



Community Services
CONSORTIUM

FISCAL YEAR 2021-2022 BUDGET

Serving Linn, Benton and Lincoln Counties

Image by Paul Deatherage
Ellsworth Bridge, Albany, Oregon
April 21, 2021

FY 2021 – 2022 BUDGET

COMMUNITY SERVICES CONSORTIUM

**Proposed Budget
Community Services Consortium
CSC Budget Committee**

June 4, 2021

COMMUNITY SERVICES CONSORTIUM FY 2021-2022 BUDGET

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GOVERNING BOARD AND ADVISORY COUNCILS

GOVERNING BOARD

BENTON COUNTY

Commissioner Xan Augerot +
Commissioner Patrick Malone
Commissioner Nancy Wyse

LINCOLN COUNTY

Commissioner Claire Hall, Chair +
Commissioner Doug Hunt
Commissioner Kaety Jacobson

LINN COUNTY

Commissioner Roger Nyquist, Vice Chair +
Commissioner Sherrie Sprenger
Commissioner Will Tucker

+ Executive Committee Members

COMMUNITY ACTION ADVISORY COUNCIL

(Proposed slate of members)

BENTON COUNTY

Vince Adams
Karen Claybaugh
Kristi Collins
Mark Edwards
Jerry Groesz
Donna Holt
Cookie Johnson, Vice Chair

LINCOLN COUNTY

Curtis Landers
Stephanie Linn
Julie Manning, Chair
Tonya Shields

LINN COUNTY

Frederick Edwards
Nancy Greenman
Tomas Hernandez
Stephany Koehne
George Matland
Miao Zhao

HEAD START POLICY COUNCIL

LINCOLN CITY

Olivia Guitron
Berenice Mendez

NEWPORT

Brendon Jones, Chair
Sarah Stinson, Vice Chair

TOLEDO

Kandi Barker
Courtney Retherford

Community Representatives – Mark and Wendy Olsen

Budget Message

COMMUNITY SERVICES CONSORTIUM

BUDGET MESSAGE

FISCAL YEAR 2021-2022

To: Claire Hall, CSC Governing Board Chair
Members of the Governing Board
Members of the Community Action Advisory Council
Members of all policy and advisory bodies
Citizens of Linn, Benton and Lincoln Counties

INTRODUCTION

Last year, as we prepared the budget message, we didn't think the change we experienced could be more encompassing. However, 2021-2022 brought a continuation of the pandemic, record wildfires, a devastating ice storm, thousands of tenants unable to pay rent for more than a year, and millions of dollars of assistance. All of which made our earlier level of change seem pale by comparison. As an agency, we demonstrated our resilience and our ability to be nimble and creative in responding to significant change. This is a testament to the ingenuity and passion of our team, our trusted community partnerships, and our past investments in technology and staffing.

CSC continues to receive unprecedented levels of program funds targeted to an expanded range of clients, many of whom have never used our services. These resources come from a variety of sources through direct allocation, competitive grants, and donations. In many cases, CSC acted as the fiscal agent or main applicant, subcontracting with partner organizations across the tri-county region to ensure the broadest and most expedient access for those in need.

We attempted to include the funding which we know is coming to CSC from all sources and we estimated some funds we see on the horizon in this fiscal year, but funding information changes weekly. Just as we saw last year, this will be a year of multiple supplemental budget amendments to keep abreast of the ever-changing financial landscape. Further, investment in staffing and technology will continue to be required to effectively and efficiently deliver the program services expected by our funders and the community.

This past year also cast a bright light on the level of historic inequity in access across all services and resources in our state and the nation. In order to infuse a diversity, equity, and inclusion lens throughout our organization, we intentionally sought out culturally specific partners and evaluated processes to analyze and inform our growth

and development in a culturally responsive manner. This will be a theme for the agency in the coming year and into the foreseeable future.

Additionally, this past year demonstrated the generosity of our community and the willingness of the community at large to lend a hand to those less fortunate. The year to come will require CSC, our partners, and our donors to continue to provide a strong undergirding of support for our most vulnerable neighbors.

Grant Funding Sources

CSC is funded largely through cost-reimbursement grants and contracts with the state and federal governments. Although we operate legally as a council of governments/local government entity, we do not have a tax base to fund our operations. We apply for grants and compete for funding on a revolving cycle that is annual, biennial, or triennial.

Our adopted budget for 2020-2021 with four supplemental budgets was \$60,537,473. By comparison, our 2021-2022 total budget is \$58,423,218 – a decrease of \$2,114,257 a change of 3.5%. A significant driver of the increased budgets these two years are additional funding sources related to the challenges of the COVID-19 pandemic, as well as the wildfires in our area. Many staple programs have seen increased funding last year and this coming year, including CSBG, LIHEAP, Head Start, and SSVF. Additionally, brand new programs have been started in response to the COVID-19 Pandemic, specifically around providing rental assistance. CSC is the recipient of over \$18 million in federal rental assistance dollars currently, and anticipates receiving more as the American Rescue Plan Act is digested throughout the state and federal governments

While these funding increases have provided large amounts of assistance in our communities there are still many challenges in the upcoming year, as many symptoms of poverty have spiked during the pandemic and not gone down. This has meant providing enhanced services while also tackling the challenges of working in a pandemic environment. Additionally, there is still great uncertainty about precise funding levels and programs from the state.

Our Strategy

CSC continues to be competitive for grant renewals and new opportunities based on our reputation for quality, and our ability to leverage additional funding and resources. **Leveraging and collaboration are key elements of community success and the hallmark of community action.** CSC will actively look for even more ways to join our efforts with other initiatives in order to maximize outcomes for our communities.

Being grant-funded, however, means that we cannot count on a guaranteed increase in revenues or even a continuation of past revenues. We must contain the cost of service delivery, while meeting our commitment to paying a living wage. The large expansion in dollars we have seen over the past year is unlikely to continue far into the future and it is essential we make sound choices now.

We will continue to be diligent in balancing the dollars, the services and the programs designed to help our neighbors thrive. We believe this budget ensures delivery of the promised programs and services to individuals and communities in our primary three-county area. We also have operating contracts in Polk County.

Background

Community Services Consortium has been a Community Action Agency since May of 1980 when it was organized under ORS 190 as a Council of Governments.

CSC manages four non-profit entities under IRS 501(c)(3) to allow additional sources of funding and partnership to Linn Benton Food Share, Head Start in Lincoln County, Housing, Employment and Learning Programs for Self-Sufficiency (HELPS) and finally, Career Tech High School (aka the Charter School), organized during FY14.

We collaborate with various federal, state and community partners to help our neighbors overcome barriers including low-income, low skill levels, and the impacts of life trauma. We offer services such as job search assistance, training support, employment skills, life skills, work experience, and occupational training; alternative high schools, a charter school and a variety of youth programs that improve transitions from school to work; emergency and transitional housing; utility assistance; housing rehabilitation, home; Head Start early education and family training; emergency food assistance and coordination of volunteer gleaning groups; and many others. We try to offer individuals a comprehensive mix of resources and opportunities within these various programs to assist our participants to overcome the causes and conditions of poverty and to lead more self-sufficient lives.

We serve individuals and families including those with low-incomes, those with low or outdated skill or education levels, high-risk youth, households with children, seniors, public assistance recipients, those who are food insecure, dislocated workers, veterans, single parents, the physically and mentally challenged, dropouts, those who are homeless or at risk of homelessness, those affected by drug or alcohol abuse, and others with varying challenges, to enable them to become more financially stable and self-sufficient.

Fiscal Fitness

Our CSC internal systems are sound. As an example, for the 28th year in a row, we have received the GFOA Award of Excellence in Financial Reporting and continued to receive a clean audit opinion with no management letter for the past 20 years. While the pandemic has delayed audit production during this fiscal year we fully expect to receive this acknowledgement again for the year end June 30, 2020. This confirms that our fiscal systems are running smoothly and transparently. Administrative overhead includes general management and information technology. To ensure continued success in this area CSC has contracted with WIPFLI to provide consulting and guidance as CSC transforms its operations to meet the needs of the moment and works through the transition out of many longtime administrative staff into retirement and new careers.

GENERAL BUDGET INFORMATION

In this budget, Community Services Consortium presents its organizational structure in operational (departmental) divisions. From a financial perspective, we have a general fund (the Administrative Section) and a large number of special revenue funds for our program-based departments: Workforce and Education, Housing and Energy Services, Linn Benton Food Share, Child Development Services and Miscellaneous Grants.

The General Fund includes allocations for Administration and Information Technology: cost allocation pools which are shown in Administrative Services at the back of our budget document. These services are provided to all departments and are re-allocated within the departmental budget appropriations. The General Fund provides direct and indirect costs of Administrative overhead such as executive oversight, human resources, facilities and finance functions. Information Technology provides service design and direct service by administering our entire information network system. Information Technology also helps coordinate producing agency documents and internal and external communications like our Compass publication, our annual report, resource guides, our E-newsletter and blog.

Our budget displays a three-year trend of revenues and expenditures by showing the actual figures for June 30 2020 (typically these are audited, but timing prohibited that this year), Adopted Budget (including four Supplemental budgets) for fiscal year ending June 30, 2021, and the Projected Budget for fiscal year ending June 30, 2022. We believe that a three-year summary of information is valuable in making decisions about the budget we are proposing for adoption. We present the differences in the Adopted Supplemental Budget from FY21 and the Proposed Budget for FY21-22 in both a dollar change and a percentage change format.

Four Supplemental Budgets for FY21 were presented to the CSC Governing Board in FY21 and are also presented in this budget document for a more comprehensive analysis.

We show the total agency staffing in Full Time Equivalents (FTE). The internal administrative service pools are also displayed on the agency total pages in order to properly reflect total agency FTE and to appropriate additional revenues and expenditures that are not solely from program reimbursement.

Our projected net staffing decrease of 4.77 Full Time Equivalents (FTEs) is spread across the programmatic departments of our organization. This projection of final FTE is early as we continue to receive notice of upcoming funding opportunities.

We have used current knowledge to make the most reasonable estimate possible for this budget. During the pandemic crisis CSC has been fortunate to receive additional funds from a variety of sources, including federal programs as well as tremendous support from the members of our communities.

This is the first year of a two year cycle of PERS rates and this budget reflects increases that will become effective July 1, 2021. CSC also has been engaged in

bargaining with its local union chapter and this budget reflects anticipated staffing expenses associated with a new collective bargaining agreement.

One silver lining for a challenging year is health insurance rates are not expected to increase for CSC this coming year. While we have come to anticipate double digit rate increases for insurance, a reprieve of that has allowed us to make more significant strides in paying a living wage than we have been able to in recent years. This is an accomplishment of the agency and the AFSCME bargaining unit as they collaborate on serving our communities.

PROGRAM SUMMARIES

Each section of this manual is organized to display a departmental organization chart, a summary budget consisting of a recap of projected revenues and expenditures, detailed revenue sources and detailed expenditures with categories of personal services, materials and services, and capital outlay. Some departments have chosen to present a further division of expenditures by categories such as a summary of types of services. For example, Linn Benton Food Share also discloses separate information about its Volunteer/Gleaning activities.

Additionally, departments in our organization administer four non-profit subsidiaries. Those non-profit entities are included in our manual and are reported as part of the overall agency budget. Each department with a non-profit has a separate presentation of the proposed changes displayed under tabs later in this document.

GENERAL TRENDS

Our budget includes revenues which, based upon our best and most current information, have a high degree of likelihood of being funded. Since many of our grants derive from federal pass-through grants to the State of Oregon and other state-sourced grants, this information is subject to revision after we receive final funding notifications. We are projecting a decrease of 2.1M or 3.5% of our total FY22 funding in this budget as compared to the Supplemental FY21 budget, with a decrease in FTE of 4.77. We expect to receive more funding that is in the works, and it is hard to predict how much of FY21 funds will carry into FY22. Especially for housing programs that are only beginning to ramp up in the close of the fiscal year.

Adjustments for any funding changes for FY22 after this budget is adopted will be approved by the Governing Board as the grant contracts are finalized and processed through our internal contract procedures and/or Supplemental Budget procedures during the fiscal year.

SUMMARY

CSC's audited revenues increased from \$13.7M in 1999 to a high of \$28.7 in 2010. Our revenues have decreased to \$23.7M as of the June 30, 2020 actuals, raised in the supplemental budget #4 for FY21 to \$60.5M and are projected to decrease to \$58.4M for FY21-22. Almost \$19M appropriated in FY21 is also being appropriated into FY22 for the OERAP program. This rental assistance program is beginning rollout in May 2021, and the amount of funding between years is unpredictable. We anticipate another large round of funding related to this program from the American Recovery Plan Act passed in March 2021 to become available later in calendar year 2021.

Projection of funding has become increasingly difficult with unpredictable state and federal budgets. CSC will continue to provide client services in similar program areas with efficient administrative and program delivery models to ensure that maximum effort continues to be devoted to assisting our communities, but we acknowledge that the numbers served will be fewer. We intend to mitigate that effect as far as we can by redoubling our efforts to find and create new resources and to leverage what the community already has to offer.

Special thanks for the preparation of this budget go to the members of the FY21-22 budget team including Dina Eldridge and Connie Johnson from the Housing and Energy Services team; Sean Larsen and Sharee Cooper of the Workforce and Education team; Ryan McCambridge and the Linn-Benton Food Share team; Suzanne Miller and Andrea Lengel of the Child Development Services team; and members of the Administrative department including Elaine Lahey, Susanne Lee and Emely Day, Rich Shelton and Bridget Sheffler from HR, and especially Finance staff – Iva Murphree, Connor Lyons, Kelly Gould, Staci Grenz, Kathy Robertson, Colby Matsumoto and Kelli Prather.

Sincerely,



Pegge McGuire
Executive Director

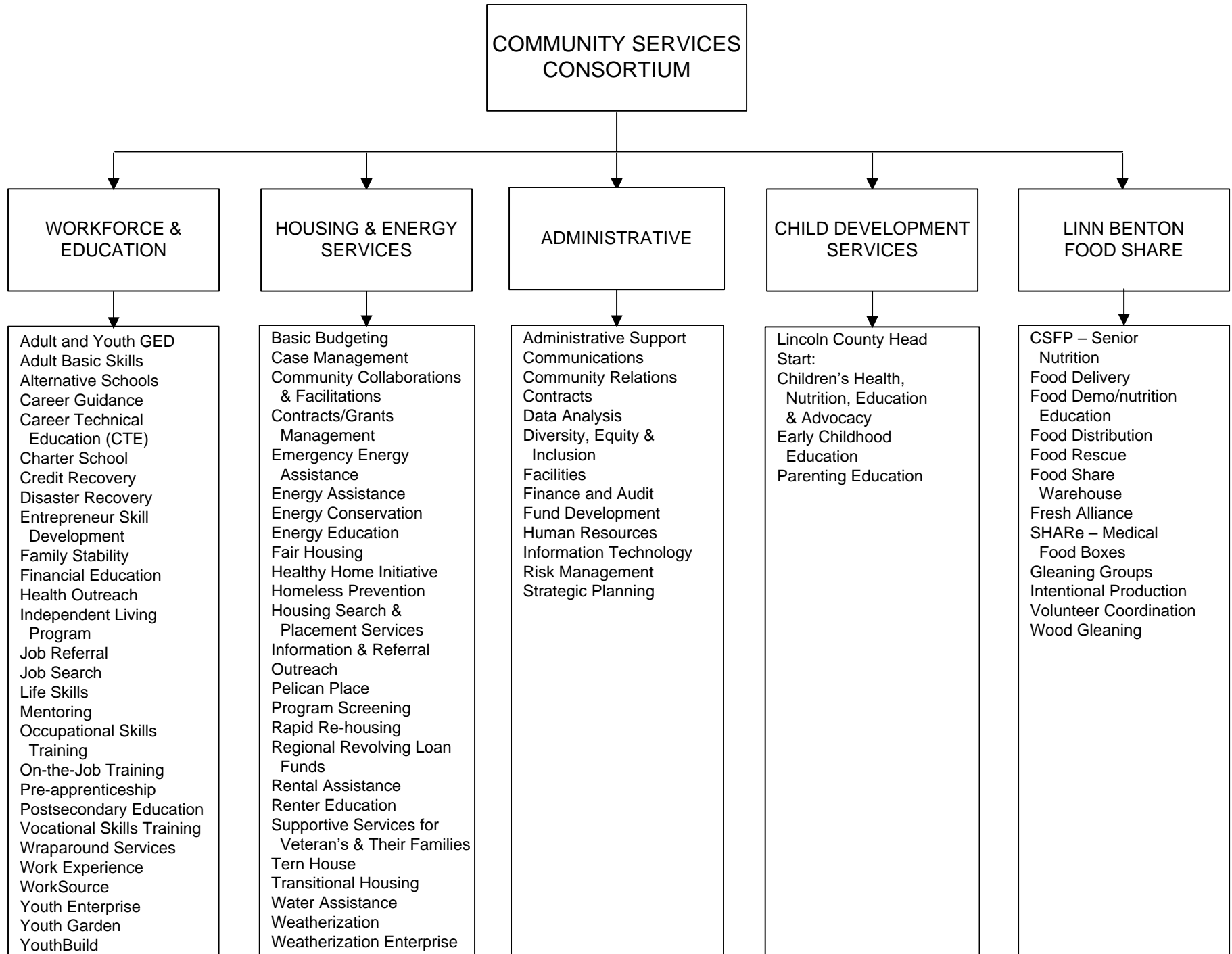


Rowan M. Eaves
Finance Director

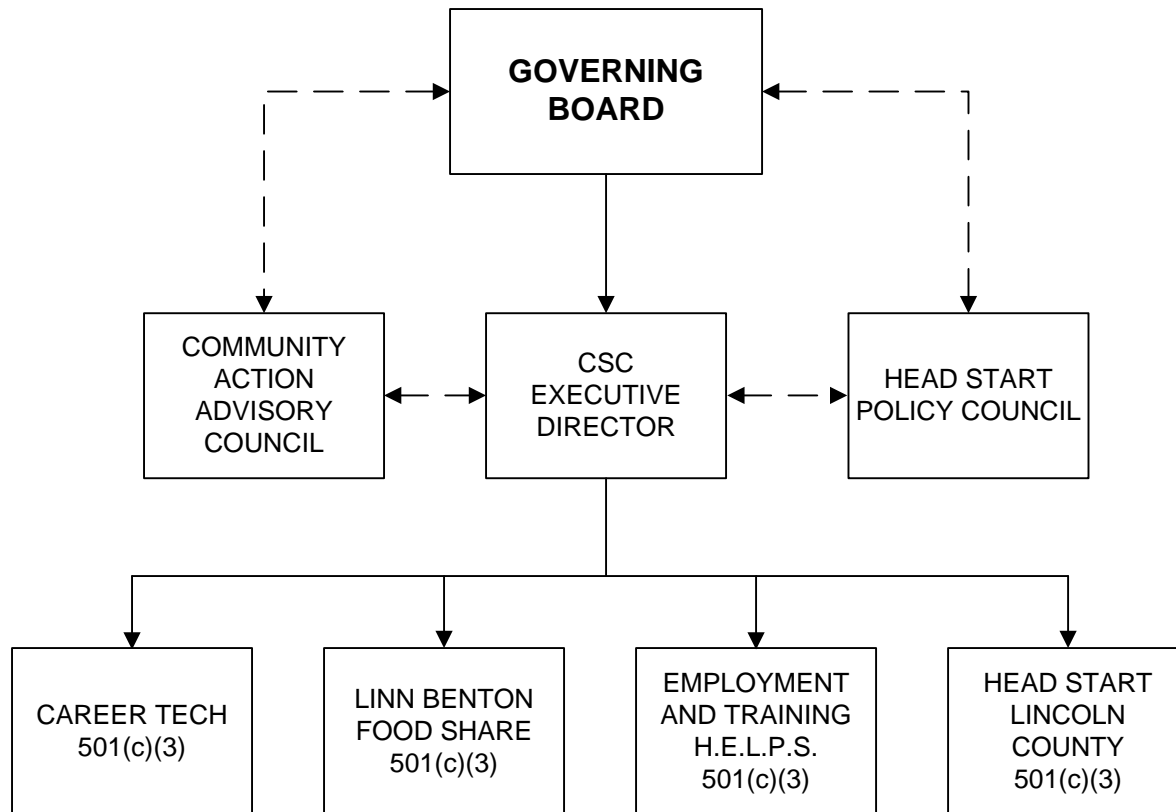
CSC Totals

COMMUNITY SERVICES CONSORTIUM

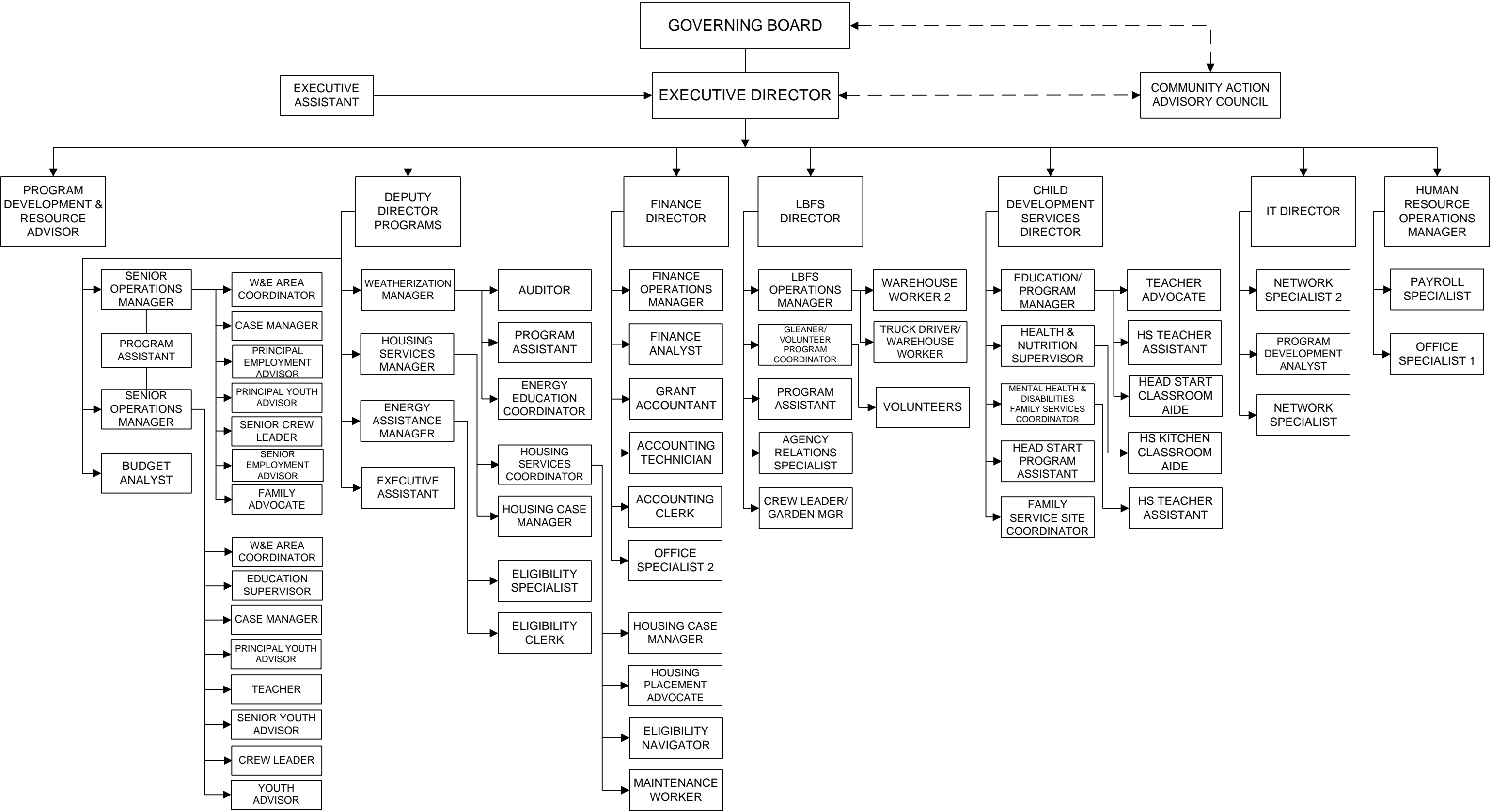
FUNCTIONAL CHART



GOVERNING BOARD / ADVISORY COUNCILS - 501(c)(3)s



COMMUNITY SERVICES CONSORTIUM ORGANIZATIONAL CHART



COMMUNITY SERVICES CONSORTIUM

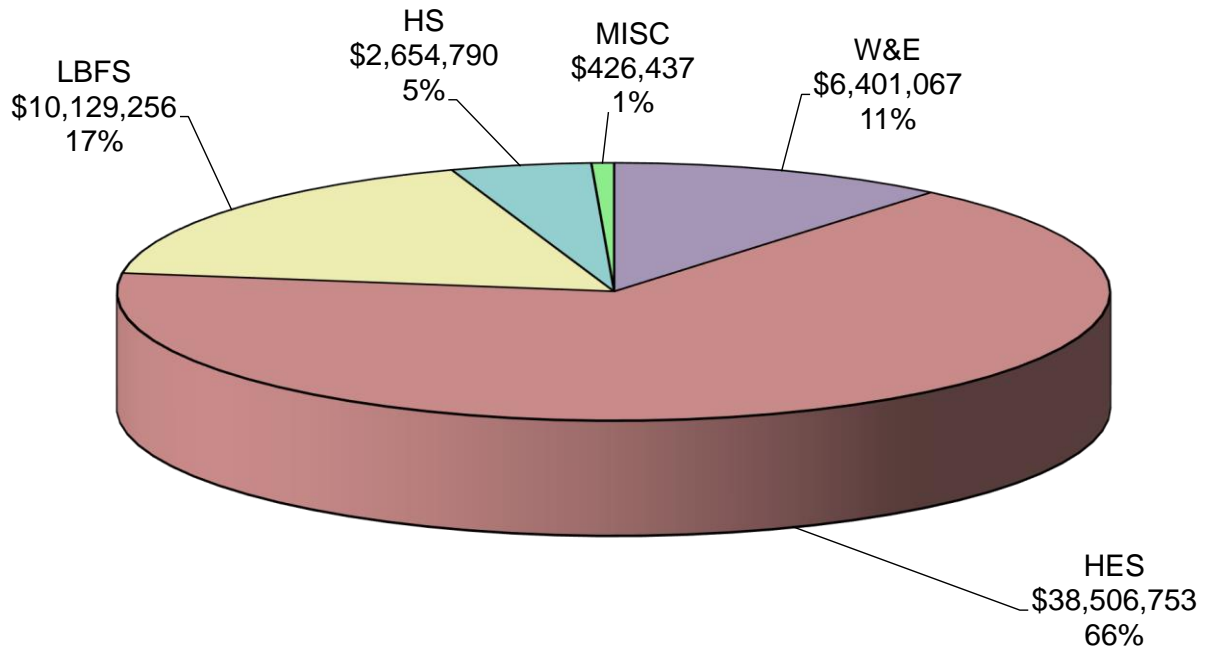
SUMMARY BUDGET	SUPP #4					ADMINISTRATIVE SERVICE POOLS		
	ACTUAL FY 20	ADOPTED FY21	PROPOSED FY 22	DOLLAR CHANGE	% OF CHANGE	TOTAL FY21	Internal Eliminations	External Funding
FEDERAL FUNDS	10,529,421	38,267,396	39,912,316	1,644,920	4.30%	229,917	0	229,917
STATE FUNDS	5,207,396	10,524,230	6,617,370	-3,906,860	-37.12%	0	0	0
LOCAL FUNDS	2,219,677	3,022,294	3,429,135	406,841	13.46%	0	0	0
MISCELLANEOUS FUNDS	6,058,158	8,723,554	8,464,395	-259,159	-2.97%	1,758,368	1,683,368	75,000
TOTAL FUNDS	24,014,652	60,537,474	58,423,218	-2,114,257	-3.49%	1,988,285	1,683,368	304,917

SOURCE OF REVENUES

DEPARTMENT BUDGET BY CATEGORY

FTE	114.74	151.09	146.32	-4.77	-3.15%	15.40	2.80	4.19
TOTAL PERSONAL SERVICES	7,273,768	10,206,959	10,802,270	595,311	5.83%	1,718,138	1,454,328	263,810
TOTAL MATERIALS/SERVICES	14,617,202	49,969,437	47,485,951	-2,483,486	-4.97%	270,147	229,040	41,107
TOTAL CAPITAL OUTLAY	182,980	351,525	135,000	-216,525	-61.60%	0	0	0
CHANGE IN FUND BALANCE	1,940,702	9,553	0	-9,553	-100.00%	0	0	0
TOTAL EXPENDITURES	24,014,652	60,537,474	58,423,218	-2,114,257	-3.49%	1,988,285	1,683,368	304,917

Expenditures by Dept.



COMMUNITY SERVICES CONSORTIUM

SOURCE OF REVENUES	SUPP #4			DOLLAR CHANGE	% OF CHANGE
	ACTUAL FY 20	ADOPTED FY 21	PROPOSED FY 21		
FEDERAL FUNDS					
NW WIB Adult	0	134,327	0	-134,327	-100.00%
NW WIB Youth	0	0	228,356	228,356	100.00%
WWP Adult	289,777	546,545	1,359,292	812,747	248.71%
WWP Youth	662,217	799,820	634,754	-165,066	-20.64%
WWP Fire	0	558,556	0	-558,556	-100.00%
WWP DW	376,273	523,500	610,069	86,569	16.54%
CSBG	723,244	956,094	1,046,093	89,999	9.41%
OHA - OYC Youthbuild	0	0	380,250	380,250	100.00%
OHA - CARES Act	0	54,986	0	-54,986	-100.00%
OHA - Equity	0	160,143	0	-160,143	-100.00%
OHA - Wrap-Around Services	0	186,407	0	-186,407	-100.00%
JOBS	960,584	1,734,000	1,742,361	8,361	0.48%
Youthbuild - AMERICORPS	0	0	31,500	31,500	100.00%
OYCC	132,000	132,000	132,000	0	0.00%
DHS (Independent Living Skills)	170,338	191,825	275,000	83,175	43.36%
LIHEAP - ENERGY ASSISTANCE	1,717,191	2,023,953	1,960,808	-63,145	-3.12%
LIHEAP Education	97,816	110,059	117,193	7,134	6.48%
LIHEAP WX EE	0	34,530	16,694	-17,836	-51.65%
LIHEAP CARES	43,799	0	15,000	15,000	100.00%
LIHEAP ARPA	0	0	3,815,000	3,815,000	100.00%
ESGP	156,006	168,268	179,219	10,951	6.51%
HOME TBA	261,570	341,423	373,086	31,663	9.27%
Corvallis HOME	0	85,000	40,000	-45,000	-52.94%
HSP	157,478	165,650	173,822	8,172	4.93%
OERAP	0	0	18,810,580	18,810,580	100.00%
C of C LBHASHP	52,207	75,988	84,412	8,424	11.09%
C of C Project Passport	28,899	0	0	0	0.00%
VA Support Services	261,419	345,172	629,657	284,485	82.42%
CDBG Albany Homeless Svc	63,206	0	0	0	0.00%
CDBG Albany Rehab	0	20,000	0	-20,000	-100.00%
CDBG Albany Rental Assistance	0	105,000	0	-105,000	-100.00%
CDBG Crovallis Rental Assistance	0	150,000	70,000	-80,000	-53.33%
CDBG Albany Wx	0	0	40,000	40,000	100.00%
DOE	141,826	312,433	391,005	78,572	25.15%
LIHEAP WX	383,112	512,948	674,271	161,323	31.45%
BPA	108,621	235,050	140,488	-94,562	-40.23%
Continuum of Care	71,560	0	0	0	0.00%
USDA	1,762,358	683,807	729,167	45,360	6.63%
USDA CSFP	115,000	109,825	109,825	0	0.00%
Head Start HHS	1,549,684	1,476,730	1,579,790	103,060	6.98%
HHS COLA	0	29,213	0	-29,213	-100.00%
HHS COVID Funding	0	0	30,699	30,699	100.00%
Quality Improvement	0	55,000	0	-55,000	-100.00%
ARPA	0	0	122,043	122,043	100.00%
OAHAAC -Mortgage Payment Assist	0	1,525	1,525	0	0.00%
DOL Vet's Stand Down Grant	1,173	0	0	0	0.00%
ESG	0	1,132,624	3,134,039	2,001,415	276.71%
SSVF CARES	91,019	0	0	0	0.00%
CARES Energy Assistance	1,345	967,586	0	-967,586	-100.00%
CARES Rent Relief	20,360	4,136,939	0	-4,136,939	-100.00%
Emergency Rental Assistance	0	18,810,580	0	-18,810,580	-100.00%
HUD/LASO -Fair Housing Grant	0	0	0	0	0.00%
CSC Supportive Housing Program	129,338	199,890	234,318	34,428	17.22%
Subtotal	10,529,421	38,267,396	39,912,316	1,644,920	4.30%
STATE FUNDS					
WWP - State GF WEX	10,998	0	0	0	0.00%
State STEP Grant	222,857	0	0	0	0.00%
Dept. of Education (Charter School)	643,534	628,306	569,000	-59,306	-9.44%
MWEC	0	2,215	0	-2,215	-100.00%
YDD - Reengagement Opportunity	0	120,000	0	-120,000	-100.00%
EHA	794,459	1,455,785	1,554,625	98,840	6.79%
EHA VET DRF	52,674	68,827	93,599	24,772	35.99%
Elderly Rental Assistance	50,499	45,419	51,822	6,403	14.10%
MSP - OVW	37,689	71,506	0	-71,506	-100.00%
SHAP	362,839	362,839	382,546	19,707	5.43%
OHA W&E	0	508,365	0	-508,365	-100.00%
OHRF	69,249	141,314	95,000	-46,314	-32.77%
Oregon Food Bank	0	167,000	0	-167,000	-100.00%
OEAP	1,371,121	1,593,274	1,742,798	149,524	9.38%
Shelter Funds- Warming Season	150,000	0	200,000	200,000	100.00%
OHCS Williams	338,527	0	0	0	0.00%
Echo WX	444,290	873,221	1,220,647	347,426	39.79%
Enhancement Grant	0	150,800	0	-150,800	-100.00%
Head Start/OPP/OPK	547,288	547,288	698,088	150,800	27.55%
SHOW	0	5,000	0	-5,000	-100.00%
OOCT - Shelter Support	0	881,576	0	-881,576	-100.00%
STARR - State Rental Assistance	0	2,851,496	0	-2,851,496	-100.00%
Donations/Grants	0	50,000	0	-50,000	-100.00%
OCF - Lincoln	10,000	0	9,200	9,200	100.00%
Oregon Health Authority	101,372	0	0	0	0.00%
Subtotal	5,207,396	10,524,230	6,617,370	-3,906,860	-37.12%

WORKFORCE & EDUCATION	HOUSING & ENERGY SVCS	FOOD SHARE VOLUNTEER	CHILD DEV. SERVICES	MISC GRANTS	ADMINISTRATIVE SERVICE POOLS		
					Total Admin Pools	Intercompany Elimination	External Funding
0	0	0	0	0	0	0	0
228,356	0	0	0	0	0	0	0
1,359,292	0	0	0	0	0	0	0
634,754	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
610,069	0	0	0	0	0	0	0
219,739	80,000	15,000	75,000	426,437	229,917	0	229,917
380,250	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
1,742,361	0	0	0	0	0	0	0
31,500	0	0	0	0	0	0	0
132,000	0	0	0	0	0	0	0
275,000	0	0	0	0	0	0	0
0	1,960,808	0	0	0	0	0	0
0	117,193	0	0	0	0	0	0
0	16,694	0	0	0	0	0	0
0	15,000	0	0	0	0	0	0
0	3,815,000	0	0	0	0	0	0
0	179,219	0	0	0	0	0	0
0	373,086	0	0	0	0	0	0
0	40,000	0	0	0	0	0	0
0	173,822	0	0	0	0	0	0
0	18,810,580	0	0	0	0	0	0
0	84,412	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	629,657	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	70,000	0	0	0	0	0	0
0	40,000	0	0	0	0	0	0
0	391,005	0	0	0	0	0	0
0	674,271	0	0	0	0	0	0
0	140,488	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	580,000	149,167	0	0	0	0
0	0	109,825	0	0	0	0	0
0	0	0	1,579,790	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	30,699	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	122,043	0	0	0	0
0	1,525	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	3,134,039	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	234,318	0	0	0	0	0	0
5,613,321	30,981,117	704,825	1,956,699	426,437	229,917	0	229,917
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
569,000	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	1,554,625	0	0	0	0	0	0
0	93,599	0	0	0	0	0	0
0	51,822	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	382,546	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	95,000	0	0	0	0	0
0	0	0	0	0	0	0	0
0	1,742,798	0	0	0	0	0	0
0	200,000	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	1,220,647	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	698,088	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	9,200	0	0	0	0	0	0
0	0	0	0	0	0	0	0
569,045	5,255,237	95,000	698,088	0	0	0	0

COMMUNITY SERVICES CONSORTIUM

SOURCE OF REVENUES	SUPP #4			DOLLAR CHANGE	% OF CHANGE
	ACTUAL FY 20	ADOPTED FY 21	PROPOSED FY 21		
LOCAL FUNDS					
ESSER CARES ACT City of Lincoln	0	0	45,000	45,000	100.00%
Lincoln County - SNRC	10,525	0	0	0	0.00%
Lincoln CCF Homeless/Runaway	0	6,000	0	-6,000	-100.00%
Ford Family Foundation	0	30,000	0	-30,000	-100.00%
Santiam OWEB	71,000	0	0	0	0.00%
Donations - ES	5,285	6,000	6,000	0	0.00%
OLGA	76,953	587,373	593,966	6,593	1.12%
NW Natural En Ed Fund Bal	0	6,591	6,591	0	0.00%
Oregon Heat	5,183	42,888	138,024	95,136	321.82%
GAP	1,100	21,525	8,500	-13,025	-60.51%
SOS	12,848	12,709	19,252	6,543	51.48%
CPI	0	9,775	9,318	-457	-4.68%
Albany Water Assistance	3,840	49,908	49,908	0	0.00%
Tern House - Rental Income	0	27,584	27,584	0	0.00%
Pelican Place - Rental Income	80,946	66,982	66,982	0	0.00%
WALMART Foundation	0	10,000	0	-10,000	-100.00%
Benton County	30,000	24,000	30,000	6,000	25.00%
OLIEE	202,957	320,000	650,000	330,000	203.13%
Rebates	94,776	0	0	0	0.00%
Acquisition/Rehab Fund Balance	0	149,721	149,721	0	0.00%
City of Corvallis	20,976	0	0	0	0.00%
Donations - LBFS	1,215,991	667,729	782,472	114,743	17.18%
Holiday Food Drive	38,512	32,000	32,902	902	2.82%
Linn County	17,100	17,500	17,900	400	2.29%
Intentional Production	0	12,000	12,000	0	0.00%
Other Foundations	0	10,000	80,000	70,000	800.00%
Food Recovery	0	56,777	82,062	25,285	44.53%
Share Contributions	0	311,722	126,900	-184,822	-59.29%
Central Lincoln PUD	216,111	78,000	50,000	-28,000	-35.90%
TERN Rental Replacement	38,133	5,600	5,600	0	0.00%
PELICAN Rental Replacement	0	12,018	12,018	0	0.00%
Housing Fund Balances - Combined	0	15,104	15,104	0	0.00%
Housing Rehab Funds	0	333,040	333,040	0	0.00%
Mill City -General Fund	0	25,000	25,000	0	0.00%
Samaritan - Homeless Resource Team	6,000	1,000	0	-1,000	-100.00%
Oneatta Fund	0	25,000	0	-25,000	-100.00%
Newport Low Income Water Service	1,140	26,665	15,000	-11,665	-43.75%
Lincoln City Water Assistance	0	529	0	-529	-100.00%
NW Energy ED	16,000	15,000	17,000	2,000	13.33%
Vet's Stand Down	0	3,000	3,000	0	0.00%
Samaritan Foundation	9,300	0	0	0	0.00%
HEART Resource Fair	0	1,000	1,000	0	0.00%
City of Toledo Water Assistance	0	2,554	17,291	14,737	677.02%
Subtotal	2,219,677	3,022,294	3,429,135	406,841	13.46%

WORKFORCE & EDUCATION	HOUSING & ENERGY SVCS	FOOD SHARE VOLUNTEER	CHILD DEV. SERVICES	MISC GRANTS	ADMINISTRATIVE SERVICE POOLS		
					Total Admin Pools	Intercompany Elimination	External Funding
45,000	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	6,000	0	0	0	0	0	0
0	593,966	0	0	0	0	0	0
0	6,591	0	0	0	0	0	0
0	138,024	0	0	0	0	0	0
0	8,500	0	0	0	0	0	0
0	19,252	0	0	0	0	0	0
0	9,318	0	0	0	0	0	0
0	49,908	0	0	0	0	0	0
0	27,584	0	0	0	0	0	0
0	66,982	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	30,000	0	0	0	0	0
0	650,000	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	149,721	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	782,472	0	0	0	0	0
0	0	32,902	0	0	0	0	0
0	0	17,900	0	0	0	0	0
0	0	12,000	0	0	0	0	0
0	0	80,000	0	0	0	0	0
0	0	82,062	0	0	0	0	0
0	0	126,900	0	0	0	0	0
0	50,000	0	0	0	0	0	0
0	5,600	0	0	0	0	0	0
0	12,018	0	0	0	0	0	0
0	15,104	0	0	0	0	0	0
0	333,040	0	0	0	0	0	0
0	25,000	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	15,000	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	17,000	0	0	0	0	0	0
0	3,000	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	1,000	0	0	0	0	0	0
0	17,291	0	0	0	0	0	0
45,000	2,219,899	1,164,236	0	0	0	0	0

COMMUNITY SERVICES CONSORTIUM

SOURCE OF REVENUES	SUPP #4			DOLLAR CHANGE	% OF CHANGE
	ACTUAL FY 20	ADOPTED FY 21	PROPOSED FY 21		
MISCELLANEOUS FUNDS					
Miscellaneous	301,243	116,500	77,250	-39,250	-33.69%
Oregon Community Foundation	25,000	0	0	0	0.00%
WIA Student Enterprises	3,567	5,500	30,000	24,500	545.45%
Benton County YDC	112,222	125,000	125,000	0	0.00%
Discretionary Fund Balance	19,959	57,500	0	-57,500	-100.00%
Donations/Grants	281,369	40,000	22,750	-17,250	-43.12%
ES Misc Housing Fund Bal	0	1,500	1,500	0	-0.03%
ES Misc Energy Asst Fund Bal	0	10,000	10,000	0	0.00%
Fund Balance- used for MWCC & CSC	0	6,000	0	-6,000	-100.00%
Reach Fee Fund Bal	0	5,000	5,000	0	0.00%
Trust Management	10,000	0	14,000	14,000	100.00%
Lincoln Donations	0	500	500	0	0.00%
Non-USDA Food	5,121,524	8,000,000	8,000,000	0	0.00%
LBFS Fund Balance	0	280,353	145,195	-135,158	-48.21%
CRD Fee for Service	0	20,000	0	-20,000	-100.00%
YB FFS	0	1,200	1,200	0	0.00%
Empath Intergen	149,775	0	0	0	0.00%
Garden Gnome Run Proceeds	3,500	2,000	2,000	0	0.00%
Program Reimbursement	0	0	0	0	0.00%
Samaritan Health	45,000	45,000	30,000	-15,000	-33.33%
Consumer Power Inc.	0	7,500	0	-7,500	-100.00%
Subtotal	6,058,158	8,723,554	8,464,395	-259,159	-2.97%
TOTAL FUNDS	24,014,652	60,537,474	58,423,218	-2,114,256	-3.49%

WORKFORCE & EDUCATION	HOUSING & ENERGY SVCS	FOOD SHARE VOLUNTEER	CHILD DEV. SERVICES	MISC GRANTS	ADMINISTRATIVE SERVICE POOLS		
					Total Admin Pools	Intercompany Elimination	External Funding
2,250	0	0	0	0	75,000	0	75,000
0	0	0	0	0	0	0	0
30,000	0	0	0	0	0	0	0
125,000	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
2,750	0	20,000	0	0	0	0	0
0	1,500	0	0	0	0	0	0
0	10,000	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	5,000	0	0	0	0	0	0
10,000	4,000	0	0	0	0	0	0
500	0	0	0	0	0	0	0
0	0	8,000,000	0	0	0	0	0
0	0	145,195	0	0	0	0	0
0	0	0	0	0	0	0	0
1,200	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
2,000	0	0	0	0	0	0	0
0	0	0	0	0	1,683,368	1,683,368	0
0	30,000	0	0	0	0	0	0
0	0	0	0	0	0	0	0
173,700	50,500	8,165,195	0	0	1,758,368	1,683,368	75,000
6,401,067	38,506,753	10,129,256	2,654,787	426,437	1,988,285	1,683,368	304,917

COMMUNITY SERVICES CONSORTIUM

SUPP #4						
OPERATING BUDGET		ACTUAL FY20	ADOPTED FY21	PROPOSED FY 22	DOLLAR CHANGE	% OF CHANGE
FTE		114.74	151.09	146.32	-4.77	-3.15%
5010	Salaries	4,651,445	6,479,313	6,327,603	-151,710	-2.34%
5,011	COVID Salaries	12,626	0	0	0	0.00%
5020	Client Salaries	112,390	162,632	466,020	303,388	286.55%
TOTAL SALARIES		4,776,461	6,641,945	6,793,577	151,633	2.28%
5320	PERS	724,849	1,138,847	1,236,123	97,276	8.54%
5330	Workers' Comp	2,741	4,934	2,965	-1,968	-39.90%
5335	SAIF Insurance	35,238	47,065	51,665	4,600	9.77%
5340	Unemployment	4,654	5,585	6,203	619	11.08%
5350	Health Insurance	1,119,790	1,538,211	1,899,146	360,935	23.46%
5360	Dental Insurance	102,417	159,449	170,185	10,736	6.73%
5370	Life Insurance	55,287	61,396	65,550	4,154	6.77%
5375	Flexible Spending Costs	1,057	1,439	1,639	200	13.93%
5380	Employee Assistance Program	2,791	3,135	3,638	502	16.02%
5382	OSGP Match	90,825	93,571	101,015	7,444	7.96%
5386	Non Taxable Fringe Pgm	349	0	0	0	0.00%
5390	FICA	345,581	419,315	470,563	51,248	12.22%
5395	Vacation Accrued	11,729	7,907	0	-7,907	-100.00%
TOTAL FRINGE		2,497,307	3,565,014	4,043,977	478,963	13.44%
TOTAL PERSONAL SERVICES		7,273,768	10,206,959	10,802,270	595,311	5.83%
5510	Audit & Accounting	46,808	160,529	44,479	-116,049	-72.29%
5520	Data Connection/Services	27,199	101,446	28,793	-72,652	-71.62%
5530	Legal	4,339	10,850	5,215	-5,635	-51.93%
5540	Other Purchased Services	128,330	904,565	196,185	-708,380	-78.31%
5550	Contract Services/Training	112,374	111,810	145,917	34,107	30.50%
5610	Educational Confer/Train	80,759	135,371	71,053	-64,318	-47.51%
5620	Meetings	11,153	17,285	11,718	-5,567	-32.21%
5630	Dues	16,174	15,680	12,430	-3,251	-20.73%
5710	Mileage	50,194	235,256	101,367	-133,889	-56.91%
5720	Vehicle Operating Cost	53,550	89,010	74,999	-14,011	-15.74%
5730	Vehicle Insurance	42,989	62,646	31,321	-31,324	-50.00%
5740	Other Transportation Cost	40,209	22,077	23,014	937	4.24%
5910	Rent	259,406	1,007,305	326,445	-680,860	-67.59%
5920	Utilities	75,637	256,359	67,978	-188,381	-73.48%
5930	Telephone	19,750	63,687	23,326	-40,361	-63.37%
5935	Cell Phone	30,530	88,479	45,795	-42,684	-48.24%
5940	Maintenance, Repair, Janitorial	83,579	274,157	68,168	-205,989	-75.14%
5950	General Insurance	83,133	271,967	76,424	-195,543	-71.90%
5970	Space Rent	3,769	9,629	15,105	5,476	56.87%
5980	Space Utilities	21,032	20,896	20,348	-549	-2.63%
6110	Office Supplies	51,046	206,819	52,254	-154,565	-74.73%
6120	Postage/Shipping	24,727	130,696	33,445	-97,251	-74.41%

WORKFORCE & EDUCATION	HOUSING & ENERGY SVCS	FOOD SHARE VOLUNTEER	CHILD DEV. SERVICES	MISC GRANTS	TOTAL FY22	Internal Svc Elim	External Funding
45.93	48.48	8.61	27.00	0.90	18.20	15.40	2.80
2,289,402	2,202,496	427,169	1,177,702	59,777	1,112,678	941,667	171,057
0	0	0	0	0	0	0	0
466,020	0	0	0	0	0	0	0
2,755,422	2,202,496	427,169	1,177,702	59,777	1,112,678	941,667	171,011
448,575	418,356	91,074	234,205	10,019	220,568	186,674	33,894
1,037	1,069	197	572	26	412	349	63
29,007	8,588	4,806	7,556	591	7,262	6,147	1,115
2,289	2,202	427	1,178	60	266	220	46
693,245	707,909	119,906	332,203	8,523	244,584	207,225	37,360
73,381	53,510	11,831	28,123	765	16,827	14,251	2,576
23,624	23,227	5,626	10,334	670	13,413	11,345	2,068
916	511	66	65	13	462	394	68
1,268	1,260	304	693	27	555	470	86
30,901	37,513	6,516	22,835	810	15,990	13,549	2,440
0	0	0	0	0	0	0	0
175,110	155,026	32,678	90,094	4,573	85,120	72,038	13,082
0	0	0	0	0	0	0	0
1,479,355	1,409,171	273,432	727,858	26,078	605,460	512,661	92,799
4,234,777	3,611,668	700,601	1,905,559	85,855	1,718,138	1,454,328	263,810
9,510	21,338	6,871	5,776	0	6,018	5,034	984
5,000	14,795	3,150	4,501	0	9,156	7,808	1,348
0	849	1,600	0	0	18,500	15,733	2,767
22,990	14,881	10,000	43,000	97,460	53,340	45,487	7,853
39,720	95,745	100	10,000	0	2,000	1,648	352
3,500	46,434	2,250	12,000	5,000	12,630	10,761	1,869
1,500	4,290	1,250	3,500	0	8,000	6,822	1,178
3,200	2,840	0	4,000	0	15,846	13,456	2,390
55,600	36,987	5,000	3,000	0	5,300	4,520	780
40,169	11,630	23,200	0	0	0	0	0
19,361	7,635	4,255	0	0	400	330	70
0	1,294	19,484	0	0	12,718	10,483	2,236
89,800	207,212	24,000	0	0	36,903	31,470	5,433
20,600	15,463	1,900	27,500	0	14,712	12,197	2,515
10,680	7,396	250	5,000	0	0	0	0
32,250	5,315	2,980	5,000	0	1,540	1,290	250
14,425	24,628	3,500	24,584	0	7,000	5,969	1,031
15,732	36,406	6,903	16,792	0	4,011	3,420	591
9,200	5,611	0	0	0	2,000	1,706	294
0	813	19,500	0	0	200	165	35
15,074	31,050	2,350	3,000	772	50	41	9
3,284	13,074	14,200	2,000	0	6,025	5,137	888

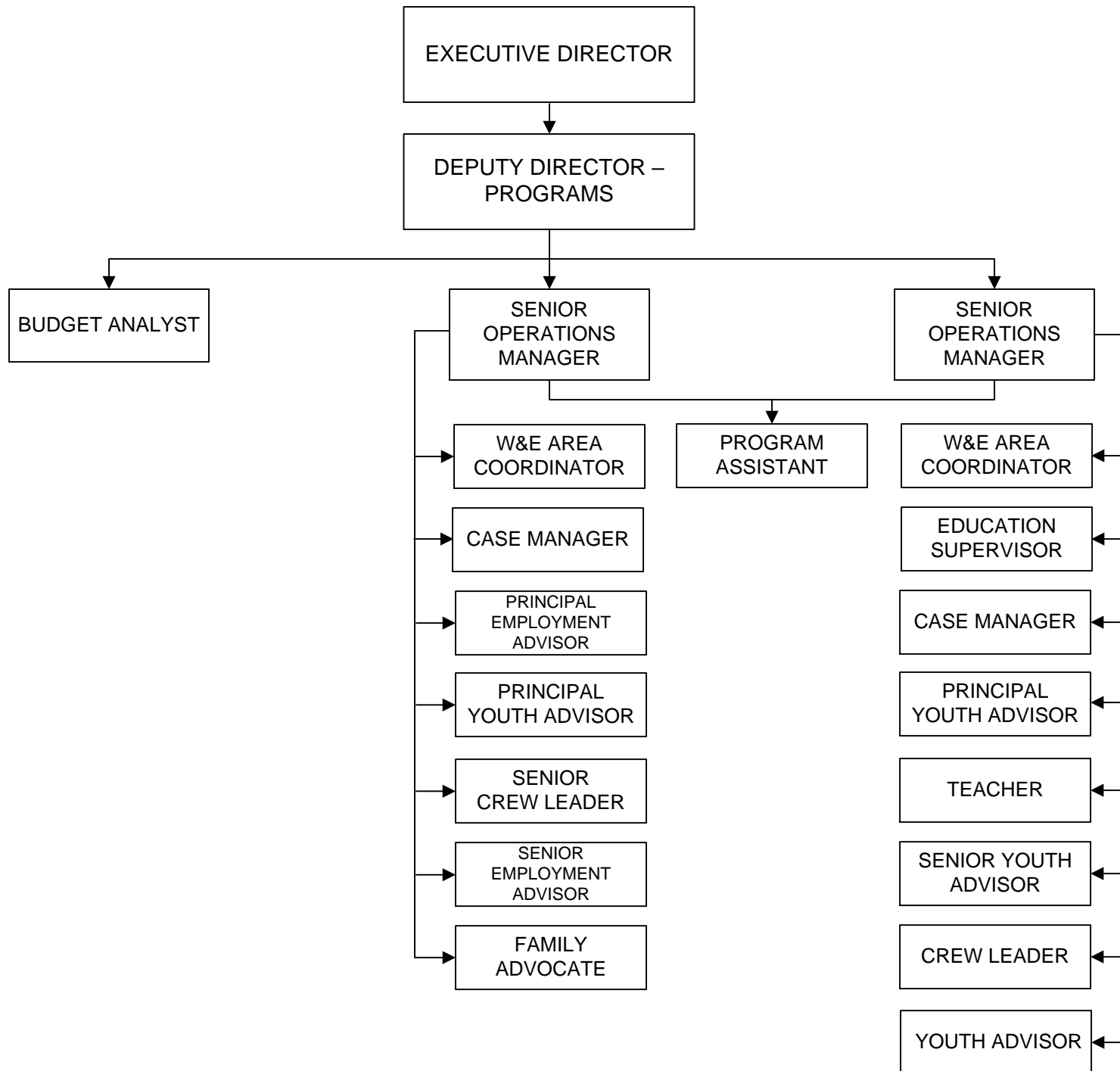
COMMUNITY SERVICES CONSORTIUM

		SUPP #4				
OPERATING BUDGET		ACTUAL FY20	ADOPTED FY21	PROPOSED FY 22	DOLLAR CHANGE	% OF CHANGE
6130	Photocopy	31,342	112,756	58,380	-54,376	-48.22%
6140	Printing	19,302	73,396	45,623	-27,773	-37.84%
6145	Software	60,033	31,625	51,047	19,423	61.42%
6150	Advertising/Recruitment	4,921	12,007	8,088	-3,919	-32.64%
6160	Program Supplies	7,398,597	9,769,043	9,139,428	-629,615	-6.45%
6170	Rental Rehab Loans	1,349	1,137	1,015	-122	-10.72%
6180	Owner Rehab Loans	0	305,161	268,485	-36,676	-12.02%
6190	Other Supplies	38,138	39,781	25,000	-14,781	-37.16%
6210	Contract-Soc Serve Agency	291,374	1,534,607	3,298,080	1,763,473	214.91%
6230	Contract-Weatheri\$Xation	542,466	961,719	2,265,189	1,303,470	235.54%
6250	OJT Reimbursements	0	0	121,459	121,459	100.00%
6320	Equipment Rental	0	9,331	16,114	6,784	72.70%
6330	Equipment Repair	27,986	50,790	54,117	3,328	6.55%
6340	Expendable Equipment	80,117	110,312	59,832	-50,480	-45.76%
6350	Building Renovations, Remodel	0	55,547	64,665	9,119	16.42%
6410	Books/Subscriptions	2,334	11,760	10,799	-961	-8.17%
6470	Miscellaneous (Admin)	7,544	9,391	3,575	-5,816	-61.93%
6620	Indirect	543,832	2,279,239	1,404,565	-874,674	-38.38%
6630	Infrastrcture	299,462	791,550	363,383	-428,167	-54.09%
6650	Communication Services	998	1,429	1,769	340	23.81%
6710	Transportation	22,268	70,699	61,354	-9,345	-13.22%
6720	Child Care	0	10	13	3	25.00%
6730	Health Care	3,400	16,167	8,513	-7,655	-47.35%
6740	Residential Support	63,385	254,458	122,086	-132,372	-52.02%
6750	Clothing	68,215	409,585	16,750	-392,835	-95.91%
6760	Emergency	13,370	82,182	0	-82,182	-100.00%
6770	Personal Grooming	2,521	29,988	6,600	-23,388	-77.99%
6780	Meals	82,893	168,538	149,167	-19,371	-11.49%
6790	Tuition & Fees (Skills)	27,169	98,503	25,560	-72,943	-74.05%
6800	Tuition & Fees (Vocation)	10,180	832,896	413,309	-419,587	-50.38%
6810	Training & Supplies	6,454	47,743	34,162	-13,581	-28.45%
6820	Motel Vouchers	0	50	63	13	25.00%
6830	Rent Vouchers	995	6,116	0	-6,116	-100.00%
6840	Acquisition Costs	0	146,798	129,155	-17,643	-12.02%
6860	Incentive Payments	62,331	297,790	122,095	-175,695	-59.00%
6870	Miscellaneous	60	51,502	51,322	-181	-0.35%
6880	Client Assistance	3,637,481	27,099,315	27,609,412	510,097	1.88%
TOTAL MATERIALS-SERVICES		14,617,202	49,969,437	47,485,951	-2,483,486	-4.97%
TOTAL CAPITAL OUTLAY		182,980	351,525	135,000	-216,525	-61.60%
FUND BAL. INCREASE (DECR)		1,940,702	9,553	0	-9,553	-100.00%
TOTAL EXPENDITURES		24,014,652	60,537,474	58,423,218	-2,114,256	-3.49%

WORKFORCE & EDUCATION	HOUSING & ENERGY SVCS	FOOD SHARE VOLUNTEER	CHILD DEV. SERVICES	MISC GRANTS	TOTAL FY22	Internal Svc Elim	External Funding
17,400	28,251	3,000	8,999	0	4,952	4,222	730
7,318	19,378	17,500	250	0	7,098	5,922	1,176
4,000	26,822	115	0	20,000	750	640	110
100	6,224	750	1,000	0	100	85	15
83,601	80,466	8,945,250	30,000	0	750	640	110
0	1,000	0	0	0	100	85	15
0	268,485	0	0	0	0	0	0
0	25,000	0	0	0	0	0	0
0	3,084,039	0	0	214,041	0	0	0
0	2,265,189	0	0	0	0	0	0
121,459	0	0	0	0	0	0	0
2,500	13,364	250	0	0	0	0	0
1,500	28,146	14,471	10,000	0	0	0	0
6,000	26,737	15,095	12,000	0	0	0	0
0	63,472	0	0	0	6,868	5,675	1,193
8,643	1,025	100	0	0	7,000	5,969	1,031
2,000	1,575	0	0	0	0	0	0
498,838	534,036	72,381	295,971	3,309	200	171	29
135,836	133,077	22,000	72,191	0	1,900	1,620	280
0	1,769	0	0	0	0	0	0
57,796	13	0	0	0	24,079	20,534	3,545
0	13	0	0	0	0	0	0
8,500	13	0	0	0	0	0	0
42,273	79,813	0	0	0	0	0	0
14,750	2,000	0	0	0	0	0	0
0	0	0	0	0	0	0	0
6,600	0	0	0	0	0	0	0
0	0	0	149,167	0	0	0	0
25,560	0	0	0	0	0	0	0
413,309	0	0	0	0	0	0	0
33,162	1,000	0	0	0	0	0	0
0	63	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	129,155	0	0	0	0	0	0
122,095	0	0	0	0	0	0	0
0	1,322	50,000	0	0	0	0	0
141,455	27,467,957	0	0	0	0	0	0
2,166,290	34,895,085	9,293,655	749,231	340,582	270,147	229,040	41,107
0	0	135,000	0	0	0	0	0
0	0	0	0	0	0	0	0
6,401,067	38,506,753	10,129,256	2,654,790	426,437	1,988,285	1,683,368	304,917

Workforce & Education

WORKFORCE & EDUCATION



WORKFORCE & EDUCATION

SUMMARY BUDGET	ACTUAL FY20	ADOPTED FY21	PROPOSED FY22	DOLLAR CHANGE	% OF CHANGE
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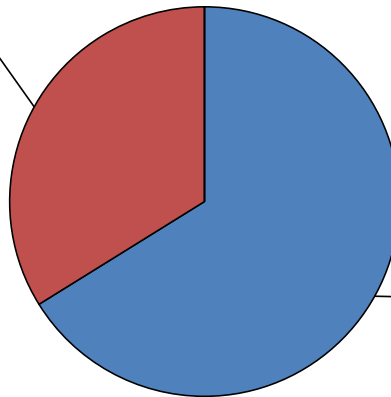
SOURCE OF REVENUES

FEDERAL FUNDS	2,663,091	5,565,474	5,613,366	47,892	0.86%
STATE FUNDS	877,389	750,521	569,000	-181,521	-24.19%
LOCAL FUNDS	34,300	40,000	45,000	5,000	12.50%
MISCELLANEOUS FUNDS	284,263	164,200	173,700	9,500	5.79%
TOTAL FUNDS	3,859,043	6,520,195	6,401,067	-119,128	-1.83%

DEPARTMENT BUDGET BY CATEGORY

FTE	29.03	50.52	45.93	-4.59	-9.09%
TOTAL PERSONAL SERVICES	1,931,803	3,637,230	4234777	597,547	16.43%
TOTAL MATERIALS/SERVICES	1,131,759	2,791,441	2166290	-625,151	-22.40%
TOTAL CAPITAL OUTLAY	56,834	91,525	0	-91,525	-100.00%
TOTAL FUND BALANCE	738,648	0	0	0	0.00%
TOTAL EXPENDITURES	3,859,043	6,520,195	6,401,067	-119,128	-1.83%

MATERIALS &
SERVICES
42%



PERSONAL
SERVICES
58%

WORKFORCE & EDUCATION

SUPP #4

SOURCE OF REVENUES	ACTUAL FY 20	ADOPTED FY 21	PROPOSED FY22	DOLLAR CHANGE	% OF CHANGE
FEDERAL FUNDS					
NOW Adult	0	134,327	0	-134,327	-100.00%
NOW Youth	0	0	228,356	228,356	100.00%
WWP Adult - Linn & Polk - TWI- SPEC Pop	289,777	546,545	1,359,292	812,747	248.71%
WWP Youth - Linn & Polk & HYC	662,217	799,820	634,754	-165,066	-20.64%
WWP DW - Linn & Polk - NEG - SPEC	376,273	523,500	610,069	86,569	16.54%
WWP Fire	0	558,556	0	-558,556	-100.00%
CSBG -COVID	8,697	35,000	219,784	184,784	627.95%
CDBG	63,206	0	0	0	0.00%
JOBS - STEP Adult & Youth - DHS TANF YEP	960,584	1,734,000	1,742,361	8,361	0.48%
Youthbuild - USA	0	0	31,500	31,500	100.00%
OHA - OYC Youthbuild	0	267,500	380,250	112,750	42.15%
OHA - CARES Act	0	54,986	0	-54,986	-100.00%
OHA - Community Engagement, Education and Outreach	0	113,508	0	-113,508	-100.00%
OHA - Equity	0	287,500	0	-287,500	-100.00%
OHA - Wrap-Around Services	0	186,407	0	-186,407	-100.00%
OYCC- 2 YB & 6 Yth	132,000	132,000	132,000	0	0.00%
DHS (Independent Living Skills)	170,338	191,825	275,000	83,175	43.36%
Subtotal	2,663,091	5,565,474	5,613,366	47,892	0.86%
STATE FUNDS					
MWEC	0	2,215	0	-2,215	-100.00%
Dept of ED (Charter School-CTE - HS Success - CSD)	643,534	628,306	569,000	-59,306	-9.44%
YDD - Reengagement Opportunity Grant	0	120,000	0	-120,000	-100.00%
State STEP Grant	222,857	0	0	0	0.00%
WWP - State GF WEX	10,998	0	0	0	0.00%
Subtotal	877,389	750,521	569,000	-181,521	-24.19%
LOCAL FUNDS					
ESSER CARES ACT City of Lincoln	0	0	45,000	45,000	100.00%
Samaritan Foundation	9,300	0	0	0	0.00%
Oregon Community Foundation	25,000	0	0	0	0.00%
Polk County Ford Family Foundation	0	30,000	0	-30,000	-100.00%
City of Independence YB USA - Walmart	0	10,000	0	-10,000	-100.00%
Subtotal	34,300	40,000	45,000	5,000	12.50%
MISCELLANEOUS FUNDS					
Misc - Pacific Power -OCF MS	5,000	27,500	2,250	-25,250	-91.82%
Benton County - Youth Development Coalition	112,222	125,000	125,000	0	0.00%
WIA Student Enterprises Makerspace	3,567	5,500	30,000	24,500	545.45%
Trust Management	10,000	0	10,000	10,000	100.00%
YB Donations	199	2,500	2,750	250	10.00%
Youthbuild - Fee For Service	0	1,200	1,200	0	0.00%
Lincoln Donations	0	500	500	0	0.00%
Garden Gnome Run Proceeds	3,500	2,000	2,000	0	0.00%
Empath Interger	149,775	0	0	0	0.00%
Subtotal	284,263	164,200	173,700	9,500	5.79%
TOTAL FUNDS	3,859,043	6,520,196	6,401,067	-119,129	-1.83%

WORKFORCE & EDUCATION

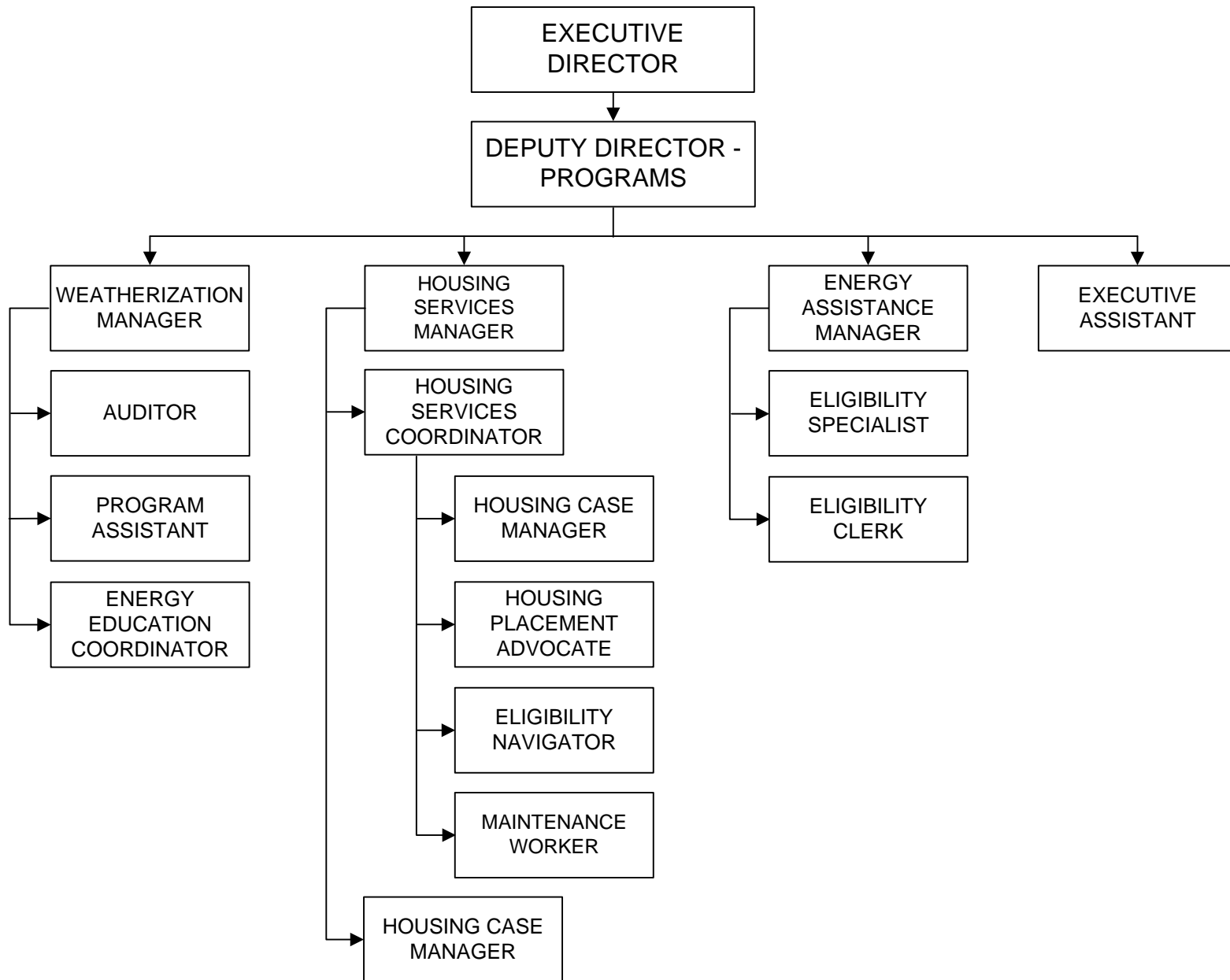
SUPP #4

DEPARTMENT BUDGET	AUDITED FY 20	ADOPTED FY 21	PROPOSED FY22	DOLLAR CHANGE	% OF CHANGE
FTE	29.03	50.52	45.93	-4.59	-9.09%
5010 Salaries	1,227,383	2,398,601	2,289,402	-109199	-4.55%
5020 Client Salaries	112,390	162,632	466,020	303388	286.55%
TOTAL SALARIES	1,339,774	2,561,233	2,755,422	194189	7.58%
5320 PERS	149,714	436,165	448,575	12410	2.85%
5330 Workers' Comp	852	2,617	1,037	-1580	-60.36%
5335 SAIF Ins.	16,441	22,118	29,007	6890	31.15%
5340 Unemployment	1,227	1,537	2,289	753	49.00%
5350 Health Insurance	258,291	404,014	693,245	289231	71.59%
5360 Dental Insurance	25,765	49,860	73,381	23521	47.18%
5370 Life Insurance	13,911	17,594	23,624	6030	34.27%
5375 Flexible Spending Costs	198	673	916	243	36.17%
5380 Employee Assistance Program	0	981	1,268	288	29.34%
5382 OSGP Match	22,133	22,893	30,901	8008	34.98%
5386 Non Taxable Fringe Pgm	240	0	0	0	0.00%
5390 FICA	99,791	117,545	175,110	57564	48.97%
5395 Vacation Accrued	3,465	0	0	0	0.00%
TOTAL FRINGE	592,029	1,075,997	1,479,355	403358	37.49%
TOTAL PERSONAL SERVICES	1,931,803	3,637,230	4,234,777	597547	16.43%
5510 Audit & Accounting	8,508	19,147	9,510	-9637	-50.33%
5520 Data Services	4,068	12,724	5,000	-7724	-60.70%
5540 Other Purchased Services	8,190	31,709	22,990	-8719	-27.50%
5550 Contract Services/Training	112,374	7,069	39,720	32651	561.90%
5610 Educational Confer/Train	33,933	23,832	3,500	-20332	-85.31%
5620 Meetings	3,958	0	1,500	1500	100.00%
5630 Dues	4,004	1,212	3,200	1988	264.07%
5710 Mileage	21,531	86,351	55,600	-30751	-35.61%
5720 Vehicle Operating Cost	15,754	46,452	40,169	-6283	-13.53%
5730 Vehicle Insurance	13,688	46,452	19,361	-27091	-58.32%
5740 Other Transportation Cost	21,207	0	0	0	0.00%
5910 Rent	63,735	174,900	89,800	-85100	-48.66%
5920 Utilities	9,640	28,487	20,600	-7887	-27.69%
5930 Telephone	3,531	11,270	10,680	-590	-5.23%
5935 Cell Phone	21,303	49,431	32,250	-17181	-34.76%
5940 Maintenance, Repair, Janitorial	16,197	16,208	14,425	-1783	-11.00%
5950 General Insurance	12,895	26,674	15,732	-10942	-41.02%
5970 Space Rent	3,393	4,443	9,200	4757	207.05%
6110 Office Supplies	14,637	29,841	15,074	-14767	-49.49%
6120 Postage/Shipping	184	3,048	3,284	236	7.75%
6130 Photocopy	7,904	30,083	17,400	-12683	-42.16%

6140 Printing	1,353	5,756	7,318	1562	27.13%
6145 Software	25,962	8,079	4,000	-4079	-50.49%
6150 Advertising/Recruitment	2,024	2,020	100	-1920	-95.05%
6160 Program Supplies	100,280	113,607	83,601	-30006	-26.41%
6190 Other Supplies	5,733	0	0	0	0.00%
6240 Individual Training Accounts	122,128	0	0	0	0.00%
6250 OJT Reimbursements	0	0	121,459	121459	100.00%
6320 Equipment Rental	0	3,030	2,500	-530	-17.48%
6330 Equipment Repair	0	3,030	1,500	-1530	-50.49%
6340 Expendable Equipment	28,419	1,919	6,000	4081	312.71%
6410 Books/Subscriptions	257	9,290	8,643	-647	-6.97%
6470 Miscellaneous (Admin)	750	0	2,000	2000	100.00%
6620 Indirect	208,111	441,981	498,838	56857	12.86%
6630 Infrastructure	70,895	159,156	135,836	-23320	-14.65%
6710 Transportation	15,723	70,689	57,796	-12893	-18.24%
6730 Health Care	3,400	16,157	8,500	-7657	-47.39%
6740 Residential Support	32,375	0	42,273	42273	100.00%
6750 Clothing	6,715	29,285	14,750	-14535	-49.63%
6770 Personal Grooming	41	14,744	6,600	-8144	-55.23%
6780 Meals	3,125	1,709	0	-1709	-100.00%
6790 Tuition & Fees (Skills)	24,869	84,366	25,560	-58806	-69.70%
6800 Tuition & Fees (Vocation)	10,180	832,896	413,309	-419587	-50.38%
6810 Training & Supplies	6,454	46,606	33,162	-13444	-28.85%
6860 Incentive Payments	62,331	297,790	122,095	-175695	-59.00%
TOTAL MATERIALS/SERVICES	1,131,759	2,791,441	2,166,290	-625,151	-22.40%
TOTAL CAPITAL OUTLAY	56,834	91,525	0	-91,525	-100.00%
FUND BAL. INCREASE (DECR)	738,648	0	0	0.00	0.00%
TOTAL EXPENDITURES	3,859,043	6,520,196	6,401,067	-119,129	-1.83%

Housing & Energy Services

HOUSING & ENERGY SERVICES



HOUSING & ENERGY SERVICES

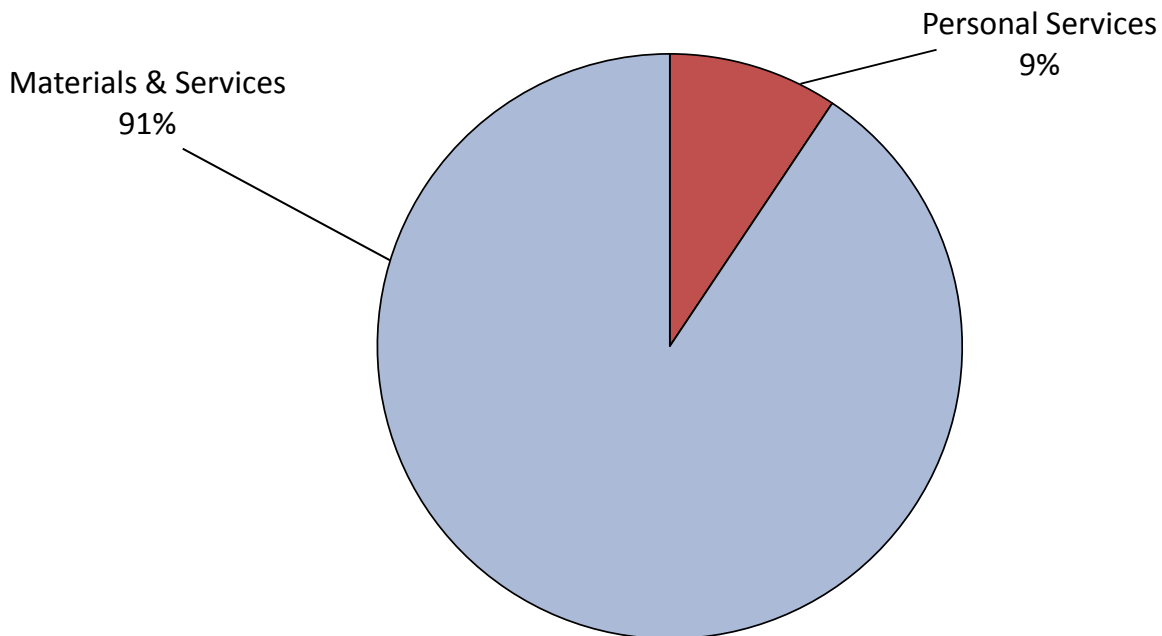
SUMMARY BUDGET	SUPP #4			DOLLAR CHANGE	% OF CHANGE
	ACTUAL FY 20	ADOPTED FY21	PROPOSED FY22		

SOURCE OF REVENUES

FEDERAL FUNDS	3,755,366	29,974,619	30,981,117	1,006,498	3.36%
STATE FUNDS	3,612,098	8,208,943	5,255,237	-2,953,706	-35.98%
LOCAL FUNDS	547,325	1,844,566	2,219,899	375,333	20.35%
MISCELLANEOUS FUNDS	121,080	79,000	50,500	-28,500	-36.08%
TOTAL FUNDS	8,035,869	40,107,127	38,506,753	-1,600,374	-3.99%

DEPARTMENT BUDGET BY CATEGORY

FTE	36.66	51.10	48.48	-2.63	-5.14%
TOTAL PERSONAL SERVICES	2,427,732	3,673,184	3,611,668	-61,516	-1.67%
TOTAL MATERIALS/SERVICES	5,399,226	36,433,942	34,895,085	-1,538,856	-4.22%
TOTAL CAPITAL OUTLAY	76,352	0	0	0	0.00%
CHANGE IN FUND BALANCE	132,558	0	0	0	0.00%
TOTAL EXPENDITURES	8,035,869	40,107,127	38,506,753	-1,600,373	-3.99%



HOUSING & ENERGY SERVICES

SUPP #4					
SOURCE OF REVENUES	ACTUAL FY20	ADOPTED FY21	PROPOSED FY22	DOLLAR CHANGE	% OF CHANGE
FEDERAL FUNDS					
LIHEAP - ENERGY ASSISTANCE	1,717,191	2,023,953	1,960,808	-63,145	-3.12%
LIHEAP Education	97,816	110,059	117,193	7,134	6.48%
LIHEAP CARES	43,799	0	15,000	15,000	100.00%
LIHEAP ARPA	0	0	3,815,000	3,815,000	100.00%
LIHEAP WX EE	0	34,530	16,694	-17,836	-51.65%
LIHEAP WX	383,112	512,948	674,271	161,323	31.45%
ESGP	156,006	168,268	179,219	10,951	6.51%
Continuum of Care	71,560	0	0	0	0.00%
CSBG	30,626	40,000	80,000	40,000	200.00%
CDBG Albany Rental Assistance	0	105,000	0	-105,000	-100.00%
CDBG Corvallis Rental Assistance	0	150,000	0	-150,000	-100.00%
City of Corvallis CDBG	0	0	70,000	70,000	100.00%
Albany CDBG	0	0	40,000	40,000	100.00%
HOME TBA	261,570	341,423	373,086	31,663	9.27%
Corvallis HOME	0	85,000	40,000	-45,000	-52.94%
HSP	157,478	165,650	173,822	8,172	4.93%
OERAP	0	0	18,810,580	18,810,580	100.00%
PROJECT PASSPORT	28,899	0	0	0	0.00%
C of C LBHASHP	52,207	75,988	84,412	8,424	11.09%
Veterans Supportive Services	261,419	345,172	629,657	284,485	82.42%
CDBG Albany Rehab	0	20,000	0	-20,000	-100.00%
DOL Vet's Stand Down Grant	1,173	0	0	0	0.00%
DOE	141,826	312,433	391,005	78,572	25.15%
ESG	0	1,132,624	3,134,039	2,001,415	276.71%
BPA	108,621	235,050	140,488	-94,562	-40.23%
OAHAC -Mortgage Payment Assist	0	1,525	1,525	0	0.00%
CSC Supportive Housing Program	129,338	199,890	234,318	34,428	17.22%
SSVF CARES	91,019	0	0	0	0.00%
CARES Energy Assistance	1,345	967,586	0	-967,586	-100.00%
CARES Rent Relief	20,360	4,136,939	0	-4,136,939	-100.00%
Emergency Rental Assistance	0	18,810,580	0	-18,810,580	-100.00%
Subtotal	3,755,366	29,974,619	30,981,117	1,006,498	798.18%
STATE FUNDS					
EHA	794,459	1,455,785	1,554,625	98,840	6.79%
EHA VET DRF	52,674	68,827	93,599	24,772	35.99%
EHA PHASE III	0	0	0	0	0.00%
Elderly Rental Assistance	50,499	45,419	51,822	6,403	14.10%
MSP - OVW	37,689	71,506	0	-71,506	-100.00%
SHAP	362,839	362,839	382,546	19,707	5.43%
OEAP	1,371,121	1,593,274	1,742,798	149,524	9.38%
Sheleter Funds - Warming Season	150,000	0	200,000	200,000	100.00%
ECHO WX	444,290	873,221	1,220,647	347,426	39.79%
SHOW	0	5,000	0	-5,000	-100.00%
E-BOARD	338,527	0	0	0	0.00%
OCF - Lincoln	10,000	0	9,200	9,200	100.00%
OOCT - Shelter Support	0	881,576	0	-881,576	-100.00%
STARR - State Rental Assistance	0	2,851,496	0	-2,851,496	-100.00%
Subtotal	3,612,098	8,208,943	5,255,237	-2,953,706	227.26%

HOUSING & ENERGY SERVICES

SUPP #4					
SOURCE OF REVENUES	ACTUAL FY20	ADOPTED FY21	PROPOSED FY22	DOLLAR CHANGE	% OF CHANGE
LOCAL FUNDS					
OLGA	76,953	587,373	593,966	6,593	1.12%
NW Natural Energy Ed - FB	0	6,591	6,591	0	0.00%
Oregon Heat	5,183	42,888	138,024	95,136	321.82%
GAP	1,100	21,525	8,500	-13,025	-60.51%
SOS	12,848	12,709	19,252	6,543	51.48%
CPI	0	9,775	9,318	-457	-4.68%
Donations - ES	5,285	6,000	6,000	0	0.00%
Albany Water Assistance	3,840	49,908	49,908	0	0.00%
Tern House - Rental Income	0	27,584	27,584	0	0.00%
Pelican Place - Rental Income	80,946	66,982	66,982	0	0.00%
Tern House - Rental Replacement	38,133	5,600	5,600	0	0.00%
Pelican Place - Rental Replacement	0	12,018	12,018	0	0.00%
OLIEE	202,957	320,000	650,000	330,000	203.13%
Acquisition/Rehab - Fund Balance	0	149,721	149,721	0	0.00%
Central Lincoln PUD	2,163	78,000	50,000	-28,000	-35.90%
Rebates	94,776	0	0	0	0.00%
Oneatta Fund	0	25,000	0	-25,000	-100.00%
Samaritan-Homeless Resource Team	6,000	1,000	0	-1,000	-100.00%
Newport Low Income Water Service	1,140	26,665	15,000	-11,665	-43.75%
Lincoln City Water Assistance	0	529	0	-529	-100.00%
Mill City - General Fund	0	25,000	25,000	0	0.00%
NW Energy ED	16,000	15,000	17,000	2,000	13.33%
City of Toledo Water Assistance	0	2,554	17,291	14,737	677.02%
HEART Resource Fair	0	1,000	1,000	0	0.00%
Fund Balances - combined	0	15,104	15,104	0	0.00%
Housing Rehab Funds	0	333,040	333,040	0	0.00%
Vet's Stand Down	0	3,000	3,000	0	0.00%
Subtotal	547,325	1,844,566	2,219,899	375,333	337.01%
MISCELLANEOUS FUNDS					
ES Misc Housing Fund Bal	0	1,500	1,500	0	-0.03%
ES Misc Energy Asst Fund Bal	0	10,000	10,000	0	0.00%
Reach Fee Fund Bal	0	5,000	5,000	0	0.00%
Miscellaneous	46,080	4,000	4,000	0	0.00%
Samaritan Health - Social Accountability	45,000	45,000	30,000	-15,000	-33.33%
Fund Balance- used for MWVCC & CSC	0	6,000	0	-6,000	-100.00%
Consumer Power Inc.	0	7,500	0	-7,500	-100.00%
CAAB - Corvallis WX Assistance Program	30,000	0	0	0	0.00%
Subtotal	121,080	79,000	50,500	-28,500	-34.75%
TOTAL FUNDS	8,035,869	40,107,128	38,506,753	-1,600,375	499.10%

HOUSING & ENERGY SERVICES

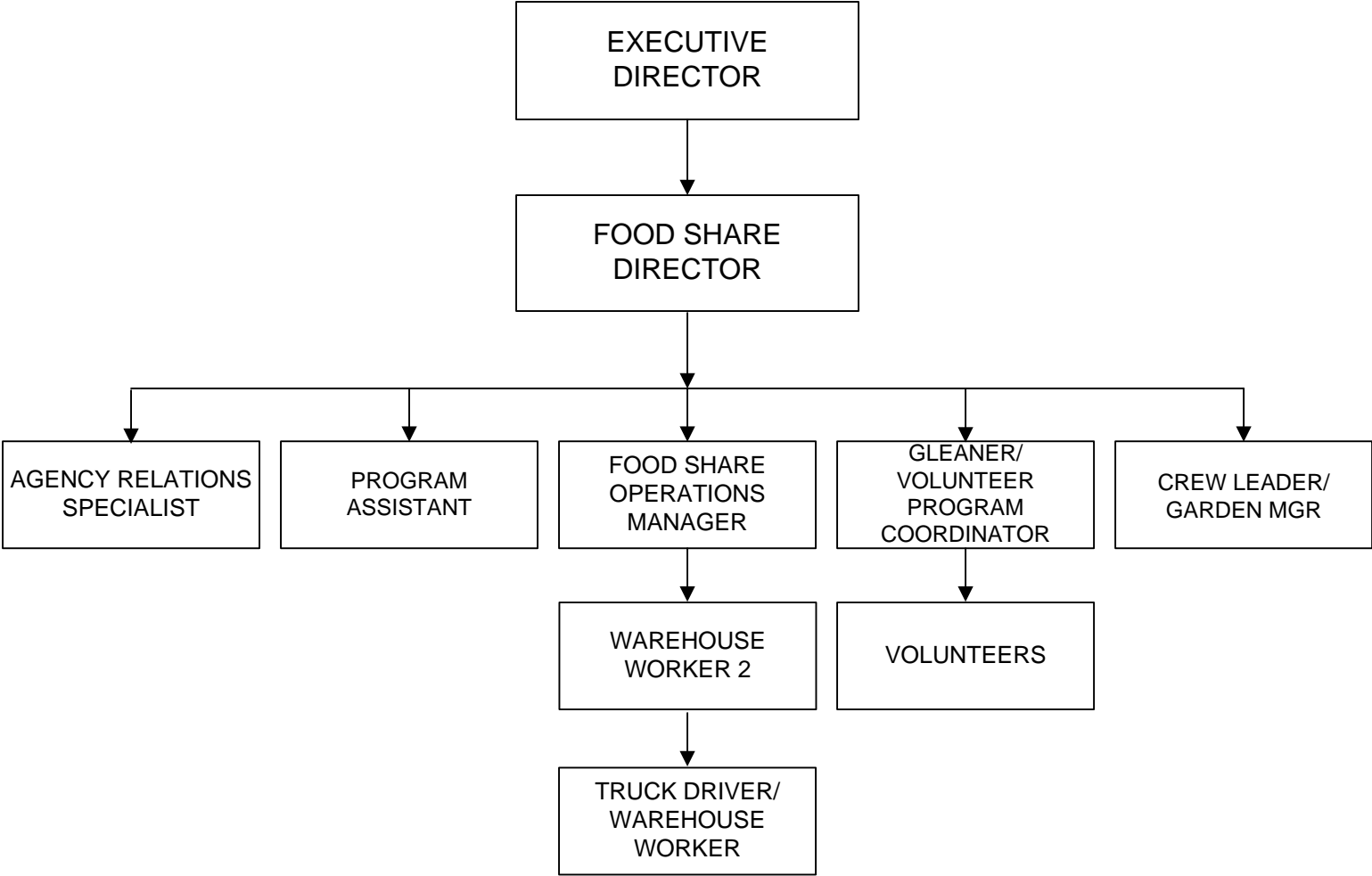
SUPP #4						
OPERATING BUDGET		ACTUAL FY 20	ADOPTED FY21	PROPOSED FY22	DOLLAR CHANGE	% OF CHANGE
FTE		36.66	51.10	48.48	-2.63	-5.14%
5010	Salaries	1,529,611	2,271,918	2,202,496	-69,421	-3.06%
TOTAL SALARIES		1,529,611	2,271,918	2,202,496	-69,421	-3.06%
5320	PERS	270,901	385,704	418,356	32,651	8.47%
5330	Workers' Comp	822	1,478	1,069	-408	-27.64%
5335	SAIF Insurance	6,419	10,971	8,588	-2,383	-21.72%
5340	Unemployment	1,526	2,272	2,202	-69	-3.05%
5350	Health Insurance	417,851	692,938	707,909	14,971	2.16%
5360	Dental Insurance	34,043	66,831	53,510	-13,322	-19.93%
5370	Life Insurance	18,707	26,549	23,227	-3,322	-12.51%
5375	Flexible Spending Costs	361	554	511	-43	-7.83%
5380	Employee Assistance Program	0	1,083	1,260	178	16.40%
5382	OSGP Match	28,588	39,107	37,513	-1,593	-4.07%
5386	Non Taxable Fringe Pgm	0	0	0	0	0.00%
5390	FICA	107,927	165,873	155,026	-10,847	-6.54%
5395	Vacation Accrued	10,978	7,907	0	-7,907	-100.00%
TOTAL FRINGE		898,121	1,401,266	1,409,171	503,146	56.02%
TOTAL PERSONAL SERVICES		2,427,732	3,673,184	3,611,668	-61,516	-1.67%
5510	Audit & Accounting	26,361	131,531	21,338	-110,192	-83.78%
5520	Data Connection/Services	13,658	81,459	14,795	-66,664	-81.84%
5530	Legal	4,150	7,836	849	-6,987	-89.17%
5540	Other Purchased Services	76,226	253,036	14,881	-238,155	-94.12%
5550	Contract Services/Training	0	101,641	95,745	-5,896	-5.80%
5610	Educational Confer/Train	23,116	86,366	46,434	-39,932	-46.24%
5620	Meetings	1,199	10,029	4,290	-5,739	-57.22%
5630	Dues	1,614	8,462	2,840	-5,622	-66.44%
5710	Mileage	20,116	138,261	36,987	-101,275	-73.25%
5720	Vehicle Operating Cost	21,080	20,057	11,630	-8,427	-42.02%
5730	Vehicle Insurance	5,000	11,938	7,635	-4,304	-36.05%
5740	Other Transportation Cost	199	2,020	1,294	-726	-35.96%
5910	Rent	150,436	807,026	207,212	-599,814	-74.32%
5920	Utilities	36,569	198,109	15,463	-182,647	-92.19%
5930	Telephone	6,599	42,279	7,396	-34,882	-82.51%
5935	Cell Phone	5,661	32,764	5,315	-27,449	-83.78%
5940	Maintenance, Repair, Janitorial	41,334	227,710	24,628	-203,082	-89.18%
5950	General Insurance	41,626	220,885	36,406	-184,479	-83.52%
5970	Space Rent	376	4,896	5,611	715	14.60%
5980	Space Utilities	768	896	813	-84	-9.36%
6110	Office Supplies	27,098	169,923	31,050	-138,873	-81.73%

HOUSING & ENERGY SERVICES

SUPP #4						
OPERATING BUDGET		ACTUAL FY 20	ADOPTED FY21	PROPOSED FY22	DOLLAR CHANGE	% OF CHANGE
6120	Postage/Shipping	16,976	112,021	13,074	-98,947	-88.33%
6130	Photocopy	10,526	70,284	28,251	-42,032	-59.80%
6140	Printing	6,351	50,520	19,378	-31,142	-61.64%
6145	Software	0	2,036	26,822	24,786	1317.53%
6150	Advertising/Recruitment	25	6,628	6,224	-405	-6.10%
6160	Program Supplies	66,992	382,131	80,466	-301,664	-78.94%
6170	Rental Rehac Loans	0	1,137	1,000	-137	-12.02%
6180	Owner Rehac Loans	0	305,161	268,485	-36,676	-12.02%
6190	Other Supplies	32,169	39,781	25,000	-14,781	-37.16%
6210	Contract-Soc Serve Agency	205,223	1,534,607	3,084,039	1,549,432	200.97%
6230	Contract-Weatherization	419,843	961,719	2,265,189	1,303,470	235.54%
6320	Equipment Rental	0	5,951	13,364	7,413	224.56%
6330	Equipment Repair	4,709	23,215	28,146	4,931	21.24%
6340	Expendacle Equipment	21,635	70,521	26,737	-43,784	-62.09%
6350	Building Renovations, Remodel	0	55,547	63,472	7,926	14.27%
6410	Books/Subscriptions	70	1,325	1,025	-300	-22.63%
6470	Miscellaneous (Admin)	1,797	9,116	1,575	-7,541	-82.72%
6620	Indirect	259,402	1,541,790	534,036	-1,007,754	-65.36%
6630	Infrastruature	99,365	539,155	133,077	-406,079	-75.32%
6650	Communication Services	0	1,429	1,769	340	23.81%
6710	Transportation	0	10	13	3	25.00%
6720	Child Care	0	10	13	3	25.00%
6730	Health Care	0	10	13	3	25.00%
6740	Residential Support	31,010	254,458	79,813	-174,645	-68.63%
6750	Clothing	61,500	380,299	2,000	-378,299	-99.47%
6780	Meals	2,873	17,662	0	-17,662	-100.00%
6790	Tuition & Fees (Skills)	2,300	14,138	0	-14,138	-100.00%
6800	Tuition & Fees (Vocation)	0	0	0	0	0.00%
6810	Training & Supplies	0	1,137	1,000	-137	-12.02%
6840	Acquisition Costs	0	146,798	129,155	-17,643	-12.02%
6870	Miscellaneous	60	1,502	1,322	-181	-12.02%
6880	Client Assistance	0	186	164	-22	-12.02%
7000	Building Cost	0	1,137	1,000	-137	-12.02%
TOTAL MATERIALS-SERVICES		5,399,226	36,433,942	34,895,085	-1,538,856	-4.22%
TOTAL CAPITAL OUTLAY		76,352	0	0	0	0.00%
FUND BAL. INCREASE (DECR)		132,558	0	0	0	0.00%
TOTAL EXPENDITURES		8,035,869	40,107,128	38,506,753	-1,600,374	-3.99%

Linn Benton Food Share

LINN BENTON FOOD SHARE



FOOD SHARE AND VOLUNTEER

SUPP #4

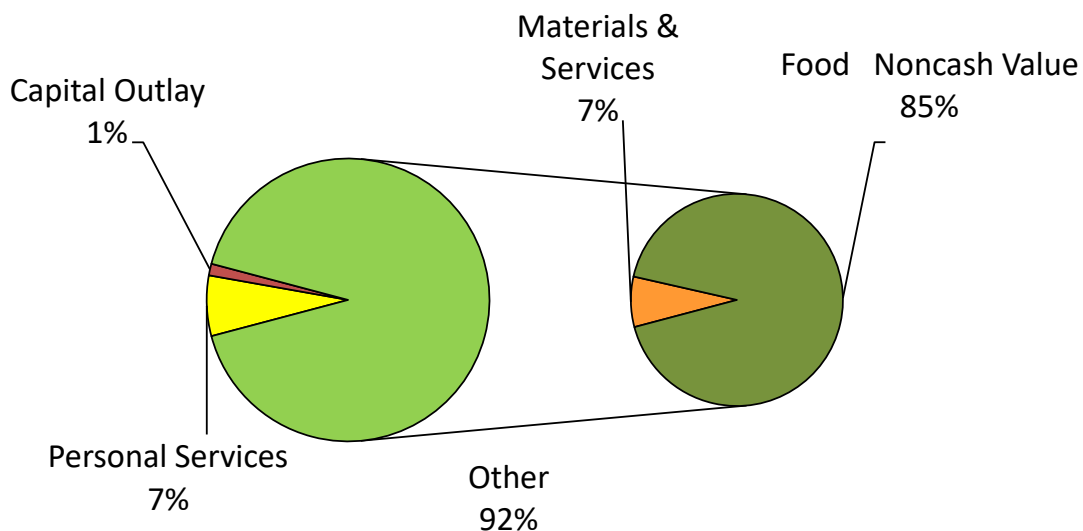
SUMMARY BUDGET	ACTUAL FY20	ADOPTED FY 21	PROPOSED FY 22	DOLLAR CHANGE	% OF CHANGE
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SOURCE OF REVENUES

FEDERAL FUNDS	1,932,126	659,465	704,825	45,360	6.88%
STATE FUNDS	69,249	308,314	95,000	-213,314	-69.19%
LOCAL FUNDS	1,536,527	1,131,728	1,164,236	32,508	2.87%
MISCELLANEOUS FUNDS	5,401,172	8,367,853	8,165,195	-202,658	-2.42%
TOTAL FUNDS	8,939,074	10,467,360	10,129,256	-338,104	-3.23%

DEPARTMENT BUDGET BY CATEGORY

FTE	6.95	8.00	8.61	0.61	7.67%
TOTAL PERSONAL SERVICES	554,533	646,431	700,601	54,170	8.38%
TOTAL MATERIALS/SERVICES	7,330,626	9,585,929	9,293,655	-292,274	-3.05%
TOTAL CAPITAL OUTLAY	7,495	235,000	135,000	-100,000	-42.55%
CHANGE IN FUND BALANCE	1,046,421	0	0	0	0.00%
TOTAL EXPENDITURES	8,939,074	10,467,360	10,129,256	-338,104	-3.23%



FOOD SHARE AND VOLUNTEER

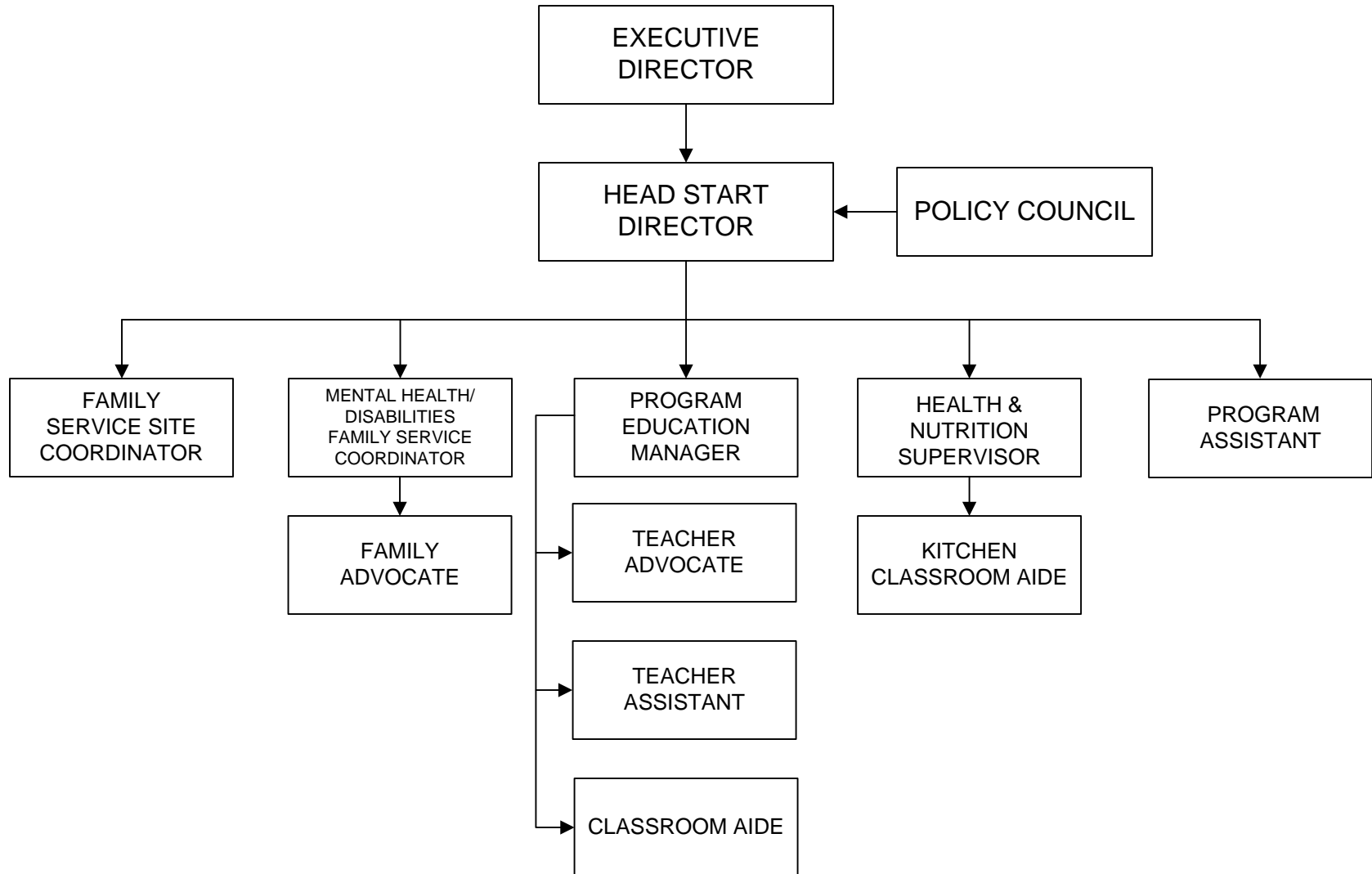
SUPP #4								
SUMMARY BUDGET	ACTUAL FY20	ADOPTED FY21	PROPOSED FY22	DOLLAR CHANGE	% OF CHANGE	VOLUNTEER	LBFS WAREHOUSE	FOOD SHARE
FEDERAL FUNDS								
CSBG	119,900	15,000	15,000	0	0.00%	15,000	0	0
USDA	1,697,226	534,640	580,000	45,360	8.48%	0	0	580,000
USDA CSFP	115,000	109,825	109,825	0	0.00%	24,825	0	85,000
Subtotal	1,932,126	659,465	704,825	45,360	-65.87%	39,825	0	665,000
STATE FUNDS								
OFB	0	167,000	0	-167,000	-100.00%	0	0	0
OHRF	69,249	141,314	95,000	-46,314	-32.77%	0	0	95,000
Subtotal	69,249	308,314	95,000	-213,314	-69.19%	0	0	95,000
LOCAL FUNDS								
Benton County	30,000	24,000	30,000	6,000	25.00%	0	0	30,000
City of Corvallis	20,976	0	0	0	0.00%	0	0	0
Donations - LBFS	1,215,991	667,729	782,472	114,743	17.18%	25,750	0	756,722
Holiday Food Drive	38,512	32,000	32,902	902	2.82%	0	0	32,902
Linn County	17,100	17,500	17,900	400	2.29%	0	0	17,900
Intentional Production	0	12,000	12,000	0	0.00%	0	0	12,000
Other Foundations	0	10,000	80,000	70,000	800.00%	0	0	80,000
Food Recovery	0	56,777	82,062	25,285	44.53%	22,062	0	60,000
Share Contributions	213,948	311,722	126,900	-184,822	-59.29%	6,900	0	120,000
Subtotal	1,536,527	1,131,728	1,164,236	32,508	2.87%	54,712	0	1,109,524
MISCELLANEOUS FUNDS								
Grants & Contracts	279,648	87,500	20,000	-67,500	-77.14%	10,000	0	10,000
Fund Balance	0	280,353	145,195	-135,158	-48.21%	40,000	55,250	49,945
Non-USDA food	5,121,524	8,000,000	8,000,000	0	0.00%	0	0	8,000,000
Subtotal	5,401,172	8,367,853	8,165,195	-202,658	-2.42%	50,000	55,250	8,059,945
TOTAL FUNDS	8,939,074	10,467,360	10,129,256	1,528,286	17.10%	144,537	55,250	9,929,469

FOOD SHARE AND VOLUNTEER

SUPP #4								
DEPARTMENT BUDGET	ACTUAL FY20	ADOPTED FY 21	PROPOSED FY 22	DOLLAR CHANGE	% OF CHANGE	VOLUNTEER	LBFS WAREHOUSE	FOOD SHARE
FTE	6.95	8.00	8.61	0.61	7.67%	1.06	0.00	7.55
5010 Salaries	344,827	408,341	427,169	18,828	4.61%	65,406	0	361,763
TOTAL SALARIES	344,827	408,341	427,169	18,828	4.61%	65,406	0	361,763
5320 PERS	67,888	79,147	91,074	11,927	15.07%	15,437	0	75,637
5330 Workers' Comp	167	183	197	14	7.65%	24	0	173
5335 SAIF Insurance	3,710	4,783	4,806	23	0.49%	846	0	3,960
5340 Unemployment	345	408	427	19	4.70%	65	0	362
5350 Health Insurance	85,804	98,205	119,906	21,701	22.10%	19,477	0	100,429
5360 Dental Insurance	7,852	11,072	11,831	759	6.86%	2,265	0	9,566
5370 Life Insurance	4,212	5,414	5,626	212	3.92%	837	0	4,789
5375 Flexible Spending Costs	19	66	66	0	0.00%	0	0	66
5380 Employee Assistance Pgm	0	305	304	-1	-0.46%	31	0	273
5382 OSGP Match	7,667	7,269	6,516	-753	-10.36%	918	0	5,598
5386 Non Taxable Fringe Pgm	109	0	0	0	0.00%	0	0	0
5390 FICA	25,402	31,238	32,678	1,440	4.61%	5,004	0	27,675
5395 Vacation Accrued	6,529	0	0	0	0.00%	0	0	0
TOTAL FRINGE	209,705	238,090	273,432	35,342	14.84%	44,905	0	228,528
TOTAL PERSONAL SERVICES	554,533	646,431	700,601	54,170	8.38%	110,311	0	590,290
5510 Audit & Accounting	3,641	3,678	6,871	3,193	86.81%	4,039	0	2,832
5520 Data/Connection Services	980	1,200	3,150	1,950	262.50%	1,200	0	1,950
5530 Legal	0	550	1,600	1,050	290.91%	550	0	1,050
5540 Other Purchased Services	10,213	10,900	10,000	-900	-8.26%	0	0	10,000
5550 Contract Services/Training	0	100	100	0	0.00%	0	0	100
5610 Educational Confer/Train	368	5,750	2,250	-3,500	-60.87%	500	0	1,750
5620 Meetings	624	2,500	1,250	-1,250	-50.00%	250	0	1,000
5710 Mileage	2,992	5,000	5,000	0	0.00%	750	0	4,250
5720 Vehicle Operating Cost	16,716	22,500	23,200	700	3.11%	0	0	23,200
5730 Vehicle Insurance	3,944	4,255	4,255	0	0.01%	0	0	4,255
5740 Other Transportation Cost	18,107	19,579	19,484	-95	-0.49%	17,984	0	1,500
5910 Rent	16,608	16,700	24,000	7,300	43.71%	4,000	0	20,000
5920 Utilities	44	1,900	1,900	0	0.00%	400	0	1,500
5930 Telephone	595	250	250	0	0.00%	0	0	250
5935 Cell Phone	920	2,980	2,980	0	0.00%	480	0	2,500
5940 Maintenance, Repair, Janitorial	3,611	3,000	3,500	500	16.67%	500	0	3,000
5950 Insurance-Property	7,347	7,523	6,903	-620	-8.24%	395	2,250	4,258
5980 Space Utilities	20,252	20,000	19,500	-500	-2.50%	0	0	19,500
6110 Office Supplies	868	2,250	2,350	100	4.44%	500	0	1,850
6120 Postage/Shipping	4,614	13,700	14,200	500	3.65%	200	0	14,000
6130 Photocopy	3,199	3,000	3,000	0	0.00%	500	0	2,500
6140 Printing	8,999	16,500	17,500	1,000	6.06%	0	0	17,500
6145 Software	80	108	115	7	6.48%	0	0	115
6150 Advertising/Recruitment	0	1,250	750	-500	-40.00%	0	0	750
6160 Program Supplies	7,119,804	9,253,291	8,945,250	-308,041	-3.33%	1,250	0	8,944,000
6320 Equipment Rental	0	350	250	-100	-28.57%	0	0	250
6330 Equipment Repair	8,596	14,473	14,471	-2	-0.01%	0	1,500	12,971
6340 Expendable Equipment	4,591	21,810	15,095	-6,715	-30.79%	2,345	1,500	11,250
6410 Books/Subscriptions	0	150	100	-50	-33.33%	50	0	50
6470 Miscellaneous (Admin)	4,551	0	0	0	0.00%	0	0	0
6620 Indirect	51,338	63,170	72,381	9,211	14.58%	3,250	0	69,131
6630 Infrastructure	17,022	17,512	22,000	4,488	25.63%	2,000	0	20,000
6870 Miscellaneous/Building fund	0	50,000	50,000	0	0.00%	0	50,000	0
TOTAL MATERIALS/SERVICES	7,330,626	9,585,929	9,293,655	-292,274	-3.05%	41,143	55,250	9,197,262
TOTAL CAPITAL OUTLAY	7,495	235,000	135,000	-100,000	-42.55%	0	0	135,000
FUND BAL. INCREASE (DECR)	1,046,421	0	0	0	-100.00%	0	0	0
TOTAL EXPENDITURES	8,939,074	10,467,360	10,129,256	-338,104	-3.23%	151,454	55,250	9,922,553

Child Development Services

CHILD DEVELOPMENT SERVICES



CHILD DEVELOPMENT SERVICES

SUPP #4

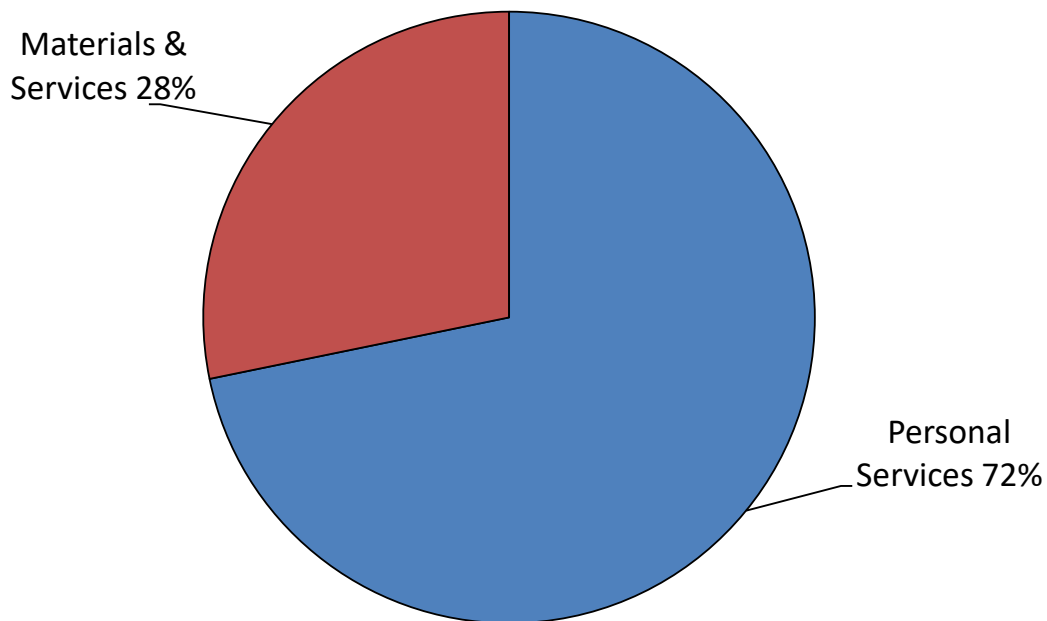
	ACTUAL FY 20	ADOPTED FY 21	PROPOSED FY 22	DOLLAR CHANGE	% OF CHANGE
SUMMARY BUDGET					

SOURCE OF REVENUES

FEDERAL FUNDS	1,664,816	1,760,110	1,956,699	196,589	11.17%
STATE FUNDS	547,288	698,088	698,088	0	0.00%
LOCAL FUNDS	10,525	6,000	0	-6,000	-100.00%
MISCELLANEOUS FUNDS	10,522	0	0	0	0.00%
TOTAL FUNDS	2,233,151	2,464,199	2,654,788	190,589	7.73%

DEPARTMENT BUDGET BY CATEGORY

FTE	27.13	26.99	27.00	0.01	0.05%
TOTAL PERSONAL SERVICES	1,838,318	1,820,389	1,905,559	85,170	4.68%
TOTAL MATERIALS/SERVICES	350,261	643,809	749,231	105,422	16.37%
TOTAL CAPITAL OUTLAY	37,493	0	0	0	0.00%
CHANGE IN FUND BALANCE	7,079	0	0	0	0.00%
TOTAL EXPENDITURES	2,233,151	2,464,199	2,654,788	190,589	7.73%



CHILD DEVELOPMENT SERVICES

SUPP #4							
SOURCE OF REVENUES	ACTUAL FY 20	ADOPTED FY 21	PROPOSED FY 22	DOLLAR CHANGE	% OF CHANGE	HEAD START	501(c)(3) HSLC
FEDERAL FUNDS							
Head Start/HHS	1,549,684	1,476,730	1,579,790	103,060	6.98%	1,579,790	0
CSBG	50,000	50,000	75,000	25,000	50.00%	75,000	0
USDA	65,132	149,167	149,167	0	0.00%	149,167	0
HHS Program Hour Expansion	0	0	0	0	0.00%	0	0
HHS COLA	0	29,213	0	-29,213	-100.00%	0	0
HHS COVID Funding	0	0	30,699	30,699	100.00%	30,699	0
ARPA	0	0	122,043	122,043	100.00%	122,043	0
Quality Improvement	0	55,000	0	-55,000	-100.00%	0	0
Subtotal	1,664,816	1,760,110	1,956,699	196,589	11.17%	1,956,699	0
STATE FUNDS							
Head Start/OPP/OPK	547,288	547,288	698,088	150,800	27.55%	698,088	0
Enhancement Grant	0	150,800	0	-150,800	-100.00%	0	0
OPK 1-Time Funds	0	0	0	0	0.00%	0	0
Subtotal	547,288	698,088	698,088	0	0.00%	698,088	0
LOCAL FUNDS							
Lincoln County	10,525	6,000	0	-6,000	-100.00%	0	0
Subtotal	10,525	6,000	0	-6,000	-100.00%	0	0
MISCELLANEOUS FUNDS							
Donations	1,522	0	0	0	0.00%	0	0
Miscellaneous Grants (Samaritan)	9,000	0	0	0	0.00%	0	0
Subtotal	10,522	0	0	0	0.00%	0	0
TOTAL FUNDS	2,233,151	2,464,199	2,654,787	190,588	7.73%	2,654,788	0

CHILD DEVELOPMENT SERVICES

SUPP #4							
DEPARTMENT BUDGET	ACTUAL FY 20	ADOPTED FY 21	PROPOSED FY 22	DOLLAR CHANGE	% OF CHANGE	HEAD START	501(c)(3) HSLC
FTE	27.13	26.99	27.00	0.01	0.05%	27.00	0.00
5010 Salaries	1,210,340	1,161,808	1,177,702	15,894	1.37%	1,177,702	0
TOTAL SALARIES	1,210,340	1,161,808	1,177,702	15,894	1.37%	1,177,702	0
5320 PERS	187,441	203,244	234,205	30,961	15.23%	234,205	0
5330 Workers' Comp	722	535	572	37	6.89%	572	0
5335 SAIF Insurance	7,192	7,455	7,556	102	1.36%	7,556	0
5340 Unemployment	1,210	1,162	1,178	16	1.41%	1,178	0
5350 Health Insurance	279,182	298,709	332,203	33,493	11.21%	332,203	0
5360 Dental Insurance	27,980	27,455	28,123	668	2.43%	28,123	0
5370 Life Insurance	14,271	9,327	10,334	1,007	10.80%	10,334	0
5375 Flexible Spending Costs	293	65	65	0	-0.69%	65	0
5380 Employee Assistance Program	1,306	650	693	43	6.56%	693	0
5382 OSGP Match	26,809	21,100	22,835	1,734	8.22%	22,835	0
5390 FICA	87,890	88,878	90,094	1,216	1.37%	90,094	0
5395 Vacation Accrued	-6,319	0	0	0	0.00%	0	0
TOTAL FRINGE	627,978	658,581	727,858	69,277	10.52%	727,858	0
TOTAL PERSONAL SERVICES	1,838,318	1,820,389	1,905,559	85,170	4.68%	1,905,556	0
5510 Audit & Accounting	6,424	5,776	5,776	0	0.00%	5,776	0
5520 Data Services	5,091	3,300	4,501	1,200	36.37%	4,501	0
5530 Legal	88	0	0	0	0.00%	0	0
5540 Other Purchased Services	13,350	17,991	43,000	25,010	239.01%	43,000	0
5550 Contracted Services/Training	0	3,000	10,000	7,000	333.35%	10,000	0
5610 Educational Confer/Train	13,421	12,000	12,000	0	0.00%	12,000	0
5620 Meetings	2,993	3,500	3,500	0	0.00%	3,500	0
5630 Dues	7,274	4,000	4,000	0	0.00%	4,000	0
5710 Mileage	3,596	4,000	3,000	-1,000	-25.00%	3,000	0
5740 Other Transportation Cost	0	149	0	-149	-100.00%	0	0
5910 Rent	12,916	0	0	0	0.00%	0	0
5920 Utilities	29,089	27,499	27,500	1	0.00%	27,500	0
5930 Telephone	7,876	6,000	5,000	-1,000	-16.67%	5,000	0
5935 Cell Phone	2,254	3,100	5,000	1,900	61.27%	5,000	0
5940 Maintenance, Repair, Janitorial	18,430	26,000	24,584	-1,416	-5.45%	24,584	0
5950 General Insurance	17,010	16,303	16,792	489	3.00%	16,792	0
5980 Space Utilities	12	0	0	0	0.00%	0	0
6110 Office Supplies	4,881	3,000	3,000	0	-0.01%	3,000	0
6120 Postage/Shipping	182	1,200	2,000	800	66.66%	2,000	0
6130 Photocopy	9,995	9,000	8,999	0	-0.01%	8,999	0
6140 Printing	474	500	250	-249	-49.89%	250	0
6150 Advertising/Recruitment	1,197	2,000	1,000	-1,000	-50.01%	1,000	0
6160 Program Supplies	22,705	20,000	30,000	10,000	50.00%	30,000	0
6190 Other Supplies	235	0	0	0	0.00%	0	0
6330 Equipment Repair	14,680	10,000	10,000	1	0.01%	10,000	0
6340 Expendable Equipment	18,289	15,000	12,000	-3,000	-20.00%	12,000	0
6410 Books/Subscriptions	164	100	0	-100	-100.00%	0	0
6470 Miscellaneous (Admin)	446	0	0	0	0.00%	0	0
6620 Indirect	0	228,989	295,971	66,983	29.25%	295,971	0
6630 Infrastructure	60,295	72,236	72,191	-45	-0.06%	72,191	0
6780 Meals	76,895	149,167	149,167	0	0.00%	149,167	0
TOTAL MATERIALS/SERVICES	350,261	643,809	749,231	105,422	16.37%	749,231	0
TOTAL CAPITAL OUTLAY	37,493	0	0	0	0.00%	0	0
FUND BAL. INCREASE (DECR)	7,079	0	0	0	0.00%	0	0
TOTAL EXPENDITURES	2,233,151	2,464,199	2,654,787	190,588	7.73%	2,654,787	0

Misc Grants

MISCELLANEOUS GRANTS

SUPP #4

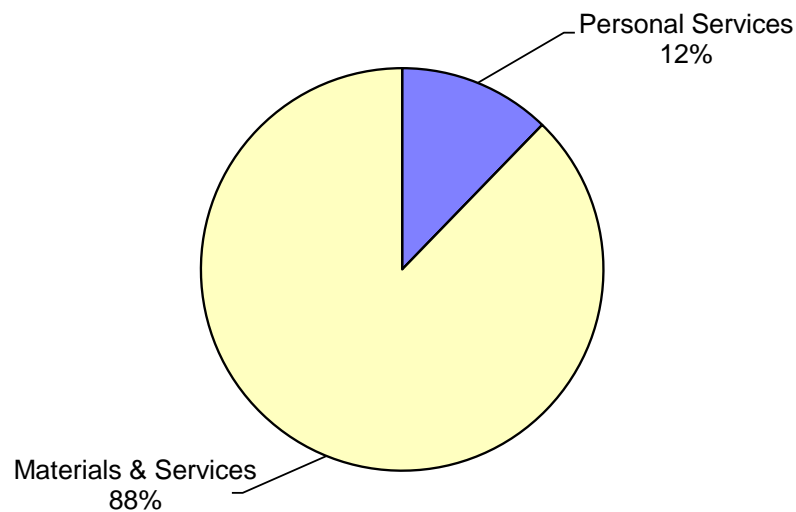
SUMMARY BUDGET	ACTUAL FY20	ADOPTED FY21	PROPOSED FY22	DOLLAR CHANGE	% OF CHANGE
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SOURCE OF REVENUES

FEDERAL FUNDS	484,022	680,936	426,437	-254,499	-37.37%
STATE FUNDS	172,372	0	0	0	0.00%
LOCAL FUNDS	0	0	0	0	0.00%
MISCELLANEOUS FUNDS	0	20,000	0	-20,000	-100.00%
TOTAL FUNDS	656,394	700,936	426,437	-274,499	-39.16%

DEPARTMENT BUDGET BY CATEGORY

FTE	2.40	0.90	0.90	0.00	0.00%
TOTAL PERSONAL SERVICES	310,175	85,855	85,855	0	0.00%
TOTAL MATERIALS/SERVICES	346,219	615,081	340,582	-274,499	-44.63%
TOTAL CAPITAL OUTLAY	0	0	0	0	0.00%
TOTAL FUND BALANCE	0	0	0	0	0.00%
TOTAL EXPENDITURES	656,394	700,936	426,437	-274,499	-39.16%



MISCELLANEOUS GRANTS

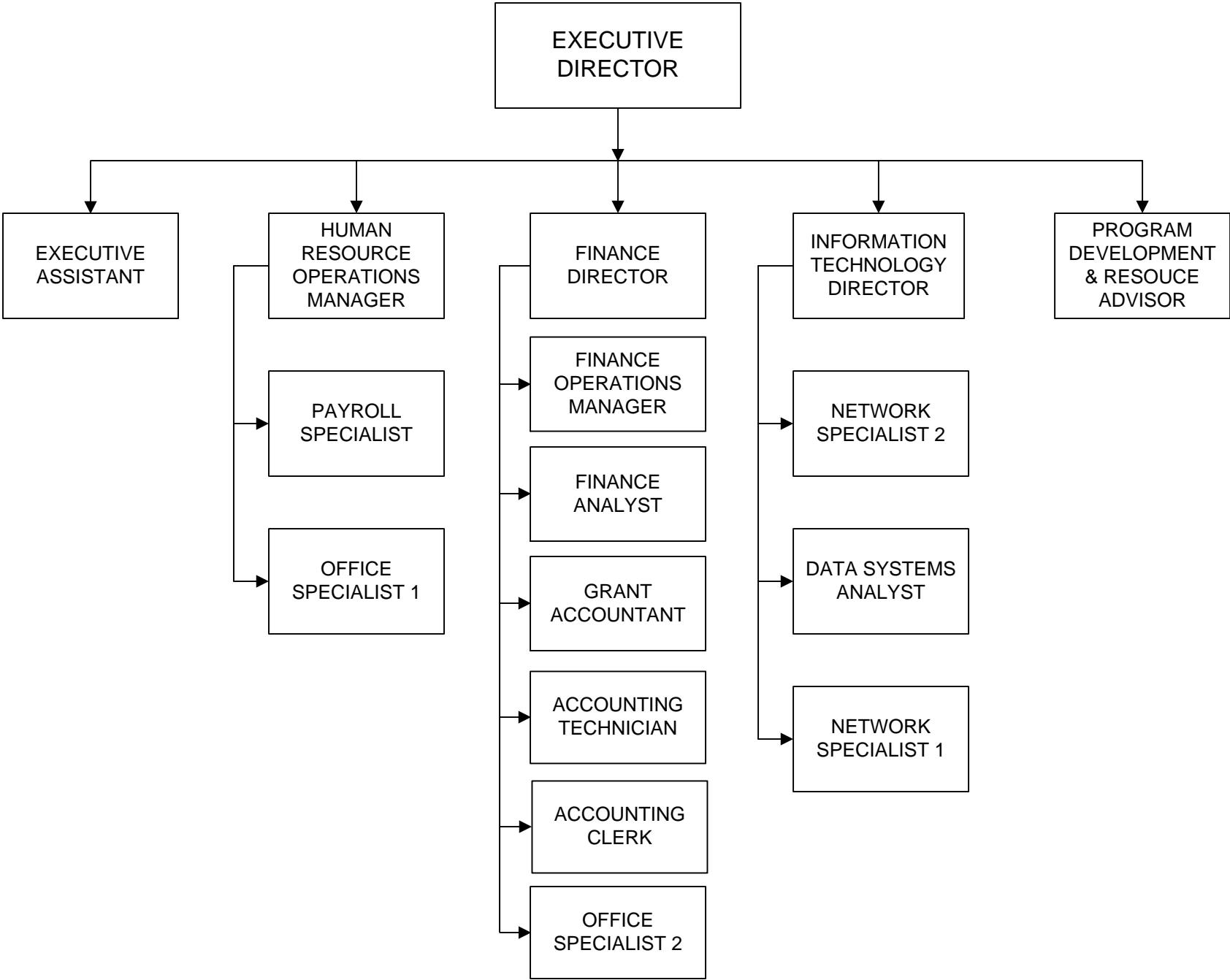
SUPP #4				DOLLAR CHANGE	% OF CHANGE
SOURCE OF REVENUES	ACTUAL FY20	ADOPTED FY21	PROPOSED FY22		
FEDERAL FUNDS					
CSBG - Interagency	0	3,309	0	-3,309	-100.00%
CSBG - Interagency	484,022	677,627	426,437	-251,190	-37.07%
Subtotal	484,022	680,936	426,437	-254,499	-37.37%
STATE FUNDS					
OHA - Cover Me	101,372	0	0	0	0.00%
OCF	71,000	0	0	0	0.00%
Subtotal	172,372	0	0	0	0.00%
LOCAL FUNDS					
Subtotal	0	0	0	0	0.00%
MISCELLANEOUS FUNDS					
Fee for Service - B2K	0	20,000	0	-20,000	-100.00%
Subtotal	0	20,000	0	-20,000	-100.00%
TOTAL FUNDS	656,394	700,936	426,437	-274,499	-39.16%

MISCELLANEOUS GRANTS

SUPP #4						
DEPARTMENT BUDGET	ACTUAL FY20	ADOPTED FY21	PROPOSED FY22	DOLLAR CHANGE	% OF CHANGE	CSBG
FTE	2.40	0.90	0.90	0.00	0.00%	0.90
5010 Salaries	200,069	59,777	59,777	0	0.00%	59,777
5011 COVID Salaries	12,313	0	0	0	0.00%	0
TOTAL SALARIES	212,382	59,777	59,777	0	0.00%	59,777
5320 PERS	26,171	10,019	10,019	0	0.00%	10,019
5330 Workers' Comp	102	26	26	0	0.00%	26
5335 SAIF Insurance	1,038	591	591	0	0.00%	591
5340 Unemployment	206	60	60	0	0.00%	60
5350 Health Insurance	48,968	8,523	8,523	0	0.00%	8,523
5360 Dental Insurance	3,618	765	765	0	0.00%	765
5370 Life Insurance	2,519	670	670	0	0.00%	670
5375 Flexible Spending Costs	72	13	13	0	0.00%	13
5380 Employee Assistance Program	0	27	27	0	0.00%	27
5382 OSGP Match	3,124	810	810	0	0.00%	810
5390 FICA	14,726	4,573	4,573	0	0.00%	4,573
5395 Vacation Accrued	-2,753	0	0	0	0.00%	0
TOTAL FRINGE	97,793	26,078	26,078	0	0.00%	26,078
TOTAL PERSONAL SERVICES	310,175	85,855	85,855	0	0.00%	85,855
5510 Audit & Accounting	1,221	0	0	0	0.00%	0
5520 Data Services	37	0	0	0	0.00%	0
5540 Other Purchased Services	11,926	586,000	97,460	-488,540	-83.37%	97,460
5550 Contract Services/Training	0	0	0	0	0.00%	0
5610 Educational Confer/Train	8,921	5,000	5,000	0	0.00%	5,000
5620 Meetings	906	0	0	0	0.00%	0
5630 Dues	15	0	0	0	0.00%	0
5710 Mileage	1,007	0	0	0	0.00%	0
5730 Vehicle Insurance	20,356	0	0	0	0.00%	0
5740 Other Transportation Cost	656	0	0	0	0.00%	0
5910 Rent	-13	0	0	0	0.00%	0
5935 Cell Phone	352	0	0	0	0.00%	0
5940 Maintenance, Repair, Janitorial	1,191	0	0	0	0.00%	0
5950 General Insurance	3,290	0	0	0	0.00%	0
6110 Office Supplies	3,494	772	772	0	0.00%	772
6120 Postage/Shipping	7	0	0	0	0.00%	0
6130 Photocopy	530	0	0	0	0.00%	0
6140 Printing	35	0	0	0	0.00%	0
6145 Software	33,467	20,000	20,000	0	0.00%	20,000
6150 Advertising/Recruitment	667	0	0	0	0.00%	0
6160 Program Supplies	88,361	0	0	0	0.00%	0
6210 Contract-Soc Serve Agency	86,150	0	214,041	214,041	100.00%	214,041
6340 Expendable Equipment	6,634	0	0	0	0.00%	0
6620 Indirect	24,785	3,309	3,309	0	0.00%	3,309
6630 Infrastructure	51,374	0	0	0	0.00%	0
6880 Client Assistance	850	0	0	0	0.00%	0
TOTAL MATERIALS/SERVICES	346,219	615,081	340,582	-274,499	-44.63%	340,582
TOTAL CAPITAL OUTLAY	0	0	0	0	0.00%	0
FUND BAL. INCREASE (DECR)	0	0	0	0	0.00%	0
TOTAL EXPENDITURES	656,393	700,936	426,437	-274,499	-39.16%	426,437

Administrative Services

ADMINISTRATIVE SERVICES



ADMINISTRATION

SUPP #4

SUMMARY BUDGET	ACTUAL FY 20	ADOPTED FY 21	PROPOSED FY 22	DOLLAR CHANGE	% OF CHANGE
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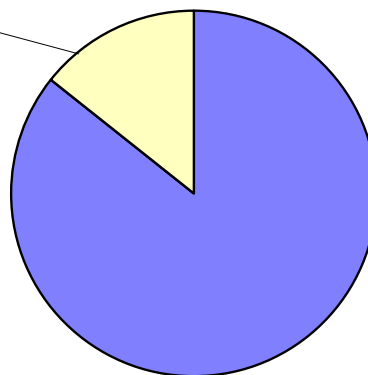
SOURCE OF REVENUES

FEDERAL FUNDS	0	60,158	154,917	94,759	257.52%
STATE FUNDS	0	0	0	0	0.00%
LOCAL FUNDS	0	0	0	0	0.00%
MISCELLANEOUS FUNDS	1,034,068	1,000,568	1,406,730	406,162	40.59%
TOTAL FUNDS	1,034,068	1,060,726	1,561,647	500,921	47.22%

DEPARTMENT BUDGET BY CATEGORY

FTE	8.74	9.39	14.01	4.63	49.28%
TOTAL PERSONAL SERVICES	736,569	819,779	1,338,200	518,421	63.24%
TOTAL MATERIALS/SERVICES	215,122	190,948	223,448	32,500	17.02%
TOTAL CAPITAL OUTLAY	19,030	0	0	0	0.00%
CHANGE IN FUND BALANCE	63,347	50,000	0	-50,000	-100.00%
TOTAL EXPENDITURES	1,034,068	1,060,726	1,561,647	500,921	47.22%

Materials & Services
14%



Personal
Services
86%

ADMINISTRATION

SOURCE OF REVENUES	SUPP #4			DOLLAR CHANGE	% OF CHANGE
	ACTUAL FY 20	ADOPTED FY 21	PROPOSED FY 22		
FEDERAL FUNDS					
CSBG - Agencywide	0	60,158	154,917	94,759	257.52%
Subtotal	0	60,158	154,917	94,759	257.52%
STATE FUNDS					
Subtotal	0	0	0	0	0.00%
LOCAL FUNDS					
Subtotal	0	0	0	0	0.00%
MISCELLANEOUS FUNDS					
Interest Revenue	42,651	0	0	0	0.00%
Miscellaneous	96,448	0	0	0	0.00%
Program Reimbursements	772,946	858,068	1,331,730	473,662	55.20%
Miscellaneous Revenue (YCAP)	19,170	10,000	0	-10,000	-100.00%
Miscellaneous Revenue (CAPO)	82,894	75,000	75,000	0	0.00%
Discretionary Fund Balance	19,959	57,500	0	-57,500	-100.00%
Subtotal	1,034,068	1,000,568	1,406,730	406,162	40.59%
TOTAL FUNDS	1,034,068	1,060,726	1,561,647	500,921	47.22%

ADMINISTRATION

SUPP #4				DOLLAR	% OF
DEPARTMENT BUDGET	ACTUAL FY 20	ADOPTED FY 21	PROPOSED FY 22	CHANGE	CHANGE
FTE	8.74	9.39	14.01	4.63	49.28%
5010 Salaries	486,151	530,156	860,824	330,668	62.37%
5011 Covid Salary	1,241	0	0	0	0.00%
5020 Client Salaries	0	0	0	0	0.00%
TOTAL SALARIES	487,391	530,156	860,824	330,668	62.37%
5320 PERS	77,756	92,128	170,841	78,712	85.44%
5330 Workers' Comp	275	215	321	106	49.28%
5335 SAIF	1,602	4,055	5,646	1,591	39.24%
5340 Unemployment	486	530	14	-516	-97.36%
5350 Health Insurance	104,410	123,282	197,317	74,035	60.05%
5360 Dental Insurance	11,443	12,106	13,388	1,282	10.59%
5370 Life Insurance	5,790	6,698	10,141	3,443	51.41%
5375 Flexible Spending Costs	452	330	462	132	40.00%
5380 Employee Assistance Pgm	5,880	284	424	140	49.28%
5382 OSGP Match	8,937	9,437	12,970	3,533	37.43%
5386 Non Taxable Fringe Pgm	0	0	0	0	0.00%
5390 F.I.C.A.	34,152	40,557	65,853	25,296	62.37%
5395 Vacation Accrued	-2,006	0	0	0	0.00%
TOTAL FRINGE	249,177	289,623	477,376	187,753	64.83%
TOTAL PERSONAL SERVICES	736,569	819,779	1,338,200	518,421	63.24%
5510 Audit & Accounting	2,585	2,585	2,585	0	0.00%
5520 Data/Connection Services	11,294	9,156	9,156	0	0.00%
5530 Legal	400	17,000	17,000	0	0.00%
5540 Other Purchased Services	30,683	28,340	53,340	25,000	88.21%
5610 Educational Confer/Train	3,962	7,280	12,280	5,000	68.68%
5620 Meetings	5,811	8,000	8,000	0	0.00%
5630 Dues	12,938	13,846	13,846	0	0.00%
5710 Mileage	2,553	5,300	5,300	0	0.00%
5740 Other Transportation Cost	155	0	0	0	0.00%
5910 Rent	56,805	36,903	36,903	0	0.00%
5920 Utilities	1,169	2,500	2,500	0	0.00%
5930 Telephone	1,344	0	0	0	0.00%
5935 Cell Phone	104	720	720	0	0.00%
5940 Maintenance, repair, janitorial	10,073	7,000	7,000	0	0.00%
5950 General Insurance	3,820	4,011	4,011	0	0.00%
5970 Space Rent	0	2,000	2,000	0	0.00%
5980 Space Utilities	54	0	0	0	0.00%
6110 Office Supplies	10,947	6,000	6,000	0	0.00%
6120 Postage/Shipping	-3,240	4,927	4,927	0	0.00%
6130 Photocopy	8,262	2,500	2,500	0	0.00%
6140 Printing	891	750	750	0	0.00%
6145 Software	3,991	100	100	0	0.00%
6150 Advertising/Recruitment	1,805	750	750	0	0.00%
6160 Program Supplies	5,342	100	100	0	0.00%
6210 Contract-Soc Serve Agency	1,961	0	0	0	0.00%
6190 Other Supplies	888	0	0	0	0.00%
6340 Expendable Equipment	6,815	4,500	7,000	2,500	55.56%
6410 Books/Subscriptions	778	200	200	0	0.00%
6470 Miscellaneous Costs	2,020	1,900	1,900	0	0.00%
6620 Indirect	3,951	0	0	0	0.00%
6630 Infrastructure	25,920	24,079	24,079	0	0.00%
6870 Miscellaneous	154	0	0	0	0.00%
6880 Client Assistance	888	0	0	0	0.00%
TOTAL MATERIALS/SERVICES	215,122	190,948	223,448	32,500	17.02%
TOTAL CAPITAL OUTLAY	19,030	0	0	0	0.00%
FUND BAL. INCREASE (DECR)	63,347	50,000	0	-50,000	-100.00%
TOTAL EXPENDITURES	1,034,068	1,060,726	1,561,647	500,921	47.22%

INFORMATION TECHNOLOGY

SUPP #4

SUMMARY BUDGET	ACTUAL FY20	ADOPTED FY21	PROPOSED FY22	DOLLAR CHANGE	% OF CHANGE
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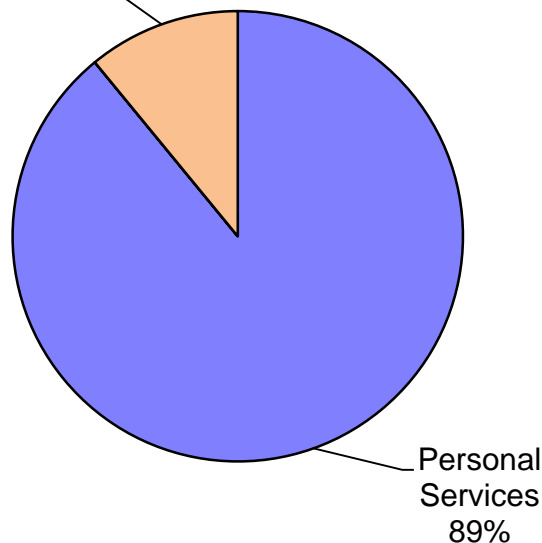
SOURCE OF REVENUES

FEDERAL FUNDS	30,000	75,000	75,000	0	12.61%
STATE FUNDS	0	0	0	0	0.00%
LOCAL FUNDS	0	0	0	0	0.00%
PROGRAM REIMBURSEMENTS	287,253	418,953	351,638	-67,315	47.46%
TOTAL FUNDS	317,253	493,953	426,638	-67,315	40.84%

DEPARTMENT BUDGET BY CATEGORY

FTE	3.83	4.98	4.19	-0.79	0.35
TOTAL PERSONAL SERVICES	266,604	437,323	379,938	-57,385	43.46%
TOTAL MATERIALS/SERVICES	50,649	56,630	46,700	-9,930	23.42%
TOTAL CAPITAL OUTLAY	0	0	0	0	0.00%
TOTAL FUND BALANCE	0	0	0	0	0.00%
TOTAL EXPENDITURES	317,253	493,953	426,638	-67,315	40.84%

Materials & Services
11%



INFORMATION TECHNOLOGY
SUPP #4

SOURCE OF REVENUES	ACTUAL FY20	ADOPTED FY21	PROPOSED FY22	DOLLAR CHANGE	% OF CHANGE
FEDERAL FUNDS					
CSBG	30,000	75,000	75,000	0	12.61%
Subtotal	30,000	75,000	75,000	0	12.61%
STATE FUNDS					
Subtotal	0	0	0	0	0.00%
LOCAL FUNDS					
Subtotal	0	0	0	0	0.00%
MISCELLANEOUS FUNDS					
Miscellaneous	30,000	0	0	0	0.00%
Program Reimbursements	287,253	418,953	351,638	-67,315	47.46%
Subtotal	287,253	418,953	351,638	-67,315	47.46%
TOTAL FUNDS	317,253	493,953	426,638	-67,315	40.84%

INFORMATION TECHNOLOGY

SUPP #4					
DEPARTMENT BUDGET	ACTUAL FY20	ADOPTED FY21	PROPOSED FY22	DOLLAR CHANGE	% OF CHANGE
FTE	3.83	4.98	4.19	-0.79	35.30%
5010 Salaries	173,977	272,320	251,855	-20,465	32.69%
TOTAL SALARIES	173,977	272,320	251,855	-20,465	32.69%
5320 PERS	32,761	48,870	49,728	857	63.99%
5330 Workers' Comp	71	114	92	-22	-46.85%
5335 SAIF	359	1,747	1,616	-131	7.69%
5340 Unemployment	174	272	252	-20	32.69%
5350 Health Insurance	35,200	78,908	47,267	-31,641	85.38%
5360 Dental Insurance	2,832	6,202	3,439	-2,763	40.13%
5370 Life Insurance	2,166	3,923	3,272	-651	80.40%
5375 Flexible Spending Costs	0	0	0	0	-100.00%
5380 Employee Assistance Program	0	188	132	-57	52.66%
5382 OSGP Match	2,610	3,945	3,020	-925	42.17%
5390 FICA	12,909	20,832	19,267	-1,566	32.69%
5395 Vacation Accrued	3,544	0	0	0	0.00%
TOTAL FRINGE	92,626	165,003	128,084	-36,920	65.65%
TOTAL PERSONAL SERVICES	266,604	437,323	379,938	-57,385	43.46%
5520 Data/Connection Services	5,445	5,246	3,433	-1,813	12.91%
5540 Other Purchased Services	7,164	3,000	1,500	-1,500	0.00%
5610 Educational Confer/Train	0	5,000	2,000	-3,000	500.00%
5620 Meetings	60	350	350	0	700.00%
5710 Mileage	3,250	3,200	2,000	-1,200	10.34%
5740 Other Transportation Cost	0	1,200	400	-800	1200.00%
5910 Rent	14,575	12,718	12,718	0	0.00%
5930 Telephone	8,552	14,212	12,212	-2,000	0.00%
5935 Cell Phone	150	360	0	-360	0.00%
5940 Maintenance, Repair, Janitorial	2,891	820	820	0	0.00%
6110 Office Supplies	590	600	200	-400	50.00%
6120 Postage/Shipping	0	50	50	0	0.00%
6130 Photocopy	55	100	25	-75	0.00%
6140 Printing	31	40	25	-15	0.00%
6145 Software	3,156	5,072	4,598	-474	614.79%
6340 Expendable Equipment	3,433	1,500	0	-1,500	0.00%
6410 Books/Subscriptions	1,297	3,161	6,368	3,207	0.00%
TOTAL MATERIALS/SERVICES	50,649	56,630	46,700	-9,930	23.42%
TOTAL CAPITAL OUTLAY	0	0	0	0	0.00%
FUND BAL. INCREASE (DECR)	0	0	0	0	0.00%
TOTAL EXPENDITURES	317,253	493,953	426,638	-67,315	40.84%

Salary Chart (Non-Exempt)

COMMUNITY SERVICES CONSORTIUM SALARY RANGE AFSCME LOCAL 3563 EFFECTIVE JULY 1, 2020			The rows below are these time periods.								LONGEVITY 15 YR 1% 20 YR 3% 25 YR 5% BASED ON STEP 6		
JOB TITLES	RANGE	ENTRY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP L-1	STEP L-2	STEP L-3		
UNASSIGNED	***Monthly	1	Monthly		2097	2196	2300	2413	2529	2554	2605	2655	
	***Pay Period		Pay Period		1,048.50	1,098.00	1,150.00	1,206.50	1,264.50	1,277.00	1,302.50	1,327.50	
	Hourly		Hourly		12.1	12.67	13.27	13.92	14.59	14.73	15.03	15.32	
	***Annually		Annually		\$ 25,164	\$ 26,352	\$ 27,600	\$ 28,956	\$ 30,348	\$ 30,648	\$ 31,260	\$ 31,860	
*** See footer													
ELIGIBILITY CLERK	2		2096	2201	2308	2418	2534	2658	2785	2813	2869	2924	
OFFICE SPECIALIST 1			1,048.00	1,100.50	1,154.00	1,209.00	1,267.00	1,329.00	1,392.50	1,406.50	1,434.50	1,462.00	
			12.09	12.7	13.32	13.95	14.62	15.33	16.07	16.23	16.55	16.87	
			\$ 25,152	\$ 26,412	\$ 27,696	\$ 29,016	\$ 30,408	\$ 31,896	\$ 33,420	\$ 33,756	\$ 34,428	\$ 35,088	
HS CLASSROOM AIDE	3		2309	2425	2538	2665	2790	2926	3067	3098	3159	3220	
HS TEACHING ASSISTANT 1			1,154.50	1,212.50	1,269.00	1,332.50	1,395.00	1,463.00	1,533.50	1,549.00	1,579.50	1,610.00	
			13.32	13.99	14.64	15.38	16.1	16.88	17.69	17.87	18.23	18.58	
			\$ 27,708	\$ 29,100	\$ 30,456	\$ 31,980	\$ 33,480	\$ 35,112	\$ 36,804	\$ 37,176	\$ 37,908	\$ 38,640	
ACCOUNTING CLERK FINANCE	4		2540	2670	2796	2931	3075	3223	3379	3413	3480	3548	
ELIGIBILITY NAVIGATOR			1,270.00	1,335.00	1,398.00	1,465.50	1,537.50	1,611.50	1,689.50	1,706.50	1,740.00	1,774.00	
FS TRUCK DRIVER/WAREHOUSE WORKER			14.65	15.4	16.13	16.91	17.74	18.59	19.49	19.69	20.08	20.47	
HS TEACHING ASSISTANT 2			\$ 30,480	\$ 32,040	\$ 33,552	\$ 35,172	\$ 36,900	\$ 38,676	\$ 40,548	\$ 40,956	\$ 41,760	\$ 42,576	
ACCOUNTING TECHNICIAN	5		2796	2940	3081	3229	3386	3550	3724	3761	3836	3910	
AGENCY RELATIONS SPECIALIST			1,398.00	1,470.00	1,540.50	1,614.50	1,693.00	1,775.00	1,862.00	1,880.50	1,918.00	1,955.00	
CREW LEADER			16.13	16.96	17.78	18.63	19.53	20.48	21.48	21.7	22.13	22.56	
ELIGIBILITY SPECIALIST			\$ 33,552	\$ 35,280	\$ 36,972	\$ 38,748	\$ 40,632	\$ 42,600	\$ 44,688	\$ 45,132	\$ 46,032	\$ 46,920	
ENERGY EDUCATION COORDINATOR													
FAMILY ADVOCATE													
HOUSING PLACEMENT ADVOCATE													
HS FAMILY SERVICES SITE COORDINATOR													
OFFICE SPECIALIST 3													
PROGRAM ASSISTANT													
SENIOR EMPLOYMENT ADVISOR													
SENIOR YOUTH ADVISOR													
FS TRUCK DRIVER WAREHOUSE WORKER													
FS WAREHOUSE WORKER 2													
GRANT ACCOUNTANT	6		3081	3237	3394	3561	3735	3915	4105	4146	4228	4310	
NETWORK SPECIALIST 1			1,540.50	1,618.50	1,697.00	1,780.50	1,867.50	1,957.50	2,052.50	2,073.00	2,114.00	2,155.00	
PAYROLL SPECIALIST			17.78	18.68	19.58	20.54	21.55	22.59	23.68	23.92	24.39	24.87	
SENIOR CREW LEADER			\$ 36,972	\$ 38,844	\$ 40,728	\$ 42,732	\$ 44,820	\$ 46,980	\$ 49,260	\$ 49,752	\$ 50,736	\$ 51,720	
HS TEACHER 2/ FAMILY ADVOCATE													
HS PROGRAM ASSISTANT													
CASE MANAGER - HOUSING	7		3394	3569	3744	3921	4113	4317	4529	4574	4665	4755	
CASE MANAGER - W&E			1,697.00	1,784.50	1,872.00	1,960.50	2,050.50	2,158.50	2,264.50	2,287.00	2,332.50	2,377.50	
FINANCIAL ANALYST			19.58	20.59	21.6	22.62	23.73	24.91	26.13	26.39	26.91	27.43	
HS TEACHER 3/ADVOCATE			\$ 40,728	\$ 42,828	\$ 44,928	\$ 47,052	\$ 49,356	\$ 51,804	\$ 54,348	\$ 54,888	\$ 55,980	\$ 57,060	
NETWORK SPECIALIST 2													
PROGRAM DEVELOPMENT ANALYST													
PRINCIPAL EMPLOYMENT ADVISOR													
PRINCIPAL YOUTH ADVISOR													
TEACHER													
WX AUDITOR													
FS GLEANER/VOLUNTEER PROG. COORD	8		3742	3933	4126	4326	4540	4762	4993	5043	5143	5243	
DATA SYSTEMS ANALYST			1,871.00	1,966.50	2,063.00	2,163.00	2,270.00	2,381.00	2,496.50	2,521.50	2,571.50	2,621.50	
			21.59	22.69	23.8	24.96	26.19	27.47	28.81	29.09	29.67	30.25	
			\$ 44,904	\$ 47,196	\$ 49,512	\$ 51,912	\$ 54,480	\$ 57,144	\$ 59,916	\$ 60,516	\$ 61,716	\$ 62,916	

***Monthly, pay period and annual figures are based on 1.0 FTE regular employee working in paid status for entire fiscal year.

Salary Chart (Exempt)

COMMUNITY SERVICES CONSORTIUM SALARY RANGE NON-REPRESENTED EFFECTIVE JULY 1, 2020									LONGEVITY 15 YR 1% 20 YR 3% 25 YR 5% BASED ON STEP 6		
JOB TITLES	RANGE	ENTRY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP L-1	STEP L-2	STEP L-3
UNASSIGNED	5	\$ 2,812	\$ 2,959	\$ 3,105	\$ 3,261	\$ 3,427	\$ 3,597	\$ 3,780	\$ 3,818	\$ 3,893	\$ 3,969
***Pay Period		1,406.00	1,479.50	1,552.50	1,630.50	1,713.50	1,798.50	1,890.00	1,909.00	1,946.50	1,984.50
Hourly		16.22	17.07	17.91	18.81	19.77	20.75	21.81	22.03	22.46	22.90
***Annually		\$ 33,744	\$ 35,508	\$ 37,260	\$ 39,132	\$ 41,124	\$ 43,164	\$ 45,360	\$ 45,816	\$ 46,716	\$ 47,628
*** See footer											
EXECUTIVE ASSISTANT	6	\$ 3,142	\$ 3,306	\$ 3,471	\$ 3,646	\$ 3,827	\$ 4,021	\$ 4,220	\$ 4,262	\$ 4,347	\$ 4,431
		1,571.00	1,653.00	1,735.50	1,823.00	1,913.50	2,010.50	2,110.00	2,131.00	2,173.50	2,215.50
		18.13	19.07	20.03	21.03	22.08	23.20	24.35	24.59	25.08	25.56
		\$ 37,704	\$ 39,672	\$ 41,652	\$ 43,752	\$ 45,924	\$ 48,252	\$ 50,640	\$ 51,144	\$ 52,164	\$ 53,172
COMPLIANCE SUPERVISOR	7	\$ 3,510	\$ 3,694	\$ 3,877	\$ 4,073	\$ 4,273	\$ 4,488	\$ 4,713	\$ 4,760	\$ 4,854	\$ 4,949
FINANCE SUPERVISOR		1,755.00	1,847.00	1,938.50	2,036.50	2,136.50	2,244.00	2,356.50	2,380.00	2,427.00	2,474.50
		20.25	21.31	22.37	23.50	24.65	25.89	27.19	27.46	28.00	28.55
		\$ 42,120	\$ 44,328	\$ 46,524	\$ 48,876	\$ 51,276	\$ 53,856	\$ 56,556	\$ 57,120	\$ 58,248	\$ 59,388
EDUCATION SUPERVISOR	8	\$ 3,918	\$ 4,124	\$ 4,330	\$ 4,550	\$ 4,774	\$ 5,012	\$ 5,263	\$ 5,316	\$ 5,421	\$ 5,526
FAMILY SERVICE SUPERVISOR		1,959.00	2,062.00	2,165.00	2,275.00	2,387.00	2,506.00	2,631.50	2,658.00	2,710.50	2,763.00
FOOD SHARE OPERATIONS MANAGER		22.60	23.79	24.98	26.25	27.54	28.92	30.36	30.67	31.28	31.88
HS HEALTH & NUTRITION SUPERVISOR		\$ 47,016	\$ 49,488	\$ 51,960	\$ 54,600	\$ 57,288	\$ 60,144	\$ 63,156	\$ 63,792	\$ 65,052	\$ 66,312
HOUSING SERVICES COORDINATOR											
PROGRAM DEVEL. & RESOURCE ADV.											
W&E AREA COORDINATOR											
W&E EDUCATION SUPERVISOR											
HS PROGRAM EDUCATION MANAGER	9	\$ 4,080	\$ 4,294	\$ 4,508	\$ 4,731	\$ 4,970	\$ 5,217	\$ 5,481	\$ 5,536	\$ 5,645	\$ 5,755
		2,040.00	2,147.00	2,254.00	2,365.50	2,485.00	2,608.50	2,740.50	2,768.00	2,822.50	2,877.50
		23.54	24.77	26.01	27.29	28.67	30.10	31.62	31.94	32.57	33.20
		\$ 48,960	\$ 51,528	\$ 54,096	\$ 56,772	\$ 59,640	\$ 62,604	\$ 65,772	\$ 66,432	\$ 67,740	\$ 69,060
ENERGY ASSISTANCE MANAGER	10	\$ 4,367	\$ 4,597	\$ 4,823	\$ 5,063	\$ 5,317	\$ 5,584	\$ 5,865	\$ 5,924	\$ 6,041	\$ 6,158
HOUSING SERVICES MANAGER		2,183.50	2,298.50	2,411.50	2,531.50	2,658.50	2,792.00	2,932.50	2,962.00	3,020.50	3,079.00
WEATHERIZATION PROGRAM MANAGER		25.19	26.52	27.83	29.21	30.68	32.22	33.84	34.18	34.85	35.53
		\$ 52,404.0	\$ 55,164	\$ 57,876	\$ 60,756	\$ 63,804	\$ 67,008	\$ 70,380	\$ 71,088	\$ 72,492	\$ 73,896
HUMAN RESOURCE OPERATIONS MANAGER	11	\$ 4,669	\$ 4,915	\$ 5,159	\$ 5,417	\$ 5,688	\$ 5,976	\$ 6,272	\$ 6,335	\$ 6,460	\$ 6,586
		2,334.50	2,457.50	2,579.50	2,708.50	2,844.00	2,988.00	3,136.00	3,167.50	3,230.00	3,293.00
		26.94	28.36	29.76	31.25	32.82	34.48	36.18	36.55	37.27	38.00
		\$ 56,028	\$ 58,980	\$ 61,908	\$ 65,004	\$ 68,256	\$ 71,712	\$ 75,264	\$ 76,020	\$ 77,520	\$ 79,032
FOODSHARE DIRECTOR	12	\$ 4,996	\$ 5,258	\$ 5,524	\$ 5,795	\$ 6,087	\$ 6,393	\$ 6,710	\$ 6,777	\$ 6,911	\$ 7,046
IT DIRECTOR		2,498.00	2,629.00	2,762.00	2,897.50	3,043.50	3,196.50	3,355.00	3,388.50	3,455.50	3,523.00
SENIOR OPERATIONS MANAGER		28.82	30.33	31.87	33.43	35.12	36.88	38.71	39.10	39.87	40.65
		\$ 59,952	\$ 63,096	\$ 66,288	\$ 69,540	\$ 73,044	\$ 76,716	\$ 80,520	\$ 81,324	\$ 82,932	\$ 84,552
FINANCE DIRECTOR	13	\$ 5,346	\$ 5,626	\$ 5,910	\$ 6,206	\$ 6,515	\$ 6,841	\$ 7,181	\$ 7,253	\$ 7,396	\$ 7,540
HEAD START DIRECTOR		2,673.00	2,813.00	2,955.00	3,103.00	3,257.50	3,420.50	3,590.50	3,626.50	3,698.00	3,770.00
		30.84	32.46	34.10	35.80	37.59	39.47	41.43	41.84	42.67	43.50
		\$ 64,152	\$ 67,512	\$ 70,920	\$ 74,472	\$ 78,180	\$ 82,092	\$ 86,172	\$ 87,036	\$ 88,752	\$ 90,480
	14	\$ 5,721	\$ 6,021	\$ 6,324	\$ 6,640	\$ 6,970	\$ 7,321	\$ 7,683	\$ 7,760	\$ 7,913	\$ 8,067
		2,860.50	3,010.50	3,162.00	3,320.00	3,485.00	3,660.50	3,841.50	3,880.00	3,956.50	4,033.50
		33.01	34.74	36.48	38.31	40.21	42.24	44.33	44.77	45.65	46.54
		\$ 68,652	\$ 72,252	\$ 75,888	\$ 79,680	\$ 83,640	\$ 87,852	\$ 92,196	\$ 93,120	\$ 94,956	\$ 96,804
DEPUTY DIRECTOR PROGRAMS	16	\$ 6,550	\$ 6,877	\$ 7,220	\$ 7,582	\$ 7,961	\$ 8,358	\$ 8,777	\$ 8,865	\$ 9,040	\$ 9,216
		3,275.00	3,438.50	3,610.00	3,791.00	3,980.50	4,179.00	4,388.50	4,432.39	4,520.16	4,607.93
		37.79	39.68	41.65	43.74	45.93	48.22	50.64	51.14	52.16	53.17
		\$ 78,600	\$ 82,524	\$ 86,640	\$ 90,984	\$ 95,532	\$ 100,296	\$ 105,324	\$ 106,377	\$ 108,484	\$ 110,590
EXECUTIVE DIRECTOR by contract with the Governing Board								\$ 10,032 5,016	\$ 10,032 5,016	\$ 10,032 5,016	\$ 10,032 5,016

***Monthly, pay period and annual figures are based on 1.0 FTE regular employee working in paid status for entire fiscal year.

COMMUNITY SERVICES CONSORTIUM

COST ALLOCATION PLAN

Indirect costs, federally defined, are as follows:

"Those incurred for a common or joint purpose benefiting more than one cost objective and those not readily assignable to the cost objectives specifically benefited without effort disproportionate to the results achieved."

STATEMENT OF METHODOLOGY

Community Services Consortium's Cost Allocation Plan is designed to equitably distribute the cost of centralized administrative overhead (indirect costs) to each funded program operated by the Consortium.

The basis of allocation used is average annualized staff FTE (Full Time Equivalents) by department. This rationale is based upon the premise that the costs identified in the cost allocation plan provide general administrative support to the staff performing the programs identified by each department. The actual allocated overhead costs are applied on a preliminary basis and are evaluated quarterly for fluctuations.

This plan ensures that shared costs may be prorated to each of the departments on a consistent and rational basis. All department charges will be allocated in accordance with the relative benefits received or costs incurred specifically for a grant or contract operated by that department.

This Cost Allocation Plan has been reviewed during many grantor audits and monitoring visits, and has been deemed to apply overhead to our grants on a reasonable, equitable basis.

BUDGET OPERATION AND MANAGEMENT

INTRODUCTION

In 1987, the Oregon Legislative Assembly enacted a statutory budget process for agencies formed under Chapter 190 of the Oregon Revised Statutes (ORS). Thus, Community Services Consortium (CSC) became subject to requirements that are similar, but not identical, to those contained in local budget law, which governs the budget process for cities, counties and special districts. In brief, the law requires CSC to establish a budget committee, publish notices of budget committee meetings and public hearings, hold public hearings on the budget as approved by the budget committee, and in some instances, follow the same process for supplemental budgeting. The law also directs the Department of Revenue to exercise the same regulatory authority with respect to CSC as it exercises over cities, counties and special districts. Finally, CSC must file a true copy of the Governing Board adopted budget with the Department of Revenue by July 15 of each year.

CSC BUDGET POLICIES

The budget policies are perpetual policies of the Governing Board. They are adopted by resolution and may be modified by Governing Board resolution. Other board policies are found in the Budget Manual and also are binding on agency employees.

The budget constitutes the annual operating plan in terms of programs, resources, and funds. The major component is the program budget.

The budgeting process integrates performance and productivity management, organizational accounting, and allocation of resources and fund management. During preparation, the budget moves through the following steps: requested, proposed, approved by the Budget Committee, and then the final version is adopted by the Governing Board.

PURPOSE OF THE BUDGET

1. To provide a management tool for all levels of CSC management to enhance the planning and decision-making processes.
2. To assist the Governing Board in fulfilling its responsibilities to the citizens.
3. To serve as a communication vehicle both internally between departments and externally with the public and other agencies.
4. To satisfy requirements of Oregon Revised Statutes (ORS) 294.900 to 294.930.

ROLES OF PRIMARY PARTICIPANTS IN THE BUDGET PROCESS

Governing Board - The Board receives the approved budget from the Budget Committee, holds a public budget hearing, makes final adjustments and then adopts the final annual budget. During the following year, the Governing Board acts on requests for budget transfers and supplemental budgets as required.

Budget Committee - CSC is required by state law to appoint a committee to recommend a budget to its governing body. CSC's Budget Committee is composed of the Executive Committee of the Governing Board, the Chair of the Community Action Advisory Committee, one invited member from CSC's Head Start Policy Council. The Budget Committee meets publicly to review program budgets and work plan summaries, deliberates and recommends an approved budget to CSC's Governing Board.

Budget Officer - Under the supervision of the Executive Director, the Budget Officer plans, organizes, and schedules all steps in the preparation of the annual budget. The Budget Officer is responsible for compiling the requested budget for administrative and Executive Committee review and for incorporating budget revisions made throughout the budget preparation process.

Departments - Departments receive Governing Board adopted budgetary guidelines at the onset of the budget preparation process. Departments are responsible for compiling and conveying to the Budget Officer all information necessary to prepare the budget from request through adoption. Any departmental errors or omissions found subsequent to budget adoption must be absorbed by that department.

BUDGET MANAGEMENT

Each Department Director is responsible for managing operations within the framework of the adopted budget. This responsibility includes:

1. Managing programs to achieve performance and productivity goals as outlined in the budget document annual work plan.
2. Managing resources including personnel, materials and services, and capital items efficiently and within the adopted budget.
3. Monitoring departmental revenues to ensure timely receipt of program funds.
4. Observing conditional or contingent budget provisions, such as a program which is budgeted but not authorized until some event takes place or subsequent approval is given.
5. Managing expenditures within available cash and/or appropriation limitations. This responsibility is carried out in conjunction with the Finance Director.

OPERATING BUDGET

1. The Finance Department will maintain a budgetary control system to help it adhere to the budget.
2. The Finance Department will prepare regular reports comparing actual revenues and expenditures to budgeted amounts.
3. The Community Services Consortium budget will be prepared and published by program as defined by ORS 294.910 and ORS 294.920.
4. Community Services Consortium funds shall be those designated in the Chart of Accounts. They shall have the purposes, basis of accounting, and ultimate disposition as defined in the authorizing resolution.

Creation and/or elimination of funds shall be done by the Governing Board and shall be consistent with statutory requirements. The resolution creating a fund shall identify the fund's purpose, the fund's expected duration, the basis of accounting, and the provisions for disposition of the remaining fund balance when the fund becomes unnecessary.

5. Community Services Consortium shall utilize the programs listed in the Chart of Accounts. Each program shall have the general purpose identified.
6. Modification of the adopted budget shall be initiated and approved by the Governing Board prior to the expenditure. If an emergency condition requires immediate expenditures not anticipated in the budget, approval for expenditure should be sought informally from the Governing Board. Initiation of formal action to modify the budget shall begin immediately.
7. For the purpose of budget modifications, appropriation control is extended to the category level (personnel services, materials and services, capital outlay, and interfund revenue transfer) for the agency. Department Directors should prepare an appropriation transfer between categories for consideration by the Finance Director in advance of the time when a category within a grant or program will be over-expended for their department.
8. The Budget Officer will be responsible for interpretation and application of ORS 294.925 when considering requests to increase or decrease budget appropriations. No supplemental budget action will be considered by the Governing Board unless there is clear evidence demonstrating a need to alter the budget.
9. Requests to re-budget or carry over expenditures to the next fiscal year must be accomplished prior to the cutoff date annually established and made known by the Budget Officer.

FUND BALANCES

1. All fund balances will be strictly controlled by the Governing Board. Uses of these funds will be limited to unforeseeable events that cannot be absorbed in the budget without adversely impacting the existing program.

ACCOUNTING, AUDITING AND FINANCIAL REPORTING

1. Community Services Consortium will establish and maintain a high standard of accounting practices.
2. The Finance Department will maintain records on a basis consistent with generally accepted accounting standards for local government accounting.
3. Regular monthly and annual financial reports will reflect a summary of financial activity by major types of funds.
4. The reporting system will provide monthly information on the total cost of specific services by type of expenditure and fund.
5. An independent public accounting firm will perform an annual audit and will publicly issue a financial opinion.
6. Community Services Consortium will maintain a fixed asset system that will contain an inventory of all equipment costing \$5,000 or more and having a useful life of greater than one year.

GRANT AND CONTRACT ADMINISTRATION

1. All departments will obtain Governing Board approval prior to the submission of any application for grants or contracts from any public or private source over \$50,000.
2. In conjunction with the Finance Director, the recipient department is responsible for all aspects of grant administration including report preparation and file and record maintenance.
3. All financial reporting, requests for reimbursement and grantor audits shall be coordinated with the Finance Department. No financial reporting or request for reimbursement or advance shall be sent without a Finance Department review.
4. Departments will prepare requests for reimbursement or advances as soon as possible to avoid cash flow problems.
5. The Finance Department will expedite review of advance or reimbursement requests in order to maximize income and reduce subsidization of grant and contract funds.

6. The Finance Director will prepare an annual Cost Allocation Plan in accordance with appropriate federal, state and agency guidelines to recover indirect costs.
7. Each department will determine the amount of allowable indirect and program administration costs which may be recovered from grants and contracts, and identify the source of revenue to cover any remaining portion that cannot be included in a grant or contract.
8. Each department will coordinate with the Finance Director on a written procedure for allocating indirect and program administration costs to the grants and contracts within their departments. The Finance Director will review and approve the procedure.

BUDGET TERMINOLOGY

Administrative Review: The Executive Director and the Budget Officer review departments' requests and may require departments to provide additional information or make adjustments prior to Executive Review.

Adopted Budget: The financial plan adopted by the Governing Board. This budget is the basis for appropriations.

Annual Plan: A report listing planned activities for the fiscal year in which a budget will be implemented. CSC's annual plans serve as budget narratives.

Approved Budget: Budget recommended to the Governing Board by the Budget Committee.

Appropriation: The legal limit of expenditures as adopted by the Governing Board for a particular level of the agency. CSC's basis of appropriation is by category at the overall agency level. Appropriation control extends to the category level. This means, for example, that managers cannot shift expenditures from Personnel Services to Materials and Services without Governing Board approval.

Appropriation Transfer: Transfer of all or part of an appropriation from one expenditure category to another. Appropriation transfers must be approved by the Governing Board before any funds are over expended in any category. This means, for example, that an appropriation transfer should be sought if the budget for personnel services will be expended prior to the end of the fiscal year but funds budgeted in materials and services are available to spend on personal services.

Budget Committee: CSC is required by state law to appoint a committee to recommend a budget to its governing body. CSC's Budget Committee is composed of the Executive Committee of the Governing Board, the Community Action Advisory Council's (CAAC) chairperson, and the Head Start Policy Council's chairperson. The Budget Committee meets publicly to review program budgets and work plan summaries, deliberate and recommend an Approved Budget to the Governing Board.

Budget Manual: Document published at the start of each budget cycle. It constitutes CSC's budget policies and procedures.

Budget Officer: The person designated by the Governing Board to be responsible for preparation of the budget and meeting legal requirements.

Capital Outlay: Summary expenditure category showing purchases of durable goods, like computers, vehicles, desks, etc. Items costing more than \$5,000 usually are categorized as capital outlay. Software is an exception; systems applications, like DOS and Windows, are considered capital outlay as are other programs bundled with hardware at the time of purchase.

Category: Expenditures are summarized in the following categories: Personnel Services, Materials and Services, Capital Outlay and Fund Balance. Revenue categories are summarized as Federal Funds, State Funds, Local Funds and Miscellaneous Funds.

Chart of Accounts: A list and description of line items used to classify expenditures in the budget. To ensure agency wide consistency, all expenditures must be classified under items listed in the Chart of Accounts.

Executive Review: Following Administrative Review, the Executive Committee of the Governing Board reviews the requested budget and may make adjustments prior to submitting a proposed budget to the Budget Committee.

Fees: Revenues generated by charges for services.

Fiscal year: The budget year, which begins on July 1 and ends on June 30 of the following calendar year. Fiscal years are often referred to by the last calendar year of the fiscal year. Thus fiscal 09-10, which ends June 30, 2010, may be referred to as fiscal year 10.

FTE: Full-Time Equivalent. All CSC positions are stated in whole or partial FTE's. For example, .50 FTE describes an employee who works half time for the entire fiscal year or full-time for exactly half of the fiscal year.

Fund: CSC maintains funds for budget and accounting purposes: General Fund, Workforce and Education, Housing and Energy Services, Child Development Services, Linn Benton Food Share and Miscellaneous Grants.

Fund Balance: Accumulated revenues in excess of appropriations. All fund balances are strictly controlled by the Governing Board. Use of fund balances is limited to unforeseeable events, which cannot be absorbed in budgets without adversely affecting existing programs.

Governing Board: The Governing Board is the final authority in CSC's budget process. The Board receives an approved budget from the Budget Committee, holds a public hearing on the budget, makes final adjustments and then adopts a final annual budget. During the operation phase, the Governing Board acts on requests for supplemental budgets and appropriations transfers.

Indirect: As defined by the federal government, indirect costs are "those incurred for a common or joint purpose benefiting more than one cost objective and those not readily assignable to the cost objectives specifically benefited without effort disproportionate to the results achieved."

Materials and Services: Summary category showing all costs of expendable supplies and services other than personnel services.

Miscellaneous Funds: Summary revenue category for incoming interfund transfers and other revenues which cannot be classified as Federal Funds, State Funds or Local Funds.

Object Codes: See Chart of Accounts

Oregon Revised Statutes: Oregon Revised Statutes (ORS) 294.900 to 294.930 contain state law applicable to CSC's budget process. CSC is not subject to the same statutes as other local governments, like cities and counties, although the requirements are similar in many respects, as an ORS 190 organization, a council of governments.

Personnel Services: Summary category showing all costs of wages and benefits paid to or on behalf of CSC employees.

Program: Programs represent identifiable activities with similar functions. For example, the Food Share budget contains the following programs: Food Share and Volunteer Coordination.

Program Revenues: Revenues generated for specific program uses. These revenues can derive from fees, state or federal grants and contracts, or fund balances.

Proposed Budget: Budget submitted to the Budget Committee after Executive Review.

Requested Budget: Budget consolidating all departmental requests, including any modifications requested by the Executive Director or Budget Officer during Administrative Review, into an agency budget. The requested budget is submitted to the Executive Committee of the Governing Board for Executive Review.

Reserve Funds: Funds established to accumulate revenues for future use and for a specific purpose. The Linn Benton Food Share Warehouse budget is an example of a reserve fund.

Supplemental Budget: Supplemental Budgets must be approved by the Governing Board before the agency can spend any revenues, which would cause it to exceed budgeted expenditures at the category level. These budgets are prepared to spend revenues not anticipated when the regular budget was adopted or to meet unanticipated needs. At CSC this procedure is most commonly required when a grant or contract exceeds anticipated levels, but it also can include proposed use of fund balances that would cause expenditures to exceed the budget.

Unrestricted Funds: Revenue that may be used for any purpose. Most CSC funds carry restrictions.

GLOSSARY

ALBANY WATER ASSISTANCE PROGRAM	City of Albany funds to provide bill payment assistance to the City of Albany residential water consumers.
BENTON COUNTY	Benton County contracts for Linn Benton Food Share and Housing Rehabilitation, Regional Housing Center
BPA	Bonneville Power Administration
C of C CSC CORVALLIS PSH	Federally funded permanent supportive housing to house five conically homeless individuals in Benton County through Corvallis Housing First.
CAAC	Community Action Advisory Council
CAC	Child Advocacy Center (Lincoln County)
CDBG	Community Development Block Grant for housing rehabilitation, construction of community facilities, handicapped accessibility projects, and technical assistance
CDBG TOLEDO PORTFOLIO	Contracted staffing and administrative services provided to Community Housing Services for operation and rehab services funded through the CDBG portfolio of the City of Toledo
CHARTER SCHOOL	Lincoln County Career Tech High School
CITY OF NEWPORT LOW INCOME WATER SERVICE ASSISTANCE PROGRAM	City of Newport funds to provide bill payment assistance to City of Newport residential water consumers.
CITY OF TOLEDO WATER	City of Toledo funds to provide bill payment assistance to City of Toledo residential water consumers
CLPUD CONTINUUM OF CARE/CSC	Central Lincoln People's Utility District Department of Housing and Urban Development grant to Emergency Services to provide a linkage between housing, local service providers and clients
CONTRACTS/GRANTS	Miscellaneous grants or contract income from sources other than federal, state or local resources
CORVALLIS	City of Corvallis grant for Linn Benton Food Share and Emergency Services
CPI	Consumers Power Energy Assistance Program to provide utility assistance to low-income residential customers of Consumers Power, Inc.
CRD	Community Relations and Development Department of CSC
CSBG	Community Services Block Grant

CSFP	Commodity Supplemental Food Program – Senior nutrition program providing once-per-month food boxes to income qualified seniors 60 years old and older. Funded by USDA. Income qualification is 130 % of federal poverty guidelines.
CTE	Career and Technical Education
DHS	Department of Human Services
DOE	Department of Energy grants for weatherization services
DOL'S VET'S STAND DOWN GRANT	Department of Labor funds to provide resources at the annual Veteran's Stand Down event
DONATIONS	Individual donations to CSC programs
ECHO	Energy Conservation Helping Organizations (Set aside funds from private electric companies)
ECSE	Early Childhood Special Education
EHA VET DRF	Oregon Document Recording Fee funds designated to provide rental assistance for veterans who are homeless or at risk.
EMERGENCY SERVICES ENERGY ASSISTANCE FUND BALANCE	Funds designated to be used as "energy assistance"
EMERGENCY SERVICES MISC HOUSING FUND BALANCE	Funds designated to be used as "housing assistance"
ERA	State Elderly Rental Assistance funds to provide rental assistance for those 58 and older who are homeless or at risk of becoming homeless.
ESGP	Department of Housing and Urban Development Emergency Shelter Grant Program
FEE FOR SERVICE	Fees for services rendered by CSC staff where those services are not paid by grant funding. Example: Fees for housing and/or community facility development assistance; fees paid by businesses for services
FUND BALANCE MWVCC & MILL PILOT PROJECT	Pilot program in which Mid-Willamette Valley Community Action Agency will provide water shut-off prevention funds to Mil City residents in the CSC service area (Linn County.) These funds provided by CSC Fund Balance will be used for water utility expenses only.
GAP	Northwest Natural Gas energy assistance program
GED	General Educational Development: A high school equivalency certificate

GSMB	Temporary name for LBFS partnership with Albany Samaritan Hospital providing food insecure, medically malnourished patients with 4-week course of supplemental food to help them recover from medical treatment.
HEAD START/HHS	Federal funds from the U.S. Department of Health and Human Services to operate Head Start
HEAD START/OPK	State funds from the Oregon Pre-Kindergarten program to operate Head Start
HEALTHY HOMES	Funds from Samaritan Health Services to provide asthma reduction kits to weatherization households with children age three to thirteen.
HEART RESOURCE FAIR	Local funds donated specifically for the HEART Resource Fair to provide gap services and pay for items that cannot be accessed through donations.
HOAP	Home Ownership Assistance Program
HOLIDAY FOOD DRIVE	Donations to Linn Benton Food Share to support holiday food drive
HOME TBA	Department of Housing and Urban Development match known as the as the HOME Tenant Based Assistance program
HOMELESS PREVENTION	Services meant to prevent evictions for those who are housed and at risk of losing their unit, or to assist those in a temporary housing situation to find a unit of their own.
HOUSING PLUS S.S. PELICAN	Housing Plus funds that provide supportive services to tenants of the Housing Plus facility at Pelican Place
HOUSING PLUS S.S.TERN	Housing Plus funds that provide supportive services to tenants of the Housing Plus facility at Tern House
HSP	Housing Stabilization Program - Department of Human Services match for EHA-EA and Corvallis EHA-EA
HSPC	Head Start Policy Council
HUD/LASO	Fair Housing Grant – HUD funds to provide fair housing education and outreach as well as technical assistance to residents of Linn, Benton and Lincoln County.
ILP	Independent Living Program - a program for foster children who are meeting the challenges of living independently - funded by Department of Human Services
JOBS	Department of Human Services program for families receiving TANF to assist with career development and family stability.
LBCC	Linn Benton Community College
LBFS	Linn Benton Food Share

LBHA	Linn Benton Housing Authority
LCSD	Lincoln County School District
LIHEAP	Low Income Home Energy Assistance Program
LIHEAP ASSUR 16 CM	Low Income Home Energy Assistance Program funds set aside to provide energy education with case management services
LIHEAP ED	Low Income Home Energy Assistance Program energy education funds
LIHEAP LEVERAGE	Low Income Home Energy Assistance Program leverage funds
LIHEAP WX	Low Income Home Energy Assistance Program weatherization funds
LIHEAP WX EE	Low Income Home Energy Assistance Program weatherization energy education funds
LINCOLN CITY WATER ASSISTANCE PROGRAM	Lincoln City funds to provide bill payment assistance to Lincoln City residential water consumers.
LINN COUNTY	Linn County contracts for Linn Benton Food Share
LP OUTREACH	Provide outreach to the community to engage low income households in need of energy assistance.
MILL CITY CDBG	Housing rehabilitation program for the city of Mill City
MILL CITY - GEN FUND	Housing rehabilitation loan repayments
MISCELLANEOUS	Miscellaneous grants and contracts
MPA	Mortgage Payment Assistance Program
MSP – OVW	(My Sister's Place – Office of Violence against Women) – Provides transitional housing support for clients fleeing domestic violence in Lincoln County. CSC is a partner with direct grantee, My Sister's Place.
NCRC	National Career Readiness Certificate
NEG	National Emergency Grant - DOL funds to provide services to dislocated workers specific to identified layoffs
NON-USDA FOOD	Value of commodities other than those from USDA
NW NATURAL ENERGY EDUCATION	NW Natural funds designated to provide energy education
NW NATURAL ENERGY EDUCATION #2	NW Natural OLIEE funds designated for energy education
OCCC	Oregon Coast Community College
ODE	Oregon Department of Education

ODHS	Oregon Department of Human Services
OEAP	Oregon Energy Assistance Program to provide utility assistance to low-income residential customers of Pacific Power
OEAP CM E2C2	Oregon Energy Assistance Program funds set aside to provide energy education with case management
OECA	Oregon Energy Coordinators Association, Inc.
OED	Oregon Employment Department
OHA	Oregon Health Authority
OHCS	Oregon Housing and Community Services
OHRF	Oregon Hunger Response Fund
OJT	On-the-Job Training
OLGA	Oregon Low-income Gas Assistance to provide utility assistance to low-income residential customers of NW Natural Gas
OLIEE	Oregon Low-Income Energy Efficiency program funded by Northwest Natural Gas
ONEATTA FUND	Grant award from the Oneatta Fund of the Oregon Community Foundation to provide rental and/or utility assistance to low income households in Lincoln County.
OREGON ENERGY FUND	Pacific Power and Light energy assistance program
OWEB	Oregon Watershed Enhancement Board
OYCC	Oregon Youth Conservation Corps for youth employment and training
PELICAN PLACE RENTAL INCOME	Income & expenses generated from Pelican Place, a permanent affordable housing facility
PROJECT CARE	Central Lincoln Public Utility District's energy assistance program
RAPID RE-HOUSING	Services for those who are literally homeless, as in staying at a homeless or domestic violence shelter or a place not meant for habitation, such as a vehicle, abandoned building, garage, camping out, etc.
RCAC	Rural Community Assistance Corporation
RD HPG	Rural Development Housing Preservation Grants for housing rehabilitation
REACH FEE FUND BALANCE	Funds awarded as a pilot project to combine resource management, utility assistance, energy education, and weatherization to LIEAP eligible households who are high-energy users.

REBATES	Local utility company matching funds for weatherization
RENTAL REPLACEMENT	Rental income set aside for building maintenance and repair as required by grant contract
ROMA	Results Oriented Management and Accountability - A performance-based reporting system designed to monitor and promote greater effectiveness among state and local agencies receiving Community Services Block Grant (CSBG) funds.
ROMA, NEXT GEN	Results Oriented Management and Accountability standards, proposed revisions 2016 (includes CSBG Organizational Standards).
SAM HEALTH (BENTON AND LEBANON)	Healthy Homes assessments and remediation
SAMARITAN – HOMELESS RESOURCE TEAM PROJECT	Staffing dollars to establish a collaborative coordination of care process for medically vulnerable homeless individuals within Benton County between Samaritan Health Services and CSC, as part of the Homeless Resource Team.
SAMARITAN SOCIAL ACCOUNTABILITY	Short term rental assistance and security deposits for households experiencing homelessness
SENATE BILL 1552	Funds allocated to provide foreclosure counseling and other housing referrals
SHAP	State of Oregon Homeless Assistance Program
SHARE CONT	Share contribution payments to Linn Benton Food Share from from member agencies (freight and handling charges)
SHARE RESERVES	Share contribution payment reserves
SHELTER FUNDS – WARMING SEASON	OHCS funds to strengthen and increase shelter capacity in high need areas by providing emergency shelter to homeless individuals or families.
SHOP	Self-Help Home Ownership Opportunity Program
SHOW	State Home Oil Weatherization
SHS	Samaritan Health Services
SNAP	Supplemental Nutrition Assistance Program (formerly called food stamps)
SNRC	Summer Natural Resource Crew in Lincoln County
STEP	Career development program for SNAP recipients

SUPPORTIVE HOUSING PROGRAM CONSOLIDATED	Department of Housing and Urban Development Continuum of Care grant providing transitional supportive housing in Linn, Benton and Lincoln County. (Merged the former Continuum of Care transitional supportive housing grant serving Linn and Linn and Benton County and the Continuum of Care transitional supportive housing grant serving Lincoln County.)
TERN HOUSE RENTAL INCOME	Income & expenses generated from Tern House, a permanent affordable housing facility
USDA	US Department of Agriculture reimbursement for handling USDA commodity foods and budgeted value of USDA foods
UWBLC	United Way of Benton and Lincoln Counties
UWLC	United Way of Linn County
VA/CAPO	PIT Grant – Federal VA funds to provide resources to homeless Vets during the annual statewide Point-in-Time Homeless Count.
VALLEY IDA	Matched savings account that enables low-income households to build assets
VETERANS SUPPORTIVE SVCS	Collaborative grant to provide supportive services to very low- income homeless veterans and their families.
VET'S STAND DOWN DONATIONS/ GRANTS	Funds to provide resources to homeless vets during the annual statewide Veteran's Stand Down event.
WALDPORT CDBG	Housing rehabilitation program for Waldport
W&E	CSC's Workforce & Education department
WIB	Workforce Investment Board
WIOA	Workforce Innovation and Opportunity Act
WWP	Willamette Workforce Partnership
WX	Weatherization
YDC	Oregon Youth Development Council
YOUTHBUILD	Program to create affordable housing while serving youth who have dropped out of school.