

**GEORGE  
WASHINGTON**  
  
REGIONAL COMMISSION

**2018**

**PRELIMINARY**

**BUDGET**

**May 15, 2017**

GEORGE WASHINGTON REGIONAL COMMISSION  
2017/2018 ANNUAL BUDGET HIGHLIGHTS

- The total budget of \$2,958,005 represents a \$343,952 increase from the previous fiscal year.
- Total Local Governmental contributions are budgeted at \$225,499 based on a per capita request of \$0.6433.
- Total Discretionary/Local Contributions equals \$302,059. After satisfying local match requirements and program support, the agency will realize a surplus of \$82,199.
- Staffing levels will set at 12 full time employees and 1-part time employee. This is an increase of 1 full-time equivalent to be shared between FAMPO and Planning Services as well as increasing the Rideshare Coordinator from part time to full time. Considerations have been made to allow for a 3% cost of living increase for employees.
- Provisions have been made to promote Mr. Nick Quint to Principal Planner.
- GwRide Connect will realize a budget decrease of \$11,235. This decrease is a result of the CMAQ allocation. In addition, an increase of the DRPT Grant of 5% has been submitted.
- FAMPO funding will increase by \$307,183. It is anticipated that \$180,000 can be carried over to FY 2019. The increase is primarily the result of additional RSTP Funding
- Planning Services and Homeless Services revenue will increase by \$44,826 because of assumption of the Go Virginia Initiative. With the cost savings measure put in to place during FY 2014 the department continues to be self-sustaining.
- Fringe Benefits will increase by approximately \$38,254 for the coming year This is due to a modest increase in health insurance premiums. The increase in costs is also due to an increase in staffing levels. GWRC currently participates in the Stafford County Health Insurance Plan. The overall Fringe Benefit rate is increasing by 0.49%.
- Indirect Cost will increase by approximately \$40,295 for Fiscal Year 2018. This increase is due to an increase in occupancy costs as well as inclusion of legal services now on retainer. In addition, due to the age of building furniture and fixtures \$15,000 will be budgeted to begin replacement of worn items. The Indirect Cost rate is decreasing by 3.44%.

GEORGE WASHINGTON REGIONAL COMMISSION  
 2018 BUDGET  
 DEPARTMENTAL FORECAST

|                               | <u>GWRIDE<br/>CONNECT</u> | <u>FAMPO</u>        | <u>PLANNING<br/>SERVICES</u> | <u>HOMELESS<br/>SERVICES</u> | <u>UNALLOCATED</u> | <u>TOTAL</u>        |
|-------------------------------|---------------------------|---------------------|------------------------------|------------------------------|--------------------|---------------------|
| <b>REVENUES</b>               |                           |                     |                              |                              |                    |                     |
| Federal                       | \$ 225,000                | \$ 1,709,436        | \$ 125,241                   | \$ 65,627                    |                    | \$ 2,059,677        |
| State                         | 384,954                   | 62,705              | 50,000                       | 25,000                       | -                  | 497,659             |
| Local Dues                    | \$ 225,499                | 96,238              | 77,206                       | 5,848                        | 18,588             | 225,499             |
| State Technical Assistance    | \$ 75,971                 |                     | 11,771                       | 589                          | 63,611             | 75,971              |
| Other Revenue                 |                           |                     |                              | 7,983                        |                    |                     |
| <b>Total Revenue</b>          | <b>\$ 706,192</b>         | <b>\$ 1,849,347</b> | <b>\$ 192,860</b>            | <b>\$ 126,818</b>            | <b>\$ 82,199</b>   | <b>\$ 2,957,416</b> |
| <b>EXPENDITURES</b>           |                           |                     |                              |                              |                    |                     |
| <u>Personnel Expenditures</u> |                           |                     |                              |                              |                    |                     |
| SALARY                        | \$ 198,618                | \$ 376,330          | \$ 35,950                    | \$ 49,349                    |                    | \$ 660,247          |
| FRINGE                        | 36.81% 73,107             | 138,519             | 11,131                       | 18,164                       | -                  | \$ 240,922          |
| INDIRECT                      | 54.25% 147,401            | 279,288             | 23,947                       | 36,624                       | -                  | \$ 487,260          |
| <b>Personnel Expenses</b>     | <b>\$ 419,127</b>         | <b>\$ 794,137</b>   | <b>\$ 71,028</b>             | <b>\$ 104,137</b>            |                    | <b>\$ 1,388,429</b> |
| <u>Other Expenditures</u>     |                           |                     |                              |                              |                    |                     |
| Consulting                    | \$ -                      | 769,300             | 94,388                       |                              |                    | \$ 863,688          |
| Marketing/Education           | 155,355                   |                     |                              |                              |                    | \$ 155,355          |
| Subsidies                     |                           |                     |                              |                              |                    | \$ -                |
| Travel                        | 4,000                     | 13,000              | 5,402                        | 2,906                        |                    | \$ 25,308           |
| GRH Local                     |                           |                     |                              |                              |                    | \$ -                |
| Van Start                     | 15,000                    |                     |                              |                              |                    | \$ 15,000           |
| Van Start/Save                |                           |                     |                              |                              |                    | \$ -                |
| Leased Spaces                 | 33,850                    |                     |                              |                              |                    | \$ 33,850           |
| Training                      |                           | 10,000              | 2,000                        | 17,983                       |                    | \$ 29,983           |
| Equipment                     |                           | 15,000              | 2,000                        |                              |                    | \$ 17,000           |
| Supplies                      |                           | 30,000              | 9,250                        |                              |                    | \$ 39,250           |
| Other                         | 60,132                    | 29,000              | 1,650                        |                              |                    | \$ 90,782           |
| HMS System                    |                           |                     |                              |                              |                    | \$ -                |
| Pass-Thru                     |                           |                     |                              |                              |                    | \$ -                |
| <b>Total Other Exp.</b>       | <b>\$ 268,337</b>         | <b>\$ 866,300</b>   | <b>\$ 114,690</b>            | <b>\$ 20,889</b>             |                    | <b>\$ 1,270,216</b> |
| <b>Total Expenditures</b>     | <b>\$ 687,464</b>         | <b>\$ 1,660,437</b> | <b>\$ 185,718</b>            | <b>\$ 125,026</b>            | <b>\$ -</b>        | <b>\$ 2,658,645</b> |
| <b>Surplus/(Deficit)</b>      | <b>\$ 16,728</b>          | <b>\$ 188,910</b>   | <b>\$ 7,142</b>              | <b>\$ 1,792</b>              | <b>\$ 82,199</b>   | <b>\$ 298,771</b>   |

**DISCRETIONARY/LOCAL SOURCES**

|                                |                   |
|--------------------------------|-------------------|
| Dues                           | \$ 225,499        |
| Reduction by Local Governments | -                 |
| State DHCD                     | <u>75,971</u>     |
| <b>Total</b>                   | <b>\$ 301,470</b> |
| <u>Uses</u>                    |                   |
| GWRide Connect                 | \$ 96,238         |
| FAMPO                          | \$ 77,206         |
| Planning                       | \$ 17,619         |
| Homeless Services              | \$ 28,208         |
| <b>Total Used</b>              | <b>\$ 219,271</b> |
| <b>REMAINING</b>               | <b>\$ 82,199</b>  |

GWRC  
 Indirect Cost Allocation-Provisional  
 FY 2018

4/27/2017

|                       | <u>Salaries</u> | <u>Indirect</u> | <u>g&amp;a</u> | <u>Total</u> |            |
|-----------------------|-----------------|-----------------|----------------|--------------|------------|
| Total Salaries        | \$ 865,785      |                 |                | \$ 865,785   | \$ 865,785 |
| Total fringe benefits |                 |                 |                | \$ 318,678   | \$ 318,678 |

**Fringe Benefits**

|        |            |      |  |            |
|--------|------------|------|--|------------|
| Rate   |            |      |  | 36.81%     |
| Fringe | \$ 318,678 | \$ - |  | \$ 318,678 |

**Indirect Costs**

|                    |            |
|--------------------|------------|
| Indirect Salaries  | \$ 205,538 |
| Fringe on ID Sal   | \$ 75,654  |
| Indirect Costs     | \$ 208,800 |
| Fringe on indirect | \$ -       |
| Total indirect     | \$ 489,993 |
| Indirect Base      | \$ 903,270 |
| Rate               | 54.25%     |

GWRC  
Fringe Benefit Pool  
FY18

I. Schedule of Benefits

|                          |    |                |
|--------------------------|----|----------------|
| B. Social Security       | \$ | 53,679         |
| C. Medicare              | \$ | 12,554         |
| D. Unemployment Ins      | \$ | -              |
| E. Workers Comp          | \$ | 1,200          |
| F. Retirement            | \$ | 93,245         |
| H. Health Insurance      | \$ | 145,000        |
| I. Life & Disability Ins | \$ | 13,000         |
| Total Value of Benefits  | \$ | <b>318,678</b> |

GEORGE WASHINGTON REGIONAL COMMISSION  
Indirect Expenses  
Provisional  
FY 2018 - Provisional

|                                 |           |            |
|---------------------------------|-----------|------------|
| Space and Equipment             |           |            |
| Occupancy                       | \$ 94,000 |            |
| Telephone                       | \$ 10,000 |            |
| Equipment Rental/RepairsMaint   | \$ 24,000 |            |
| Furn/Fixture Replacement        | \$ 15,000 |            |
| Equipment Purchase              | \$ 4,000  |            |
| Total Value Equipment and Space |           | \$ 147,000 |

|                             |           |           |
|-----------------------------|-----------|-----------|
| Operations                  |           |           |
| Supplies                    | \$ 7,000  |           |
| Postage                     | \$ 3,500  |           |
| Subscriptions/Publications  | \$ 300    |           |
| Local Government Management | \$ 1,000  |           |
| Professional Fees           | \$ 23,000 |           |
| Membership                  | \$ 8,000  |           |
| Travel                      | \$ 11,000 |           |
| Insurance                   | \$ 2,500  |           |
| Interest                    | \$ 4,000  |           |
| Public Relations            | \$ 500    |           |
| Consultant                  | \$ 1,000  |           |
| Total Value of Operations   |           | \$ 61,800 |

Total Indirect Cost \$ 208,800

**RESOLUTION NO. 17-**

**APPROVING THE FISCAL YEAR 2017 GEORGE WASHINGTON REGIONAL  
COMMISSION BUDGET**

**WHEREAS**, the George Washington Regional Commission (“the Commission”) is the Planning District Commission serving the City of Fredericksburg and Caroline, King George, Spotsylvania and Stafford counties, known together as Planning District 16, and

**WHEREAS**, the Commission in its sister agency, the Fredericksburg Area Planning Organization, carry out a program on behalf of its members and in cooperation with its federal, state and local partners, and;

**WHEREAS**, the Commission prepares an annual budget containing revenue summary and expenditure plan to carry out its work program.

**NOW, THEREFORE, BE IT RESOLVED** by the George Washington Regional Commission that it hereby approves the Fiscal Year 2017 Budget, which is attached hereto and which shall be included in the minutes of the Commission meeting of May 15, 2017.

Adopted by the George Washington Regional Commission at its duly called meeting of May 15, 2017 in the City of Fredericksburg, Virginia, a quorum being present.

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Jeff Black, Chairman

May 15, 2017