19
Ladonia	121	128	7
Pecan Gap*	100	100	-
Ravenna	100	100	-
Trenton	125	128	3
Windom	100	100	-
Leonard	392	407	15
Savoy	168	172	4
<b>TOTAL</b>	<b>39,606</b>	<b>40,228</b>	<b>622</b>

Member Name	Current Member Dues	FYE 2020 Approved Dues <sup>2</sup>	Difference
Bells ISD	151	173	22
Bonham ISD	369	368	(1)
Collinsville ISD	106	107	1
Denison ISD	900	915	15
Dodd City ISD	100	100	-
Ector ISD	100	100	-
Era ISD	100	100	-
Fannindel ISD	100	100	-
Gainesville ISD	562	605	43
Grayson College	811	811	-
Honey Grove ISD	114	122	8
Leonard ISD	171	181	10
Muenster ISD	100	100	-
NCTC	451	451	-
Pottsboro ISD	279	282	3
Sam Rayburn ISD	100	100	-
Savoy ISD	100	100	-
Sherman ISD	1,412	1,472	60
Tom Bean ISD	136	131	(5)
Van Alstyne ISD	291	314	23
Whitesboro ISD	310	311	1
<b>TOTAL</b>	<b>6,763</b>	<b>6,942</b>	<b>179</b>
Bonham Chamber	175	175	-
Denison Chamber	100	100	-
Sherman Chamber	100	100	-
<b>TOTAL</b>	<b>375</b>	<b>375</b>	<b>-</b>

<sup>1</sup> Projections taken from "Total Populations of Counties and Places in Texas", Texas Demographic Center, June 2018

<sup>2</sup> Based on enrollments of 10/2017, Texas Education Agency  
<http://tea4avholly.tea.state.tx.us/TEA.AskTED.Web/Forms/ViewDirectory.aspx>

\* Non Member