



City of West Fargo

\$4.7 million in Cares Act Aid

Using NEOGOV's Payroll Analytics

OVERVIEW

The City of West Fargo, North Dakota supports 35,000 residents with 276 employees. By implementing NEOGOV's entire product suite, the City's HR processes have become significantly more efficient, while also providing them access to meaningful analytics and reporting.

During the COVID-19 pandemic, the payroll software within NEOGOV's HRIS allowed the team to successfully request \$4.7 million of funding to support their agency during the pandemic. In particular, they were able to generate payroll reports with detailed information and data that helped validate their case for requesting and receiving financial support from the Coronavirus Aid, Relief, and Economic Security Act (also known as the CARES Act).

"The first funding that we got was from the CARES Act, which allowed us to be reimbursed for the expenses of our licensed police officers during the pandemic," said City of West Fargo's Finance Director, Jim Larson. "We have about 66 licensed police officers." ►

Through the CARES Act funding, the City received approximately \$4.7 million to cover the cost of compensation and the portion of healthcare benefits that the City reimbursed to their police officers between March and December 2020. Part of the application for funding required providing accurate data to prove how much funding would be needed.

“We had to isolate exact costs for our group of officers, which can be difficult to do,” said Larson. “The data would change if there were even minor changes in staffing within our group. We had to be able to go in and pull all that information out of the system. That’s where we really leveraged the reporting component of HRIS.”

GATHERING DATA POINTS

To gather all the information needed to submit a funding request, Larson compiled a report utilizing NEOGOV’s payroll system that included every data point they needed including employee first, middle, and last name, group, pay number, category, check date, paypoint, and pay period. Because of the advanced filtering capabilities within the system, Larson was able to glean specific information that was required for the CARES Act funding with minimal effort.

“NEOGOVS payroll system breaks each piece out into identifiable data, making it easy to get the gross pay for the period we selected and the portions of medical, dental, vision, long term disability, HSA, FICA, and Medicare that were paid by the City, what we contributed to their retirement fund, so basically anything paid for by the employer,” Larson said. “With the NEOGOV payroll system, I’m able to get that level of detail for each employee.”

A TIGHT TIMELINE

Larson estimates that prior to using NEOGOV, it would have taken approximately sixteen working hours to compile what they needed, which would have made it very challenging to get funding given the short window of opportunity the City had to apply for the CARES Act funding. However, with NEOGOV’s reporting, Larson was able to build his report and get the final, accurate number within two hours to submit to the state. The City received their funding from the CARES Act Relief Fund **within three days** of applying.

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