

New Personnel Request

4821 Extension Service

Supplemental Pay Position FACS EFNEP Agent

Justification

Kimberly Howell has worked for UGA Richmond County Extension as an Expanded Food and Nutrition Education Program Educator since January of 2017. During this time, she has supervised three program assistants who have met their yearly goal in excess every year. In August of 2023, Kimberly finished her Master degree from the University of Georgia qualifying her for a promotion from an educator to an agent. This promotion would allow for an increase in pay and potential advancements in the UGA non-tenured faculty track. The grant stipulates that Kimberly can only work with the EFNEP programming. With a move to an agent position, Kimberly would still be able to manage the entire Richmond County EFNEP program, but would have an opportunity to expand her reach into other Family and Consumer Science related programming. In Kimberly's six years with UGA Richmond County, all portions of her salary and benefits as well as all three of her program assistants have been paid by a grant funded by the USDA. This has been at no cost to Augusta-Richmond County except for the office space. Some of Kimberly's additional programming would work with obesity in adults which has reached 39% in Richmond County. SNAP participation in Richmond County is at 27.8% and eligibility for the program is 82% of the population.

Job Description

This position is responsible for coordinating the Family and Consumer Sciences (FACS) and in particular the Expanded Food and Nutrition Education Program (EFNEP) in the Richmond County area providing education and outreach programs in the areas of family, food, health, home, money, and related subject matter areas. The role will focus on prevention of chronic disease, increased financial literacy skills, and food safety and preservation. It collaborates with other agencies and community groups to plan and implement educational programs, provides leadership for the three Program Assistants in delivering EFNEP programs, and utilizes the expertise of advisory groups, community leaders, public officials and representatives of intended audiences to analyze data, identify needs, and assist in developing educational programs. It targets specific audiences for educational programs addressing critical issues identified in plan of work and implements the CAES Civil Rights/Equal Opportunity plan. It also develops and conducts relevant interdisciplinary programs with other staff members based on critical issues.

The University of Georgia Northeast District Extension Office is requesting the City of Augusta supplement \$9,824 plus fringe benefits for the Richmond County Extension FACS EFNEP Agent Supplemental Pay Position. Please see the attached Request for Verification of Position Funding for the salary commitment breakdown.



Request for Verification of Position Funding for New and Replacement Positions

Please confirm/verify the position funding by completing this form. Please forward this form, along with supporting county related documents to the district office. Retain a copy of this fully signed and completed form for your records and give a copy to your county funding body.

New Position: ☐

Existing Position: ☐

Full Time: ☒

Part Time: ☐

County	Richmond	Position Title:	FACS Agent		
Employee Replacing:				Hours/week:	40
Salary Commitment Breakdown					
	Board of Commission	Board of Education	Other (Grant)	UGA	Totals
Cooperative Pay Type:	Direct Pay <input type="checkbox"/> Contract Pay <input type="checkbox"/>	Direct Pay <input type="checkbox"/> Contract Pay <input type="checkbox"/>	Internal <input type="checkbox"/> External <input type="checkbox"/>		
Gross Wages	9,824.00			44,176.00	\$54,000.00
SS/Med - FICA (7.65%)	752.00			3,380.00	\$4,132.00
TRS (19.98% eff. 7/1/22)	1,963.00			8,827.00	\$10,790.00
Ins. (Med/Life)				16,000.00	\$16,000.00
Other: (Travel)					\$0.00
Other:					\$0.00
Total Commitment	\$12,539.00	\$0.00	\$0.00	\$72,383.00	\$84,922.00
Combo Code / Exp. Date <input type="checkbox"/> County is providing use of county vehicle.					
Position Justification:					
CEC Signature				Date	
BOC Official Signature				Date	
BOE Official Signature				Date	
FACS / Other Funding Official Signature				Date	
Search Committee Members:					