

Office of State Budget and Management
Establish New, Receipt-Supported Positions
(G.S. 143-34.1)

Agency: DENR

Division: Marine Fisheries

Budget Code: 14300

Center Title: F-28 Federal Aid Coordination

Center Number: 13203478-2004

***** Position Information *****

Proposed Classification: Marine Biologist I **Proposed Salary Grade:** 67

Salary Range: \$30,413 – 43,484 (SER) **Proposed Effective Date:** 1 / July /04

Number of Positions: 1

	<u>Center Authorized Budget</u>	<u>Current Request</u>
Total Budget	\$ 73,100	\$ 55,100
Receipts	<u>73,100</u>	<u>55,100</u>
Appropriation	\$ 0	\$ 0

Funding Source(s): Sport Fish Restoration Grant No. F-28 from US Fish and Wildlife Service

Justification for Position (including description of duties and responsibilities):

Position will serve under present Federal Aid Program Manager to develop skills to assist in the management of \$19.5 million Federal Aid Program in the Division of Marine Fisheries. Duties will consist of keeping agency eligible to participate in Federal Aid programs, prepare grant documents to Federal funding agencies, monitor project progress, edit and submit reports to Federal funding agencies, monitor Federal Aid purchased equipment usage and disposition, prepare Federal Aid budgets, monitor Federal Aid spending, assist in determining eligibility of allowable and allocable costs on Federal Aid grants, and assist in closeout procedures for grants and audits by Federal agencies.

Federal Aid program has grown in 15 years from two funding sources with four programs to 13 funding sources encompassing 30 grants and 75 distinct, stand alone studies. Federal Aid planning and budgeting has expanded from one year cycle to three to five year planning documents as programs were amended by Congress. There are presently 64 persons (FTE and temporary) on Federal aid funds in the DMF. The complexity and diversity of the Federal Aid program has broadened as new Federal legislation has been passed expanding the programs.

Statutory Reference for Request

Sheryl Stephens

Presentation to be made by

Legislative Liaison

Title

Agency Head Signature

State Budget Officer Signature