

Central Oregon Community College
2025-26 Budget Request Form

Tracking Number

Budget Request Name: Increase to New Employee Moving Reimbursement Amounts

Requested by: sbarry@cocc.edu

Fund/Org Number 406

Reviewed by: Laura Boehme

General Fund Budget Request

Approving SLT: Laura Boehme

Capital Request

Strategic Planning Request

Divisonal Priority:

Other Request

Budget Request Description (provide a brief description of budget request). For multiple requests, complete a separate budget request form for each request.

Double the amount currently reimbursed based on the number of miles moved, see below. We are requesting that a new budget account be created in Human Resources, 406-51101 with \$20,000 and that the \$2,000 currently budgeted in 201-51101 to be transferred to this new account. So, the new account would have \$22,000. Going forward, all moving expense reimbursements would be paid out of HR and not the VPAA's budget for faculty and individual department budgets for other positions.

Distance	Current Reimbursement	Proposed Reimbursement
Moving within College District	\$0	\$0
Moving within 100 miles or less	\$0	\$0
Moving 101 – 500 miles	\$500	\$1,000
Moving 501 – 1,000 miles	\$1,000	\$2,000
Moving 1,001 – 2,000 miles	\$2,000	\$3,000
Moving over 2,000 miles	\$2,500	\$3,500

What opportunities or issues are you addressing with this budget request?

This will help with recruiting out of area candidates and these amounts have not increased in a long time.

Have you investigated other options to address this issue? If so, please specify.

N/A

- Request new benefited position **Additional FTE**
- Request FTE increase in current benefited position
- Request non-benefited position (salaries and payroll costs)
- Request for materials, supplies, and services

- Contracted services (software licensing, insurance, utilities, etc.)
- This is a current service level request (needed to maintain current operating capacity)
- Request for capital purchase of at least \$1,000 and a lifespan of greater than 1 year
- Is this an IT request

Mark the Strategic Planning Goal(s) impacted and describe the need and justification for budget request

- Student-Ready College
- Workforce Development
- Access
- College Sustainability
- Community Engagement

Briefly describe the size and scope of the impact (number of departments, faculty, student, or employees impacted)

This affects all departments recruiting for positions and all new employees who relocate to work at COCC. the increase to moving reimbursement may allow them to accept an offer.

<u>Index</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Current Year Budget 2024-25</u>	<u>Proposed Budget 2025-26</u>	<u>Change</u>
406	51101	Other taxable compensation	0	22000	\$22000
			\$0	\$22000	\$22000

For FIAT Purposes

Funding Source: _____ Amount: _____

Notes: