

SEMCOG Annual Operating Budget and Work Program Summary

Fiscal Year Ending June 30, 2025



SEMCOG . . . *Developing Regional Solutions*

Mission

SEMCOG, the Southeast Michigan Council of Governments, is the only organization in Southeast Michigan that brings together all governments to develop regional solutions for both now and in the future. SEMCOG:

- Promotes informed decision making to improve Southeast Michigan and its local governments by providing insightful data analysis and direct assistance to member governments;
- Promotes the efficient use of tax dollars for infrastructure investment and governmental effectiveness;
- Develops regional solutions that go beyond the boundaries of individual local governments; and
- Advocates on behalf of Southeast Michigan in Lansing and Washington

SEMCOG Annual Operating Budget and Work Program Summary

Fiscal Year Ending June 30, 2025

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Abstract

This document summarizes SEMCOG's proposed budget and work program for the Fiscal Year ending June 30, 2025. Revenues, expenditures, and descriptions of major activities are included. Membership dues schedule, disadvantaged business enterprise goals, staffing, and pass-through funds are also contained in this document.

Este documento resume el presupuesto propuesto y el programa de trabajo de SEMCOG para el año fiscal que finaliza el 30 de junio de 2025. Se incluyen los ingresos, gastos y descripciones de las principales actividades. El cronograma de las cuotas de membresía, los objetivos empresariales desfavorecidos, la dotación de personal y los fondos de transferencia también se incluyen en este documento.

المقترحين للسنة المالية (SEMCOG) مجلس حكومات جنوب شرق ميشيغان (تلخص هذه الوثيقة الميزانية وبرنامج عمل المنتهية في 30 حزيران (يونيو) 2025، وتتضمن أيضا إيرادات ونفقات ووصفاً للأنشطة الرئيسية. ويرد كذلك في هذا المستند جدول رسوم العضوية، وأهداف المؤسسات التجارية المحرومة، وكادر الموظفين، والتمويل المقرر

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Finance & Budget Committee

Robert Clark, Mayor, City of Monroe
Chairperson

Chris Barnett, Supervisor, Charter Township of Orion

James Carabelli, Treasurer, Shelby Charter Township

Mandy Grewal, Supervisor, Pittsfield Charter Township

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Donald Hubler, Secretary, Macomb County ISD

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Irv Lowenberg, Treasurer, City of Southfield

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Michelle Nard, Commissioner, District 15, Oakland County

Pauline Repp, Mayor, City of Port Huron

Theresa Rich, Mayor, City of Farmington Hills

Eric Sabree, Treasurer, Wayne County

Michael Sedlak, Clerk, Green Oak Charter Township

Philip Weipert, Commissioner, Oakland County

February 2024

Dear SEMCOG Chairperson Repp and Finance and Budget Committee Chairperson Clark,

I am pleased to present SEMCOG's 2024-2025 Annual Operating Budget and Work Program Summary for the fiscal year beginning July 1, 2024. In this budget, we leverage local membership dues of \$2.6 million into a \$20.1-million-dollar balanced budget.

This budget supports a program of work and supports our vision:

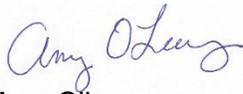
All people of Southeast Michigan benefit from a connected, thriving region of small towns, dynamic urban centers, active waterfronts, diverse neighborhoods, premiere educational institutions and abundant agricultural, recreational, and natural areas.

SEMCOG's annual allocation from the multi-year federal transportation bill (Infrastructure and Jobs Act) continues to be the major funding source. The work funded through this budget builds on the current year's efforts and balance our long-range planning with plan implementation activities.

We continue to invest in tools to make the data we collect for our planning and intergovernmental work useable to SEMCOG members, partners, and the public. In addition to our plan policy and implementation work, the budget also supports new and ongoing efforts in water infrastructure, climate resiliency, safe streets, and more.

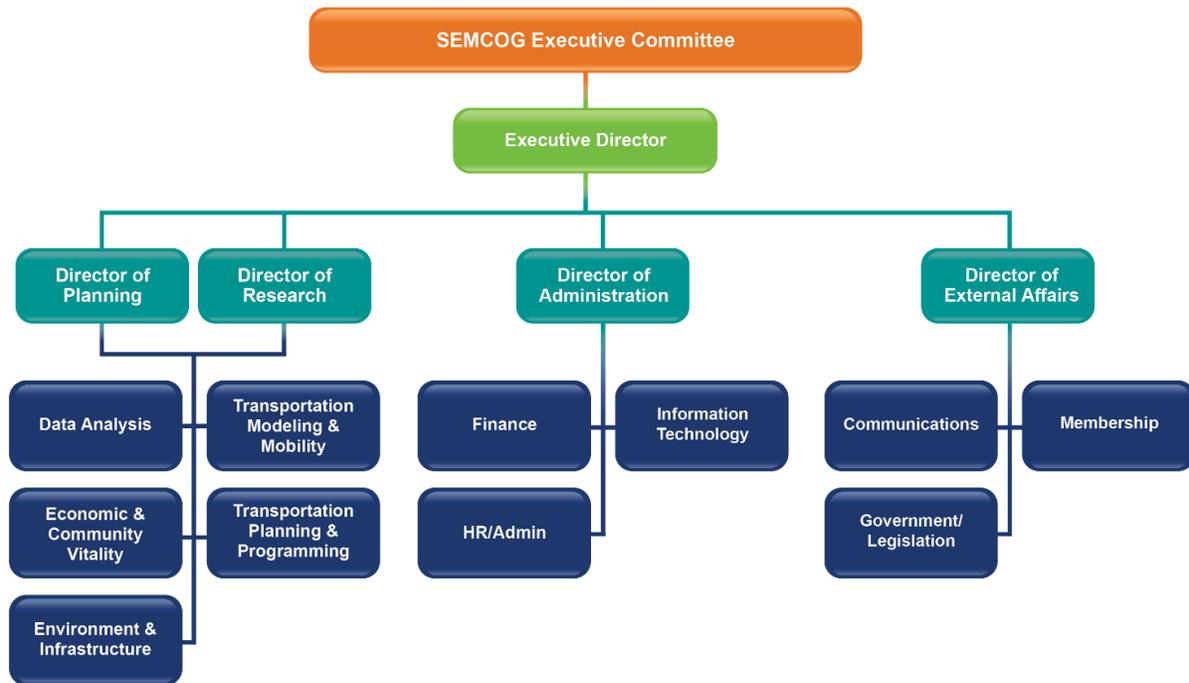
We look forward to another productive year of service on behalf of our members and our region.

Respectfully submitted,



Amy O'Leary
Executive Director
SEMCOG

SEMCOG Organizational Chart



2024-2025 Budget Overview

	Adopted 2023-2024	Proposed 2024-2025	Variance	% Change
<u>REVENUE</u>				
Federal Revenue	1,311,911	3,776,272	2,464,361	188%
State Revenue	286,715	355,871	69,156	24%
State Admin. Federal Revenue	11,283,930	12,271,400	987,470	9%
Other Revenues	355,939	952,116	596,177	167%
Local Dues Revenue	2,489,297	2,656,524	167,227	7%
Interest/Other	100,000	175,000	75,000	75%
Total Revenue	15,827,792	20,187,184	4,359,392	28%
<u>EXPENDITURES</u>				
Salary	5,344,639	5,772,888	428,249	8%
Fringe	3,968,549	4,329,666	361,117	9%
Contracts	3,324,366	6,890,925	3,566,559	107%
Travel	203,800	230,325	26,525	13%
Supplies	803,250	964,250	161,000	20%
Other	2,183,188	1,999,129	-184,059	-8%
Total Expenditures	15,827,792	20,187,184	4,359,392	28%

Work Program Summary

The Annual Operating Budget accounts for and summarizes the projects to be accomplished by SEMCOG in Fiscal Year 2024-2025. A regional overview and detailed project descriptions of work to be accomplished by SEMCOG are included in the *2024-2025 Work Program for Southeast Michigan*. The projects are grouped into five functional elements. These functional elements reflect the increasingly interrelated nature of planning activities and federal requirements related to the various planning programs in which SEMCOG is engaged. These elements and major work program efforts are described below:

Data Collection and Analysis

Collect, assemble, analyze, map, and distribute data and information to increase the understanding of the region and member governments. Provide core information for plan and policy development and implementation. Major work items include collection and analysis of economic data in support of regional planning, economic development information, traffic volumes, transportation asset management data collection, underground utility location and condition information, and development of regional forecasts.

Plan and Policy Development

Develop plans and policies to enhance decision making that affects the region and local governments, including ensuring the region has access to federal and State funding. Major work items include maintaining the 2050 Regional Transportation Plan (RTP), travel model maintenance and development, developing and implementing the Transportation Improvement Program (TIP), planning for sustainable infrastructure, promoting asset management, economic development activities, including developing a regional freight plan, and air quality planning.

Plan Implementation

Enhance regional prosperity and quality of life by developing and implementing adopted plans and policies through local government technical assistance, working with partners, and shaping federal and state programs to meet regional and local government needs. Work includes providing assistance to local governments with nonmotorized planning, safety planning, governmental efficiency, and local government collaboration. Work also includes identifying transportation assets most likely to be impacted due to flooding risks, implementing green infrastructure, stormwater management compliance, implementing the 2050 RTP and projects in the TIP, the Air Quality Action program, and implementing the region's Comprehensive Economic Development Strategy.

Outreach Activities and Special Projects

Promote public understanding of the planning process and actions individuals can take to further plan implementation; managing the transportation program; and managing the Metropolitan Affairs Coalition, SEMCOG's private sector regional civic affairs partner. Major activities include operating the regional Commuter Connect program and initiatives supporting those efforts, such as the Commuter Challenge; plus other public information, advocacy, and outreach activities, including regional public education and engagement addressing transportation safety, air quality, and water resources.

Support Services

Organizational support activities necessary for the operation of SEMCOG. These include SEMCOG's communications and local government and community liaison activities. Major activities include SEMCOG's routine membership publication *Regional Update*, media relations, social media, maintenance of SEMCOG's member database and website, and the operation and management of advisory and policy development committees.

Revenue Source Summary

The following summarizes the purpose of the funding sources budgeted for SEMCOG's Fiscal Year ending June 30, 2025. They are listed in the same order as presented on the Source/Grantor Revenues budget page.

Federal Grants

EDA-Economic Development Administration

The Economic Development Administration provides federal funding to enhance economic activity in the region, moving from recovery to opportunity and shared prosperity. Funds programmed are \$70,000, with a matching requirement of \$70,000 to be provided by Metropolitan Affairs Coalition.

EPA-Environmental Protection Agency

Climate Action Plan: The Environmental Protection Agency provides federal funding to develop a Priority Climate Action Plan (PCAP) and Comprehensive Climate Action Plan (CCAP) covering eight-county region in Southeast Michigan. Funds programmed are \$272,415, no local match required.

Climate Action Plan CPRG Implementation Plan: The Environmental Protection Agency provides federal funding for CPRG General Competition for Implementation Grants, which is designed to incentivize local municipalities to apply for funding together as a coalition to implement GHG reduction measures regionally. SEMCOG will act as the lead agency for regional coordination and grant administration, in support of a project (TBD) that aligns with the priorities established in the Southeast Michigan Healthy Climate Plan. Funds programmed are \$100,000, no local match required.

Great Lakes Restoration Initiative (GLRI): The Environmental Protection Agency provides federal funding for a subaward grant program within the Southeast Michigan seven-county region. This program will allocate funds to implement green infrastructure projects that specifically reduce stormwater runoff volume, reduce untreated stormwater runoff, and help build and connect Southeast Michigan's green infrastructure network. Funds programmed are \$375,000, no local match required.

GLRI Environmental Justice: The Environmental Protection Agency provides federal funding for a competitive subaward grant program to implement green infrastructure projects that specifically reduce stormwater runoff volume into Lake Erie with emphasis on locating projects in underserved communities. Funds programmed are \$361,856, no local match required.

FHWA-Federal Highway Administration

The Federal Highway Administration provides federal funding from the Protect – Discretionary Grant Program. This project will develop a Regional Resilience Improvement Plan to establish priorities and projects for strengthening multimodal resilience of surface transportation in Southeast Michigan. Funds programmed are \$415,302, no local match required.

USDOT-US Department of Transportation

Safe Streets Road Safety Audit Program and Safe Streets Implementation: The US Department of Transportation provides federal funding to implement the Safe Streets and Roads for All program by supporting infrastructure, operational, and behavioral initiatives to prevent deaths and serious injuries on roads and streets involving all roadway users, including pedestrians, bicyclists, and other vulnerable road users who are much more likely to suffer an injury or fatality in a traffic cash than occupants of a motor vehicle.

Funds programmed are \$261,966 federal, \$65,491 local match and \$1,919,733 federal, \$545,424 local match.

State Grants

EGLE-Michigan Department of Environment, Great Lakes, and Energy

Materials Management: The Michigan Department of Environment, Great Lakes, and Energy provides state funding to prepare a solid waste plan for the Southeast Michigan region and conduct winter maintenance training. Funds programmed are \$25,871. No local match funds required.

Winter Maintenance Training: The Michigan Department of Environment, Great Lakes, and Energy provides state funding for SEMCOG will administer a small grant to organize and facilitate in-person and virtual winter maintenance workshops. Funds programmed are \$25,000. No local match funds required.

MDOT-Michigan Department of Transportation

Transportation Asset Management Council funds administered by MDOT provide state funding for collecting pavement condition ratings for all Federal-aid-eligible roads and developing a multi-year management program as required by Public Act 499 of 2002. Funds programmed are \$225,000. No local match funds required.

MIC-Michigan Infrastructure Council

The Michigan Infrastructure Council provides funds for collect and map local capital improvement project plans from local communities and provide that data through the MIC portal. Funds programmed are \$30,000. No local match required.

MIO-Michigan Infrastructure Office

The Michigan Infrastructure Office provides funds to support communities to apply for federal funding through the Bipartisan Infrastructure Law (BIL) or Inflation Reduction Act (IRA). Funds programmed are \$50,000. No local match required.

State Administered Federal Grants

CMAQ-Federal Congestion Management Air Quality

Air Quality Planning & Education: Federal Congestion Management Air Quality (CMAQ) funding is to improve air quality in Southeast Michigan and activities to reduce congestion. It includes collaborative efforts to work towards air quality improvements through policy and compliance activities. Funds programmed are \$40,000 federal, \$10,000 local match.

Commuter Connect: Federal Congestion Management Air Quality (CMAQ) funding is provided to support the regional Commuter Connect program. Funds programmed are \$360,000. No matching funds required.

MDLEO- Michigan Department of Labor & Economic

Broadband: Michigan Department of Labor & Economic provides funding to support regional Broadband planning and technical support. Funds programed are \$50,000. No matching funds are required.

Smart Cities & Electric Fleets: Michigan Department of Labor & Economic provides funding to enhance and broaden the Electric Vehicle Resource Kit and Planning Hub to prepare local communities for opportunities in electrifying community fleet vehicles and developing required charging infrastructure to improve economic development, equity, climate resilience, and sustainability. Funds programmed are \$5,000. No matching funds required.

MDNR-Michigan Department of Natural Resources

The Michigan Department of Natural Resources provides federal funding to serve as the Michigan Spark Grant Technical Assistance Partner and support applicants to the Spark Grant Program. Funds programmed are \$50,000. No matching funds required.

MDOT-Michigan Department of Transportation

Climate Resiliency Feasibility Assessments: State Planning and Research (SPR) funding to conduct resiliency feasibility assessments for nature-based solutions. Funds programmed are \$200,000. No matching funds are required. This funding is scheduled from October 2024 through September 2025.

Consolidated Planning: Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) U.S. Department of Transportation funds, which is administered by MDOT. The FHWA provides Section 112PL funds. These are allocated for planning by formula to Southeast Michigan. A portion of these funds is allocated to the Ann Arbor, Port Huron, and Toledo (Monroe County) urbanized areas. These funds are either passed through to local sub-area study groups or are used by SEMCOG to conduct studies in these urbanized areas. The FTA provides 5303 Technical Studies Funds. Funds are used by SEMCOG, major transit operators, and urban area transportation study groups. SEMCOG's Operating Budget contains only those funds used by SEMCOG. Funds programmed are \$9,862,730 federal, \$2,144,479.

Household Survey: Carryover Federal Highway Administration (FHWA) funds, from unspent prior year Consolidated Planning funding, allocated for special projects. This project involves designing, collecting, processing, and analyzing household travel survey data to understand the region's travel patterns to update the region's travel demand models, improve environmental justice analysis, and support various planning and engineering activities. Funds programmed are \$1,400,000 federal, \$254,100 local match, for an estimated 2-year period.

Infrastructure Collaboration: State Planning and Research (SPR) funding to enhance infrastructure data and coordination of infrastructure projects. Funds programed are \$54,575. No matching funds are required. This funding is ongoing from the prior fiscal year and is carryover from prior fiscal year for the duration of July 2024-September 2024.

MDOT Project Assistance and Coordination: State Planning and Research funding for implementing and maintaining SEMCOG's congestion management process, developing a commercial vehicle model and an activity-based travel model, and conducting on-board transit surveys. Funds programmed are \$200,000. No matching funds are required.

Multimodal Tool: State Planning and Research provides funding to update the Multimodal Tool and make it more accessible to a broader user base by developing a fully integrated web-based tool with visualization capabilities. Funds programed are \$49,094. No matching funds are required. This funding

is ongoing from the prior fiscal year and is carryover from prior fiscal year for the duration of July 2024-September 2024.

Other Grants & Matching Funds

MAC-Metropolitan Affairs Coalition

SEMCOG provides staff support for the Metropolitan Affairs Coalition, a regional civic affairs organization composed of business, labor, government, and education. Funds programmed are \$198,391, \$70,000 to support the Economic Development Strategy, and \$40,000 to support ERB.

Other-Funding Sources

CWP Green Infrastructure Assessments: SEMCOG staff to conduct green infrastructure assessments to support MAC's ERB grant. Funds programmed are \$35,000, no match required.

Household Survey: Future local match programmed for 2-year allocated carryover federal funding to conduct the household survey. Funds programmed are \$127,050.

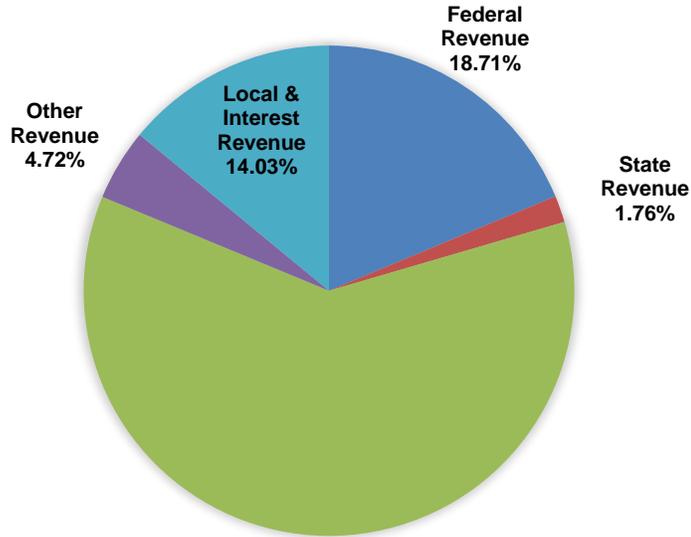
Planning Assistance Grants: Local match programmed for communities awarded Planning Assistance funding. Funds programmed are \$81,675.

Safe Streets Implementation: Local match programmed for communities awarded Safe Streets Implementation funding. Funds programmed are \$400,000.

Local

Local membership dues and designated management agency fees are used to fund high-priority projects for which no grant funds are available. Local projects equal \$486,246.

Revenue Summary



<u>Revenue</u>	<u>Audited</u> <u>2022-2023</u>	<u>Approved</u> <u>2023-2024</u>	<u>Proposed</u> <u>2024-2025</u>	<u>%</u> <u>Change</u>
Federal Revenue	63,226	1,311,911	3,776,272	188%
State Revenue	170,057	286,715	355,871	24%
State Admin. Federal Revenue	9,995,526	11,283,930	12,271,400	9%
Other Revenue	251,203	355,939	952,116	167%
Local & Interest Revenue	2,681,370	2,589,297	2,831,524	9%
Total Revenue	13,161,383	15,827,792	20,187,184	28%

Source Grant Revenues

	<u>Audited</u> <u>2022-2023</u>	<u>Approved</u> <u>2023-2024</u>	<u>Proposed</u> <u>2024-2025</u>	<u>%</u> <u>Change</u>
<u>Federal Grants</u>				
DOC- Economic Development Strategy	42,648	70,000	70,000	0%
EPA- Climate Action Plan	-	-	272,415	0%
EPA- Climate Action Plan CPRG Imp. Plan	-	-	100,000	0%
EPA- GLRI Environmental Justice	-	-	375,000	0%
EPA- Green Infrastructure (GLRI19)	5,234	961,911		-100%
EPA- Green Infrastructure (GLRI23)	15,345	-	361,856	0%
FHWA- Protect - Regional Resiliency Plan	-	-	415,302	0%
USDOT- Safe Streets Road Safety Audit Prog.	-	280,000	261,966	-6%
USDOT- Safe Streets Implementation	-	-	1,919,733	100%
Total Federal Grants	<u>63,226</u>	<u>1,311,911</u>	<u>3,776,272</u>	<u>188%</u>
<u>State Grants</u>				
EGLE- Materials Management	24,338	12,715	25,871	103%
EGLE- Winter Maintenance Training	-	-	25,000	0%
MDLEO- EV Hub	33,121	100,000	-	-100%
MDOT- Asset Management	112,598	174,000	225,000	29%
MIC- Michigan Infrastructure Council	-	-	30,000	0%
MIO- Michigan Infrastructure Tech. Assist.	-	-	50,000	0%
Total State Grants	<u>170,057</u>	<u>286,715</u>	<u>355,871</u>	<u>24%</u>

	<u>Audited 2022-2023</u>	<u>Approved 2023-2024</u>	<u>Proposed 2024-2025</u>	<u>% Change</u>
<u>State Admin. Federal</u>				
CMAQ- Air Quality Planning & Education	45,810	50,000	40,000	-20%
CMAQ- Commuter Connect	362,863	360,000	360,000	0%
EGLE- GI for Coastal Resilience	50,083	-	-	0%
MDLEO- Broadband	-	30,000	50,000	67%
MDLEO- Smart Cities & Electric Fleets	86,269	68,636	5,000	-93%
MDNR- DNR Sparks	-	50,000	50,000	0%
MDOT- Climate Res. Feasibility Assess.	-	200,000	200,000	0%
MDOT- Consolidated Planning	7,742,770	9,975,315	9,862,730	-1%
MDOT- Consolidated Planning TM1	928,733	-	-	0%
MDOT- Consolidated Planning TM2	320,146	-	-	0%
MDOT- Household Survey	-	-	1,400,000	0%
MDOT- Infrastructure Collaboration	137,333	149,979	54,575	-64%
MDOT- MDOT Project Assist. & Coord.	218,809	200,000	200,000	0%
MDOT- Multimodal Tool	102,710	200,000	49,094	-75%
Total State Admin. Federal Grants	<u>9,995,526</u>	<u>11,283,930</u>	<u>12,271,400</u>	<u>9%</u>
<u>Other Grants/Match</u>				
MAC- Metropolitan Affairs	111,642	195,189	198,391	2%
MAC- Metropolitan Affairs (EDA Match)	42,648	70,000	70,000	0%
MAC- Metropolitan Affairs - ERB	-	-	40,000	0%
OTHER- CWP Green Infrastructure Assess.	-	-	35,000	0%
OTHER- Household Survey (Future Match)	-	-	127,050	0%
OTHER- Planning Assist. Grants (Match)	96,913	90,750	81,675	-10%
OTHER- Safe Streets Imp. (Match)	-	-	400,000	0%
Total Other Grants	<u>251,203</u>	<u>355,939</u>	<u>952,116</u>	<u>167%</u>
	<u>Audited 2022-2023</u>	<u>Approved 2023-2024</u>	<u>Proposed 2024-2025</u>	<u>% Change</u>
Local Revenue Breakdown				
Memberships	2,532,436	2,489,297	2,656,524	7%
Interest & Other	148,935	100,000	175,000	75%
Total Local Income Available	<u>2,681,370</u>	<u>2,589,297</u>	<u>2,831,524</u>	<u>9%</u>
Less Local Programmed	2,399,448	2,589,297	2,831,524	9.35%
Uncommitted Local	-	-	-	
Unrestricted Fund Balance	-	-	-	
Excess of Available Revenue over Programmed	281,922	-	-	

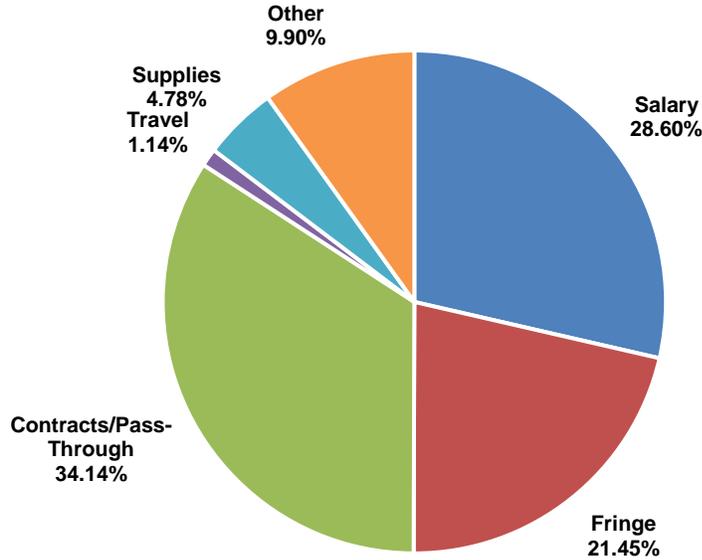
Grant Local Revenue Allocation

	<u>Grantor</u>	<u>Other Match*</u>	<u>Local</u>	<u>Total</u>	
<u>Federal Grants</u>					
DOC-	Economic Development Strategy	70,000	70,000	-	140,000
EPA-	Climate Action Plan	272,415	-	-	272,415
EPA-	Climate Action Plan CPRG Imp. Plan	100,000	-	-	100,000
EPA-	GLRI Environmental Justice	375,000	-	-	375,000
EPA-	Green Infrastructure (GLRI19)	-	-	-	-
EPA-	Green Infrastructure (GLRI23)	361,856	-	-	361,856
FHWA-	Protect - Regional Resiliency Plan	415,302	-	-	415,302
USDOT-	Safe Streets Road Safety Audit Prog.	261,966	-	65,491	327,457
USDOT-	Safe Streets Implementation	1,919,733	400,000	79,933	2,399,666
Total Federal Grants	3,776,272	400,000	145,424	4,391,696	
<u>State Grants</u>					
EGLE-	Materials Management	25,871	-	-	25,871
EGLE-	Winter Maintenance Training	25,000	-	-	25,000
MDLEO-	EV Hub	-	-	-	-
MDOT-	Asset Management	225,000	-	-	225,000
MIC-	Michigan Infrastructure Council	30,000	-	-	30,000
MIO-	Michigan Infrastructure Tech. Assist.	50,000	-	-	50,000
Total State Grants	355,871	-	-	355,871	

	<u>Grantor</u>	<u>Other Match*</u>	<u>Local</u>	<u>Total</u>	
State Admin. Federal Grants					
CMAQ-	Air Quality Planning & Education	40,000	-	10,000	50,000
CMAQ-	Commuter Connect	360,000	-	-	360,000
EGLE-	GI for Coastal Resilience	-	-	-	-
MDLEO-	Broadband	50,000	-	-	50,000
MDLEO-	Smart Cities & Electric Fleets	5,000	-	-	5,000
MDNR-	DNR Sparks	50,000	-	-	50,000
MDOT-	Climate Res. Feasibility Assess.	200,000	-	-	200,000
MDOT-	Consolidated Planning	9,862,730	81,675	2,062,804	11,925,534
MDOT-	Consolidated Planning TM1	-	-	-	-
MDOT-	Consolidated Planning TM2	-	-	-	-
MDOT-	Household Survey	1,400,000	127,050	127,050	1,527,050
MDOT-	Infrastructure Collaboration	54,575	-	-	54,575
MDOT-	MDOT Project Assist. & Coord.	200,000	-	-	200,000
MDOT-	Multimodal Tool	49,094	-	-	49,094
Total State Admin. Federal Grants	12,271,400	81,675	2,199,854	14,679,979	
Other Grants/Match					
MAC-	Metropolitan Affairs	198,391	-	-	198,391
MAC-	Metropolitan Affairs (EDA Match)	70,000	-	-	70,000
MAC-	Metropolitan Affairs - ERB	40,000	-	-	40,000
OTHER-	CWP Green Infrastructure Assess.	35,000	-	-	35,000
OTHER-	Household Survey (Future Match)	127,050	-	-	127,050
OTHER-	Planning Assist. Grants (Match)	81,675	-	-	81,675
Total Other Grants	952,116	-	-	952,116	
Local Projects	486,246	-	-	486,246	
Uncommitted local	-	-	-	-	
Total Revenue	17,841,906	-	2,345,278	20,187,184	

*Other Match shows the source of the local match and the grant the match will be applied to. Local match is covered by subrecipients for any pass-through funding received.

Expenditures Summary



<u>Expenditures</u>	<u>Audited 2022-2023</u>	<u>Approved 2023-2024</u>	<u>Proposed 2024-2025</u>	<u>% Change</u>
Salary	4,581,814	5,344,639	5,772,888	8%
Fringe	3,524,624	3,968,549	4,329,666	9%
Contracts/Pass-Through	1,112,095	3,324,366	6,890,925	107%
Travel	230,781	203,800	230,325	13%
Supplies	558,252	803,250	964,250	20%
Other	2,723,546	2,183,188	1,999,129	-8.4%
Total Expenditures	12,731,112	15,827,792	20,187,184	28%

Expenditures Detail

		Audited	Approved	Proposed	%
		<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>Change</u>
Salaries	(1)	4,581,813.78	5,344,639	5,772,888	8%
Fringe		3,524,624.13	3,968,549	4,329,666	9%
Contract/Planning Assist. Grants		1,112,094.80	3,324,366	6,890,925	107%
Travel		230,781.07	203,800	230,325	13%
Supplies		558,252.31	803,250	964,250	20%
Other					
Dues/Membership		119,657	175,100	119,600	-32%
Insurance		-952	20,000	20,000	0%
Data Acquisition		680,809	425,000	415,000	-2%
Electronic Comm./Utilities		88,176	97,000	97,000	0%
Depreciation	(2)	105,582	150,000	130,000	-13%
Meeting expenses		78,992	135,500	110,000	-19%
Leases		3,408	699,096	672,000	-4%
Other	(3)	1,647,873	481,492	435,529	-10%
Total Other		<u>2,723,546</u>	<u>2,183,188</u>	<u>1,999,129</u>	<u>-8%</u>
Total Expenditures		<u><u>12,731,112</u></u>	<u><u>15,827,792</u></u>	<u><u>20,187,184</u></u>	<u><u>28%</u></u>

(1) Salaries- budgeted for actual time worked. Paid time off and holidays are budgeted as a part of fringe benefits. See the Fringe Benefits cost allocation plan for a complete breakdown of fringe costs.

(2) Depreciation- purchased equipment and furniture over the \$5,000 threshold, that is expensed over a three-year period for equipment and a five-year period for furniture. Depreciation expenses are related to new furniture and equipment purchases.

(3) Other- includes public outreach promotional items, advertising, miscellaneous expenses, translation services, amortization, and unrealized gain/loss.

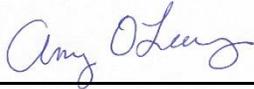
SEMCOG's Cost Allocation Plan

Period July 1, 2024 to June 30, 2025

Cost Allocation Plans provide a method for distributing both direct and indirect costs that cannot be directly attributed to any single funding source without undue effort. Such costs are allocated at SEMCOG via four allocation pools. The pools are Support Services, Indirect Costs, Data Processing, and Fringe Benefits.

These Cost Allocation Plans were developed under the procedures in 2 CFR 225 and are submitted to the U.S. Department of Transportation and the Michigan Department of Transportation.

The following pages of this document are the proposed Cost Allocation Plans for the Fiscal Year 2024-2025 starting July 1, 2024, and certified by the Executive Director.



Amy O'Leary, Executive Director

Support Services

Cost Allocation Plan

This element contains direct costs incurred to support the management activities of SEMCOG that, due to their nature, are more cost effectively handled by an allocation plan rather than individual task direct charges.

The budget reflects a negotiated provisional Support Services rate allocated to each grant contract and contains those costs allowable under 2 CFR 225.

Support Services is applied to all direct cost objects except contract and data processing.

Certain technical assistance contracts in element 5 pay directly for support service type activity by SEMCOG and are exceptions to this allocation.

This element contains direct costs incurred to support the management activities of SEMCOG that, due to their nature, are more cost effectively handled by an allocation plan rather than individual task direct charges.

The SEMCOG provisional Support Services rate for fiscal year 2024-2025 is 28%.

Total Elements 1-5 with Fringe	15,447,934
Less:	
Contracts in Element 1-5	6,593,925
MAC Total	198,391
DP in Element 1-5	418,000
Total Direct Cost Base	8,237,618
Budgeted Support Services Pool	2,287,447
Divided by Direct Cost Base	8,237,618
Provisional Support Service Rate	28%

Support Services Continued

Support Services are those costs necessary to successfully carry out SEMCOG's regional planning and intergovernmental coordination functions.

Support Services contains numerous agency support activities necessary for the effective operation of SEMCOG. These include SEMCOG's committee structure, communications activities, and information distribution services. Also included are local government and community liaison activities.

The size of Support Services allocation is consistent with the overall budget.

<u>Expenditures by Object</u>	<u>Proposed 2024-2025</u>
Salary	911,723
Contracts	197,000
Travel	76,000
Data Processing	48,000
Supplies	173,000
Subscriptions/Memberships	57,000
Miscellaneous Other	40,931
Meeting Expenses	100,000
Fringe	683,792
Total	<u>2,287,447</u>

<u>Expenditures by Project</u>	<u>Proposed 2024-2025</u>
Engaging Regional Stakeholders	876,344
General Program Management	310,981
Enabling Regional Decision Making	1,100,122
Total	<u>2,287,447</u>

<u>Fiscal Year</u>	<u>Expenditures</u>	<u>% of Base</u>
24-25 Proposed	2,287,447	28%
23-24 Budget	2,127,795	28%
22-23 Actual	1,729,796	23.72%

Data Processing

Cost Allocation Plan

This allocation pool contains those costs incurred to maintain and access data processing operations at SEMCOG. Costs are charged to the data processing pool that covers system operations. Expenses include purchases, lease, and depreciation associated with computer processing equipment and related peripheral equipment; maintenance agreements; supplies; system wide software, training documents, and related materials; and the salary and fringe benefit costs of staff supporting the system.

Data processing costs will be allocated to projects on the basis of a proportionate share of computer usage adjusted on a monthly basis to actual usage.

<u>Expenditures by Object</u>	<u>Proposed 2024-2025</u>
Salary	131,341
Travel	3,000
Supplies	200,250
Dues/Membership	9,000
Miscellaneous Other*	89,904
Fringe	98,506
Total	<u>532,000</u>

* Miscellaneous Other includes computer equipment purchases below the \$5,000 capital equipment threshold and equipment depreciation.

Indirect

Cost Allocation Plan

Indirect Costs are those costs incurred for a joint purpose benefiting more than one project or grant objective.

The budget reflects a negotiated provisional indirect cost rate allocated to each grant contract and contains those costs allowable under 2 CFR 225.

The SEMCOG provisional Indirect rate for fiscal year 2024-2025 is 22%

Direct Work Element Costs	12,381,555
Plus: Allocated Direct Fringe Benefit Costs	3,066,379
Plus: Allocated Support Service Costs	2,287,447
Minus: Direct Work Element Contractual Costs	<u>-6,593,925</u>
Direct Cost Base	<u>11,141,456</u>
Budgeted Indirect Cost Pool	<u>2,451,802</u>
Divided by Direct Cost Base	11,141,456
Provisional Indirect Cost Rate	22%

Indirect Continued

<u>Expenditures by Object</u>	<u>Proposed 2024-2025</u>
Salary	641,319
Contracts	100,000
Travel	5,000
Meeting and conferences	1,800
Auto Rental & Maintenance	35,000
Furniture/Computer Expense	5,500
Printing	15,000
Office Supplies	6,500
Mail Services	500
Maintenance Expense	160,000
Insurance	20,000
Dues/Memberships	1,500
Other	102,694
Electronic Communication & Utilities	75,000
Leases	672,000
Depreciation	60,000
Data Processing	66,000
Meeting Expense	3,000
Fringe	480,989
Total	<u>2,451,802</u>

<u>Fiscal Year</u>	<u>Expenditures</u>	<u>% of Base</u>
24-25 Proposed	2,451,802	22%
23-24 Budget	2,302,003	22%
22-23 Actual	2,177,639	23%

Fringe Benefits

Cost Allocation Plan

The SEMCOG provisional Fringe Benefit rate for fiscal year 2024-2025 is 75%.

SEMCOG salaries are budgeted for actual time worked to most appropriately allocate costs to project and grantor agencies. Full-time Fringe Benefits include paid time off, holiday, and administrative leaves.

SEMCOG provides Fringe Benefits to employees that are comparable with benefits provided by other governmental units and average private sector employers.

	Proposed
	<u>2024-2025</u>
<u>Salaries</u>	5,772,888
<u>Fringe Benefits</u>	
FICA	410,000
Medicare	100,000
Retirement	1,800,000
Dental Insurance	90,000
Vision	11,000
Group Life & Disability Insurance	90,000
Health Insurance	800,000
HRA expenses	40,000
Unemployment Compensation	5,000
Worker Compensation Insurance	10,000
Paid Time Off	525,000
Holiday Leave	255,000
Administrative Leave	10,000
Other Benefits	<u>173,666</u>
Total Fringe Benefits	<u><u>4,319,666</u></u>

<u>Fiscal Year</u>	<u>Expenditures</u>	<u>% of Base</u>
24-25 Proposed	4,319,666	75%
23-24 Budget	3,968,549	75%
22-23 Actual	3,524,624	76.93%

Membership Dues Schedule (2025)

Counties

SEMCOG dues return to being assessed using a two-tier structure. In the first tier, counties are assessed dues on the basis of .00128% of 95% of their Taxable Value. In addition, no individual county will pay more than 25% of the total dues assessed. Units of government in the second tier of member cities, villages, townships, and education are assessed dues based on population or enrollment. An estimate of dues collected within a given county from cities, villages, townships, and education for the prior year is used to calculate a rebate or a reduction to the net current year dues to that member county. A reduction in dues up to 50%, not to exceed the amount paid for membership in another council of governments, is available.

Local Units

The 2023 schedule will be effective as of January 1, 2025 and is equal to the 2023 adopted dues plus or minus the consumer price index (Detroit-Ann Arbor-Flint urbanized area, October 2022-2023) of 3.4%. A reduction in dues up to 50%, not to exceed the amount paid for membership in another council of governments, is available.

<u>Population</u>		<u>2025 Dues</u>
Under	5,000	\$956
5,000	to 10,000	\$1,519
10,001	to 15,000	\$2,025
15,001	to 20,000	\$2,881
20,001	to 25,000	\$3,454
25,001	to 30,000	\$4,130
30,001	to 35,000	\$5,043
35,001	to 40,000	\$5,852
40,001	to 45,000	\$6,573
45,001	to 50,000	\$7,293
50,001	to 60,000	\$8,676
60,001	to 70,000	\$10,061
70,001	to 80,000	\$11,435
80,001	to 90,000	\$12,819
90,001	to 100,000	\$14,214
100,001	to 110,000	\$15,602
110,001	to 120,000	\$17,051
120,001	to 130,000	\$18,445
130,001	to 140,000	\$19,853
140,001	to 150,000	\$21,361
Over	150,001	\$72,962

Membership Dues Continued

Community College Enrollment (State Count)

		<u>2025 Dues</u>
Under	2,500	\$972
2,501	to 5,000	\$1,347
5,001	to 7,500	\$2,463
7,501	to 10,000	\$3,049
10,001	to 15,000	\$4,715
15,001	to 20,000	\$6,858
20,001	to 30,000	\$8,405
30,001	to 40,000	\$10,118
40,001	to 50,000	\$13,622
Over	50,001	\$16,952

Intermediate School District Enrollment (State Count)

		<u>2025 Dues</u>
Under	50,000	\$2,463
50,001	to 100,000	\$3,049
100,001	to 200,000	\$4,912
200,001	to 300,000	\$6,706
Over	300,001	\$7,597

Pass-Through Funding

As the Metropolitan Planning Organization for transportation planning, SEMCOG is responsible for pass-thru funds from the U.S. Department of Transportation (USDOT) to the area transit operators and urban area transportation study groups. These funds are not contained in SEMCOG's Operating Budget. They are negotiated or allocated to the various agencies by the USDOT, and the match requirement of 18.15% is provided by the recipient agencies. Figures presented include federal and local matching funds. The funded project descriptions of activities by these pass-thru agencies are contained in the 2024-2025 Work Program.

Figures presented include federal funds and local match expenditures. Variation in expenditures by fiscal year reflects timing of invoices.

	Audited	Current	Proposed
	2022-2023	2023-2024	2024-2025
FTA- Technical Studies (Sec 8) Funds			
Suburban Mobility Authority for Regional Trans.	389,500	389,500	389,500
Detroit Department of Transportation	384,000	384,000	384,000
Washtenaw Area Transportation Study	15,779	15,779	15,779
Ann Arbor Area Transportation Authority	61,800	61,800	61,800
Detroit Transportation Corporation	93,000	93,000	93,000
TOTAL FTA	<u>944,079</u>	<u>944,079</u>	<u>944,079</u>
FHWA 112 Planning Funds			
Washtenaw Area Transportation Study	488,957	712,178	764,128
St Clair County Transportation Study	200,484	288,097	297,442
Toledo Metro Area Council of Governments	63,986	107,896	119,007
TOTAL FHWA	<u>753,428</u>	<u>1,108,171</u>	<u>1,180,577</u>
TOTAL PASS -THROUGH	<u>1,697,506</u>	<u>2,052,250</u>	<u>2,124,656</u>

**SEMCOG Officers
2023-2024**

Pauline Repp
Chairperson
*Mayor,
Port Huron*

Mandy Grewal
First Vice Chair
*Supervisor,
Pittsfield Township*

Laura Kropp
Vice Chairperson
*Mayor,
Mount Clemens*

Gwen Markham
Vice Chairperson
*Commissioner,
Oakland County*

Michelle Nard
Vice Chairperson
*Commissioner,
Macomb County*

Theresa Rich
Vice Chairperson
*Vice President,
Oakland Schools*

Chris Barnett
Immediate Past Chair
*Supervisor,
Orion Township*

Amy O'Leary
Executive Director