



# Buncombe County, North Carolina

## Grant Funded Positions

### 1.0 Policy Information

<b>Category &amp; Subcategory:</b>	Personnel & Benefits	<b>Original Effective Date:</b>	[Original Effective Date]	<b>This Revision Effective:</b>	[Revision Effective Date]
------------------------------------	----------------------	---------------------------------	---------------------------	---------------------------------	---------------------------

<b>Persons Affected:</b>	Buncombe County Workforce in Grant Funded Positions
--------------------------	---

<b>Approvals:</b>	Approved By:		Approved By:	
	Date Approved:		Date Approved:	

#### Revision History

Effective Date	Version	Section	Summary of Changes	Author

### 2.0 Introduction

Buncombe County is committed to providing benefits to employees in grant funded positions as required by Federal and State mandates. Further, to help assure the goals and deliverables of the grant are achieved, the County has an interest in providing additional benefits, assuming such costs are allowable by the external funder, to help recruit and retain staff throughout the life of the grant.

### 3.0 Purpose

To establish a policy that clearly identifies the benefits to be provided in employees in time-limited positions that are fully and partially funded by grant funds received from external agencies.

### 4.0 Applicability

This policy applies to all agency departments.

### 5.0 Roles and Responsibilities

The Director of Human Resources has the responsibility for coordination and assurance that all benefit mandates and policies are followed.

### 6.0 Policy

Grant-funded Employees are employees hired into full or part time positions funded entirely or partially by an outside grant. Grant-funded Employees are considered at-will-employees as defined the County's Personnel Ordinance. Grant-funded Employees are not eligible to receive covered employee status after the first twelve (12) months of consecutive service. Grant-funded Employees are also not eligible for severance pay as set forth in Article VIII, Section 6 of the Personnel Ordinance when the funding for their grant ends. In situations where the grant covers 100% of the Grant-funded Employee costs, Grant-funded Employees are eligible for the following benefits:

- Entitled to earn leave as set forth in Article VI of the County's Personnel Ordinance from the date of hire.

Title: Grant Funded Positions	Policy #: [Policy Number]	Revision #: 1.0
-------------------------------	---------------------------	-----------------

- Entitled to Group Health Insurance, Group Dental Insurance, Vision Hardware and Flexible Spending Account Benefits. The aforementioned benefits become effective the first day of the month following a thirty (30) day waiting period.
- Entitled to become a member in the North Carolina Local Governmental Employees' Retirement System upon date of hire.
- Entitled to other benefits as set forth in Article VII of the Personnel Policy in the same manner as a regular employee.

In situations where the grant covers less than 100% of the costs, federal and state requirements dictate what benefits are to be provided and the County Manager has the authority to reduce the level of additional benefits provided based on the proposed budget.

Any issue not specifically mentioned in this Policy shall be resolved in accordance with the County's Personnel Ordinance. Any conflict between this Policy and the Personnel Ordinance, the terms of the Policy prevail.