



# Budget Committee Meeting Packet

May 16, 2024  
1:00 pm - 1:30 pm

Attend In Person:

Cascades West Toledo Center

203 North Main Street, Toledo, OR 97391

Or Attend Virtually:

**[Click to Join Teams Meeting](#)**

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*The meeting locations are wheelchair accessible. If you need special assistance, please contact Oregon Cascades West Council of Governments at 541-967-8720 or [adminGA@ocwcog.org](mailto:adminGA@ocwcog.org), forty-eight (48) hours prior to the meeting.*



1400 Queen Ave SE • Suite 201 • Albany, OR 97322  
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**OREGON CASCADES WEST COUNCIL OF GOVERNMENTS  
BUDGET COMMITTEE AGENDA  
May 16, 2024  
1:00 pm – 1:30 pm**

Cascades West Toledo Center  
203 North Main Street  
Toledo, OR 97391

**Join Teams Meeting**

***An Executive Session may be called as deemed necessary by the Chair, pursuant to ORS 192.660.***

**NOTE:** Please contact Angelykah Light at 541.405.8420 or [alight@ocwcog.org](mailto:alight@ocwcog.org), no later than noon on Wednesday, May 15, 2024, to confirm your attendance.

1. **Welcome and Introductions** (*Chair, Commissioner Pat Malone*)  
(1:00 – 1:05 pm)

2. **Public Comment** (*Chair, Commissioner Pat Malone*)  
(1:05 – 1:10 pm)

Floor will be open to the public for comment.

3. **Consent Calendar** (*Chair, Commissioner Pat Malone*)  
(1:10 – 1:15 pm)

Review of the April 18, 2024 Budget Committee minutes. (Page 3)

**ACTION: Motion to approve Consent Calendar items.**

4. **FY 2024-25 Proposed Budget Presentation** (*Finance Director Marit Nelson*)  
(1:15 pm – 1:25 pm)

Finance Director Nelson will discuss the FY 2024-25 Proposed Budget (Page 6)

**ACTION: Motion to approve proposed budget as adjusted and sent to the full Board of Directors for review and adoption**

5. **Other Business** (*Chair, Commissioner Pat Malone*)  
(1:25 – 1:30 pm)

6. **Adjournment** (*Chair, Commissioner Pat Malone*)  
(1:30 pm)



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## OREGON CASCADES WEST COUNCIL OF GOVERNMENTS

### BUDGET COMMITTEE MINUTES

April 18, 2024

#### Hybrid Technologies Via Teams and the Albany Upstairs Conference Room

**Attendees:** **CHAIR:** Commissioner Pat Malone, Benton County; Commissioner Claire Hall, Lincoln County; Commissioner Sherrie Sprenger, Linn County; Mayor Rick Booth, Waldport; Mitzi Naucler, SSAC

**Absent:** Mayor Chas Jones, Philomath; Mayor Alex Johnson II, Albany; Jesse Oakley, TBAC; and Jan Molnar-Fitzgerald, DSAC.

**Staff:** Executive Director Ryan Vogt; Finance Director Marit Nelson; Technology Services (TS) Director Jason Sele; Senior and Disables Services (SDS) Director Randi Moore; Community and Economic Development (CED) Director Jaclyn Disney and Executive Assistant Angelykah Light

**Public:** There were no members of the public in attendance.

#### **1. Welcome and Introductions**

The Oregon Cascades West Council of Governments' (OCWCOG) Budget Committee meeting was called to order by Chair Commissioner Pat Malone at 1:01 pm via Teams Video and Audio Conferencing, and in-person attendees. The Meeting attendees skipped introducing themselves.

#### **2. Public Comment**

There were no public comments.

#### **3. Consent Calendar**

Mitzi Naucler SSAC Chair moved to approve the consent calendar including the meeting minutes from the March 21st, 2024, Budget Committee Meeting Page (3). Commissioner Sprenger seconded the motion. With no objections, the minutes were voted upon and approved.

#### **4. FY 2024-25 Budget Update**

Finance Director Nelson provided an update on the current budget process. Indicated in the memo provided - as of February the OCWCOG accrued revenues were approximately \$31.5 million. Title XIX and Ride Line bring in revenue on a consistent basis due to their monthly billing process. Almost \$22 million of the \$31 million in revenue has been accrued by Title XIX and Ride Line. Member Dues revenues are \$349,000 and internal service revenues are \$2.7 million.

Beginning fund balances were finalized with this submission of the 2023 audit. Beginning balances are projected in the current budget at \$17 million and will be added into the financials in the last quarter of the fiscal year.

Finance Director Nelson referred to the graphic included in the memo for visual representation. Through February, expenditures are at proximally \$31.8 million. Personnel services including wages and benefits is just over \$14 million of the \$31.8 million. OCWCOG has \$2.3 in capital expenditures including the building purchase in Corvallis. Remaining balances are associated with materials and services, contractual services, and internal service fees.

The current budget was adopted last year with \$65 million in projected revenue and \$52 million in expenditure. We had roughly \$11 million as unappropriated.

While building the budget for fiscal year 2024-25, the following assumptions have been used for the calculations: dues calculation, which is the CPI of 4.4% and regional population increase estimate of approximately 6,300 residents.

Finance Director Nelson stated the interest yield of the local government investment pool is 5.2%. The federal reserve has stated they have a plan to reduce the interest  $\frac{1}{4}$  of a percent 3 times within the next calendar year. Those decreases have been considered when calculating the interest earnings for the agency over the next fiscal year. Rental costs for internal rental structures are projected to increase on average over the agency. Around 3% increase between all OCWCOG locations. This has been estimated from the external rental agreements and the local trends where those buildings reside.

FTE sheets for personnel are being reviewed and updated. Current estimates for personnel are about \$28.5 million overall including salaries and benefits. That would support 235.5 FTE. Based on the contractual agreement, 4% COLA is expected and a new salary structure. Both factors have been taken into consideration while building FTE sheets.

Implementation of the new payroll system is projected for the first quarter of the next fiscal year. The licensing costs for that system will be slightly less than what we are paying now for the current payroll system. We will have a one-time fee of approximately \$85,000 dollars for the system implementation. In working with Community Services Consortium (CSC), knowledge has been gained that may decrease implementation costs.

Finance Director Nelson stated the Tech Department is expected to replace about 86 computers this year as a part of the 4-year replacement cycle. Each computer is expected to cost \$2,200. There are also multiyear software subscription costs for Microsoft 365 at \$427 per person. Computer and software costs are allocated at the employee level in each department. Department managers and directors have been working through their budgets over the course of the last two weeks.

Finance Director Nelson presented highlights of the NetSuite Budgeting Module. Department values and numbers are being put into the module for the rest of the week. Starting next week, these drafts will be reviewed for the adjustments that need to be made. Adjustments made to FTE sheets can affect indirect costs and the way that we allocate our building costs. We will identify gaps and where we need to be more detailed.

Finance Director Nelson asked for any questions, comments, or concerns.

Chair Commissioner Malone stated the projected Federal interest cut seems unlikely. If the decrease in used in the budget, it will mean larger income than expected in interest remains the same.

Chair Commissioner Malone asked Finance Director Nelson if any trends are troubling or unexpected in the proposed budget.

Finance Director Nelson stated she has not seen anything that stood out at this time. Conversation focus with directors and project managers has been regarding opportunities for grants and funding. The goal is to keep the finances steady.

Chair Commissioner Malone thanked finance Director Nelson and asked if she had anything else to add.

Finance Director Nelson asked if there were any concerns regarding dues, or the calculation of dues. Last year there was a one-time adjustment of special dues based off extremely high CPI. 4.4 is a little higher CPI than seen in previous years. However, if inflation decreases down to an average of 2%, next year might be a little more “typical”. Finance Director Nelson asked if there were any concerns.

No concerns were raised.

## **5. Other Business**

No other business was discussed.

## **6. Adjournment**

Chair Commissioner Pat Malone adjourned the Budget Committee meeting at 1:22 pm.

The next regularly scheduled OCWCOG Budget Committee Meeting is May 16th, 2024, at 1:00pm.

*Meeting minutes taken by Angelykah Light.*

Oregon Cascades West Council of Governments

**Fiscal Year 2024-25**



**Proposed  
Budget**

Prepared by:  
**Oregon Cascades West Council of Governments**  
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# Overview of OCWCOG Programs and Funding for Fiscal Year (FY) 2024-25

## **Role of the Oregon Cascades West Council of Governments:**

Oregon Cascades West Council of Governments (OCWCOG) is a volunteer, member organization created by local governments and districts within Linn, Benton, and Lincoln Counties, the Confederated Tribes of Siletz Indians, and the Port of Newport. Oregon law (ORS190.010) authorizes OCWCOG to carry out, on behalf of its members, programs serving their residents, businesses, institutions, and agencies individually or as part of a regional solution. Only the authority of the member local governments, and their willingness to delegate their authority to OCWCOG, limits the range of services that OCWCOG can provide.

## **Program Areas:**

### **General Administration**

- Purpose and Intent
  - Oversee the administrative, human resources, physical infrastructure, information technology, finances, and budget to ensure the sustainability, viability, and growth of the agency, as well as members through service requests.
  - Responsible for overall vision, strategic planning and agency direction.
  - Provide consultative and technical assistance in the areas of Human Resources, Technology Information and Finance to members.
  - Provide all internal human resources, technology, facilities, finance, and general agency management. OCWCOG contracts with private attorneys for legal services.
  - Assist member governments with personnel, technology, finance, and general administration matters.
- Geographic Service Area
  - General Administration staff provides services in all OCWCOG offices and to all OCWCOG staff.
  - By member request, General Administration staff provides services within its tri- County Region of Linn, Benton, and Lincoln Counties.

### **Community and Economic Development**

- Purpose and Intent
  - Support member jurisdictions improve livability, transportation access and economic development;
  - Administer and provide staffing for state and federally authorized regional economic development planning and grant programs;
  - Implement regional priorities through a Comprehensive Economic Development Strategy;
  - Assist local governments with goal setting, project development, grant writing and planning; and
  - Assist local governments with infrastructure improvements.

- Geographic Service Area
  - The federally-designated Cascades West Economic Development District (CWEDD) serves Benton, Lane, Lincoln, and Linn Counties.

### **Cascades West Business Lending (CWBL)**

- Purpose and Intent
  - Deliver professional commercial loan packaging, closing, servicing, and collection services through various direct and indirect loan programs through the Cascades West Business Lending (CWBL) program;
  - Assist new and expanding small businesses in obtaining needed capital;
  - Increase economic activity and employment in our region; and
  - Stimulate private lending by partnering with a bank or credit union. CWBL can act as a secondary lender for qualified projects on a subordinated basis to lower the risk for participating lenders and incentivize participation by traditional funders.
- Geographic Service Area
  - CWBL loan programs serve clients and commercial lenders primarily within Linn, Benton, and Lincoln Counties, and offers SBA 504 loans Statewide.

### **Transportation**

- Purpose and Intent
  - Administer state and federally authorized region-wide and sub-regional transportation planning programs.
  - Administer the Non-Emergent Medical Transportation (NEMT) brokerage, Cascades West Ride Line, arranging transportation for Oregon Health Plan (OHP) members, Medicaid recipients, select Medicare clients, and other eligible clients through pilot programs.
  - Participate in Statewide and multi-jurisdiction efforts with area elected officials to gain resources and advocate for policy changes to improve the region's transportation system.
  - Provide funding support, project management, and grant administration for transportation improvement projects in response to capacity constraints at a local level.
- Geographic Service Area
  - The Cascades West Area Commission on Transportation (CWACTION) serves Linn, Benton, and Lincoln Counties.
  - The Corvallis Area Metropolitan Planning Organization (CAMPO) serves Adair Village, Corvallis, Philomath, and a portion of Benton County.
  - The Albany Area Metropolitan Planning Organization (AAMPO) serves Albany, Millersburg, Tangent; portions of Linn and Benton Counties; and the City of Jefferson, which is in Marion County.
  - Cascades West Ride Line services Linn, Benton, and Lincoln County residents, and health care providers within the Region.
  - Statewide and multi-state coalitions include the Oregon Metropolitan Planning Organization Consortium (OMPOC).

## Senior and Disability Services

- Purpose and Intent
  - Staff federal and State long-term care programs (Medicaid [Title XIX], Supplemental Nutrition Assistance Program [SNAP] benefits, and Oregon Project Independence [OPI]). Assist qualified clients in finding and maintaining the least restrictive living situation consistent with their physical and mental health.
  - Staff federally-designated Area Agency on Aging (AAA), including programs such as the Aging and Disability Resource Connection (ADRC), which provides information and assistance that allows seniors and persons with disabilities to access needed resources.
- Geographic Service Area
  - All services are provided in OCWCOG's tri-County Region. Principle offices are in Albany, Corvallis, and Toledo.

## Community Services Program

- Purpose and Intent
  - Assist seniors and retired persons to serve their communities through volunteering with OCWCOG's AmeriCorp Seniors' Programs including Foster Grandparent Program (FGP), Retired Senior and Volunteer Program (RSVP), and Senior Companion Program (SCP).
  - Assist veterans in Benton County with obtaining all benefits they are entitled to receive.
- Geographic Service Area
  - All services, except Veterans Services, are provided in OCWCOG's tri-County region. Principle offices are in Albany, Corvallis, and Toledo.
  - Benton County contracts with OCWCOG to staff its Veterans Services Office (VSO). Lincoln and Linn Counties provide their own Veterans Services staff.

## **Governance, Administration, and Programs of OCWCOG:**

A Board of Directors (Board), consisting of a local elected representative from each member government, governs OCWCOG. No member or class of members has more authority than another, regardless of size of population or type of government. The Board meets bi-monthly.

The Board hires an Executive Director who is delegated all operational and contracting authority. However, the Board retains budget approval authority, including the setting of pay levels, benefits amounts, and approves the labor contract with the Service Employees International Union (SEIU), which represents the majority of OCWCOG's employees. The Executive Director makes recommendations to the Board regarding these matters prior to Board action.

The Board has an Executive Committee and a Finance Committee. The Executive Committee meets bi-monthly with OCWCOG management to discuss and advise on administrative and operational issues, in between meetings of the full Board. The

Finance Committee consists of the full Executive Committee and OCWCOG standing sub-committee chairs. The Finance Committee meets bi-monthly to review financial statements and budget to actual figures. Historically, the Finance Committee has also served as the Budget Committee, which is a committee required of Oregon Budget law. OCWCOG follows a budgeting process similar to that specified for Oregon local governments.

In addition, there are several standing advisory bodies for specific programs. It is at the advisory body level that most deliberation regarding programs occurs. Whereas the Board primarily focuses on the overall structure and finances of OCWCOG. The Board is, nevertheless, the final policy authority for all programs that are the direct responsibility of OCWCOG.

OCWCOG provides staff by contract to several regional bodies and local governments. In these cases, the Board's role is limited to deciding if OCWCOG should provide staffing for the other agency. No member may independently require that OCWCOG operate a program on its behalf without the approval of the OCWCOG Board. However, members may ask for OCWCOG assistance with that members' specific project or program, as long as the general area of assistance is described herein. Given that general authority, OCWCOG staff may occasionally contract with a specific member to provide such a service, without that specific project being included in this document.

All work of OCWCOG staff is presented in this document. Consequently, this document can be correctly read as an authorizing document, directing the Executive Director to carry out programs and functions on behalf of the members consistent with this document.

### **OCWCOG Funding:**

Each member is assessed dues annually. Dues are assessed as General, Transportation, and Community Development. The General dues are allocated to each program area as described in the annually adopted budget. OCWCOG annual dues rates are adopted each year and are equal to approximately 1% of the total agency revenue. By law, ORS 190.010 entities may not establish a tax base as a source of revenue. Consequently, the General dues are the only general-purpose funding of the agency and, therefore, the only funds that the Board can redirect to different programs. Dues are used to provide required matching funds to gain State and federal program funding.

The vast majority of revenue is in the form of payment for contracted services through federal, state, and local contracts.



# Oregon Cascades West Council of Governments

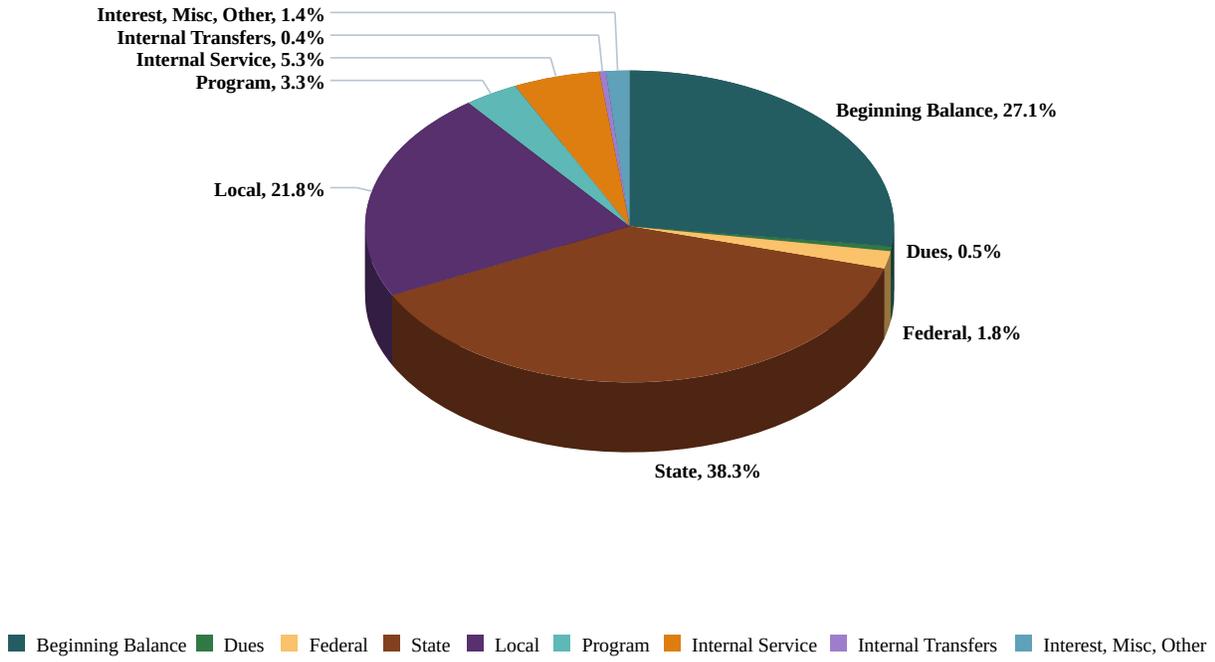
## Agency Snapshot

### Consolidated Budget FY 2024-25

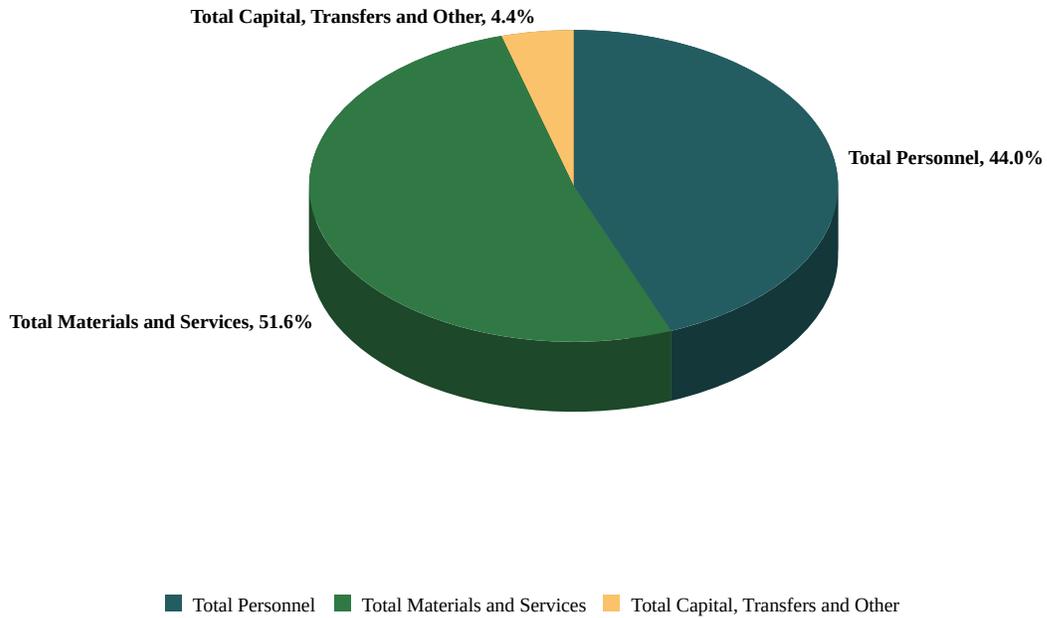
FY22 Actual Final	FY23 Actual Final	Description	FY24 Budget Adopted	FY25 Budget Proposed
14,775,118	17,116,144	<b>Beginning Balance</b>	17,045,483	21,542,484
330,204	332,470	<b>Dues</b>	346,000	393,763
3,284,080	3,961,560	<b>Internal Service Fees</b>	3,303,265	4,219,451
33,452,831	34,661,742	<b>Contracts &amp; Grants</b>	41,691,155	51,890,522
241,857	1,093,390	<b>Interest, Misc, Other Revenue</b>	1,588,254	1,258,217
3,463,416	139,000	<b>Internal Transfer Revenue</b>	1,752,225	315,000
55,547,507	57,304,306	REVENUE	65,726,383	79,619,438
9,542,202	10,645,500	<b>Wages</b>	13,769,180	17,625,528
7,039,945	7,837,260	<b>Benefits</b>	8,501,352	11,048,805
16,582,147	18,482,760	<b>Total Personal Services</b>	22,270,532	28,674,333
13,570,643	16,605,392	<b>Materials &amp; Services</b>	23,100,138	30,206,800
2,558,291	3,195,411	<b>Internal Services Expenses</b>	3,252,559	3,413,546
127,394	549,241	<b>Capital Expenses</b>	2,624,925	707,506
3,057,621	1,507,455	<b>Transfers &amp; Contingency</b>	3,710,269	2,167,945
35,896,096	40,340,259	TOTAL EXPENSES	54,958,423	65,170,130
19,651,411	16,964,047	Unappropriated Ending Fund Balance	10,767,959	14,449,308

# AGENCY CONSOLIDATED Total Fund - Total Department

Revenue Chart FY2024-25



Expense Chart FY2024-25



# AGENCY CONSOLIDATED Total Fund - Total Department

## CASCADES WEST COUNCIL OF GOVERNMENTS FY 2024-25 BUDGET SUMMARY

Beginning Balance	21,542,484
Dues	385,763
Federal	1,465,809
State	30,508,330
Local	17,391,800
Program	2,635,000
Internal Service	4,219,451
Internal Transfers	315,000
Interest, Misc, Other	1,147,800
<b>Total Revenues</b>	<b>79,619,438</b>
51000 - Wages	17,625,528
52000 - Benefits	11,048,805
<b>Total Personnel</b>	<b>28,674,333</b>
61100 - Supplies	156,523
61200 - Supplies: Volunteer recognition	31,794
61300 - Equipment (non-capitalized)	252,680
61400 - Furniture	44,500
62000 - Services	5,000
62100 - Professional Services	21,097,715
62110 - Legal services	90,700
62120 - Marketing services	38,300
62130 - Insurance services	137,850
62140 - Banking services	16,600
62150 - Grants to subrecipients	5,122,359
62210 - Printing/copying	109,200
62220 - Postage	38,500
62300 - Software	351,401
62400 - Telephone/internet	126,663
62500 - Memberships/Dues	79,000
62600 - Travel and training	206,245
62610 - Trainers	67,700
62621 - Employee mileage	146,263
62622 - Company automobile	15,500
62630 - Volunteer travel	34,000
62640 - Employee travel meals	2,000
62650 - Employee lodging	3,000
62700 - Facility and Utilities	74,000

# AGENCY CONSOLIDATED Total Fund - Total Department

## CASCADES WEST COUNCIL OF GOVERNMENTS FY 2024-25 BUDGET SUMMARY

62710 - Rent expense	925,873
62720 - Facility maintenance svcs	62,150
62721 - Janitorial Service	71,100
62731 - Electricity	45,000
62800 - Internal service charges expenditure	3,413,546
62900 - Miscellaneous Expenses	5,200
64000 - Client Assistance	2,000
64300 - Client Assist: Program wages	541,984
64400 - Client Assist: Support services	306,000
<b>Total Materials and Services</b>	<b>33,620,346</b>
70000 - Capital	406,000
71000 - Equipment	60,000
74000 - Capital Improvements	50,000
77000 - Software (multi-year)	191,506
95000 - Contingency	1,852,945
98000 - Transfers Out	315,000
<b>Total Capital, Transfers and Other</b>	<b>2,875,451</b>
<b>Total Expenses</b>	<b>65,170,130</b>
<b>Unappropriated Ending Fund Balance</b>	<b>14,449,308</b>



**Oregon Cascades West Council of Governments**  
**Total Department**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Fund Final	FY24 Budget Total Fund Adopted	Description	FY25 Budget Total Fund Proposed	FY25 Budget General Administration Proposed	FY25 Budget Senior & Disability Services Proposed	FY25 Budget Community Services Programs Proposed	FY25 Budget Community & Economic Development Proposed	FY25 Budget Business Lending Proposed	FY25 Budget Reserve Funds Proposed
17,116,144	17,045,483	40000 - Beginning Balance	21,542,484	2,285,784	8,800,000	75,000	5,597,797	1,266,485	3,517,419
-	-	42000 - Fees & Dues	8,000	-	-	-	-	8,000	-
332,470	346,000	42100 - Dues	385,763	18,370	253,688	0	113,706	-	-
964,262	383,780	42200 - Program revenue (including Fees)	2,635,000	-	805,000	-	1,655,000	175,000	-
3,961,560	3,303,265	42800 - Internal service charges revenue	4,219,451	4,219,451	-	-	-	-	-
-	-	43000 - Intergovernmental	231,562	-	-	231,562	-	-	-
-	-	43100 - Contracts	13,186,466	761,649	400,000	11,317	12,000,500	13,000	-
1,485,091	1,746,998	43200 - FedDir	1,349,971	-	-	449,971	900,000	-	-
3,778,081	44,000	43300 - FedInd	115,838	-	-	115,838	-	-	-
27,594,035	37,395,313	43400 - State	30,508,330	-	22,845,577	133,835	7,528,918	-	-
958,287	1,313,767	43500 - Local	3,863,355	767,968	75,680	118,012	2,901,695	-	-
-	807,297	44100 - Rents	110,417	110,417	-	-	-	-	-
678,772	430,000	46100 - Interest Revenue	740,000	650,000	-	-	-	90,000	-
-	-	46110 - Lending Program Interest revenue	100,000	-	-	-	-	100,000	-
184,755	173,646	46210 - Donations Received: Money	170,500	-	170,000	500	-	-	-
5,884	-	46220 - Donations Received: Stocks	-	-	-	-	-	-	-
-	-	46240 - Donations Received: Private Grants	90,300	-	90,000	300	-	-	-
41,782	670,000	46700 - Matching Contributions	45,000	-	45,000	-	-	-	-
182,659	314,608	46900 - Misc Revenue	2,000	-	2,000	-	-	-	-
139,000	1,752,225	48000 - Transfers In	315,000	-	100,000	-	150,000	-	65,000
<b>57,422,780</b>	<b>65,726,383</b>	<b>Revenues</b>	<b>79,619,438</b>	<b>8,813,638</b>	<b>33,586,945</b>	<b>1,136,335</b>	<b>30,847,616</b>	<b>1,652,485</b>	<b>3,582,419</b>
10,645,500	13,769,180	51000 - Wages	17,625,528	3,059,421	11,745,469	439,735	2,290,890	90,013	-
7,837,260	8,501,352	52000 - Benefits	11,048,805	1,866,310	7,370,454	297,320	1,467,609	47,112	-
<b>18,482,760</b>	<b>22,270,532</b>	<b>Personnel</b>	<b>28,674,333</b>	<b>4,925,731</b>	<b>19,115,923</b>	<b>737,055</b>	<b>3,758,499</b>	<b>137,125</b>	<b>-</b>
100,119	139,300	61100 - Supplies	156,523	61,600	72,723	1,500	20,000	700	-
13,137	26,000	61200 - Supplies: Volunteer recognition	31,794	-	15,594	16,200	-	-	-
201,583	324,993	61300 - Equipment (non-capitalized)	252,680	61,510	128,150	15,380	45,410	2,230	-
21,668	32,800	61400 - Furniture	44,500	11,000	28,500	-	5,000	-	-
-	-	62000 - Services	5,000	-	-	-	5,000	-	-
14,303,708	19,668,838	62100 - Professional Services	21,097,715	470,150	1,911,665	20,200	18,691,500	4,200	-
2,803	102,300	62110 - Legal services	90,700	24,500	60,000	200	6,000	-	-
59,204	23,100	62120 - Marketing services	38,300	12,400	9,300	1,800	13,000	1,800	-
97,794	115,482	62130 - Insurance services	137,850	135,600	2,000	250	-	-	-
13,383	40,332	62140 - Banking services	16,600	12,000	1,000	-	1,500	2,100	-
-	-	62150 - Grants to subrecipients	5,122,359	-	114,416	-	5,007,943	-	-
101,442	74,015	62210 - Printing/copying	109,200	54,950	37,700	1,250	14,750	550	-
45,778	54,515	62220 - Postage	38,500	1,550	29,300	400	6,750	500	-
328,104	560,322	62300 - Software	351,401	174,651	69,000	15,000	87,500	5,250	-
131,809	198,856	62400 - Telephone/internet	126,663	49,500	65,663	2,100	9,100	300	-
62,909	77,300	62500 - Memberships/Dues	79,000	13,000	61,200	800	4,000	-	-
-	-	62600 - Travel and training	206,245	21,000	41,345	4,200	138,200	1,500	-
118,724	161,500	62610 - Trainers	67,700	33,000	-	1,700	33,000	-	-
160,602	145,000	62621 - Employee mileage	146,263	29,000	110,834	3,929	2,000	500	-



**Oregon Cascades West Council of Governments**  
**Total Department**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Fund Final	FY24 Budget Total Fund Adopted	Description	FY25 Budget Total Fund Proposed	FY25 Budget General Administration Proposed	FY25 Budget Senior & Disability Services Proposed	FY25 Budget Community Services Programs Proposed	FY25 Budget Community & Economic Development Proposed	FY25 Budget Business Lending Proposed	FY25 Budget Reserve Funds Proposed
-	17,000	62622 - Company automobile	15,500	3,500	12,000	-	-	-	-
3,214	-	62623 - Other employee travel	-	-	-	-	-	-	-
53,247	54,000	62630 - Volunteer travel	34,000	-	17,000	17,000	-	-	-
-	-	62640 - Employee travel meals	2,000	500	-	1,500	-	-	-
-	-	62650 - Employee lodging	3,000	-	-	3,000	-	-	-
63,286	89,700	62700 - Facility and Utilities	74,000	70,000	3,000	-	1,000	-	-
714,066	809,585	62710 - Rent expense	925,873	133,336	656,043	34,827	98,316	3,351	-
48,568	81,000	62720 - Facility maintenance svcs	62,150	62,150	-	-	-	-	-
75,480	94,200	62721 - Janitorial Service	71,100	68,100	3,000	-	-	-	-
-	-	62731 - Electricity	45,000	45,000	-	-	-	-	-
3,195,411	3,252,559	62800 - Internal service charges expenditure	3,413,546	0	2,639,834	104,871	500,085	168,756	-
401	20,000	62900 - Miscellaneous Expenses	5,200	-	-	-	-	5,200	-
-	-	64000 - Client Assistance	2,000	-	-	2,000	-	-	-
82,001	150,000	64300 - Client Assist: Program wages	541,984	-	400,000	141,984	-	-	-
-	-	64400 - Client Assist: Support services	306,000	-	300,000	6,000	-	-	-
33,196	40,000	67000 - Resource Reserves	-	-	-	-	-	-	-
<b>20,031,638</b>	<b>26,352,697</b>	<b>Materials and Services</b>	<b>33,620,346</b>	<b>1,547,997</b>	<b>6,789,267</b>	<b>396,091</b>	<b>24,690,054</b>	<b>196,937</b>	<b>-</b>
-	-	70000 - Capital	406,000	406,000	-	-	-	-	-
303,353	252,925	71000 - Equipment	60,000	-	-	-	60,000	-	-
146,119	-	72000 - Vehicles	-	-	-	-	-	-	-
-	2,300,000	73000 - Buildings	-	-	-	-	-	-	-
69,263	-	74000 - Capital Improvements	50,000	-	-	-	50,000	-	-
30,506	72,000	77000 - Software (multi-year)	191,506	100,000	74,298	3,189	13,592	427	-
-	2,013,492	95000 - Contingency	1,852,945	600,478	770,365	-	430,241	51,861	-
1,507,455	1,696,777	98000 - Transfers Out	315,000	65,000	100,000	-	150,000	-	-
<b>2,056,696</b>	<b>6,335,194</b>	<b>Capital, Transfers and Other</b>	<b>2,875,451</b>	<b>1,171,478</b>	<b>944,663</b>	<b>3,189</b>	<b>703,833</b>	<b>52,288</b>	<b>-</b>
<b>40,571,094</b>	<b>54,958,423</b>	<b>Total Expenses</b>	<b>65,170,130</b>	<b>7,645,206</b>	<b>26,849,853</b>	<b>1,136,335</b>	<b>29,152,386</b>	<b>386,350</b>	<b>-</b>
16,851,686	10,767,959	Unappropriated Ending Fund Balance	14,449,308	1,168,433	6,737,092	0	1,695,230	1,266,135	3,582,419



**Oregon Cascades West Council of Governments**  
**1011 - CWCOG GENERAL ADMINISTRATION**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Department Final	FY24 Budget Total Department Adopted	Description	FY25 Budget Total Department Proposed	FY25 Budget 101 Human Resources Proposed	FY25 Budget 102 Finance Proposed	FY25 Budget 110 General Admin Proposed	FY25 Budget 800 Reserves Proposed
391,282	400,314	40000 - Beginning Balance	941,312	46,000	531,325	280,127	83,860
15,795	-	42100 - Dues	18,370	-	-	-	18,370
2,115,098	2,127,065	42800 - Internal service charges revenue	2,200,000	680,000	650,000	870,000	-
-	-	43100 - Contracts	82,824	-	-	82,824	-
-	66,260	43500 - Local	-	-	-	-	-
513,595	300,000	46100 - Interest Revenue	650,000	-	650,000	-	-
11,733	20,000	46900 - Misc Revenue	-	-	-	-	-
109,000	-	48000 - Transfers In	-	-	-	-	-
<b>3,156,503</b>	<b>2,913,639</b>	<b>Revenue</b>	<b>3,892,505</b>	<b>726,000</b>	<b>1,831,325</b>	<b>1,232,951</b>	<b>102,229</b>
892,167	1,187,114	51000 - Wages	1,530,069	395,880	611,594	522,595	-
674,126	772,017	52000 - Benefits	956,136	244,201	410,770	301,165	-
<b>1,566,293</b>	<b>1,959,131</b>	<b>Personnel</b>	<b>2,486,205</b>	<b>640,081</b>	<b>1,022,364</b>	<b>823,760</b>	<b>-</b>
19,302	37,600	61100 - Supplies	42,100	1,500	5,600	35,000	-
53,790	8,434	61300 - Equipment (non-capitalized)	18,980	3,360	8,920	6,700	-
5,480	3,000	61400 - Furniture	1,000	-	-	1,000	-
280,997	325,000	62100 - Professional Services	425,650	10,000	175,000	215,650	25,000
490	38,000	62110 - Legal services	24,500	4,500	-	5,000	15,000
18,284	6,500	62120 - Marketing services	9,250	6,000	250	3,000	-
-	-	62130 - Insurance services	600	600	-	-	-
10,955	12,000	62140 - Banking services	12,000	-	12,000	-	-
2,178	6,700	62210 - Printing/copying	4,500	1,500	1,000	2,000	-
590	1,000	62220 - Postage	1,300	400	600	300	-
23,102	131,400	62300 - Software	52,950	24,600	25,000	3,350	-
3,394	5,000	62400 - Telephone/internet	4,500	1,000	1,500	2,000	-
6,464	10,000	62500 - Memberships/Dues	13,000	5,000	2,000	6,000	-
-	-	62600 - Travel and training	21,000	-	-	21,000	-
21,401	39,000	62610 - Trainers	10,000	5,000	5,000	-	-
4,636	9,000	62621 - Employee mileage	6,750	1,750	2,500	2,500	-
41,923	40,743	62710 - Rent expense	58,361	10,710	19,591	28,060	-
111	20,000	62900 - Miscellaneous Expenses	-	-	-	-	-
<b>493,097</b>	<b>693,377</b>	<b>Materials and Supplies</b>	<b>706,441</b>	<b>75,920</b>	<b>258,961</b>	<b>331,560</b>	<b>40,000</b>
-	-	70000 - Capital	100,000	-	100,000	-	-



**Oregon Cascades West Council of Governments**  
**1011 - CWCOG GENERAL ADMINISTRATION**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Department Final	FY24 Budget Total Department Adopted	Description	FY25 Budget Total Department Proposed	FY25 Budget 101 Human Resources Proposed	FY25 Budget 102 Finance Proposed	FY25 Budget 110 General Admin Proposed	FY25 Budget 800 Reserves Proposed
-	13,000	77000 - Software (multi-year)	100,000	-	100,000	-	-
-	200,000	95000 - Contingency	399,860	10,000	250,000	77,631	62,229
309,000	-	98000 - Transfers Out	0	-	0	-	-
<b>309,000</b>	<b>213,000</b>	<b>Capital, Transfers and Other</b>	<b>599,860</b>	<b>10,000</b>	<b>450,000</b>	<b>77,631</b>	<b>62,229</b>
<b>2,368,391</b>	<b>2,865,508</b>	<b>Total Expenses</b>	<b>3,792,506</b>	<b>726,001</b>	<b>1,731,325</b>	<b>1,232,951</b>	<b>102,229</b>
788,112	48,131	<b>Unappropriated Ending Fund Balance</b>	100,000	-1	100,000	0	0



**Oregon Cascades West Council of Governments**  
**1012 - TECHNOLOGY SERVICES**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Department Final	FY24 Budget Total Department Adopted	Description	FY25 Budget Total Department Proposed	FY25 Budget 104 Facilities Maintenance Proposed	FY25 Budget 105 IT Proposed
74,947	95,431	40000 - Beginning Balance	64,131	24,631	39,500
19,618	57,360	42200 - Program revenue (including Fees)	-	-	-
1,007,545	980,000	42800 - Internal service charges revenue	1,116,000	50,000	1,066,000
611	-	46900 - Misc Revenue	-	-	-
<b>1,102,721</b>	<b>1,132,791</b>	<b>Revenue</b>	<b>1,180,131</b>	<b>74,631</b>	<b>1,105,500</b>
378,811	481,300	51000 - Wages	522,315	-	522,315
230,978	268,715	52000 - Benefits	301,046	-	301,046
<b>609,789</b>	<b>750,016</b>	<b>Personnel</b>	<b>823,361</b>	<b>-</b>	<b>823,361</b>
1,568	2,200	61100 - Supplies	3,500	-	3,500
76,746	65,595	61300 - Equipment (non-capitalized)	36,920	-	36,920
613	300	61400 - Furniture	-	-	-
62,010	30,000	62100 - Professional Services	6,000	-	6,000
123	200	62110 - Legal services	0	-	0
-	1,000	62120 - Marketing services	0	-	0
79	300	62210 - Printing/copying	200	-	200
53	100	62220 - Postage	200	-	200
177,091	133,552	62300 - Software	120,701	-	120,701
36,207	57,360	62400 - Telephone/internet	45,000	45,000	-
1,985	5,000	62610 - Trainers	10,000	-	10,000
2,320	3,000	62621 - Employee mileage	8,500	-	8,500
-	-	62640 - Employee travel meals	500	-	500
32,634	39,737	62710 - Rent expense	45,000	-	45,000



**Oregon Cascades West Council of Governments**  
**1012 - TECHNOLOGY SERVICES**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Department Final	FY24 Budget Total Department Adopted	Description	FY25 Budget Total Department Proposed	FY25 Budget 104 Facilities Maintenance Proposed	FY25 Budget 105 IT Proposed
-	3,000	62720 - Facility maintenance svcs	-	-	-
<b>391,428</b>	<b>341,344</b>	<b>Materials and Supplies</b>	<b>276,521</b>	<b>45,000</b>	<b>231,521</b>
-	21,000	71000 - Equipment	-	-	-
9,413	-	74000 - Capital Improvements	-	-	-
-	-	95000 - Contingency	50,618	-	50,618
<b>9,413</b>	<b>21,000</b>	<b>Capital, Transfers and Other</b>	<b>50,618</b>	-	<b>50,618</b>
<b>1,010,631</b>	<b>1,112,360</b>	<b>Total Expenses</b>	<b>1,150,500</b>	<b>45,000</b>	<b>1,105,500</b>
92,090	20,431	<b>Unappropriated Ending Fund Balance</b>	29,631	29,631	0



# Oregon Cascades West Council of Governments

## 1014 - FACILITIES SERVICES

### Consolidated Budget FY 2024-25

FY23 Actual Total Department Final	FY24 Budget Total Department Adopted	Description	FY25 Budget Total Department Proposed	FY25 Budget 104 Facilities Maintenance Proposed	FY25 Budget 110 General Admin Proposed
3,276,399	3,423,795	40000 - Beginning Balance	1,218,348	1,018,448	199,900
730,895	46,200	42800 - Internal service charges revenue	903,451	853,451	50,000
-	807,297	44100 - Rents	110,417	110,417	-
-350	23,463	46900 - Misc Revenue	-	-	-
<b>4,006,945</b>	<b>4,300,755</b>	<b>Revenue</b>	<b>2,232,216</b>	<b>1,982,316</b>	<b>249,900</b>
67,492	112,056	51000 - Wages	148,220	148,220	-
44,648	61,494	52000 - Benefits	88,695	88,695	-
<b>112,140</b>	<b>173,550</b>	<b>Personnel</b>	<b>236,915</b>	<b>236,915</b>	-
10,638	11,000	61100 - Supplies	15,000	15,000	-
74	4,684	61300 - Equipment (non-capitalized)	2,250	2,250	-
-	-	61400 - Furniture	10,000	10,000	-
70,290	136,200	62100 - Professional Services	28,500	28,500	-
-	-	62120 - Marketing services	150	150	-
96,916	110,000	62130 - Insurance services	135,000	135,000	-
43,110	165	62210 - Printing/copying	50,250	250	50,000
117	240	62220 - Postage	50	50	-
-	900	62300 - Software	1,000	1,000	-
259	584	62400 - Telephone/internet	0	0	-
12	-	62500 - Memberships/Dues	-	-	-
35	2,000	62610 - Trainers	1,000	1,000	-
3,550	5,000	62621 - Employee mileage	6,000	6,000	-
-	-	62622 - Company automobile	3,500	3,500	-



**Oregon Cascades West Council of Governments**  
**1014 - FACILITIES SERVICES**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Department Final	FY24 Budget Total Department Adopted	Description	FY25 Budget Total Department Proposed	FY25 Budget 104 Facilities Maintenance Proposed	FY25 Budget 110 General Admin Proposed
63,286	81,000	62700 - Facility and Utilities	70,000	70,000	-
34,665	75,000	62720 - Facility maintenance svcs	62,150	62,150	-
67,230	85,000	62721 - Janitorial Service	68,100	68,100	-
-	-	62731 - Electricity	45,000	45,000	-
<b>390,182</b>	<b>511,773</b>	<b>Materials and Supplies</b>	<b>497,950</b>	<b>447,950</b>	<b>50,000</b>
-	-	70000 - Capital	306,000	306,000	-
-	231,925	71000 - Equipment	-	-	-
-	2,300,000	73000 - Buildings	-	-	-
59,850	-	74000 - Capital Improvements	-	-	-
-	700,000	95000 - Contingency	150,000	150,000	-
43,000	65,000	98000 - Transfers Out	65,000	65,000	-
<b>102,850</b>	<b>3,296,925</b>	<b>Capital, Transfers and Other</b>	<b>521,000</b>	<b>521,000</b>	-
<b>605,172</b>	<b>3,982,248</b>	<b>Total Expenses</b>	<b>1,255,865</b>	<b>1,205,865</b>	<b>50,000</b>
3,401,772	318,507	<b>Unappropriated Ending Fund Balance</b>	976,351	776,451	199,900



**Oregon Cascades West Council of Governments**  
**1013 - BUSINESS SERVICES**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Department Final	FY24 Budget Total Department Adopted	Description	FY25 Budget Total Department Proposed	FY25 Budget 101 Human Resources Proposed	FY25 Budget 105 IT Proposed
3,307	-	40000 - Beginning Balance	61,993	-	61,993
-	-	43100 - Contracts	678,825	678,825	-
47,814	196,180	43500 - Local	767,968	-	767,968
<b>51,121</b>	<b>196,180</b>	<b>Revenue</b>	<b>1,508,786</b>	<b>678,825</b>	<b>829,961</b>
873	116,880	51000 - Wages	858,817	395,880	462,937
14,885	-	52000 - Benefits	520,433	248,160	272,273
<b>15,758</b>	<b>116,880</b>	<b>Personnel</b>	<b>1,379,250</b>	<b>644,040</b>	<b>735,210</b>
-	-	61100 - Supplies	1,000	1,000	-
3,370	53,000	61300 - Equipment (non-capitalized)	3,360	3,360	-
-	-	62100 - Professional Services	10,000	10,000	-
-	-	62120 - Marketing services	3,000	3,000	-
1	-	62210 - Printing/copying	-	-	-
67	23,000	62300 - Software	-	-	-
24	-	62610 - Trainers	12,000	5,000	7,000
66	3,300	62621 - Employee mileage	7,750	1,750	6,000
-	-	62710 - Rent expense	29,975	10,675	19,300
<b>3,527</b>	<b>79,300</b>	<b>Materials and Supplies</b>	<b>67,085</b>	<b>34,785</b>	<b>32,300</b>
-	-	<b>Capital, Transfers and Other</b>	-	-	-
<b>19,285</b>	<b>196,180</b>	<b>Total Expenses</b>	<b>1,446,335</b>	<b>678,825</b>	<b>767,510</b>
31,836	0	<b>Unappropriated Ending Fund Balance</b>	62,451	0	62,451



**Oregon Cascades West Council of Governments**  
**Senior & Disability Services**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Final	FY24 Budget Total Adopted		FY25 Budget Total Proposed	FY25 Budget 2020 - S&DS Proposed	FY25 Budget 2021 - Title XIX Proposed	FY25 Budget 2022 - OAA Proposed	FY25 Budget 2023 - OPI Proposed	FY25 Budget 2024 - Meals on Wheels Proposed	FY25 Budget 2029 - SDS Special Contracts Proposed
7,199,344	5,488,893	40000 - Beginning Balance	8,800,000	1,500,000	6,500,000	600,000	200,000	-	-
215,449	238,000	42100 - Dues	253,688	253,688	0	-	-	-	-
541,648	249,000	42200 - Program revenue (including Fees)	805,000	-	-	-	5,000	800,000	-
-	-	43100 - Contracts	400,000	-	-	-	400,000	-	-
853,586	597,240	43200 - FedDir	-	-	-	-	-	-	-
3,303,258	-	43300 - FedInd	-	-	-	-	-	-	-
15,052,854	19,193,880	43400 - State	22,845,577	191,600	17,549,779	1,100,000	1,570,000	2,004,198	430,000
100,093	98,064	43500 - Local	75,680	38,400	-	-	-	20,000	17,280
178,955	168,646	46210 - Donations Received: Money	170,000	-	-	-	-	170,000	-
-	-	46240 - Donations Received: Private Grants	90,000	-	-	-	-	90,000	-
-	40,000	46700 - Matching Contributions	45,000	40,000	-	-	-	5,000	-
172,988	256,987	46900 - Misc Revenue	2,000	-	-	-	-	2,000	-
30,000	54,923	48000 - Transfers In	100,000	-	-	-	-	-	100,000
<b>27,648,175</b>	<b>26,385,633</b>	<b>Revenues</b>	<b>33,586,945</b>	<b>2,023,688</b>	<b>24,049,779</b>	<b>1,700,000</b>	<b>2,175,000</b>	<b>3,091,198</b>	<b>547,280</b>
7,591,215	9,594,926	51000 - Wages	11,745,469	189,545	10,020,561	348,717	366,294	585,458	234,894
5,681,467	6,030,859	52000 - Benefits	7,370,454	91,265	6,303,079	248,517	201,217	350,037	176,339
<b>13,272,681</b>	<b>15,625,785</b>	<b>Personnel</b>	<b>19,115,923</b>	<b>280,810</b>	<b>16,323,640</b>	<b>597,234</b>	<b>567,511</b>	<b>935,495</b>	<b>411,233</b>
45,715	66,000	61100 - Supplies	72,723	3,000	40,000	3,565	400	8,500	17,258
13,137	13,000	61200 - Supplies: Volunteer recognition	15,594	-	-	594	-	15,000	-
65,379	150,484	61300 - Equipment (non-capitalized)	128,150	3,000	113,730	-	2,500	8,920	-
15,575	24,500	61400 - Furniture	28,500	3,000	21,500	-	-	4,000	-
2,491,653	1,810,784	62100 - Professional Services	1,911,665	5,000	50,000	55,000	-	1,801,665	-
1,298	60,000	62110 - Legal services	60,000	60,000	-	-	-	-	-
7,895	6,800	62120 - Marketing services	9,300	1,000	2,300	3,500	500	2,000	-
878	2,500	62130 - Insurance services	2,000	-	-	-	-	2,000	-
700	1,000	62140 - Banking services	1,000	-	-	-	-	1,000	-
-	-	62150 - Grants to subrecipients	114,416	-	-	114,416	-	-	-
39,326	49,800	62210 - Printing/copying	37,700	500	28,000	700	500	8,000	-
34,761	40,500	62220 - Postage	29,300	-	28,000	200	500	500	100
17,345	80,895	62300 - Software	69,000	4,000	64,000	1,000	-	-	-
73,516	113,200	62400 - Telephone/internet	65,663	1,500	45,000	1,500	3,163	13,000	1,500
53,288	61,200	62500 - Memberships/Dues	61,200	60,000	-	-	-	1,200	-
-	-	62600 - Travel and training	41,345	15,500	14,000	4,000	2,845	5,000	-
48,330	38,500	62610 - Trainers	-	-	-	-	-	-	-
131,858	105,700	62621 - Employee mileage	110,834	700	80,000	2,700	7,434	16,000	4,000
-	17,000	62622 - Company automobile	12,000	-	-	-	-	12,000	-
3,214	-	62623 - Other employee travel	-	-	-	-	-	-	-
21,706	24,000	62630 - Volunteer travel	17,000	-	-	-	-	17,000	-
-	8,200	62700 - Facility and Utilities	3,000	-	-	-	-	3,000	-
521,683	606,813	62710 - Rent expense	656,043	3,405	565,900	12,833	11,471	49,442	12,992
11,469	1,000	62720 - Facility maintenance svcs	-	-	-	-	-	-	-
2,228	3,000	62721 - Janitorial Service	3,000	-	3,000	-	-	-	-
2,497,535	2,479,517	62800 - Internal service charges expenditure	2,639,834	21,171	2,233,029	79,798	71,329	170,995	63,512



**Oregon Cascades West Council of Governments**  
**Senior & Disability Services**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Final	FY24 Budget Total Adopted	Description	FY25 Budget Total Proposed	FY25 Budget 2020 - S&DS Proposed	FY25 Budget 2021 - Title XIX Proposed	FY25 Budget 2022 - OAA Proposed	FY25 Budget 2023 - OPI Proposed	FY25 Budget 2024 - Meals on Wheels Proposed	FY25 Budget 2029 - SDS Special Contracts Proposed
291	-	62900 - Miscellaneous Expenses	-	-	-	-	-	-	-
-	-	64300 - Client Assist: Program wages	400,000	-	-	-	400,000	-	-
-	-	64400 - Client Assist: Support services	300,000	-	-	-	300,000	-	-
33,196	40,000	67000 - Resource Reserves	-	-	-	-	-	-	-
<b>6,131,975</b>	<b>5,804,393</b>	<b>Materials and Services</b>	<b>6,789,267</b>	<b>181,776</b>	<b>3,288,459</b>	<b>279,806</b>	<b>800,642</b>	<b>2,139,222</b>	<b>99,362</b>
146,119	-	72000 - Vehicles	-	-	-	-	-	-	-
30,506	-	77000 - Software (multi-year)	74,298	-	60,207	1,708	2,135	8,113	2,135
-	142,311	95000 - Contingency	770,365	45,414	-	116,583	600,000	8,368	-
899,955	14,000	98000 - Transfers Out	100,000	-	-	100,000	-	-	-
<b>1,076,579</b>	<b>156,311</b>	<b>Capital, Transfers and Other</b>	<b>944,663</b>	<b>45,414</b>	<b>60,207</b>	<b>218,291</b>	<b>602,135</b>	<b>16,481</b>	<b>2,135</b>
<b>20,481,235</b>	<b>21,586,489</b>	<b>Total Expenses</b>	<b>26,849,853</b>	<b>508,000</b>	<b>19,672,306</b>	<b>1,095,331</b>	<b>1,970,288</b>	<b>3,091,198</b>	<b>512,730</b>
7,166,939	4,799,143	<b>Unappropriated Ending Fund Balance</b>	6,737,092	1,515,688	4,377,473	604,669	204,712	0	34,550



**Oregon Cascades West Council of Governments**  
**Community Service Programs**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Final	FY24 Budget Total Adopted	Description	FY25 Budget Total Proposed	FY25 Budget 2032 - Foster Grandparents Proposed	FY25 Budget 2033 - RSVP Proposed	FY25 Budget 2034 - Senior Companion Program Proposed	FY25 Budget 2038 - Veterans Proposed	FY25 Budget 2039 - CSP Special Contracts Proposed
88,814	45,027	40000 - Beginning Balance	75,000	-	35,000	-	-	40,000
306,350	-	42200 - Program revenue (including Fees)	-	-	-	-	-	-
-	-	43000 - Intergovernmental	231,562	-	-	1,602	219,960	10,000
-	-	43100 - Contracts	11,317	-	-	-	-	11,317
471,917	774,758	43200 - FedDir	449,971	169,454	139,277	141,240	-	-
43,712	44,000	43300 - FedInd	115,838	-	48,826	4,000	63,012	-
112,993	-	43400 - State	133,835	-	-	15,796	118,039	-
234,236	164,238	43500 - Local	118,012	13,769	64,743	20,000	4,000	15,500
278	-	46100 - Interest Revenue	-	-	-	-	-	-
5,800	5,000	46210 - Donations Received: Money	500	-	500	-	-	-
-	-	46240 - Donations Received: Private Grants	300	-	-	300	-	-
41,782	30,000	46700 - Matching Contributions	-	-	-	-	-	-
-	6,594	46900 - Misc Revenue	-	-	-	-	-	-
-	70,913	48000 - Transfers In	-	-	-	-	-	-
<b>1,305,882</b>	<b>1,140,531</b>	<b>Revenues</b>	<b>1,136,335</b>	<b>183,223</b>	<b>288,346</b>	<b>182,938</b>	<b>405,011</b>	<b>76,817</b>
406,080	435,971	51000 - Wages	439,735	48,443	121,683	60,178	190,872	18,559
283,305	295,909	52000 - Benefits	297,320	34,936	71,755	43,941	133,978	12,710
<b>689,386</b>	<b>731,881</b>	<b>Personnel</b>	<b>737,055</b>	<b>83,379</b>	<b>193,438</b>	<b>104,119</b>	<b>324,850</b>	<b>31,269</b>
9,094	7,500	61100 - Supplies	1,500	-	-	200	300	1,000
-	13,000	61200 - Supplies: Volunteer recognition	16,200	4,000	10,000	2,000	-	200
46	9,368	61300 - Equipment (non-capitalized)	15,380	-	8,920	-	4,460	2,000
108,800	500	62100 - Professional Services	20,200	100	-	100	0	20,000
123	100	62110 - Legal services	200	-	-	-	200	-
28,419	2,000	62120 - Marketing services	1,800	300	-	-	1,000	500
-	2,982	62130 - Insurance services	250	200	-	50	-	-
9,142	2,650	62210 - Printing/copying	1,250	250	-	-	800	200
1,794	1,475	62220 - Postage	400	-	300	-	100	0
17,436	3,150	62300 - Software	15,000	0	-	-	-	15,000
5,480	7,500	62400 - Telephone/internet	2,100	250	600	200	1,000	50
850	600	62500 - Memberships/Dues	800	200	100	-	500	-
-	-	62600 - Travel and training	4,200	500	2,500	500	500	200
22,966	12,500	62610 - Trainers	1,700	500	-	500	500	200
6,237	4,500	62621 - Employee mileage	3,929	500	1,500	1,129	500	300
31,541	30,000	62630 - Volunteer travel	17,000	6,000	1,000	10,000	-	-
-	-	62640 - Employee travel meals	1,500	500	-	500	500	-
-	-	62650 - Employee lodging	3,000	1,000	-	1,000	1,000	-
-	500	62700 - Facility and Utilities	-	-	-	-	-	-
28,083	30,782	62710 - Rent expense	34,827	-	15,988	-	18,203	636



**Oregon Cascades West Council of Governments**  
**Community Service Programs**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Final	FY24 Budget Total Adopted	Description	FY25 Budget Total Proposed	FY25 Budget 2032 - Foster Grandparents Proposed	FY25 Budget 2033 - RSVP Proposed	FY25 Budget 2034 - Senior Companion Program Proposed	FY25 Budget 2038 - Veterans Proposed	FY25 Budget 2039 - CSP Special Contracts Proposed
1,415	-	62720 - Facility maintenance svcs	-	-	-	-	-	-
2,805	3,000	62721 - Janitorial Service	-	-	-	-	-	-
120,851	105,389	62800 - Internal service charges expenditure	104,871	-	51,865	-	49,744	3,262
-	-	64000 - Client Assistance	2,000	-	-	-	-	2,000
82,001	150,000	64300 - Client Assist: Program wages	141,984	79,344	-	62,640	-	-
-	-	64400 - Client Assist: Support services	6,000	6,000	-	0	-	-
<b>477,082</b>	<b>387,496</b>	<b>Materials and Services</b>	<b>396,091</b>	<b>99,644</b>	<b>92,773</b>	<b>78,819</b>	<b>79,307</b>	<b>45,548</b>
-	-	77000 - Software (multi-year)	3,189	200	2,135	-	854	-
-	21,155	95000 - Contingency	-	-	-	-	-	-
-	<b>21,155</b>	<b>Capital, Transfers and Other</b>	<b>3,189</b>	<b>200</b>	<b>2,135</b>	<b>-</b>	<b>854</b>	<b>-</b>
<b>1,166,468</b>	<b>1,140,532</b>	<b>Total Expenses</b>	<b>1,136,335</b>	<b>183,223</b>	<b>288,346</b>	<b>182,938</b>	<b>405,011</b>	<b>76,817</b>
139,413	-1	<b>Unappropriated Ending Fund Balance</b>	0	0	0	0	0	0



**Oregon Cascades West Council of Governments**  
**200 CED**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Fund Final	FY24 Budget Total Fund Adopted	Description	FY25 Budget Total Fund Proposed	FY25 Budget 2071 - AAMPO Proposed	FY25 Budget 2072 - CAMPO Proposed	FY25 Budget 2077 - Transportation Planning Proposed	FY25 Budget 2081 - Ride Line Proposed	FY25 Budget 2082 - Special Projects Proposed
4,991,206	3,618,710	40000 - Beginning Balance	5,597,797	1,581,665	1,999,882	-	514,088	1,502,162
101,226	108,000	42100 - Dues	113,706	-	-	113,706	-	-
95,325	12,000	42200 - Program revenue (including Fees)	1,655,000	780,000	845,000	-	30,000	-
-	-	43100 - Contracts	12,000,500	-	-	-	12,000,500	-
79,588	375,000	43200 - FedDir	900,000	-	-	900,000	-	-
431,111	-	43300 - FedInd	-	-	-	-	-	-
12,428,188	18,201,433	43400 - State	7,528,918	358,040	266,878	6,464,000	440,000	-
524,741	789,025	43500 - Local	2,901,695	-	-	634,000	2,267,695	-
-	600,000	46700 - Matching Contributions	-	-	-	-	-	-
-2,323	7,564	46900 - Misc Revenue	-	-	-	-	-	-
-	1,626,388	48000 - Transfers In	150,000	-	-	150,000	-	-
<b>18,649,062</b>	<b>25,338,121</b>	<b>Revenue</b>	<b>30,847,616</b>	<b>2,719,705</b>	<b>3,111,760</b>	<b>8,261,706</b>	<b>15,252,283</b>	<b>1,502,162</b>
1,249,257	1,764,532	51000 - Wages	2,290,890	135,054	148,618	656,609	1,340,609	10,000
870,041	1,031,357	52000 - Benefits	1,467,609	62,173	77,160	377,617	944,639	6,020
<b>2,119,298</b>	<b>2,795,889</b>	<b>Personnel</b>	<b>3,758,499</b>	<b>197,227</b>	<b>225,778</b>	<b>1,034,226</b>	<b>2,285,248</b>	<b>16,020</b>
12,288	14,500	61100 - Supplies	20,000	1,500	1,000	7,000	10,000	500
2,178	32,428	61300 - Equipment (non-capitalized)	45,410	3,230	2,230	8,730	31,220	-
-	5,000	61400 - Furniture	5,000	-	-	-	5,000	-
-	-	62000 - Services	5,000	-	-	5,000	-	-
11,226,746	17,327,254	62100 - Professional Services	18,691,500	10,000	2,000	6,654,500	12,000,000	25,000
770	4,000	62110 - Legal services	6,000	1,000	500	2,500	2,000	-
4,407	5,000	62120 - Marketing services	13,000	1,000	500	10,000	1,500	-
890	1,000	62140 - Banking services	1,500	-	-	-	1,500	-
-	-	62150 - Grants to subrecipients	5,007,943	2,265,645	2,742,298	-	-	-
7,116	12,900	62210 - Printing/copying	14,750	500	750	5,500	8,000	-
8,141	10,600	62220 - Postage	6,750	500	250	1,000	5,000	-
89,205	183,975	62300 - Software	87,500	2,500	2,500	1,500	81,000	-
11,876	13,712	62400 - Telephone/internet	9,100	500	500	1,600	6,000	500
2,295	5,500	62500 - Memberships/Dues	4,000	1,000	500	2,000	500	-
-	-	62600 - Travel and training	138,200	6,000	5,000	51,700	75,000	500
22,743	63,000	62610 - Trainers	33,000	-	-	33,000	-	-
11,504	14,000	62621 - Employee mileage	2,000	-	-	-	2,000	-
-	-	62700 - Facility and Utilities	1,000	-	-	-	-	1,000
83,038	88,757	62710 - Rent expense	98,316	5,400	13,113	16,091	62,212	1,500
1,020	2,000	62720 - Facility maintenance svcs	-	-	-	-	-	-
3,218	3,200	62721 - Janitorial Service	-	-	-	-	-	-
439,428	498,742	62800 - Internal service charges expenditure	500,085	30,173	30,173	90,029	348,210	1,500
<b>11,926,864</b>	<b>18,285,568</b>	<b>Materials and Services</b>	<b>24,690,054</b>	<b>2,328,948</b>	<b>2,801,314</b>	<b>6,890,150</b>	<b>12,639,142</b>	<b>30,500</b>



**Oregon Cascades West Council of Governments**  
**200 CED**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Fund Final	FY24 Budget Total Fund Adopted	Description	FY25 Budget Total Fund Proposed	FY25 Budget 2071 - AAMPO Proposed	FY25 Budget 2072 - CAMPO Proposed	FY25 Budget 2077 - Transportation Planning Proposed	FY25 Budget 2081 - Ride Line Proposed	FY25 Budget 2082 - Special Projects Proposed
303,353	-	71000 - Equipment	60,000	-	-	60,000	-	-
-	-	74000 - Capital Improvements	50,000	-	-	-	-	50,000
-	-	77000 - Software (multi-year)	13,592	427	427	2,917	9,821	-
-	925,026	95000 - Contingency	430,241	96,000	84,241	150,000	-	100,000
255,500	1,617,777	98000 - Transfers Out	150,000	-	-	-	-	150,000
<b>558,853</b>	<b>2,542,803</b>	<b>Capital, Transfers and Other</b>	<b>703,833</b>	<b>96,427</b>	<b>84,668</b>	<b>212,917</b>	<b>9,821</b>	<b>300,000</b>
<b>14,605,015</b>	<b>23,624,260</b>	<b>Total Expenses</b>	<b>29,152,386</b>	<b>2,622,602</b>	<b>3,111,760</b>	<b>8,137,293</b>	<b>14,934,211</b>	<b>346,520</b>
4,044,046	1,713,861	<b>Unappropriated Ending Fund Balance</b>	1,695,230	97,103	0	124,413	318,072	1,155,642



# Oregon Cascades West Council of Governments

## 700 Lending

### Consolidated Budget FY 2024-25

FY23 Actual Total Fund Final	FY24 Budget Total Fund Adopted	Description	FY25 Budget Total Fund Proposed	FY25 Budget 5010 - Lending Services Proposed	FY25 Budget 5020 - Lending Programs Proposed
1,090,845	538,071	40000 - Beginning Balance	1,266,485	5,000	1,261,485
-	-	42000 - Fees & Dues	8,000	8,000	-
1,320	65,420	42200 - Program revenue (including Fees)	175,000	150,000	25,000
108,022	150,000	42800 - Internal service charges revenue	-	-	-
-	-	43100 - Contracts	13,000	13,000	-
80,000	-	43200 - FedDir	-	-	-
51,403	-	43500 - Local	-	-	-
164,899	130,000	46100 - Interest Revenue	90,000	-	90,000
-	-	46110 - Lending Program Interest revenue	100,000	-	100,000
5,884	-	46220 - Donations Received: Stocks	-	-	-
<b>1,502,373</b>	<b>883,491</b>	<b>Revenue</b>	<b>1,652,485</b>	<b>176,000</b>	<b>1,476,485</b>
59,604	76,400	51000 - Wages	90,013	90,013	-
37,810	41,000	52000 - Benefits	47,112	47,112	-
<b>97,415</b>	<b>117,400</b>	<b>Personnel</b>	<b>137,125</b>	<b>137,125</b>	<b>-</b>
1,513	500	61100 - Supplies	700	700	-
-	1,000	61300 - Equipment (non-capitalized)	2,230	2,230	-
63,212	39,100	62100 - Professional Services	4,200	1,200	3,000
200	1,800	62120 - Marketing services	1,800	1,800	-
838	26,332	62140 - Banking services	2,100	-	2,100
490	1,500	62210 - Printing/copying	550	500	50
321	600	62220 - Postage	500	500	-
3,859	3,450	62300 - Software	5,250	5,250	-
1,076	1,500	62400 - Telephone/internet	300	300	-



**Oregon Cascades West Council of Governments**  
**700 Lending**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Fund Final	FY24 Budget Total Fund Adopted	Description	FY25 Budget Total Fund Proposed	FY25 Budget 5010 - Lending Services Proposed	FY25 Budget 5020 - Lending Programs Proposed
-	-	62600 - Travel and training	1,500	1,500	-
1,239	1,500	62610 - Trainers	-	-	-
465	500	62621 - Employee mileage	500	500	-
6,704	2,753	62710 - Rent expense	3,351	3,351	-
137,597	168,911	62800 - Internal service charges expenditure	168,756	18,756	150,000
-	-	62900 - Miscellaneous Expenses	5,200	-	5,200
<b>217,515</b>	<b>249,446</b>	<b>Materials and Services</b>	<b>196,937</b>	<b>36,587</b>	<b>160,350</b>
-	-	77000 - Software (multi-year)	427	427	-
-	25,000	95000 - Contingency	51,861	1,861	50,000
-	<b>25,000</b>	<b>Capital, Transfers and Other</b>	<b>52,288</b>	<b>2,288</b>	<b>50,000</b>
<b>314,930</b>	<b>391,846</b>	<b>Total Expenses</b>	<b>386,350</b>	<b>176,000</b>	<b>210,350</b>
1,187,443	491,645	<b>Unappropriated Ending Fund Balance</b>	1,266,135	0	1,266,135



**Oregon Cascades West Council of Governments**  
**8000 - COG reserves**  
**Consolidated Budget FY 2024-25**

FY23 Actual Total Department Final	FY24 Budget Total Department Adopted	Description	FY25 Budget Total Department Proposed	FY25 Budget 800 Reserves Proposed
-	3,435,242	40000 - Beginning Balance	3,517,419	3,517,419
-	-	48000 - Transfers In	65,000	65,000
-	<b>3,435,242</b>	<b>Revenue</b>	<b>3,582,419</b>	<b>3,582,419</b>
-	-	<b>Materials and Supplies</b>	-	-
-	59,000	77000 - Software (multi-year)	-	-
-	<b>59,000</b>	<b>Capital, Transfers and Other</b>	-	-
-	<b>59,000</b>	<b>Total Expenses</b>	-	-
-	3,376,242	<b>Unappropriated Ending Fund Balance</b>	3,582,419	3,582,419

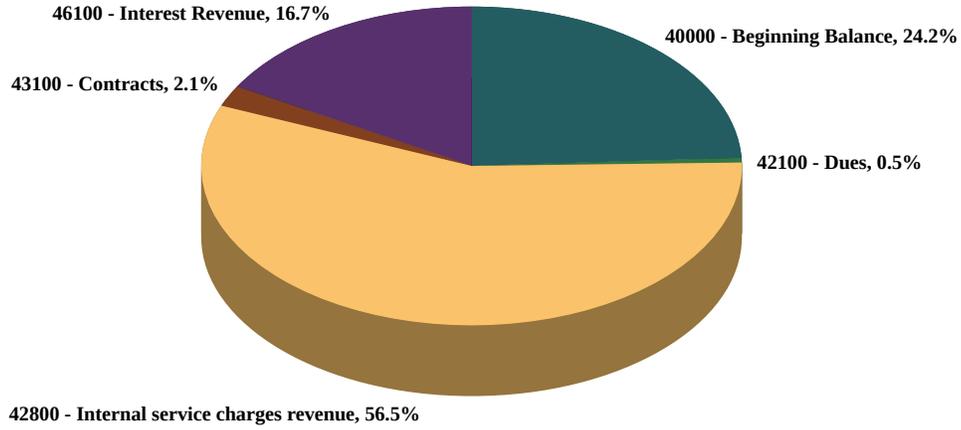
# 1011 - CWCOG GENERAL ADMINISTRATION - Total

## CASCADES WEST COUNCIL OF GOVERNMENTS FY 2024-25 BUDGET SUMMARY

40000 - Beginning Balance	941,312
42100 - Dues	18,370
42800 - Internal service charges revenue	2,200,000
43100 - Contracts	82,824
46100 - Interest Revenue	650,000
<b>Total Revenues</b>	<b>3,892,505</b>
51000 - Wages	1,530,069
52000 - Benefits	956,136
<b>Total Personnel</b>	<b>2,486,205</b>
61100 - Supplies	42,100
61300 - Equipment (non-capitalized)	18,980
61400 - Furniture	1,000
62100 - Professional Services	425,650
62110 - Legal services	24,500
62120 - Marketing services	9,250
62130 - Insurance services	600
62140 - Banking services	12,000
62210 - Printing/copying	4,500
62220 - Postage	1,300
62300 - Software	52,950
62400 - Telephone/internet	4,500
62500 - Memberships/Dues	13,000
62600 - Travel and training	21,000
62610 - Trainers	10,000
62621 - Employee mileage	6,750
62710 - Rent expense	58,361
<b>Total Materials and Services</b>	<b>706,441</b>
70000 - Capital	100,000
77000 - Software (multi-year)	100,000
95000 - Contingency	399,860
<b>Total Capital, Transfers and Other</b>	<b>599,860</b>
<b>Total Expenses</b>	<b>3,792,506</b>
<b>Unappropriated Ending Fund Balance</b>	<b>100,000</b>

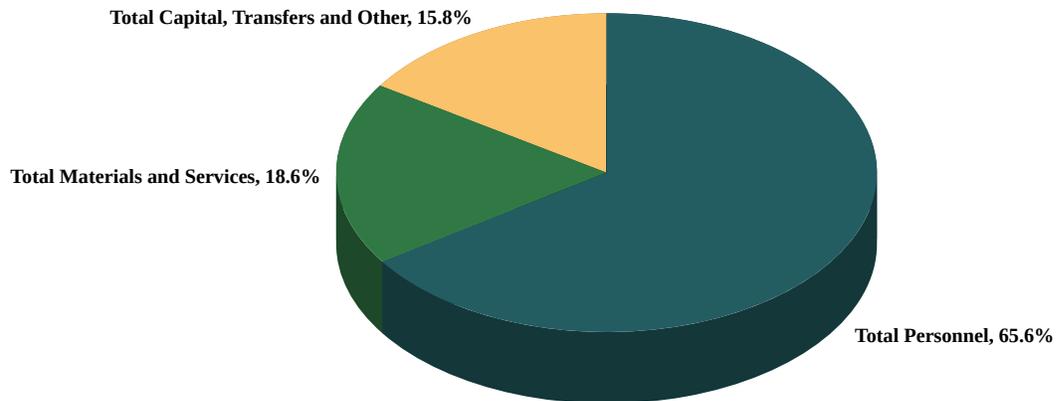
# 1011 - CWCOG GENERAL ADMINISTRATION - Total

### Revenue Chart FY2024-25



■ 40000 - Beginning Balance ■ 42100 - Dues ■ 42800 - Internal service charges revenue ■ 43100 - Contracts ■ 46100 - Interest Revenue

### Expense Chart FY2024-25



■ Total Personnel ■ Total Materials and Services ■ Total Capital, Transfers and Other

# General Administration Work Program

OCWCOG's General Administration (GA) Department provides overall management of the agency's programs, staff, finances, technology, and facilities. The Department also delivers services and support to OCWCOG's Board of Directors and member jurisdictions. GA is responsible for organizational vision, strategic planning and direction, major communications, advocacy, oversight of program development, and a consolidated work plan to ensure OCWCOG sustainability, viability, and growth.

General Administration consists of five primary areas: General Management; Financial Services Management; Human Resources Management; Technology Services Management; and Facilities Management. General Administration may also oversee research initiatives, corporate and philanthropic development, and events.

## **Funding:**

Funding to support General Administration is received through in-direct charges, based on the number of staff employed in each OCWCOG-run program. Funding is also provided through contracts for services with member jurisdictions.

## **Program Area Oversight Committees or Commissions:**

- OCWCOG's Board of Directors
- OCWCOG's Executive Committee

## **Program Contact:**

Ryan Vogt  
541.924.8465  
rvogt@ocwcog.org

# General Management

The Executive Director is responsible for oversight of all OCWCOG programs and activities, and communicating with OCWCOG members, and Federal, State, and local governments regarding current and potential programs. The Executive Director and appointed staff ensure that issues are presented to the OCWCOG Board of Directors (Board) and its adopted policies are implemented. All services overseen by General Management may be provided to support member jurisdictions, as requested.

## **Funding:**

Funding to support General Management is received through in-direct charges, based on the number of staff employed in each OCWCOG run program. Funding is also provided through contracts for services with member jurisdictions.

## **Goals:**

- Continue to improve regional awareness of OCWCOG's program and services, and to facilitate regional activities, through increased visibility and communications.
- Provide a clear vision and direction for agency staff, members, and stakeholders, by operationalizing the agencies' Mission Statement, Vision, Values, and Strategic Plan.
- Continue to build OCWCOG's partnerships and collaboration with Community Services Consortium (CSC), Oregon Department of Human Services (ODHS), local universities and other community partners.
- Increase agency awareness in Diversity, Equity and Inclusion to deliver better services for our member agencies and our regions residents.

# Financial Management

OCWCOG's Finance Department is responsible for the consolidated budget of the agency, its programs' financial functions, and ensuring compliance with auditing standards, and Generally Accepted Accounting Principles (GAAP). The Department handles agency payroll, accounts payable and receivables, contracts management, audit, and centralized purchasing. Finance staff advise the Executive Director on fiscal matters, present reports to the OCWCOG Finance and Budget Committees, and research tools, programs, and projects to expedite and maximize financial services and support.

## **Funding:**

Funding to support Financial Management is received through in-direct charges, based on the number of staff employed in each OCWCOG-run program. Funding is also provided through contracts for services with member jurisdictions.

## **Goals:**

- Complete and finalize software solutions in finance and payroll as per the agency's Strategic Priority to Expansion & Innovation.
- Continue to support development of Finance Department staff skills and knowledge through continuing education and training opportunities as per the agency's Strategic Priority to Organizational Excellence.
- Work collaboratively with Community Services Consortium to further align policies, procedures and accounting practices.

# Human Resources Management

OCWCOG's Human Resources Department provides consolidated management of all agency and program personnel matters; and manages agency recruitments, onboarding, compensation, job classifications, and employee benefits. The Department develops and recommends to the Executive Director, for OCWCOG Board of Directors, approval of agency-wide personnel policies, and manages agency labor relations, including collective bargaining. All services managed by Human Resources are provided to Community Services Consortium and are also available to support member jurisdictions, as requested by contract or Intergovernmental Agreement.

## **Funding:**

Funding to support Human Resource Management is received through indirect charges, based on the number of staff employed in each OCWCOG-run program. Funding is also provided through contracts for services with member jurisdictions.

## **Goals:**

- Develop and implement strategies that incorporate OCWCOG Mission, Vision, Values, and Strategic Priorities into HR processes.
- Create opportunities for management development in areas to include labor relations, performance management, coaching and mentoring to better assist managers in becoming successful leaders.
- Support new and ongoing committees and workgroups including:
  - Wellness Committee
  - Safety Committee
  - Labor Management Advisory Committee
  - Diversity Equity and Inclusion Committee
  - Social Committee
  - Health Insurance Committee
- Provide Human Resource expertise and consultation to members at a competitive rate.
- Enhance HR staff skills and knowledge through continuing education.

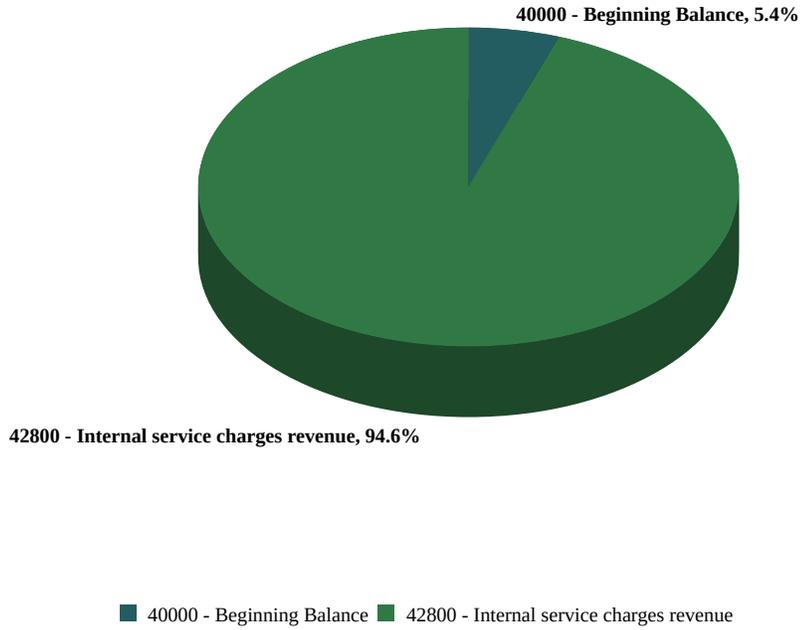
## 1012 - TECHNOLOGY SERVICES - Total Department

### CASCADES WEST COUNCIL OF GOVERNMENTS FY 2024-25 BUDGET SUMMARY

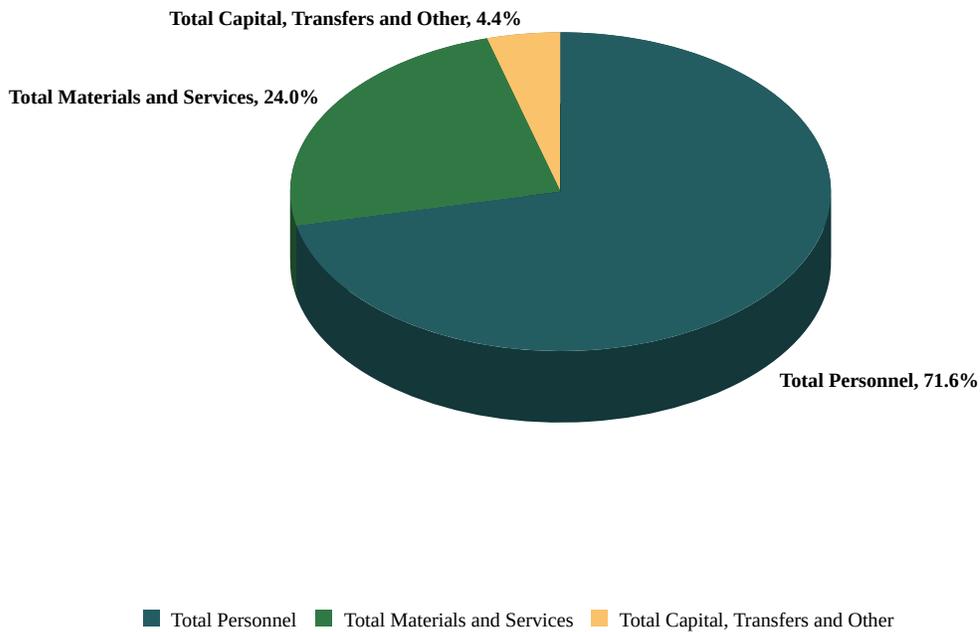
40000 - Beginning Balance	64,131
42800 - Internal service charges revenue	1,116,000
<b>Total Revenues</b>	<b>1,180,131</b>
51000 - Wages	522,315
52000 - Benefits	301,046
<b>Total Personnel</b>	<b>823,361</b>
61100 - Supplies	3,500
61300 - Equipment (non-capitalized)	36,920
62100 - Professional Services	6,000
62210 - Printing/copying	200
62220 - Postage	200
62300 - Software	120,701
62400 - Telephone/internet	45,000
62610 - Trainers	10,000
62621 - Employee mileage	8,500
62640 - Employee travel meals	500
62710 - Rent expense	45,000
<b>Total Materials and Services</b>	<b>276,521</b>
95000 - Contingency	50,618
<b>Total Capital, Transfers and Other</b>	<b>50,618</b>
<b>Total Expenses</b>	<b>1,150,500</b>
<b>Unappropriated Ending Fund Balance</b>	<b>29,631</b>

# 1012 - TECHNOLOGY SERVICES - Total Department

### Revenue Chart FY2024-25



### Expense Chart FY2024-25



# Technology Services Management

OCWCOG's Technology Services (TS) Department manages information, data security, and telecommunications services for the agency. This includes desktop computers, servers, network infrastructure, phones, video conference, and software systems. TS provides technical support and systems administration. TS advises the Executive and Program Directors on new technology, tools and processes to meet changing requirements and demands in information delivery and security. All services managed by Technology Services are provided to Community Services Consortium and are also available to support member jurisdictions, as requested by contract or Intergovernmental Agreement.

## **Funding:**

Funding to support Technology Services Management is received through in-direct charges, based on the number of staff employed in each OCWCOG run program. Funding is also provided through contracts for services with member jurisdictions.

## **Goals:**

- Stabilize and enhance operations.
- Modernize information systems.
- Support program area business needs.
- Leverage cloud services to maximize staff collaboration and service delivery.
- Revitalize and maintain continuity of member managed services.
- Secure network and software systems.

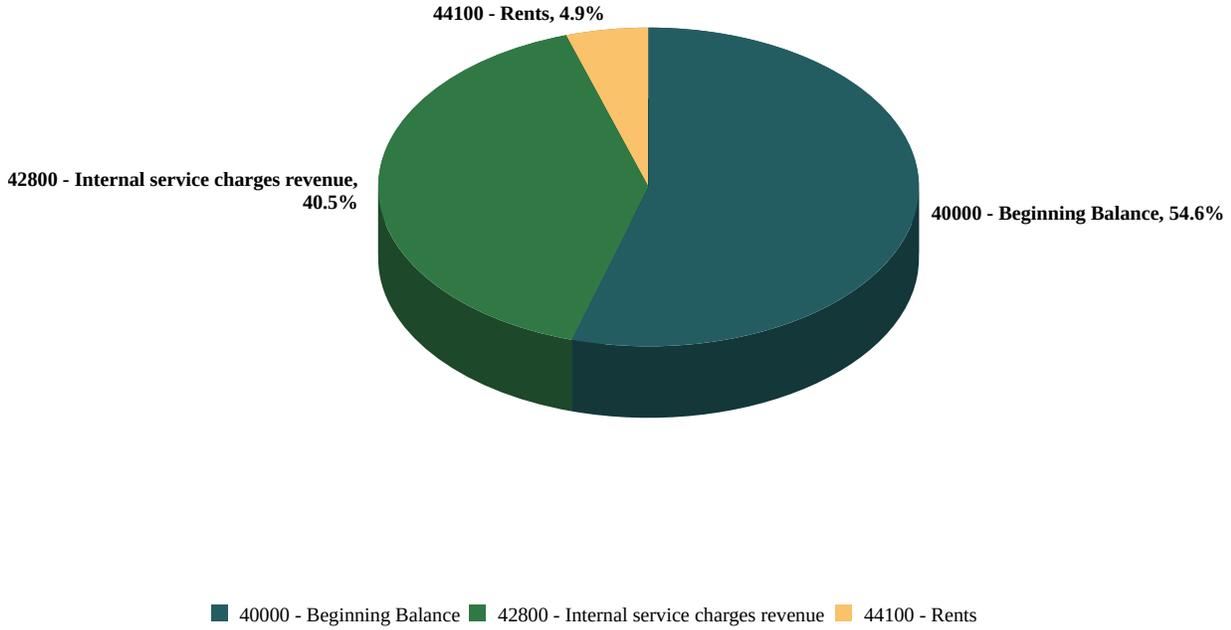
## 1014 - FACILITIES SERVICES - Total Department

### CASCADES WEST COUNCIL OF GOVERNMENTS FY 2024-25 BUDGET SUMMARY

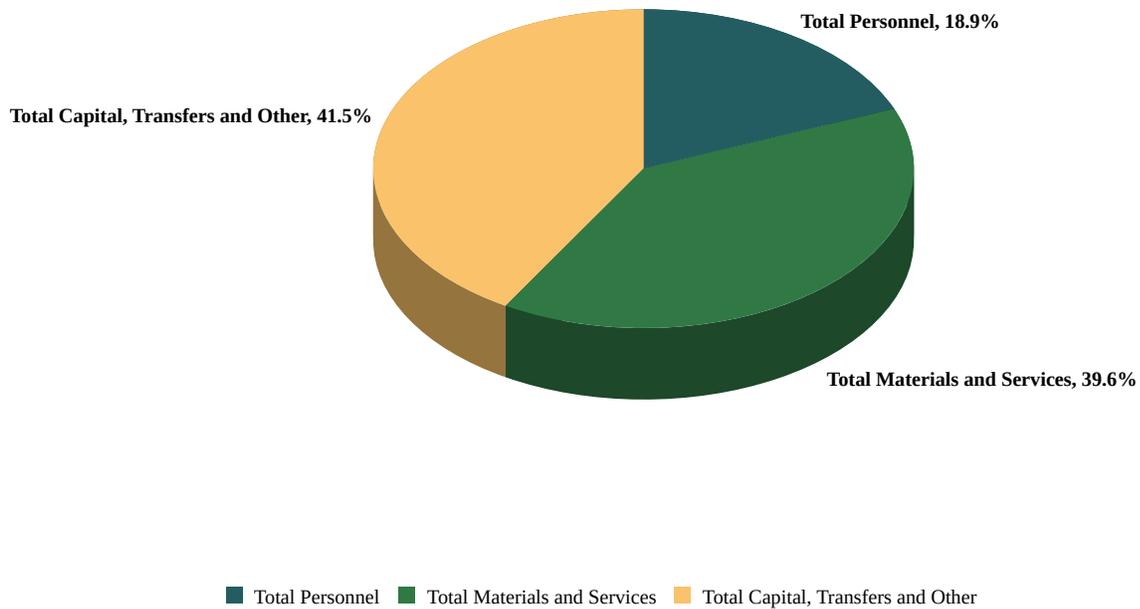
40000 - Beginning Balance	1,218,348
42800 - Internal service charges revenue	903,451
44100 - Rents	110,417
<b>Total Revenues</b>	<b>2,232,216</b>
51000 - Wages	148,220
52000 - Benefits	88,695
<b>Total Personnel</b>	<b>236,915</b>
61100 - Supplies	15,000
61300 - Equipment (non-capitalized)	2,250
61400 - Furniture	10,000
62100 - Professional Services	28,500
62120 - Marketing services	150
62130 - Insurance services	135,000
62210 - Printing/copying	50,250
62220 - Postage	50
62300 - Software	1,000
62610 - Trainers	1,000
62621 - Employee mileage	6,000
62622 - Company automobile	3,500
62700 - Facility and Utilities	70,000
62720 - Facility maintenance svcs	62,150
62721 - Janitorial Service	68,100
62731 - Electricity	45,000
<b>Total Materials and Services</b>	<b>497,950</b>
70000 - Capital	306,000
95000 - Contingency	150,000
98000 - Transfers Out	65,000
<b>Total Capital, Transfers and Other</b>	<b>521,000</b>
<b>Total Expenses</b>	<b>1,255,865</b>
<b>Unappropriated Ending Fund Balance</b>	<b>976,351</b>

# 1014 - FACILITIES SERVICES - Total Department

## Revenue Chart FY2024-25



## Expense Chart FY2024-25



# Facilities Maintenance

OCWCOG owns buildings in Albany, Corvallis, and Toledo. Office space is leased to the State of Oregon Vocational Rehabilitation program in Albany. In Corvallis, Community Services Consortium leases space for their housing and energy assistance programs and also helps to support reception staff. The Facilities Maintenance Department administers and maintains the facilities, including the surrounding grounds, to ensure safe and convenient public access to agency services as well as provide a secure, professional business environment for staff and agency partners.

## **Funding:**

Facilities Management funding consists of board-authorized reserves, office equipment operations, and an operational fund calculated as part of a square footage rental rate established for each facility. Ultimately, operational funding is provided through direct cost recovery from each OCWCOG program area based on building occupancy.

## **Goals:**

- Maintain compliance with state procurement laws and OCWCOG policy. Complete maintenance projects on time and within budget.
- Fold strategic plan priorities for expansion and innovation into the five-year maintenance plan. Continue facilities improvement and capital investment.
- Operate all OCWCOG facilities consistent with program area needs to better serve our consumers and member agencies.

## 2020 - Senior & Disability Services

### CASCADES WEST COUNCIL OF GOVERNMENTS FY 2024-25 BUDGET SUMMARY

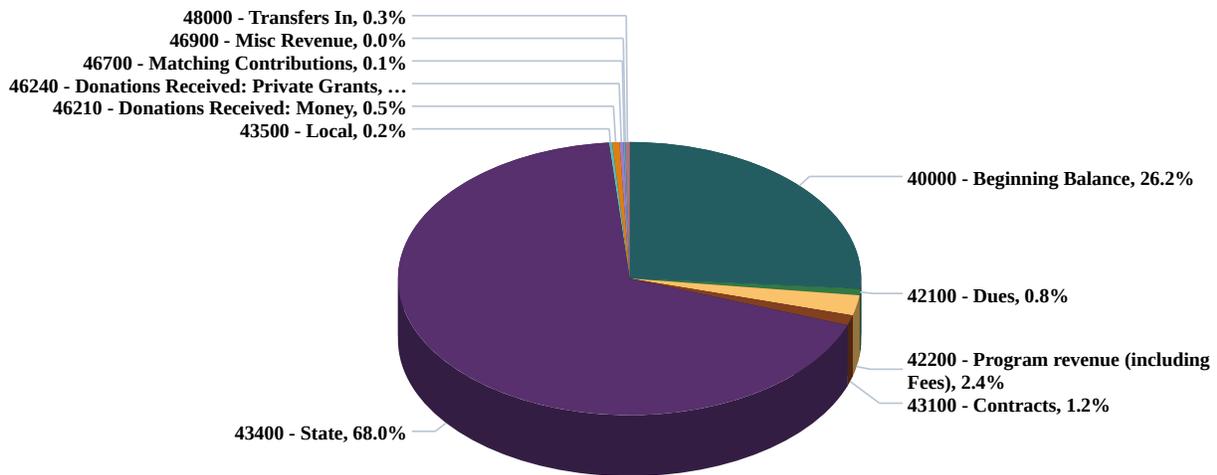
40000 - Beginning Balance	8,800,000
42100 - Dues	253,688
42200 - Program revenue (including Fees)	805,000
43100 - Contracts	400,000
43400 - State	22,845,577
43500 - Local	75,680
46210 - Donations Received: Money	170,000
46240 - Donations Received: Private Grants	90,000
46700 - Matching Contributions	45,000
46900 - Misc Revenue	2,000
48000 - Transfers In	100,000
<b>Total Revenues</b>	<b>33,586,945</b>
51000 - Wages	11,745,469
52000 - Benefits	7,370,454
<b>Total Personnel</b>	<b>19,115,923</b>
61100 - Supplies	72,723
61200 - Supplies: Volunteer recognition	15,594
61300 - Equipment (non-capitalized)	128,150
61400 - Furniture	28,500
62100 - Professional Services	1,911,665
62110 - Legal services	60,000
62120 - Marketing services	9,300
62130 - Insurance services	2,000
62140 - Banking services	1,000
62150 - Grants to subrecipients	114,416
62210 - Printing/copying	37,700
62220 - Postage	29,300
62300 - Software	69,000
62400 - Telephone/internet	65,663
62500 - Memberships/Dues	61,200
62600 - Travel and training	41,345
62621 - Employee mileage	110,834
62622 - Company automobile	12,000
62630 - Volunteer travel	17,000
62700 - Facility and Utilities	3,000
62710 - Rent expense	656,043
62721 - Janitorial Service	3,000

## 2020 - Senior & Disability Services

### CASCADES WEST COUNCIL OF GOVERNMENTS FY 2024-25 BUDGET SUMMARY

62800 - Internal service charges expenditure	2,639,834
64300 - Client Assist: Program wages	400,000
64400 - Client Assist: Support services	300,000
<b>Total Materials and Services</b>	<b>6,789,267</b>
77000 - Software (multi-year)	74,298
95000 - Contingency	770,365
98000 - Transfers Out	100,000
<b>Total Capital, Transfers and Other</b>	<b>944,663</b>
<b>Total Expenses</b>	<b>26,849,853</b>
<b>Unappropriated Ending Fund Balance</b>	<b>6,737,092</b>

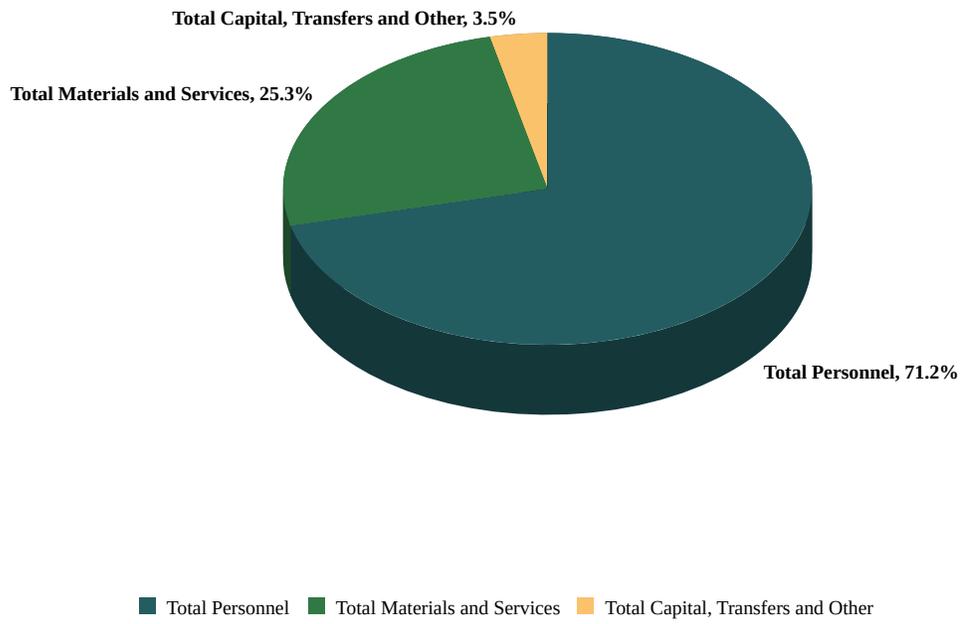
**Revenue Chart FY2024-25**



- |  |  |                                  |
|--|--|----------------------------------|
| ■ 40000 - Beginning Balance                | ■ 43400 - State                              | ■ 46700 - Matching Contributions |
| ■ 42100 - Dues                             | ■ 43500 - Local                              | ■ 46900 - Misc Revenue           |
| ■ 42200 - Program revenue (including Fees) | ■ 46210 - Donations Received: Money          | ■ 48000 - Transfers In           |
| ■ 43100 - Contracts                        | ■ 46240 - Donations Received: Private Grants |                                  |

# 2020 - Senior & Disability Services

Expense Chart FY2024-25



# Senior and Disability Services

OCWCOG's Senior and Disability Services (SDS) department manages a variety of functions that promote dignity, independence, safety and choice for seniors and people with disabilities. Coordinating closely with OCWCOG's Community Services Programs (CSP), SDS provides services that are unique and complementary with others provided by community partners. Strong working relationships have been developed with a variety of public and private entities in our service area, such as Samaritan Health Services, the regional Coordinated Care Organization (CCO) - Intercommunity Health Network (IHN), and the county public health departments and regional Self-Sufficiency offices.

All SDS programs aim to help seniors and people with disabilities stay as independent and safe as possible in their homes and communities. This is the goal of most people as they age.

## Medicaid Funded Programs

OCWCOG is the State-designated Area Agency on Aging (AAA) serving Linn, Benton, and Lincoln Counties. Area Agencies on Aging traditionally manage Older Americans Act (OAA) funded programming. As a Type B Transfer AAA contracting with Oregon Department of Human Services, OCWCOG not only provides OAA services, but also manages Medicaid services normally supported by State run Aging and People with Disability (APD) offices. Being a "Medicaid Area Agency on Aging" provides perks in the form of streamlining access to services for consumers and economic and programmatic sustainability.

### **ELIGIBILITY:**

OCWCOG, through a biennial contract with Oregon's Department of Human Services (ODHS), administers Medicaid benefits, the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), Employment Related Day Care (ERDC), and Refugee Cash benefits. Consumers of all ages may access any of these services by coming to any OCWCOG office or calling a toll-free number. Staff also collaborate with Self-Sufficiency offices to provide Temporary Assistance for Domestic Violence Survivors (TADVS). In addition, SDS administers Medicare Savings Programs (MSP) for older adults and people with physical disabilities. Medicare Savings Programs may pay deductibles, coinsurance, and copayments for those that qualify. SNAP, TANF, ERDC, and refugee benefits are offered for these same individuals, as well as those who are not eligible for Medicaid or MSP. SNAP consumers receive food benefits through the Oregon Trail card and are eligible based on income and household living expenses.

### **CASE MANAGEMENT:**

Case managers coordinate the Long-Term Services and Supports that people over 65

and adults with physical disabilities receive in their homes or care facilities. Functional assessments are completed to determine eligibility of consumers requesting assistance with Long-Term Services and Supports. Assessments are completed at the time of the request for services, annually, and if there is a change in need level. Once eligible, consumers can receive help managing activities of daily living in a variety of home and community-based facility settings, including nursing facilities. Support programs emphasize consumer choice and maximize independence and cost effectiveness. Consumers and families work with SDS staff to develop a service plan based on a consumer's goals, strengths, and preferences. Consumers who utilize services in their own home may do so with a client-employed provider, called a home care worker. Though these workers are paid by the State, local support for this important workforce is done by OCWCOG's Home Care Coordinator unit.

OCWCOG Preadmission Screening and Diversion and Transitions workers are specialized case managers dedicated to working with consumers in the community who have urgent placement needs related to hospital, hospice care, or nursing facility stays. The team works to reduce barriers allowing consumers to transition out of more costly or more institutional care settings as quickly and safely as possible.

***ADULT PROTECTIVE SERVICES:***

Adult Protective Service Specialists (APSS) investigate allegations of verbal, sexual, and physical abuse, as well as neglect and financial exploitation. Protective services are provided to those 65 and older, and people with physical disabilities over the age of 18. Investigators work collaboratively with other agencies, such as the State Long-Term Care Ombudsman program, County mental health programs, local law enforcement agencies, and district attorney offices.

APS investigations involve interviewing the alleged victim, the alleged perpetrator, and any other pertinent witnesses. The Investigator determines as to whether the event occurred and if the allegation of wrongdoing is substantiated. In the event of substantiated allegations, APS staff work to intervene and support the safety of the victim. Risk intervention can be provided for persons who are reported "at risk" and continue to be vulnerable. Risk intervention includes continued contact, reassessment, intervention, and the implementation of an individualized plan to reduce the risk of harm. Staff from OCWCOG's Adult Protective Services team participate in monthly Multidisciplinary Teams (MDT) in each of OCWCOG's three counties. MDTs are organized and facilitated by the District Attorney's office for their jurisdiction and bring together community partners such as law enforcement, fire department and emergency medical technicians (EMTs) and mental health providers to discuss cases that rise to the level of a crime. Time at the meetings is also dedicated to staffing issues involving older adults or people with disabilities in the community, such as a senior living in a home that has become unsafe to live in or no longer meets city building standards.

***ADULT FOSTER HOME LICENSING:***

One long-term care option that is available to Medicaid consumers in Linn, Benton, and

Lincoln Counties is Adult Foster Homes (AFH) placement. AFHs are small home-like care settings that provide around the clock support for up to five residents. This can include assistance with tasks such as bathing, grooming, dressing, and toileting. Though ultimate authority over AFHs belongs to the State, which can charge fines or even close an AFH that is non-compliant in following State rules, local AFH licensing staff are responsible for recruitment, licensing, monitoring, and oversight of the homes in the region.

### **Funding:**

The majority of SDS funding is disbursed through a contract with the Oregon Department of Human Services (ODHS). Funding is based on population and caseload numbers and is paid out at the rate of what the average State employee costs for each of the same positions. OCWCOG then gets paid 95% of the total amount, a function of the administrative rules related to our AAA designation. The remainder of SDS funding comes in the form of in-kind match, local income from OCWCOG member government dues, and local contracts.

### **Budgetary highlights:**

- Funding for FY 24-25 is determined and stable as it is the second year of our biennial contract.
- Case management allocations which had been cut at the beginning of the biennium have been reinstated.
- APS referral numbers continue to increase, causing us to designate more of our allocation to staff the increased work.
- A housing navigator position was added to our allocation allowing us to focus time and energy to supporting long term services consumers who are experiencing housing instability.

# Older Americans Act and State General Fund Programs

Through its function as a State-designated AAA, the SDS department manages all functions under the Older Americans Act (OAA) umbrella for the region. This includes Meals on Wheels, Information and Referral through the Aging and Disability Resource Connection (ADRC) Call Center, Family Caregiver Services, and Health Promotion Programming. Additionally, Area Agencies on Aging are the recipients of other State General Fund program dollars which support Oregon Project Independence (OPI) and smaller contracted programs such as the Employer Resource Connection (ERC) and Money Management Programs (MMP).

The purpose of all programs funded through AAAs is to allow older adults and people with disabilities to live at home and in the community with dignity and independence for as long as possible.

## ***AGING AND DISABILITY RESOURCE CONNECTION:***

As the lead agency of the Aging and Disability Resource Connection (ADRC) of Linn, Benton, and Lincoln Counties, OCWCOG's Information and Referral Specialists provide access to a "no wrong door" entry point to programs administered by SDS as well as external community resources and programs. Consumers can call, email or walk into office locations to receive information. ADRC activities are funded by a 2-year contract with the State which allows OCWCOG to draw down federal match dollars as well as Older Americans Act funding.

## ***MEALS ON WHEELS:***

Since 1980, the Meals on Wheels (MOW) Program at OCWCOG has offered nutritious meals to aging adults and adults with disabilities. A corps of approximately 330 volunteers works in meal site kitchens and as delivery drivers throughout OCWCOG's three county service area. For 2,385 homebound clients, who often live alone and have limited resources or ability to care for themselves, this volunteer may be the only person they see each day and provides the opportunity for a daily well-check and socialization. In FY 2023-2024 Meals on Wheels is forecasted to deliver 199,997 meals. An increase of 20% over the previous year.

Connections Café, OCWCOG's newly branded community dining program provides older adults who are able to travel to one of 11 meal sites across the tri-County region with a nutritious meal served in a dining room atmosphere. It also provides an opportunity for socializing and building relationships with the community. Increasing attendance at the community dining sites which were required to close during the pandemic is a goal for FY25.

## ***OLDER AMERICANS ACT PROGRAMS:***

The Older Americans Act (OAA) program helps older adults to live and thrive in communities of their choice for as long as possible. These programs provide information and assistance, personal and home care services, case management, preventative Evidence-Based Health Promotion programming, legal services, elder abuse prevention, Family Caregiver Support, and Options Counseling. OAA funding remains stable but receives little in funding increases, which is challenging given the increase of older adults in our region who rely on these services.

***OREGON PROJECT INDEPENDENCE:***

Oregon Project Independence (OPI) provides in-home services to older adults and people with disabilities who need a little help to continue living independently in their own homes. Services offered through OPI include housekeeping, personal care, Meals on Wheels, case management, assistive technology and more. OPI has traditionally offered only a few hours a week of support to those who did not want to or did not qualify for Medicaid services. But with the launch of Oregon Project Independence Medicaid (OPIM) consumers may be entitled to more support. Funding increases are represented in this year's budget for OPI because of the launch of this program.

***MONEY MANAGEMENT PROGRAM:***

The Money Management Program (MMP) provides free assistance with personal money management tasks through specially trained volunteers to people over age 60 and adults with a disability. Service is personalized, confidential, and safe. All MMP services are offered free of charge to eligible individuals. Services are provided by trained and supervised volunteers and focus on two major services components, bill-pay, and rep payee management.

***EMPLOYER RESOURCE CONNECTION:***

The Employer Resource Connection (ERC, formerly known as STEPS) program offers free resources for people who are approved to receive in-home services through Medicaid or Oregon Project Independence. These resources are designed to promote successful working relationships between people with disabilities and the people they employ to provide in-home supports.

**Funding:**

Funding for OAA programs and OPI come from multiple sources including Federal dollars, State General Funds, local income from program participant fees, in-kind match, Medicaid Match and contracts.

OCWCOG works to find the most cost-efficient way to serve the members of our community and make resources stretch further including contracting with local non-profits, such as local hospice and adult day service agencies to provide respite and caregiver training, or the local YMCA and senior centers to provide evidence-based falls prevention classes.

### Budget highlights:

- The launch of OPIM this year requires the budgeting process to rely more on estimates than historical data. Overall, the expectation is that there will be an increase in revenue and corresponding expenses that will provide a better range of service for OPI eligible consumers.
- Increasing food costs and higher utilization of the MOW program plus the ending of ARPA funds in September 2025 are creating a desire to make sure future funding includes more donations and grant revenue.
- The ongoing cost of delivering meals to consumers in the community would not be financially sustainable without our volunteer corp. A part-time volunteer coordinator has been hired to provide better recruitment, onboarding, and training to this vital workforce.
- The Employer Resource Connection (ERC) will benefit from a short-term influx of funding provided by the State as it works to utilize ARPA funds before they expire.
- Obtaining enough revenue to support the Money Management Program (MMP) has been a challenge because of a complex funding model based on client participation. Advocacy for more funding may be needed if this program is to stay at OCWCOG.

### **SDS Program Area Oversight Committees or Commissions:**

- Aging and Disability Resource Connection Council
- Senior Services Advisory Council
- Disability Services Advisory Council Issues and Advocacy Committee
- Contract Monitor and Review Committee
- Care Planning Committee

A requirement of being a designated AAA is to engage local advisory Councils to help advise, support, and provide advocacy to and for the programs. The Senior Services and Disability Services Advisory Councils are made up of consumers and community partners who meet jointly every other month allowing the Council members to use the alternate months to focus on work supported by the following committees: Issues and Advocacy (IA), Contract Monitor and Review, Membership and Nominating, Care Planning (CPC) and the Meals on Wheels Advisory Committee (MOWAC). The understanding that the Councils and Committees gain about the long-term services and support services administered by OCWCOG helps support advocacy and outreach in our communities.

### **Program Contact:**

Randi Moore  
[rmoore@ocwcog.org](mailto:rmoore@ocwcog.org)  
541.924.8438

## 2031 - Community Service Programs

### CASCADES WEST COUNCIL OF GOVERNMENTS FY 2024-25 BUDGET SUMMARY

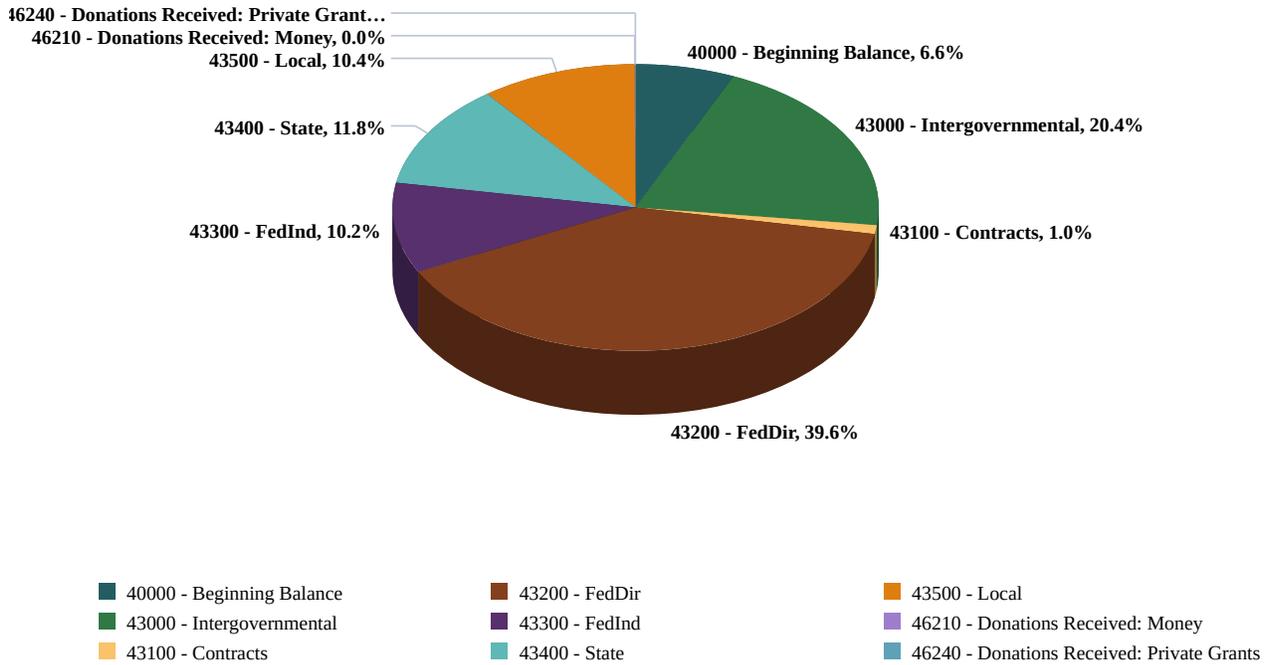
40000 - Beginning Balance	75,000
43000 - Intergovernmental	231,562
43100 - Contracts	11,317
43200 - FedDir	449,971
43300 - FedInd	115,838
43400 - State	133,835
43500 - Local	118,012
46210 - Donations Received: Money	500
46240 - Donations Received: Private Grants	300
<b>Total Revenues</b>	<b>1,136,335</b>
51000 - Wages	439,735
52000 - Benefits	297,320
<b>Total Personnel</b>	<b>737,055</b>
61100 - Supplies	1,500
61200 - Supplies: Volunteer recognition	16,200
61300 - Equipment (non-capitalized)	15,380
62100 - Professional Services	20,200
62110 - Legal services	200
62120 - Marketing services	1,800
62130 - Insurance services	250
62210 - Printing/copying	1,250
62220 - Postage	400
62300 - Software	15,000
62400 - Telephone/internet	2,100
62500 - Memberships/Dues	800
62600 - Travel and training	4,200
62610 - Trainers	1,700
62621 - Employee mileage	3,929
62630 - Volunteer travel	17,000
62640 - Employee travel meals	1,500
62650 - Employee lodging	3,000
62710 - Rent expense	34,827
62800 - Internal service charges expenditure	104,871
64000 - Client Assistance	2,000
64300 - Client Assist: Program wages	141,984
64400 - Client Assist: Support services	6,000
<b>Total Materials and Services</b>	<b>396,091</b>

# 2031 - Community Service Programs

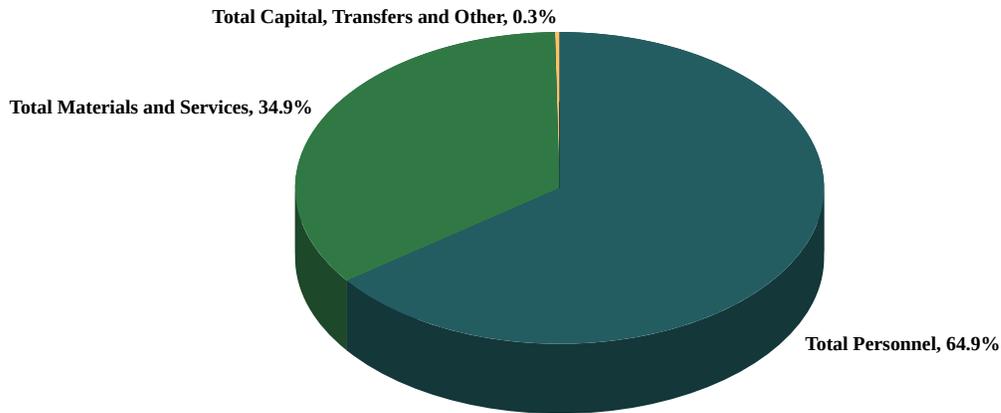
## CASCADES WEST COUNCIL OF GOVERNMENTS FY 2024-25 BUDGET SUMMARY

77000 - Software (multi-year)	3,189
<b>Total Capital, Transfers and Other</b>	<b>3,189</b>
<b>Total Expenses</b>	<b>1,136,335</b>

**Revenue Chart FY2024-25**



**Expense Chart FY2024-25**



# Community Services Work Program

Community Services Programs (CSP) support older adults, individuals with disabilities, low-income families, and Veterans to maintain their health, wellness, independence, and dignity.

As the lead agency of the Aging and Disability Resource Connection (ADRC) of Linn, Benton, and Lincoln Counties, OCWCOG's Information and Referral Specialists provide "no wrong door" access to a full range of long-term supports and services, many of which are available through OCWCOG's own Community Services Programs. The suite of CSP Programs highlighted below provides greater access to financial literacy, behavioral health supports, social companionship, transportation, and more; all which helps our region thrive. CSP services are available to people of a variety of ages, income, and disability types.

Dedicated community volunteers support CSP in its delivery of services, offering volunteer and advocacy opportunities to area residents. Many OCWCOG volunteers are older adults themselves and benefit from the engagement that comes from being an integral part of the lifesaving programs that help their neighbors. OCWCOG serves as the region's sponsor to the cost-effective AmeriCorps Seniors Programs, whose national mission is to utilize seniors 55+ to "improve lives, strengthen communities, and foster civic engagement through service and volunteering."

All CSP programs work to build and maintain connections in the community, whether that be on a small scale by reducing loneliness for an older adult who has become socially isolated or on a larger scale by bringing together programs and agencies across the region to improve the quality of life of the residents we serve.

## **Funding:**

CSP has a diverse funding stream, including federal AmeriCorps, Oregon Department of Veterans Affairs (ODVA), Medicaid match, and State and County contracts. Programs also receive client donations, conduct private and corporate fundraising, engage in grant-writing, and benefit from in-kind donations.

## **Program Contact:**

Randi Moore  
[rmoore@ocwcog.org](mailto:rmoore@ocwcog.org)  
541-924-8438

# AmeriCorps for Seniors: *Foster Grandparent Program, Retired and Senior Volunteer Program, and Senior Companion Program*

The AmeriCorps for Seniors Programs (formerly known as Senior Corps), in partnership with the Corporation for National and Community Service, connects senior volunteers, aged 55 and over, with the people and organizations that need them most in the region. Volunteers serve as tutors, mentors, counselors, and/or companions to people in need, or contribute their job skills and expertise to community projects and organizations. Volunteers receive guidance and training, so they can make a contribution that suits their talents, interests, and availability. Volunteers are offered volunteer insurance, mileage and meal reimbursements, and recognition for their service. Income-eligible volunteers are offered a tax-exempt stipend.

***Retired and Senior Volunteer Program (RSVP):*** RSVP is America's largest volunteer network for people aged 55 and over, matching volunteers with agencies whose primary focus is to assist seniors to age in place. RSVP volunteers primarily serve in local food share and Gleaners programs, as Medicare and Tax-Aide counselors, and as friendly visitor volunteers.

RSVP also operates the Senior Health Insurance Benefits Assistance (SHIBA) program through an Intergovernmental Agreement with the State of Oregon. SHIBA provides training and certification of volunteers who help residents navigate the complexities of Medicare, identify Medicare fraud, and apply for help with Part D costs if eligible.

***Foster Grandparent Program (FGP):*** FGP recruits and matches volunteers to children aged five to 18 in Linn, Benton, and Lincoln Counties. The FGP is intergenerational, providing volunteers the opportunity to mentor, nurture, and support children with special or exceptional needs, or who are at an academic, social, or financial disadvantage. OCWCOG has a priority placement of literacy volunteers working with young English Language Learners (ELLs)

***Senior Companion Program (SCP):*** SCP volunteers serve less abled seniors and other adults, helping them maintain independence and age in place. Among other activities, Senior Companions assist with daily living tasks, such as non-medical transportation; provide friendship and companionship; alert doctors and family members to potential problems; and provide respite to family caregivers.

**Funding:**

Funding for AmeriCorps Programs includes: Federal and State grants, local governments, contracts, partnerships with local community organizations, and in-kind donations. AmeriCorps programs operate within a single team, creating efficiencies in operational costs, while maximizing staff capacity.

# Benton County Veteran Services

The Benton County Veterans Service Office (VSO) program serves over 7,000 Veterans and their dependents living in Benton County providing them direction, support, and advocacy. The VSO files claims for U.S. Department of Veterans Affairs entitlements, such as compensation and pension. Also offered is information, referral, and assistance with other entitlements, such as Veterans Administration (VA) medical care, home loan guaranty, education programs, State home loans, and other State and local benefits.

## **Funding:**

OCWCOG holds a contract with Benton County's Health Department who funds the Veterans program with County general fund dollars, as well as pass through dollars from the Oregon Department of Veterans Affairs (ODVA). In addition, OCWCOG uses Benton County funds to access and leverage Medicaid match dollars, enabling the VSO to link Veterans to Medicaid and other "wraparound" services administered by SDS.

The VSO also receives funding from ODVA made available to all Oregon Counties for Veteran Suicide Awareness and Prevention efforts to raise awareness and publicize available options for mental health assistance and wellness.

# Financial Wellness: \$tand By Me Oregon

\$tand By Me-Oregon (\$BM-OR) is a financial empowerment program that, through coaching and toolkits, helps provide financial stability to individuals and families struggling to afford basic needs. Created in Delaware, the program focuses on four primary outcomes: budgeting, reducing debt, improving credit ratings, and building savings.

\$BM services are embedded in the community to create employment, financial education, and effective personal financial strategies. The program uses a Collective Impact Model in which coaches from local non-profits are trained specifically on the \$BM financial model, client management, and data collection allowing for flexibility while still maintaining the umbrella structure of the \$BM program regardless of what sector they serve.

## **Funding:**

Our Financial Coaching Program is supported by Federal funding (AmeriCorps), Benton County, Benton Community Foundation, Oregon Community Foundation, the Ford Family Foundation, and Samaritan Social Accountability Grants. Expansion of the impact of this work through more grant writing in the coming year is a goal.

## Total Fund - 200 CED

### CASCADES WEST COUNCIL OF GOVERNMENTS FY 2024-25 BUDGET SUMMARY

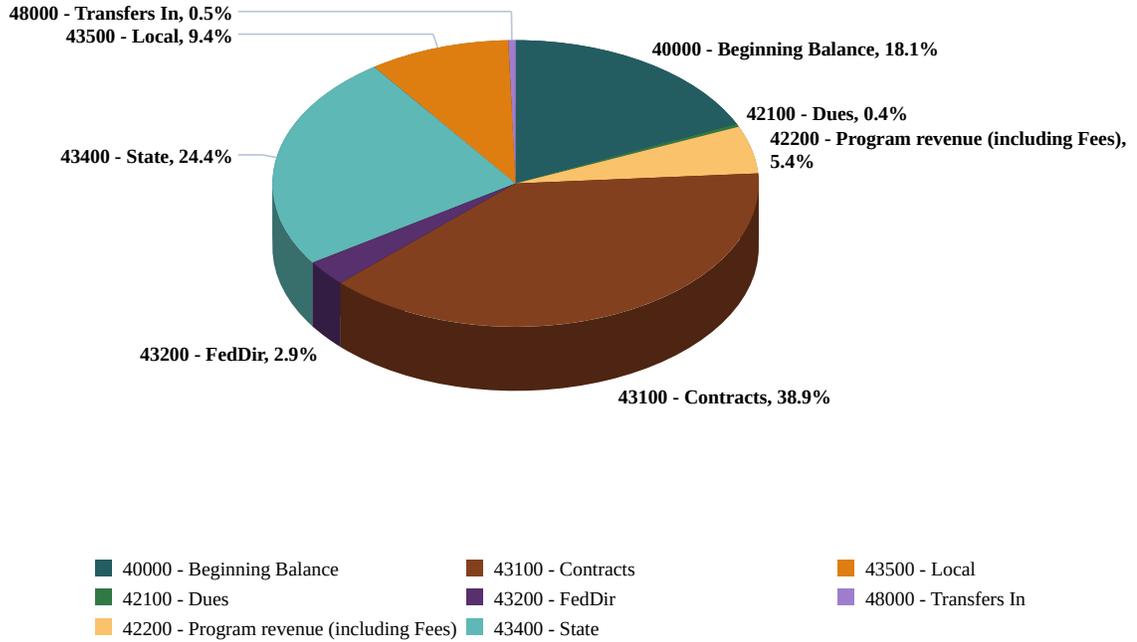
40000 - Beginning Balance	5,597,797
42100 - Dues	113,706
42200 - Program revenue (including Fees)	1,655,000
43100 - Contracts	12,000,500
43200 - FedDir	900,000
43400 - State	7,528,918
43500 - Local	2,901,695
48000 - Transfers In	150,000
<b>Total Revenues</b>	<b>30,847,616</b>
51000 - Wages	2,290,890
52000 - Benefits	1,467,609
<b>Total Personnel</b>	<b>3,758,499</b>
61100 - Supplies	20,000
61300 - Equipment (non-capitalized)	45,410
61400 - Furniture	5,000
62000 - Services	5,000
62100 - Professional Services	18,691,500
62110 - Legal services	6,000
62120 - Marketing services	13,000
62140 - Banking services	1,500
62150 - Grants to subrecipients	5,007,943
62210 - Printing/copying	14,750
62220 - Postage	6,750
62300 - Software	87,500
62400 - Telephone/internet	9,100
62500 - Memberships/Dues	4,000
62600 - Travel and training	138,200
62610 - Trainers	33,000
62621 - Employee mileage	2,000
62700 - Facility and Utilities	1,000
62710 - Rent expense	98,316
62800 - Internal service charges expenditure	500,085
<b>Total Materials and Services</b>	<b>24,690,054</b>
71000 - Equipment	60,000
74000 - Capital Improvements	50,000
77000 - Software (multi-year)	13,592

# Total Fund - 200 CED

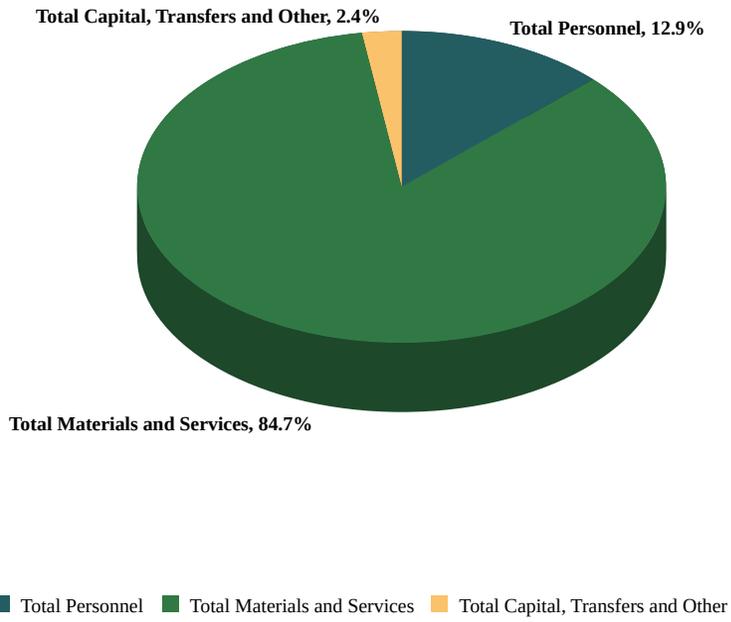
## CASCADES WEST COUNCIL OF GOVERNMENTS FY 2024-25 BUDGET SUMMARY

95000 - Contingency	430,241
98000 - Transfers Out	150,000
<b>Total Capital, Transfers and Other</b>	<b>703,833</b>
<b>Total Expenses</b>	<b>29,152,386</b>
<b>Unappropriated Ending Fund Balance</b>	<b>1,695,230</b>

Revenue Chart FY2024-25



Expense Chart FY2024-25



# Community and Economic Development Work Program

OCWCOG's Community and Economic Development (CED) Department engages in a variety of programs to support member jurisdictions in improving livability, transportation access and economic development across the region. CED is broadly comprised of five program areas: Community Development & Land Use Planning, Economic Development, Small Business Lending, Transportation Planning and Programming, and Transportation Brokerage Services.

## Community Development & Land Use Planning Services:

CED planning staff assist communities with maintaining short-range and long-range land use planning efforts. Services include permit processing, grant writing, grant and project administration, long range plans and public participation.

Planners use Geographic Information Systems (GIS) to maintain a library of GIS data and can produce maps illustrating a variety of aerial imagery and shaded relief imagery; highway conditions and hazards; soils and potential wetland areas; and environmental constraints and hazards.

## Economic Development:

CED staff promote coordinated economic development efforts across the region through relationship building, convening, research, grant writing, project development and management, and technical assistance. Regional priorities are set and implemented through the Cascades West Economic Development District's (CWEDD) 5-year Comprehensive Economic Development Strategy (CEDSD). CWEDD is jointly staffed by OCWCOG and Lane Council of Governments (LCOG) and includes Linn, Benton, Lincoln and Lane counties.

## Small Business Lending:

The Cascades West Business Lending (CWBL) program delivers professional commercial loan packaging, closing, servicing, and collection services through various direct and indirect loan programs. CWBL also provides administrative services, technical assistance, and professional lending services to government and non-profit entities managing economic development loan programs. The combined activities of the contractual and direct loan programs provide small businesses with a single source of non-conventional capital in the Region.

## Transportation Planning and Programming:

CED transportation planners administer federal and state programs across the region including: the Albany Area Metropolitan Planning Organization (AAAMPO), the Corvallis Area Metropolitan Planning Organization (CAMPO), Cascades West Transportation Options (CW Ride) and the Cascades West Area Commission on Transportation (CWACT). In addition, the group pursues regionally significant planning and implementation projects that add value to members. Short- and long-range transportation planning assistance is available to OCWCOG's communities.

## Transportation Brokerage Services:

Cascades West Ride Line (Ride Line) brokers Non-Emergent Medical Transportation (NEMT) services for eligible Oregon Health Plan (OHP) members, Medicaid recipients, and select Medicare clients traveling to and from covered non-emergency medical services. Transportation is provided to eligible clients living in Benton, Lincoln, and Linn Counties who have no other way to get to their medical services, and/or need assistance with mileage, meals, lodging reimbursement.

### **Program Area Oversight Committees and Commissions:**

- Cascades West Economic Development District (CWEDD) Board of Directors
- CWEDD Executive Committee
  
- Cascades West Area Commission on Transportation (CWACT) Full Commission
- CWACT Executive Committee
- CWACT Technical Advisory Committee
  
- Albany Area Metropolitan Planning Organization (AAMPO) Policy Board
- AAMPO Technical Advisory Committee
  
- Corvallis Area Metropolitan Planning Organization (CAMPO) Policy Board
- CAMPO Technical Advisory Committee
  
- Linn Benton Loop Policy Board
- Linn Benton Loop Technical Advisory Committee
  
- Transportation Brokerage Advisory Committee (TBAC)
  
- Loan Program Advisory Committee (LPAC)
- Loan Review Subcommittee (LRS)

### **Program Contact:**

Jaclyn Disney  
541.574.3764  
jdisney@ocwcog.org

# Community Development & Land Use Planning

The Community Development & Land Use Planning program assists local governments and partners in planning for strong and resilient communities through short- and long-range planning services.

## **Goals:**

- Provide planning staff to meet demand for services across the region.
- Maintain staffing that allows OCWCOG to be responsive, proactive, and supportive of members.
- Continue efforts on regional wetland issues including finishing the Wetlands Mitigation Bank feasibility study and guiding action on recommendations.
- Advance Brownfield mitigation efforts across the region through opportunities with Environmental Protection Agency funding for Brownfields assessment and clean up.
- Engage in implementation of housing legislation; related to workforce, transportation and economic impacts.
- Provide suite of GIS services and internship matching in coordination with OSU.

## **Secured & Pending Funding FY 2024-25:**

- Direct service planning contracts with cities, counties, ports, and tribes. (Cities of Toledo, Sweet Home and Tangent).
- Provide staffing for the Cascades West Regional Consortium, an independent non-profit working on wetlands conservation and development.
- Contract with Department of Land Conservation and Development for Climate Friendly Communities.

# Economic Development

The Economic Development Planning program leads collaboration for a more resilient economy in OCWCOG's tri-County Region, and four-County CWEDD. The function of this program is guided by the implementation of the 2020-2025 CEDS. Technical assistance aims to provide member agencies services, such as assistance in grant writing, project development/management, and funding. Regional economic development efforts will leverage opportunities, build capacity, and respond to private sector feedback on best practices to support workforce development, entrepreneurship, business retention and expansion.

## **Goals:**

- Continue implementation of the 2020-2025 CEDS and collaborate with regional stakeholders to prepare the CEDS plan for 2025-2030
  - o Participation workgroups in childcare, regional broadband deployment; rural vitality and other topics.
  - o Supporting member jurisdictions' applications to receive state and federal funding.
  - o Proactively seeking funding for regional priorities including broadband, childcare and other priorities defined by CWEDD board.
  - o Facilitate regional grant applications to support transportation and infrastructure projects.
- Lead in providing relevant information on economic development resources through website, newsletter, social media and accessible public meetings.

## **Secured & Pending Funding FY 2024-25:**

- Economic Development Administration planning grant
- Business Oregon
- Direct service contracts with cities, counties, ports, and tribes are possible.
- Infrastructure (sewer, water, etc.)
- Legislative allocation through Oregon Economic Development Districts
- Innovation Hub Grant

# Transportation Planning & Programming

CED transportation planners provide various services to the region including the major programs listed here as well as direct transportation planning services to the OCWCOG region as requested.

The Cascades West Area Commission on Transportation (CWACT) is an advisory body to the Oregon Transportation Commission whose role is to advise, coordinate and plan for all aspects of transportation (surface, marine, air, rail, and safety) within Lincoln, Benton and Linn Counties.

Cascades West Transportation Options (CWTO) provides transportation options outreach, including carpool and vanpool matching services for commuters living or working in Oregon's Benton, Lincoln, and Linn Counties, with connections to major cities such as Eugene, Portland, and Salem. OCWCOG collaborates with Cherriots Rideshare at Salem Keizer Transit District, and Point2point at Lane Transit District to provide regional vanpool and carpool programs under the Get There platform. CWTO also provides travel training for people desiring to use transit and works with employers to develop employee programs that reduce single occupancy vehicle (SOV) use. CWTO also maintains the website Cascades West Ride (CW Ride), which integrates regional travel options into one website.

Albany Area MPO and Corvallis Area MPO (AAMPO & CAMPO) serve as regional planning organizations for the two urbanized areas within Lincoln, Benton and Linn counties. The MPOs receive federal funding to provide coordination and collaboration for the transportation system within their respective boundaries. Each MPO is responsible for developing a Regional Transportation Plan (RTP), which provides a vision and policies to guide development of the transportation network over the next 20 years. The MPOs also develop four-year Transportation Improvement Program, which provides federal funding for locally and regionally significant projects. Both MPOs are heavily involved in local transit planning as well; providing in-kind assistance to the Linn Benton Loop Policy Board and Technical Advisory Committee, a regional transit system in operation for over forty years.

## **Goals:**

- Implement AAMPO & CAMPO Unified Planning Work Programs which set annual priorities.
- Facilitate the Linn-Benton Loop Board and support strategic regional transit planning.
- Seek Federal and State grant opportunities for local projects and regional priorities.
- Provide input and recommendations regarding State plans, policies, and programs.
- Provide guidance on regional transportation planning efforts and coordinating transportation planning across the region and within the state.
- Create and curate a set standardized operating procedures for both MPOs for reliability and continuity.
- Align both MPOs' guiding documents and plans in order to facilitate an eventual merger into one regional entity.

## **Secured & Pending Funding FY 2024-25:**

- Federal Highway Administration (FHWA) Planning (PL)
- Federal Transit Administration (FTA) 5303
- Oregon Department of Transportation (various)

# Transportation Brokerage Services

Cascades West Ride Line (Ride Line) provides Non-Emergent Medical Transportation (NEMT) for eligible clients enrolled in the Oregon Health Plan (OHP) through either Intercommunity Health Network-Coordinated Care Organization (IHN-CCO), and the Oregon Health Authority (OHA), as well as Medicare clients enrolled in select Samaritan Advantage Health Plan's (SAHP). Ride Line coordinates the most appropriate and cost-effective rides using a variety of modes of transport, including transit, sedan, wheelchair, stretcher, secured, or mileage reimbursement.

## **Goals:**

- Improve medical service access in coordination with IHN-CCO, OHA and Samaritan.
- Implement new software solution to provide better customer service for scheduling, eligibility, appointment reminders, tracking and reporting.
- Identify and support the provision of services to eligible populations including veterans, families with young children, and individuals receiving perinatal services.

## **Secured & Pending Funding FY 2024-25:**

- IHN-CCO Medicaid
- SAHP Medicare
- Title XIX OHP/OMAP
- Intergovernmental Agreement for the Benton County Veteran Services
- Fees for training services

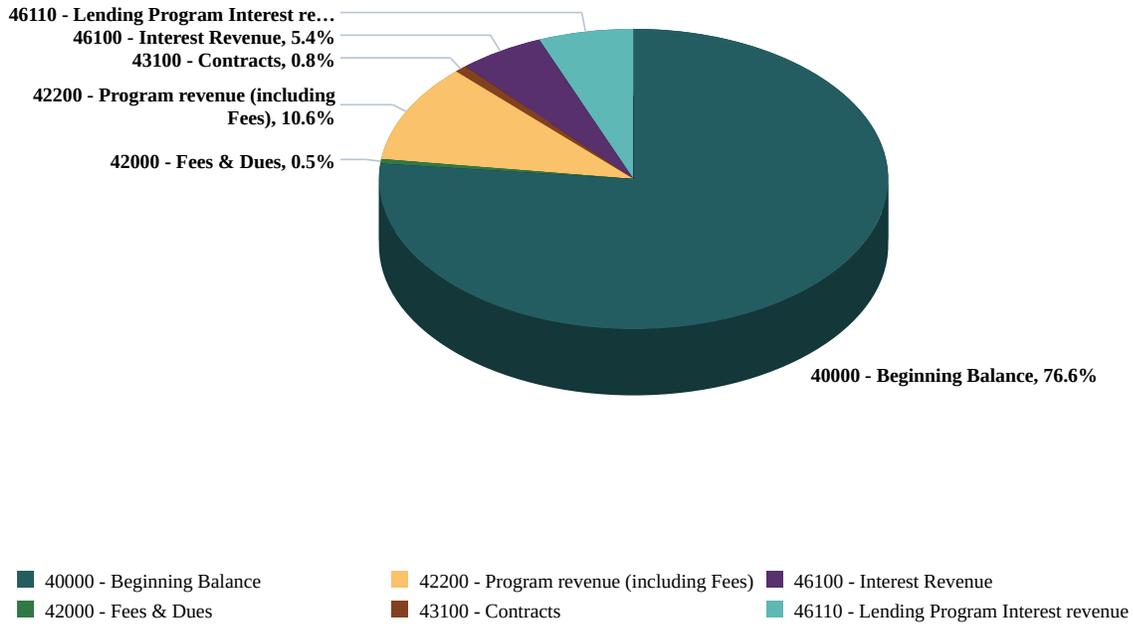
## 5000 - Lending - Total Department

### CASCADES WEST COUNCIL OF GOVERNMENTS FY 2024-25 BUDGET SUMMARY

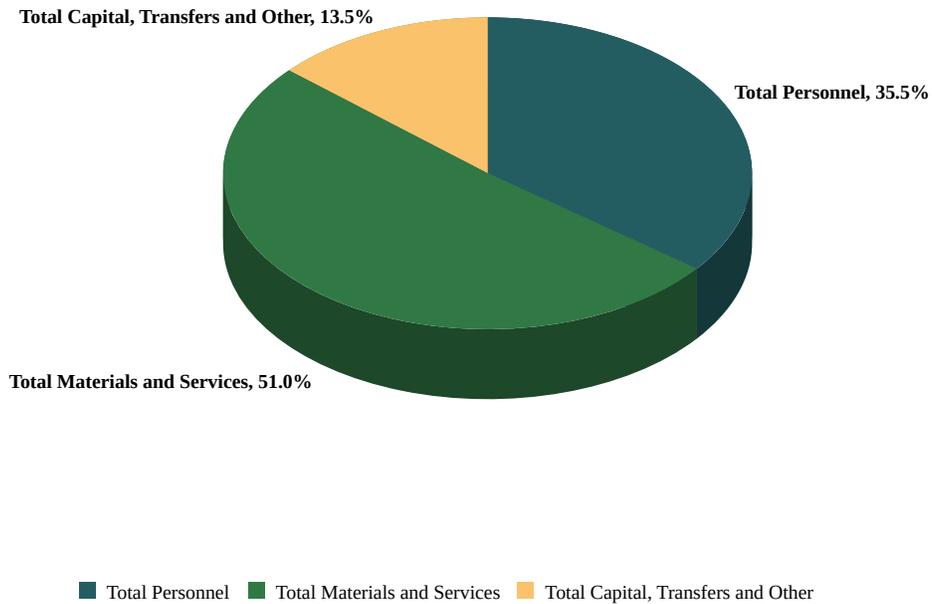
40000 - Beginning Balance	1,266,485
42000 - Fees & Dues	8,000
42200 - Program revenue (including Fees)	175,000
43100 - Contracts	13,000
46100 - Interest Revenue	90,000
46110 - Lending Program Interest revenue	100,000
<b>Total Revenues</b>	<b>1,652,485</b>
51000 - Wages	90,013
52000 - Benefits	47,112
<b>Total Personnel</b>	<b>137,125</b>
61100 - Supplies	700
61300 - Equipment (non-capitalized)	2,230
62100 - Professional Services	4,200
62120 - Marketing services	1,800
62140 - Banking services	2,100
62210 - Printing/copying	550
62220 - Postage	500
62300 - Software	5,250
62400 - Telephone/internet	300
62600 - Travel and training	1,500
62621 - Employee mileage	500
62710 - Rent expense	3,351
62800 - Internal service charges expenditure	168,756
62900 - Miscellaneous Expenses	5,200
<b>Total Materials and Services</b>	<b>196,937</b>
77000 - Software (multi-year)	427
95000 - Contingency	51,861
<b>Total Capital, Transfers and Other</b>	<b>52,288</b>
<b>Total Expenses</b>	<b>386,350</b>
<b>Unappropriated Ending Fund Balance</b>	<b>1,266,135</b>

# 5000 - Lending - Total Department

Revenue Chart FY2024-25



Expense Chart FY2024-25



# Small Business Lending

The Cascades West Business Lending (CWBL) program provides small businesses with a source of non-conventional capital in the Region through professional commercial loan packaging, closing, servicing, and collection services through various direct and indirect loan programs. CWBL also provides administrative services, technical assistance, and professional lending services to government and non-profit entities managing economic development loan programs.

Private small businesses rely on CWBL for access to capital and technical assistance through various loan programs that aren't readily available from traditional lenders. CWBL loan programs provide access to federal, State and local funding to cover gaps in traditional funding, and to provide new and emerging business with funding in partnership with banks and other lending institutions. In addition to the portfolio of lending programs, CWBL assists The City of Lincoln City and the Lincoln City Urban Renewal Agency with management of their business loan programs, which includes packaging, closing, and servicing of loans. CWBL also contracts with CCD Business Development Corporation, a Certified Development Company (CDC), to provide SBA 504 loans to businesses throughout Oregon.

## **Goals:**

- Re-capitalization of revolving loan funds.
- CDC relationships, marketing, outreach to new markets, new partners, and new programs are designed to enhance program revenue diversification.
- Establishment of new local/Regional loan programs, as appropriate.
- Develop and implement a new program marketing plan.
- Coordinate with economic development programs and small business development centers (SBDC) to promote OCWCOG loan programs.
- Continuation of a sustainability plan for ongoing revenues and operations.

## **Secured & Pending Funding FY 2022-23:**

- Fees on U.S. Small Business Administration (SBA 504) loans.
- Loan program revenue (fees and interest).
- Contracts with other entities for which OCWCOG manages business lending programs.

# 8000 - COG reserves - Total Department

## CASCADES WEST COUNCIL OF GOVERNMENTS FY 2024-25 BUDGET SUMMARY

40000 - Beginning Balance	3,517,419
48000 - Transfers In	65,000
<b>Total Revenues</b>	<b>3,582,419</b>
<b>Total Materials and Services</b>	<b>-</b>
<b>Total Capital, Transfers and Other</b>	<b>-</b>
<b>Total Expenses</b>	<b>-</b>
<b>Unappropriated Ending Fund Balance</b>	<b>3,582,419</b>

Revenue Chart FY2024-25

