



5230 West Highway 98 | Panama City FL 32401  
 P: 850.913.3285 | F: 850.913.3269  
[careersourcegc.com](http://careersourcegc.com)

**CareerSource Gulf Coast 2023-2024 Budget**

Admin Salaries/Benefits	328,665
Operational Expenses	115,474
Direct Svcs Salary/Benefits	1,642,192
Direct Services	916,870
Job Center Lease	265,000
Job Center Operational	146,295
Contracted to Svc Prov	553,534
<b>Total</b>	<b>3,968,030</b>

**Prior Year Comparison:**

2022-2023 Beginning Budget	2023-2024 Beginning Budget	Increase/ (Decrease)	Percentage
5,988,190	3,968,030	(2,020,160)	-34%

The expiration of a few grants caused our budget to decrease overall. We project level funding on our WIOA (Workforce Innovation and Opportunity Act) Adult, Youth, and Dislocated Worker funds.

Law requires that 50% of WIOA Adult and Dislocated Worker funds (estimated at 1,136,583) must be used on tuition, books, training, case management, and training program management. The above Direct Services line contains 43% of the WIOA Adult and Dislocated Worker allocation including estimated carryforward. Historically, the State has approved a waiver to 30%.

As required by law, no more than 10% of our budget can be spent on Admin expenses.

Salaries/Benefits include 25 full-time, 1 part-time, & 19 seasonal positions, FICA, Retirement, Health & Life Insurance, and Compensated Absences. Some of the salary/benefit category will include Admin expenses.

Operational Expenses include supplies, equipment, phone, internet, cell phone, postage, maintenance/repair, travel, meeting expenses, insurance (directors & officers' liability), printing, audit fees, dues/memberships, software, copier leases, professional development, subscriptions, advertising, legal/professional/temp services. Some of the operational expense category will include Admin expenses.

Direct Services include tuition, books, food, food related, participant travel, supportive services, lease/rent, utilities, supplies, equipment, phone, internet, cell phone, postage, maintenance/repair, fees, travel, meeting expenses, insurance (participant/liability/property/flood/auto), dues/memberships, software, copier leases, professional development, printing, subscriptions, advertising, legal/professional/temp services.

Job Center Lease includes lease of CareerSource Gulf Coast Job Center (utilities included).

Job Center Operational includes supplies, equipment, phone, internet, cell phone, maintenance/repair, travel, meeting expenses, insurance (liability/property/flood), legal/professional services, dues/memberships, software, copier leases, postage meter rent, advertising.

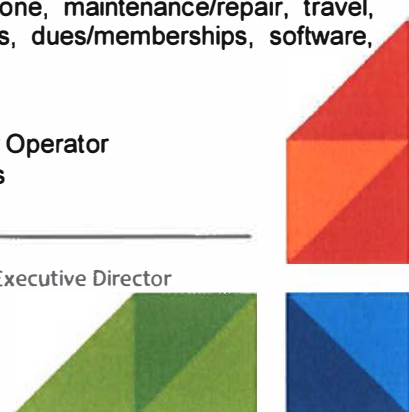
Contracted to Service Providers includes:

Gulf Coast State College	472,598	One-Stop/Job Center Operator
Gulf Coast State College	80,936	WIOA Youth Services

Elinor Mount-Simmons, Chair

Joey Ginn, Vice Chair

Kimberly L. Bodine, Executive Director





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To the Attention of Budget Review  
CareerSource Florida, Inc.  
DEO at [FMARWB@deo.myflorida.com](mailto:FMARWB@deo.myflorida.com)

This budget has been approved by the designated chief elected official of Workforce Region 4 – Bay County and the chair of Regional Workforce Board 4 on:

June 20, 2023 (date).

A handwritten signature in blue ink, appearing to read "Tommy Hamm".

Signature—Chief Elected Official, Bay County Board of Commissioners

Printed Name: Tommy Hamm, Chair

A handwritten signature in blue ink, appearing to read "Elinor Mount-Simmons".

Signature – Board Chair, CareerSource Gulf Coast (RWB04)

Printed Name: Elinor Mount-Simmons

A handwritten signature in blue ink, appearing to read "Kimberly L. Bodine".

Signature – Executive Director, CareerSource Gulf Coast (RWB04)

Printed Name: Kimberly L. Bodine

Contact Name and phone number for questions related to submitted budget: Deb Blair, Finance Director  
CareerSource Gulf Coast  
850-913-3285





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This budget has been approved by the designated chief elected official of  
Workforce Region 4 – Franklin County and the chair of Regional Workforce  
Board 4 on:

6/6/23 (date).

Ricky D. Jones  
Signature – Chief Elected Official, Franklin County Board of Commissioners

Printed Name: Ricky D. Jones, Chair

Elinor Mount-Simmons  
Signature – Board Chair, CareerSource Gulf Coast (RWB04)

Printed Name: Elinor Mount-Simmons

Kimberly L. Bodine  
Signature – Executive Director, CareerSource Gulf Coast (RWB04)

Printed Name: Kimberly L. Bodine

Contact Name and phone number for  
questions related to submitted budget: Deb Blair, Finance Director  
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This budget has been approved by the designated chief elected official of  
Workforce Region 4 – Gulf County and the chair of Regional Workforce  
Board 4 on:

JUNE 26, 2023 (date).

A handwritten signature in black ink, appearing to read "Sandy Quinn", written over a horizontal line.

Signature—Chief Elected Official, Gulf County Board of Commissioners

Printed Name: Sandy Quinn, Chair

A handwritten signature in blue ink, appearing to read "Elinor Mount-Simmons", written over a horizontal line.

Signature – Board Chair, CareerSource Gulf Coast (RWB04)

Printed Name: Elinor Mount-Simmons

A handwritten signature in blue ink, appearing to read "Kimberly L. Bodine", written over a horizontal line.

Signature – Executive Director, CareerSource Gulf Coast (RWB04)

Printed Name: Kimberly L. Bodine

Contact Name and phone number for  
questions related to submitted budget: Deb Blair, Finance Director  
CareerSource Gulf Coast  
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