

**Central Virginia Planning District Commission**

**Budget to Actual for FY19**

**Actual as of August 31, 2019**

*Attachment 3i*

	<u>Actual as of 6/30/19</u>	<u>FY 20 Approved Budget</u>	<u>FY 20 Budget Adjustments</u>	<u>FY 20 Adjusted Budget</u>	<u>Actual as of 8/31/19</u>	<u>Diff Between Budget &amp; Actual</u>	<u>% of Budget Used</u>
<b>OPERATIONS FUND (EXPENDITURES)</b>							
<b>SALARY</b>							
ADMINISTRATION	163,253	169,935		169,935	27,225	142,710	16.02%
FINANCE	138,872	141,649		141,649	23,608	118,041	16.67%
OPERATIONS	223,588	278,060		278,060	38,010	240,050	13.67%
	<b>525,712</b>	<b>589,644</b>	<b>0</b>	<b>589,644</b>	<b>88,843</b>	<b>500,801</b>	<b>15.07%</b>
PART TIME HELP		10,000		10,000	0	10,000	0.00%
<b>Total Salaries &amp; Wages</b>	<b>525,712</b>	<b>599,644</b>	<b>0</b>	<b>599,644</b>	<b>88,843</b>	<b>510,801</b>	<b>14.82%</b>
EMPLOYER COST FICA	38,590	45,736		45,736	6,462	39,275	14.13%
EMPLOYER COST V R S	24,755	27,772		27,772	4,185	23,588	15.07%
EMPLOYER COST HEALTH INS	82,456	89,024		89,024	22,637	66,387	25.43%
EMPLOYER COST LIFE INS	6,887	7,724		7,724	1,164	6,561	15.07%
WORKERS COMP	1,462	1,500		1,500	1,835	(335)	122.36%
<b>Total Fringe Benefits</b>	<b>154,151</b>	<b>171,757</b>	<b>0</b>	<b>171,757</b>	<b>36,282</b>	<b>135,475</b>	<b>21.12%</b>
<b>OFFICE EXPENSES</b>							
AUDITING SERVICES	5,150	5,775		5,775		5,775	0.00%
PAYROLL ACCOUNTING SERVICES	4,827	6,870		6,870	1,816	5,054	26.44%
LEGAL SERVICES	3,425	3,000		3,000		3,000	0.00%
LIABILITY INSURANCE	993	1,000		1,000	961	39	96.12%
CONTRACTUAL SERVICES	44,049	22,500		22,500	975	21,525	4.33%
ADVERTISING	147	1,000		1,000		1,000	0.00%
POSTAGE	944	1,000		1,000	(175)	1,175	-17.48%
TELEPHONE	5,196	6,400		6,400	643	5,757	10.05%
INTERNET SERVICES	677	700		700	109	591	15.52%
OFFICE SUPPLIES	4,043	6,000		6,000	236	5,764	3.93%
PRINTING & BINDING	986	1,500		1,500		1,500	0.00%
TRAVEL	3,267	7,500		7,500	339	7,161	4.52%
SPECIAL MEETINGS	5,227	7,000		7,000	73	6,927	1.04%
EDUCATION & TRAINING	2,081	8,000		8,000	828	7,173	10.34%
DUES, SUBSCRIPTIONS	7,315	10,800		10,800	4,238	6,563	39.24%
PUBLICATIONS	251	500		500		500	0.00%
MISCELLANEOUS EXPENSES	1,049	1,000		1,000	42	958	4.20%
FURNITURE & FIXTURES	0	1,000		1,000		1,000	0.00%
RENTAL OFFICE EQUIPMENT	2,455	4,000		4,000	332	3,668	8.31%
OFFICE RENT	56,539	57,056	0	57,056	9,394	47,662	16.46%
PARKING	1,580	1,800		1,800	200	1,600	11.11%
COMPUTER EQUIP/SOFTWARE	7,122	12,000		12,000	1,016	10,984	8.47%
<b>Total Office Expenses</b>	<b>157,323</b>	<b>166,401</b>	<b>0</b>	<b>166,401</b>	<b>21,026</b>	<b>145,375</b>	<b>12.64%</b>
<b>Total Operations Expenses</b>	<b>837,186</b>	<b>937,802</b>	<b>0</b>	<b>937,802</b>	<b>146,152</b>	<b>791,651</b>	<b>15.58%</b>

Central Virginia Planning District Commission							
Budget to Actual for FY19							
Actual as of August 31, 2019							
	<u>Actual</u> <u>as of</u> <u>6/30/19</u>	<u>FY 20</u> <u>Approved</u> <u>Budget</u>	<u>FY 20</u> <u>Budget</u> <u>Adjustments</u>	<u>FY 20</u> <u>Adjusted</u> <u>Budget</u>	<u>Actual</u> <u>as of</u> <u>8/31/19</u>	<u>Diff</u> <u>Between</u> <u>Budget &amp;</u> <u>Actual</u>	<u>% of Budget</u> <u>Used</u>
<b>Total Operations Expenses (from Page 1)</b>	<b>837,186</b>	<b>937,802</b>	<b>0</b>	<b>937,802</b>	<b>146,152</b>	<b>791,651</b>	<b>15.58%</b>
<b>Direct Project Expenses</b>							
Amherst CDBG - Old Town Madison Heights	57	500		500	2	499	0.30%
Appomattox CDBG - Meadowlark	428	500		500	49	451	9.74%
Appomattox Town Comp Plan			755	755	24	731	3.23%
Appomattox Recovery Planning Grant	661	1,500		1,500	997	503	66.49%
CEDS	827	0		0		0	#DIV/0!
Chesapeake Bay	303	250		250		250	0.00%
DHCD	855	2,500		2,500		2,500	0.00%
DRPT / FTA	7,868	2,500	28,141	30,641	230	30,411	0.75%
Hazard Mitigation	564	59,691		59,691		59,691	0.00%
Pamplin VDH Water	271	0		0		0	#DIV/0!
Regional Radio Board	503	1,000		1,000	70	930	6.99%
RideSolutions	18,520	20,754		20,754	92	20,662	0.45%
VDOT - PL	12,191	18,750		18,750	625	18,125	3.33%
VDOT - Rural	12,764	2,500		2,500	4	2,496	0.15%
WIOA	275,129	544,004		544,004	55,798	488,207	10.26%
<b>Total Direct Project Expenses</b>	<b>330,941</b>	<b>654,449</b>	<b>28,896</b>	<b>683,345</b>	<b>57,890</b>	<b>625,455</b>	<b>#REF!</b>
<b>TOTAL OPERATING &amp; DIRECT PROJECT EXPENSES</b>	<b>\$1,168,127</b>	<b>\$1,592,251</b>	<b>\$28,896</b>	<b>\$1,621,147</b>	<b>\$204,042</b>	<b>\$1,417,105</b>	<b>12.59%</b>
<b>Pass Thru Expenses</b>							
Regional Radio Board	1,176,339	1,149,988		1,149,988	251,819	898,169	21.90%
VDOT - PL	87,500	78,750		78,750		78,750	0.00%
WIOA	1,084,679	950,000		950,000	138,635	811,365	14.59%
<b>Total Pass Thru Expenses</b>	<b>\$2,348,518</b>	<b>\$2,178,738</b>	<b>\$0</b>	<b>\$2,178,738</b>	<b>\$390,454</b>	<b>\$1,788,284</b>	<b>17.92%</b>
<b>Total Expenses</b>	<b>\$3,516,645</b>	<b>\$3,770,989</b>	<b>\$28,896</b>	<b>\$3,799,885</b>	<b>\$594,496</b>	<b>\$3,205,389</b>	<b>15.65%</b>

Central Virginia Planning District Commission							
Budget to Actual for FY19							
Actual as of August 31, 2019							
	<u>Actual as of 6/30/18</u>	<u>FY 20 Approved Budget</u>	<u>FY 20 Budget Adjustments</u>	<u>FY 20 Adjusted Budget</u>	<u>Actual as of 8/31/19</u>	<u>Diff Between Budget &amp; Actual</u>	<u>% Of Budget Received</u>
<b>Revenues</b>							
<b>OPERATIONS FUND (REVENUE)</b>							
Dues	154,774	155,420		155,420	155,420	0	100.00%
Miscellaneous Revenue	13,579	12,000		12,000	88	11,912	0.74%
<b>Total Operations Revenue</b>	<b>168,353</b>	<b>167,420</b>	<b>0</b>	<b>167,420</b>	<b>155,508</b>	<b>11,912</b>	<b>92.88%</b>
<b>Direct Project Revenues</b>							
Amherst County - Old Town Madison Heights	5,360	13,800		13,800		13,800	0.00%
Amherst Construction Ready		750		750		750	0.00%
Appomattox CDBG - Meadow Lark	11,000	22,500		22,500	4,500	18,000	20.00%
Appomattox Town Comp Plan			14,918	14,918		14,918	0.00%
Appomattox Recovery Planning & construction (	6,725	9,400		9,400	4,000	5,400	42.55%
Chesapeake Bay	50,000	21,500		21,500	5,000	16,500	23.26%
DHCD	75,971	72,471		72,471		72,471	0.00%
DRPT / FTA	108,379	108,312	25,326	133,638		133,638	0.00%
Hazard Mitigation	17,500	63,700		63,700		63,700	0.00%
Pamplin VDH Water	2,500	0		0		0	0.00%
Regional Radio Board	25,000	25,000		25,000		25,000	0.00%
Region 2000 Services Authority	160,224	170,838		170,838	25,049	145,789	14.66%
RideSolutions	50,450	44,603		44,603		44,603	0.00%
VDOT-PL	132,686	136,286		136,286		136,286	0.00%
VDOT-Rural	58,000	58,000		58,000		58,000	0.00%
WIOA	344,961	609,004		609,004	68,310	540,694	11.22%
<b>Total Direct Project Revenues</b>	<b>1,048,755</b>	<b>1,356,164</b>	<b>40,244</b>	<b>1,396,408</b>	<b>106,859</b>	<b>1,289,549</b>	<b>7.65%</b>
Interest	12,927	7,000	0	7,000	1,454	5,546	20.77%
<b>TOTAL OPERATIONS &amp; DIRECT PROJECT REVENUES</b>	<b>1,230,036</b>	<b>1,530,584</b>	<b>40,244</b>	<b>1,570,828</b>	<b>263,820</b>	<b>1,307,008</b>	<b>16.79%</b>
<b>Surplus/(Use of Fund) Balance</b>	<b>61,909</b>	<b>(61,667)</b>	<b>11,348</b>	<b>(50,319)</b>	<b>59,778</b>	<b>(110,098)</b>	
Funding from Fund Balance							
<b>Funding from Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>
	<b>\$61,909</b>	<b>(\$61,667)</b>	<b>\$11,348</b>	<b>(\$50,319)</b>	<b>\$59,778</b>	<b>(\$110,098)</b>	
<b>Pass Thru Revenue</b>							
Regional Radio Board	1,277,456	1,149,988		1,149,988	787,463	362,525	68.48%
VDOT - PL	78,750	78,750	0	78,750		78,750	0.00%
WIOA	1,091,209	950,000		950,000	145,941	804,059	15.36%
<b>Total Pass Thru Revenues</b>	<b>\$2,447,415</b>	<b>\$2,178,738</b>	<b>\$0</b>	<b>\$2,178,738</b>	<b>\$933,404</b>	<b>\$1,245,334</b>	<b>42.84%</b>
				0			
<b>Total Revenue</b>	<b>3,677,450</b>	<b>3,709,322</b>	<b>40,244</b>	<b>3,749,566</b>	<b>1,197,224</b>	<b>2,552,342</b>	<b>31.93%</b>
<b>Net Surplus/(Use of Fund) Balance</b>	<b>160,805</b>	<b>(61,667)</b>	<b>11,348</b>	<b>(50,319)</b>	<b>602,728</b>		

**Central Virginia Planning District Commission  
Cash and Estimated Fund Balance  
as of August 31, 2019**

*Attachment 3i*

**CASH ON HAND**

Sun Trust Checking	
CVPDC Funds	269,428
WIA Trainit Funds	4,429
Petty Cash	112
Local Govt Invest Pool	496,296
<b>Cash on Hand</b>	<b><u>\$ 770,265</u></b>

**CALCULATION OF ESTIMATED YEAR-END FUND BALANCE**

**Estimated Year-end Fund Balance** **\$ 947,657**

