

TN Department of
Veterans Services

**PRESENTING A BUDGET TO THE
COUNTY EXECUTIVE
AND
COUNTY COMMISSIONERS**

Guy Critelli | 10/15/2021

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Introduction

This course is designed to introduce the participant on how to develop statistical data and present a fiscal year budget to county executives and county commissioners.

TN Department of Veterans Services

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Course Objectives

Upon successful completion of this presentation the participant will be able to:


- State Statutes
- Statistics
- Spending Power
- What you do to support Veterans in the County
- Summary Letter

TN Department of Veterans Services

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State Statutes


- **2019 Tennessee Code**
- **Title 58 - Military Affairs, Emergencies and Civil Defense Chapter 3 - Veterans' Rights in General**
- **§ 58-3-110. Appropriations for local service offices**
- **Universal Citation: [TN Code § 58-3-110 \(2019\)](#)**



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State Statutes

(a) The several county legislative bodies of the counties of this state and the several governing bodies of incorporated municipalities in this state are authorized to appropriate such funds as may be deemed necessary for the operation of such service offices; provided, however, that where such offices be established by appropriate agreement as hereinabove provided, the necessary funds for the operation thereof may be appropriated by the several political subdivisions participating therein in such proportion as may be agreed upon between themselves




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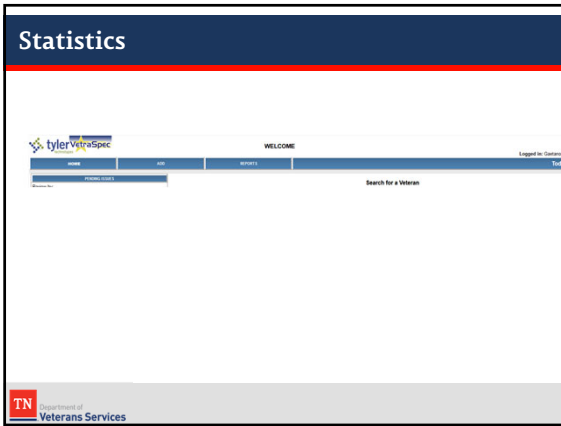
State Statutes

(b)

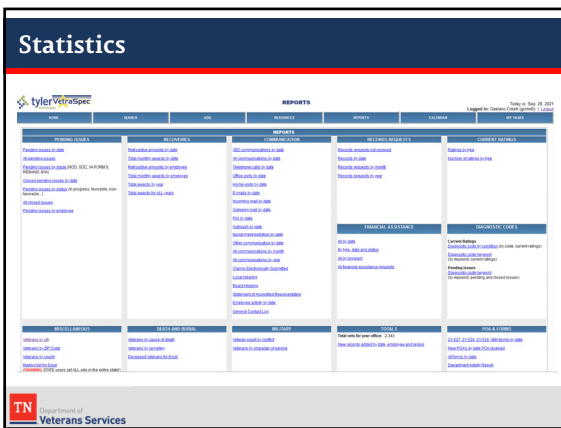
- (1) The senior accredited officer serving in a county veterans' service office may receive compensation commensurate to the compensation paid to heads of county government departments of comparable size in the county in which the officer is employed. Such compensation may be prorated to reflect the number of hours that the officer actually works during a specific pay period.
- (2) Staff personnel employed by the respective veterans' service offices may receive compensation commensurate to the compensation paid to county government employees in comparable positions.



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Spending Power – Macro Economics

- Johnny gets a increase benefit and gets a retro payment of \$1,000. Johnny is very eager to satisfy his own needs and wants, spends \$800 of it on new landscaping for his yard. Since Bob is in the landscaping business, that means Bob earns an additional \$800. Since Bob also has needs and wants, he spends \$600 of that \$800 at Frank's farm store. This money is additional income to Frank the farmer, and guess what he does with it? He goes and talks to Dave and spends most of it, let's say \$500, at the hardware store. As you can see, the initial \$1,000 round of spending actually led to three more rounds of spending, with smaller amounts each time. In this case, \$1,000 of spending from Lydia led to an increase in economic output of $\$1,000 + \$800 + \$600 + \$500 = \$2,900$.



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Tipton Outreach

What I do for Veterans and/or their family.



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Tipton Outreach

- I interview Veterans and/or their family members so they are aware of the benefits they may be entitled to.
- I counsel the Veterans and/or their family members on how to get the benefits they are entitled to.
- I prepare and file paperwork with the VA and other Government agencies to get the benefits the Veterans and their families are entitled
- Last year through donation, the support of the Tipton County Veterans Council and my own money, we provided 4 single Veterans and 5 Veterans with family dinners and presents during the holidays. 2 families here in Atoka.



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Tipton Outreach

- I have worked with organizations (Churches, Non-Profit Agencies etc...) to save homes and/or keep the utilities on for Veterans in need
- We have provided wheelchairs, walkers and canes to Veterans in need. We even secured and donated a motorized cart with vehicle carrier for a Veteran in need.
- Numerous other things to help Veterans and their families.
- Recently I have teamed up with the Home Depot Foundation in Covington and the Restoration Church in Munford to help Veterans in need. To date we have put a wheelchair ramp for a Vietnam Veteran, Deck for a Korean War Veteran, and have a flooring and siding jobs.
- I have done two outreaches. One in the South County in Munford and one in the North County in Covington.



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Budget Request

To: Tipton County Finance Committee
 Subj: Veterans Services Budget Request for FY 2019-2020

Current state of the Department of Veterans Services:

The Veterans Services Office is currently open 3 days a week. My scheduled work time is 8:00AM to 4:00PM Monday through Wednesday. Last year I had 1380 office visits, 13 days a week from 10 weeks. Taking into account holidays and training (I haven't) I see on average 3 Veterans and/or Veterans' families a day and at times I have served to 15 on a day. I work on an appointment basis and take walk-ins on a case-by-case basis. It gives me ample time to explain the VA Claims process and ensuring each claim is done accurately. Quarterly over quarterly. I currently have a part-time administrative assistant who assists with the day-to-day operations. I do manage the requests, screening calls, answering calls, attending to Veterans' benefits questions. The last time we had an appointment with the same VA employee. The last time we had an appointment with the same VA employee. The efforts of this office contributed to ensuring the Veterans of Tipton County get proper and professional assistance. There are approximately 5,000 Veterans in Tipton County. The efforts of this office contributed significantly to the increase in added requests to Tipton County. For 2018 I can account for over \$100,000 in retro benefits and over \$1.2 million in annual benefits for Veterans and/or Veterans families generated out of this office alone.

Proposal for FY 2019 - 2020 for Department of Veterans Services:

I propose in my budget for a 60% raise for my position. Line item 102, Clerical Position to become more in line with TN Code § 58-3-110 (2)(1). (1) The senior accredited officer serving in a county veterans' service office may receive compensation commensurate to the compensation paid to heads of county government departments of comparable size in the county in which the officer is employed. Such compensation may be prorated to reflect the number of hours that the officer actually works during a specific pay period. If this is not possible then I would propose to not change the previous year's budget and allow for a paid holiday on Christmas Day, New Year's Day, Veterans Day, and Memorial Day. As it stands, I have a part-time employee that we get when we don't work. You will see in past 2 years I have been on the budget. One to this issue and there is room to adjust this.

Additionally, I propose an increase in my travel budget to allow for a 2-day trip to Franklin, TN for a mandatory Tennessee Department of Veterans Services (TNVDS) accreditation re-certification for both of us and for a 3-day mandatory TNVDS proficiency training (mandatory). The second March, also there is a National County Veterans Service Officer Conference in June of 2020 in Atlanta for me (not the assistant) to attend which would further my knowledge in VA Benefits and certify me in 2 more accreditation to better serve the Veterans of Tipton County.

Also, in the spreadsheet I indicate the allocation of my budget request for FY 2019-2020. This spreadsheet also shows the actual amounts spent in FY2018-2017 and FY 2017-2018. Also show how faculty responsibilities are to the Tax Payers of Tipton County. Thank you in advance for consideration of this request. If you have any questions please feel free to contact me.

Respectfully,

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Proposed Budget

TIPTON COUNTY VETERANS SERVICES							
PROPOSED FY2019-20 Budget							
Obj Code	Title	2016-2017 ACTUAL	2016-2017 Spent	2017-2018 ACTUAL	2017-2018 Spent	2018-2019 Actual	2019-2020 REQUESTED
162	Office Personnel	\$21,500.00	\$18,771.75	\$22,345.00	\$19,219.28	\$ 20,500.00	\$ 23,000.00
168	Part Time Personnel					\$ 14,000.00	\$ 14,000.00
201	Social Security	\$1,200.00	\$1,436.04	\$1,800.00	\$1,470.28	\$ 2,000.00	\$ 2,000.00
210	Unemployment Compensation	\$10.00	\$53.93	\$10.00	\$28.01	\$ 200.00	\$ 200.00
302	Auto	\$300.00	\$0.00	\$300.00	\$0.00	\$ 150.00	\$ 150.00
307	Communication (Telephone Int)	\$2,000.00	\$1,858.53	\$2,000.00	\$1,784.87	\$ 2,000.00	\$ 2,000.00
320	Dues & Membership	\$200.00	\$0.00	\$200.00	\$0.00	\$ 200.00	\$ 200.00
348	Postal Charges	\$500.00	\$188.00	\$500.00	\$0.00	\$ 300.00	\$ 200.00
355	Travel	\$1,500.00	\$1,865.22	\$1,500.00	\$235.72	\$ 2,000.00	\$ 3,000.00
414	Duplication Supplies	\$650.00	\$370.00	\$650.00	\$103.53	\$ 500.00	\$ 500.00
435	Office Supplies	\$400.00	\$304.57	\$400.00	\$325.91	\$ 400.00	\$ 500.00
462	Utilities	\$1,000.00	\$510.90	\$1,000.00	\$990.06	\$ 1,000.00	\$ 1,000.00
506	Liability Insurance	\$100.00	\$100.00	\$100.00	\$61.00	\$ 225.00	\$ 225.00
513	Worker's Compensation Insurance	\$65.00	\$60.00	\$72.00	\$72.00	\$ 55.00	\$ 55.00
707	Building Improvements	\$6,000.00	\$6,342.50	\$0.00	\$0.00	\$ -	\$ -
709	Other Personal Equipment	\$1,500.00	\$889.21	\$2,000.00	\$2,000.00	\$ 2,000.00	\$ 1,500.00
711	Furniture and Fixing	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$ -	\$ -
	Under Budget	\$38,155.00	\$32,940.65	\$36,506.00	\$27,303.73	\$46,720.00	\$50,220.00



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Questions?



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