



N.C. Cooperative Extension
Jackson County Center
828-586-4009

876 Skyland Drive
Suite 6
Sylva, NC 28779
jackson.ces.ncsu.edu

October 3, 2023

Dear Jackson County Manager and Commissioners:

Jackson County Extension would like to request a county match with the state salary increase of NC State Employees of 4%. This would be a 4% match of the county extension salary portion with the state salary portion, which will total approximately \$3,386 annual increase of the Jackson County Extension budget. Please see attached NC State Extension County Salary Change Form for the figures.

If you have any questions, please contact me at 828-736-6919 or email at robert_hawk@ncsu.edu. Thank you in considering this request. Attached also is a MOU for this agreement with salary percentages of Extension Staff.

Sincerely,

A handwritten signature in black ink on a light-colored background, reading "Robert James Hawk II".

Robert James Hawk II
Jackson and Swain County Extension Director
Community Development and Natural Resources

