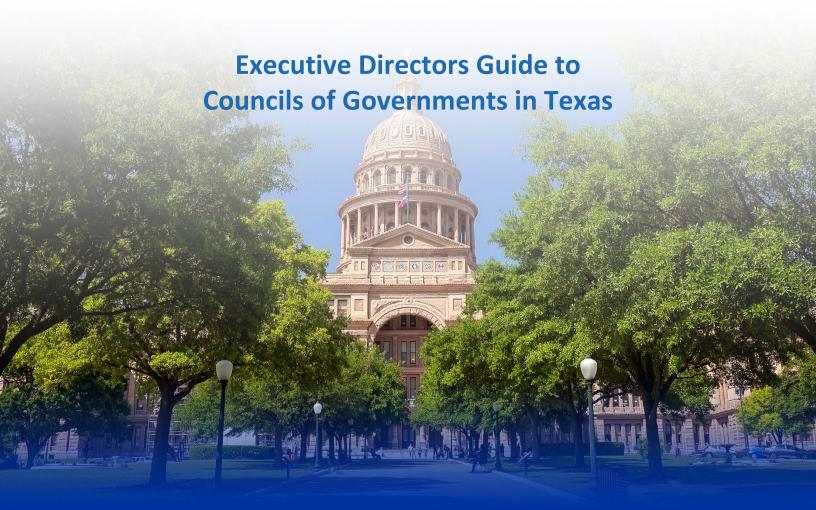


Texas Association of Regional Councils



Welcome to the Texas Association of Regional Councils family! This quick reference guide is full of links and documents intended to serve as a helpful tool for you as you begin your tenure in your region. There is a network of professionals in Texas waiting to assist you in any way we can to ensure your success as you serve your jurisdictions.

Because each region is unique, this guide is not intended to cover all programs your region may participate in. If you need assistance with additional information, please do not hesitate to reach out.

txregionalcouncil.org • 🛩 @txregionalism

Welcome!

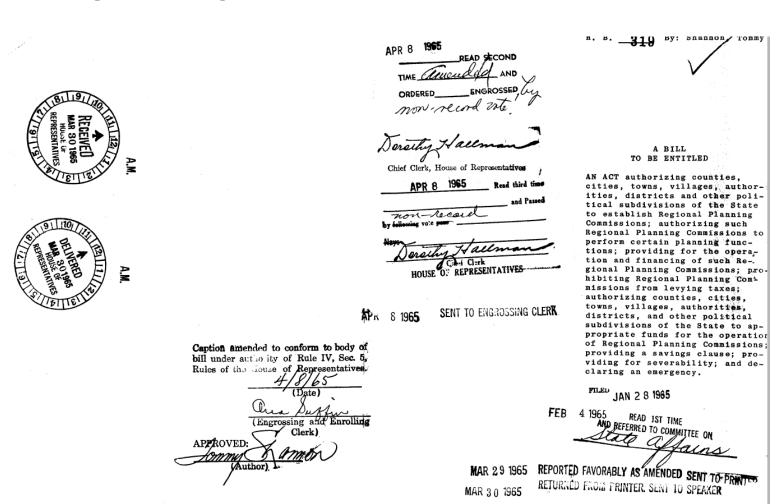
TARC Executive Director: Ginny Lewis Ford, glewisford@txregionalcouncil.org, 512-478-4715
TARC Executive Directors' Council Chair: Diane Rath, drath@aacog.com, 210-362-5200

Important Statutory & Rule References

- State Enabling Legislation: <u>Local Government Code Chapter 391</u>
- State Uniform Grant Management Standards
- <u>Federal Uniform Grant Guidance:</u> Title 2 Code of Federal Regulations Part 200 (Grants and Agreements)

Regions have been helping communities invest in the future of Texas since the Regional Planning Act of 1965. We look forward to working together for the next 50 years!

Regional Planning Act of 1965



Reporting Requirements

Each year, TARC compiles a list of reporting contacts and shares a chart containing state mandated reporting requirements. The list and chart are both updated in October of each year and shared with executive directors. Legislative reporting requirements and/or agency collection procedures could change at any time and the information provided is accurate as of the date listed on the document. This does not capture the conditional reporting requirements of awards your region may have with state or federal agencies.

	REGIONAL PLANNING COMMISSION REPORTING REQUIREMENTS AS OF 9.2019			DUE DATES BASED ON FISCAL YEAR				
	Report	Required By	Submit To	FY: Jan 1 - Dec 31	FY: May 1 - Apr 30	FY: Jul 1 - Jun 30	FY: Sept 1 - Aug 31	FY: Oct 1 - Sept 30
2. 3.	For each fiscal year, each COG shall publish a salary schedule containing a classification salary schedule for classified positions and identifying and specifying the salaries for positions exempt from the classification salary schedule. The salary schedule adopted by the COG may not exceed, for classified positions, the state salary schedule for classified positions as prescribed by the General Appropriations Act adopted by the most recent legislature. A position may only be exempted from the classification salary schedule adopted by the COG if the exemption and the salary paid for the exempt position is within the range determined appropriate for state exempt positions by the state auditor. A commission shall submit to the State Auditor the commission's salary schedule, including the salaries of all exempt positions, not later than the 45th day before the date of the beginning of the commission's fiscal year.	Local Government Code 391.0117 & 391.0095(c)	Office of the Governor State Auditor	No later than Novemb er 17	No later than March 17	No later than May 17	No later than July 18	No later than August 17
	e financial audit prepared by an independent CPA t shall include: Amount & source of all funds received by the commission; Amount & source of all funds expended by the commission; AND Explanation of any method used to compute an expense of the commission, including indirect cost computations.	Local Government Code 391.0095	Office of the Governor State Auditor Legislative Budget Board	Annually				
Actual Productivity and Performance Reporting A report of the regional planning commission's productivity and performance during the annual reporting period.		Local Government Code 391.0095	Office of the Governor State Auditor Legislative Budget Board	Annually				
Projection of Productivity and Performance A projection of the regional planning commission's productivity and performance during the next annual reporting period.		Local Government Code 391.0095	Office of the Governor State Auditor Legislative Budget Board	Annually				
Asset Disposal Report A report of any assets disposed of by the regional planning commission.		Local Government Code 391.0095	Office of the Governor State Auditor Legislative Budget Board	Annually				
Colonia Report to Secretary of State See colonia definitions in Chapter 391 for applicability. A report submitted quarterly detailing projects funded by commissions that provide assistance to colonias with: 1. Description of relevant projects 2. Location of each project 3. The number of colonia residents served by each project 4. The exact amount spent or the anticipated amount spent on each colonia served by each project 5. A statement of whether each project is completed and, if not, the expected completion date of the project; and 6. Any other information deemed appropriate by the secretary of state.		Local Government Code 391.00951	Secretary of State	Quarterly				

Local Government Debt Reporting								
As of the last day of the preceding fiscal year, a report of the debt obligation information for the political subdivision that must state: A the amount of all authorized debt obligations;	Required By	Submit To	Due Dates Based on Fiscal Year					
B. the principal of all outstanding debt obligations;								
c. the principal of each outstanding debt obligation;			FY: Jan	FY: May	FY: Jul 1	FY: Sept	FY: Oct 1	
 the combined principal and interest required to pay all outstanding debt obligations on time and in full; 			1 - Dec	1 - Apr	- Jun 30	1 - Aug	- Sept 30	
E. the combined principal and interest required to pay			31	30		31		
each outstanding debt obligation on time and in full;								
F. the amounts required by Paragraphs (A)-(E) limited								
to authorized and outstanding debt obligations								
secured by ad valorem taxation, expressed as a total								
amount and, if the political subdivision is a								
municipality, county, or school district, as a per capita amount; and								
G. the following for each debt obligation:								
i. the issued and unissued amount;								
ii. the spent and unspent amount;								
iii. the maturity date; and								
iv. the stated purpose for which the debt								
obligation was authorized;								
the current credit rating given by any nationally recognized credit rating organization to debt obligations of the political subdivision; and								
3. any other information that the political subdivision considers								
relevant or necessary to explain the values required by								
Subdivisions (1)(A)-(F), including:								
A. an amount required by Subdivision (1)(F) stated as a								
per capita amount if the political subdivision is not								
required to provide the amount under that paragraph;								
B. an explanation of the payment sources for the								
different types of debt; and								
C. a projected per capita amount of an amount	Local	Post on COG		NI- I-t	NI - I - t	NI- I-t		
required by Subdivision (1)(F), as of the last day of	Government Code	website or submit to	No later	No later than	No later than	No later than	No later	
the maximum term of the most recent debt	140.008,	Comptroller	than	October	Decembe	February	than	
obligation issued by the political subdivision.	11010001	(see Comptroller's	June 29	27	r 27	27	March 29	
In order to comply with §10.2 of this title (<i>Title 34 of TAC</i>) (relating	TAC 34-10	<u>website)</u>						
to Annual Local Debt Report), on an annual basis, and within 180								
days of the end of the most recently completed fiscal year, a		1						
political subdivision shall either:								
submit via upload to the comptroller's Internet web site the								
completed Annual Local Debt Report Form provided by the comptroller and, if the political subdivision maintains an								
Internet website, continually maintain a link from its								
website to the location on the comptroller's website where								
the political subdivision's financial information may be								
viewed; or								
post the information required in an Annual Local Debt Penert on the political subdivision's own Internet website								
Report on the political subdivision's own Internet website. The governing body of a political subdivision that elects to post its								
annual debt information on its own Internet website as described in								
subsection (a)(2) of this section shall take action to ensure that:								
a. this information is made available for inspection by any								
person and posted continuously on the political								
subdivision's website until the political subdivision								
posts the next year's annual debt information; and b. the contact information for the political subdivision's								
 the contact information for the political subdivision's main office is posted continuously on the website and 								
such information includes a physical address, mailing								
address, main telephone number, and an e-mail								
address.								

LBB Issue Brief on Texas Councils of Governments

The Legislative Budget Board (LBB) is a permanent joint committee of the Texas Legislature that develops budget and policy recommendations for legislative appropriations, completes fiscal analyses for proposed legislation, and conducts evaluations and reviews to improve the efficiency and performance of state and local operations. Linked above is a white pager completed by the LBB on regional councils of governments.

TARC Background

Since 1973, the Texas Association of Regional Councils (TARC) has carried out an active work program to:

- Assist regional councils of governments in building the capabilities of their member governments;
- Provide a forum for the exchange of information and ideas in support of the concept of regional planning and development; and
- Educate other organizations and individuals about regionalism and the services rendered to all levels of government and community leaders by regional councils.

Member Services: TARC provides each member of the Association with information and assistance through direct staff outreach and support of Association initiatives to promote enhanced programmatic performance and desired outcomes. TARC regularly:

- Responds to requests from Association members for information or assistance.
- Provides staff support and interfaces with state agencies on behalf of members of the Association relative to ongoing and emerging performance issues.
- Sponsors or co-sponsors training and professional development activities, including those requested by or through state agencies.
- Provides meetings for the exchange of information and collaborative ideas.
- Monitors standing and select state legislative committee activity during the interim.
- Initiates development and implementation of the Association's legislative priorities and objectives.

Outreach, Research and Communications: TARC builds positive and productive relationships for regional councils with state and federal officials, governmental and non-profit associations, associations that promote regionalism, and the private sector. TARC regularly:

- Informs the Association membership of potentially beneficial activities and opportunities with state agencies, private organizations and federal agencies.
- Communicates on an ongoing basis with state agencies and officials, other local government associations and private sector partners regarding matters of importance to regional councils and opportunities for partnerships.
- Educates legislators, state agencies, government officials and other partners about the benefits of regionalism, the role of councils of governments, and the services regional councils provide to their local government members.
- Facilitates meetings with key state and federal officials and other key stakeholders to address emerging issues in a timely manner.

- Monitors legislative activities and responds to legislative inquiries.
- Accepts and coordinates appropriate responses to legislative invitations to present information concerning regional councils and the impact of existing and proposed legislation on current programmatic areas.
- Participates in state, regional and national organizations and meetings and establishes strategic alliances that provide opportunities to strengthen regional councils of governments.

Program and Grant Operations: TARC administers current grants; continues to identify and develop potential funding sources to enhance TARC's capacity to support its membership; and establishes and maintains relationships with active and potential funding sources for the Association and members. TARC regularly:

- Obtains and provides information concerning grant funding opportunities through governmental sources, non-profit foundation sources and innovative non-traditional collaborations.
- Assists regional councils in developing multi-region or statewide projects and proposals for targeted funding opportunities.
- Efficiently manages current TARC grants including the Office of the Governor,
 Homeland Security Grants Division, Texas Department of Agriculture and the
 Economic Development Administration grants while actively seeking additional grant
 opportunities that support the goal of assisting members of the Association to carry
 out essential program activities.

TARC Brief

On the following pages is a Quick Guide to COGs TARC created to describe regional councils in Texas. A PDF of this document is also attached below.



A Quick Guide to Councils of Governments in Texas



KEY FACTS

- · Texas has 24 councils of governments that represent all 254 counties. These organizations were formed more than 50 years ago.
- Councils of governments' planning activities vary among regions, but typically include; planning for economic growth, emergency preparedness, disaster recovery, emergency communications, criminal justice, environmental quality and services for the elderly.
- Each council's policy decisions are made by its board of directors. At least two-thirds of this governing body must be elected officials from participating counties or municipalities.
- · In fiscal year 2016, Texas' 24 councils of governments collectively received, administered and awarded approximately \$862.7 million in revenue from federal, state, and local sources.



STATUTORY REFERENCES

The Texas Local Government Code, Chapter 391.

Councils of governments (COG), regional councils, or regional planning commissions are political subdivisions created under Texas statute to improve the health, safety, and general welfare of residents and to plan for future development. These councils were organized to guide unified development and improve efficiency within regions. Regional councils are not governments and have no authority to make laws, levy taxes, or exercise police powers. Texas has 24 COGs that represent all 254 counties. These regions are made up of counties, cities, school districts, and special districts and were developed from 1966 to the early 1970s.



REVENUE SOURCES

COGs primarily receive funding from federal sources, but the

councils also receive funding from state and local sources. On the local level, a COG collects dues from and for its member governments. A COG may receive direct or indirect federal grants through the state.



PROGRAMS & SERVICES

planning; assist local governments in implementing plans; contract with local, state, and federal governments and other public and private agencies to provide community services; and assist local governments in solving governmental problems. Texas' COGs conduct regional planning activities that vary among regions. Typically, these activities include:

- Community and economic development
- · Criminal justice planning
- Developing regional emergency preparedness strategies
- Disaster recovery
- Maintaining and improving regional 9-1-1 systems
- Services for the elderly
- · Overseeing regional planning for environmental issues



TRANSPARENCY & REPORTING

Regional councils are subject to audits and monitoring based on the grants they receive. In addition, Texas Local Government Code requires that each COG report annually:

- The amount and source of funds received.
- The amount and source of funds expended.
- The results of an audit of the RPC's affairs prepared by an independent certified public accountant.



The Texas Association of Regional Councils (TARC) is the statewide association of regional councils, whose members are focused on enhancing quality of life through regional strategies, partnerships and solutions. The 24 regional councils, also known as councils of governments (COGs), are comprised of city, county and special district members working together to implement costeffective, results-oriented strategies that address statewide and local needs on a regional scale.

Finding common ground across Texas

From the statehouse to the firehouse, TARC members work with state and federal partners on vital projects and initiatives, harnessing local expertise to tackle important issues.

Statewide converage, regional focus

The 24 regional councils help local governments across Texas find solutions to pressing issues, from homeland security and environmental quality to emergency communications and services for seniors.

Local expertise solving regional challenges

TARC members are a bridge between federal, state and local governments, helping cities and counties solve challenges and impact the future regionally.

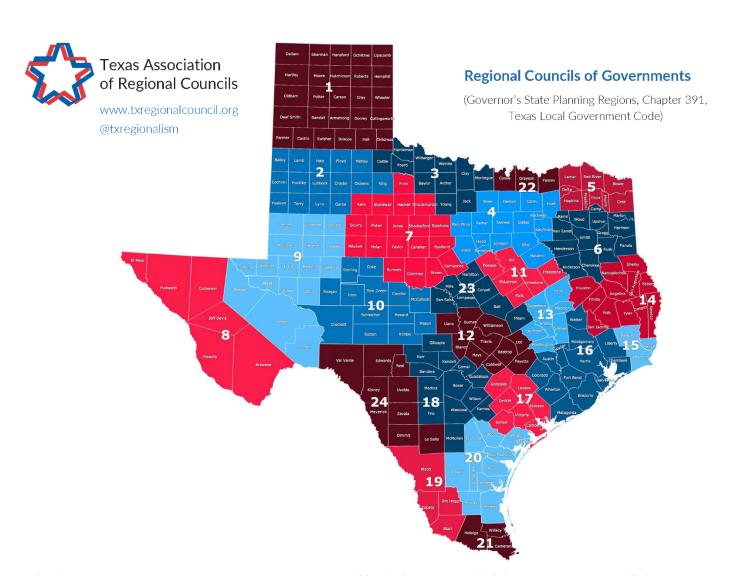
Building regional partnerships to enhance collaboration among communities

Regional councils help spur economic development across Texas by strengthening efficiency and cooperation across geographic boundaries.



Texas Association of Regional Councils

www.txregionalcouncil.org @txregionalism



Region Name	Abbreviation	Website	Twitter		
1. Panhandle Regional Planning Commission	PRPC	www.theprpc.org			
2. South Plains Association of Governments	SPAG	www.spag.org	@SPAG_TX		
3. Nortex Regional Planning Commission	NORTEX	www.nortexrpc.org			
4. North Central Texas Council of Governments	NCTCOG	www.nctcog.org			
5. Ark-Tex Area Council of Governments	ARK-TEX	www.atcog.org	@ArkTexCOG		
6. East Texas Council of Governments	ETCOG	www.etcog.org	@EastTexasCOG		
7. West Central Texas Council of Governments	WCTCOG	www.wctcog.org	@wctcog		
8. Rio Grande Council of Governments	RGCOG	www.riocog.org			
9. Permian Basin Regional Planning Commission	PBRPC	www.pbrpc.org	@PermianBasinRPC		
10. Concho Valley Council of Governments	CVCOG	www.cvcog.org	@ConchoValleyCOG		
11. Heart of Texas Council of Governments	HOTCOG	www.hotcog.org			
12. Capital Area Council of Governments	CAPCOG	www.capcog.org			
13. Brazos Valley Council of Governments	BVCOG	www.bvcog.org	@bvcog		
14. Deep East Texas Council of Governments	DETCOG	www.detcog.net	@DETCOG		
15. South East Texas Regional Planning Commission	SETRPC	www.setrpc.org			
16. Houston-Galveston Area Council	HGAC	www.h-gac.com	@hgaccog		
17. Golden Crescent Regional Planning Commission	GCRPC	www.gcrpc.org			
18. Alamo Area Council of Governments	AACOG	www.aacog.com	@AlamoAreaCOG		
19. South Texas Development Council	STDC	www.stdc.cog.tx.us			
20. Coastal Bend Council of Governments	CBCOG	www.cbcog98.org			
21. Lower Rio Grande Valley Development Council	LRGVDC	www.lrgvdc.org	@LRGVDC		
22. Texoma Council of Governments	TCOG	www.texoma.cog.tx.us	@TexomaCOG		
23. Central Texas Council of Governments	CTCOG	www.ctcog.org	@CentralTexasCOG		
24. Middle Rio Grande Development Council	MRGDC	www.mrgdc.org			

Program Appendix

Councils of governments in Texas offer many different programs specifically tailored to meet the unique needs of each regions' jurisdictions. While programs offered may differ, the following pages provide a brief overview of programs offered by most regions.

These programs include:

- Area Agencies on Aging
- Municipal Solid Waste
- Community & Economic Development
- Homeland Security
- Criminal Justice

A Quick Guide to Area Agencies on Aging in Texas

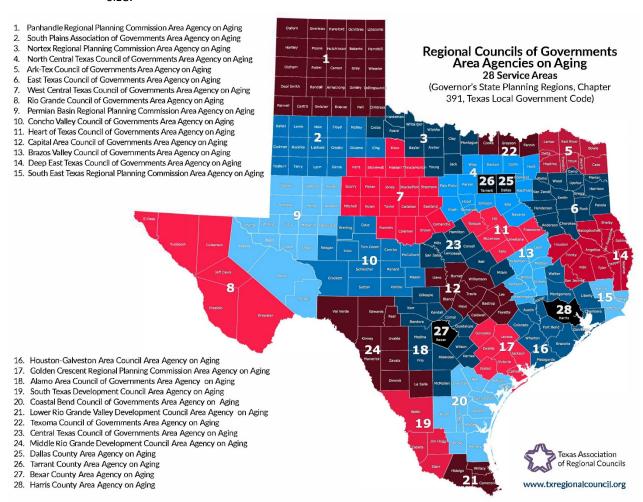
AAA Statutory References

Older Americans Act (OAA) of 1965

- Passed in 1965, the OAA established the <u>Administration on Aging (AoA)</u> to administer newly created grant programs and serve as the federal focal point on matters concerning older persons.
- 1973 amendments of the OAA created the Area Agencies on Aging (AAA), establishing authority
 for grants to states for community planning, social services, research and development projects,
 and personnel training for aging.
- In 2012, the US Department of Health and Health Services (HHS) created the <u>Administration for Community Living (ACL)</u> to combine efforts of AoA and other resources to focus on older Americans and people with disabilities across their lifespan.
- The OAA mandates that AAAs use the flexibility provided in the law to ensure that local needs
 and preferences are taken into consideration and that the resulting local service delivery system
 is tailored to each community.

Title 40, Part 1, Chapter 81, Texas Administrative Code

- Governs AAAs in Texas.
- Designates planning service areas that align with council of governments boundaries.
 - Texas has 28 AAAs.
 - 25 AAAs are housed in councils of governments (1-24, 27 below) and Dallas, Harris and Tarrant (25-26, 28 below) are housed in counties or local non-profits due to population size.



Revenue Sources

- Federal, state, and local dollars are leveraged through direct and indirect grants as authorized and governed by the OAA. See Title III Grants for State and Community Programs on Aging.
- The ACL allocates formula grants as authorized under the OAA.

Programs & Services

Area Agencies on Aging

- Public or private nonprofit agencies designated by a state to address the needs and concerns of all older persons over the age of 60 and their caregivers at the regional and local levels.
- Coordinate and offer services that help older adults remain in their homes aided by services such as home-delivered meals, homemaker assistance, care coordination, caregiver support and community support to make independent living a viable option.
- Incorporate trained and flexible staff familiar with the AAA service area to implement programs and services necessary to that unique region.
- Services provided by AAAs and regional councils in Texas may include:
 - Preventive Health
 - Elder Rights
 - Nutrition Education
 - Support Groups/Programs
 - Health Promotion
 - Fall Prevention
 - Insurance Counseling
 - Care Coordination

- Chronic Disease Self-
- Caregiver Support
- Information, Education and
- Respite Care
- Benefits Counseling
- Medication Management
- Senior Medicare Patrol
- Congregate Meals

- Information, Referral
- In-Home Services
- Transportation
- Long-Term Care
- Home-Delivered Meals
- Texas 2-1-1
- Case Management
- Aging & Disability Resource Centers

Coordination

Texas Association of Area Agencies on Aging

- Established in 1976 as a nonprofit statewide network of local area agencies on aging acting through the Texas Association of Regional Councils.
- Services are targeted to those with greatest economic and social need like people with lowincomes, older people who belong to minority groups, those with limited English proficiency, diagnosed with Alzheimer's disease or similar disorders, and older people residing in rural areas.
- Use an established network of volunteers, contractors, and resources to support aging services.
- Collaborate regularly with formal programs, networking, and informal partnerships for aging assistance.

Local Government Code Chapter 391: Regional Planning Commissions

• Governs the creation, planning, purpose, and powers of Regional Planning Commissions.

Municipal Solid Waste

Regional councils develop and maintain inventories of municipal solid waste landfills and plan and maintain regional solid waste management programs while also providing grants to local governments for recycling and waste disposal programs.

Regional Solid Waste Grants Program Funding Report, Fiscal Year 2016/2017



Click <u>here</u> to read how regions worked to divert waste from Texas landfills.

Community & Economic Development

Each of the state's 24 regional councils are designated as Economic Development Districts by the U.S. Department of Commerce's Economic Development Administration. Working with local, state and federal partners, regional councils create comprehensive economic development plans, conduct research and analysis, and assist with prioritizing and administering important community development grants and loan programs.

Regional councils in Texas develop and implement regional economic development strategies with support from the <u>U.S. Economic Development Administration (EDA)</u>.

In addition, TARC members work with local officials and partners, such as the <u>Texas Department</u> of <u>Agriculture (TDA)</u>, to plan for the long-term health and sustainable growth of Texas' rural communities.

Regional councils also work with a variety of other state and federal agency partners, including:

- Small Business Administration
- Housing and Urban Development
- Office of the Governor, Economic Development and Tourism
- Texas Workforce Commission
- <u>Comptroller of Public Accounts</u>

Emergency Preparedness & Homeland Security

Regional councils assist state and federal partners by coordinating and improving regional homeland security preparedness, planning and response activities across jurisdictional boundaries.

Regional Disaster Recovery

As Texas begins the process of recovering from the damage caused by Hurricane Harvey, the regional councils will be partnering with state agencies and local governments to coordinate and administer programs to assist cities, counties and Texans impacted by this storm to rebuild their communities and lives.

Office of the Governor, Homeland Security Grants Division

Regions work cooperatively and collaboratively with the Office of the Governor's Homeland Security Grants Division (OOG/HSGD) to obtain program and project funding for regional and local projects. COGs provide guidance to their local jurisdictions on funding applications as well as management and administration tasks for grant funding.

Texas Division of Emergency Management

The Texas Division of Emergency Management (TDEM) works with the regional councils to ensure that all regional and local emergency plans are up-to-date and compliant with Section 418 of the Texas Government Code. Regional councils also work with TDEM in the event of a disaster within their region to access state resources in a timely manner.

Preparing Texas

Regional councils utilize preparingtexas.org to register and track students attending training courses within their regions. Using this resource allows for accurate tracking of first-time and continuing education programs for emergency responders and the general public.

Citizen Corps

Regional councils of governments manage regional Citizen Corps Councils and Citizen Corps Programs. The programs encompass five different programs which allow community members from across the state to engage in public safety-based volunteer activities. Each of these programs focuses on a differing aspect of public safety and often members of these programs are affiliated with more than one.

Criminal Justice

Local governments rely upon regional councils for assistance in developing programs and projects to help meet criminal justice needs, including coordinating resources and training alongside federal, local and state officials.

Regional councils partner with the Governor's Criminal Justice Division to make recommendations about the best use of state and federal criminal justice funding to meet unique regional needs. These recommendations are based on priorities identified by community members and law enforcement officials from across each region. Click on the image below to learn more about regional law enforcement training efforts throughout Texas.

Impacts of Texas Regional Law Enforcement Training Academies

or more than 40 years, regional councils of governments (COGs) have played a critical role in ensuring law enforcement officers across the state receive the training necessary to protect and serve the citizens of Texas.

LAW ENFORCEMENT TRAINING SERVICES

During the FY 14/15 Biennium, 23 of the 24 regional councils of governments (COGs) were actively involved with providing current and aspiring law enforcement officers training services in their region. Of these 23:

13 COGs (54%)

contracted with community colleges, local law enforcement agencies or independent instructors to deliver the trainings.

8 COGs (33%)

staffed and operated their own regional law enforcement training academy.

2 COGs (9%)

used funds to reimburse local law enforcement agencies for applicable training costs

\$7,686,297

In FY 14/15, 23 COGs received \$7,686,297 in appropriations through CJD to support regional law enforcement training services. With this funding:



64,897 current or aspiring law

enforcement officers



hours of law enforcement training provided



average cost per hour.

For many of the state's local law enforcement agencies, these regional training services provide the only local and affordable means available to meet mandated training requirements and maintain qualified officers.

EXAMPLES OF TRAINING SERVICES OFFERED



Trainings offered by regional law enforcement training academies and their partners include:

- Basic Peace Officer Training
- · Correctional Officer/Jailer Training
- · Community-Oriented Policing
- Basic Criminal Investigation
- · Crime Scene Search
- Proper Use of Emerging Technologies (e.g., body worn cameras)
- Human Trafficking
- Missing and Exploited Children
- · Mental Health Peace Officer Training
- Interacting with Drivers Who are Deaf or Hard of Hearing
- Use of Arrest and Ground Control Tactics
- · Arrest, Search & Seizure
- . The Use of Social Media to Engage and
- New Supervisor's Course
- · Canine Encounters

FUNDING TRAINING SERVICES



The primary source of funding used to provide these trainings comes from the State Criminal Justice Planning Account No. 421, a trusteed program within the Office of the Governor. This account is funded through court costs and fees which are appropriated by the legislature each biennium and administered through the Officer of the Governor's Criminal Justice Division (CJD).

PARTNERSHIP WITH THE TEXAS COMMISSION ON LAW ENFORCEMENT



Approximately 76.25% of all TCOLE-licensed officers in the state of Texas received their basic training certification from a regional law enforcement training academy.



More than 78% of all TCOLE-licensed officers in the state of Texas attended at least one in-service training course delivered at a regional law enforcement training academy in FY14/15.

