

ATTACHMENT 5a (4 pages)

| Central Virginia Planning District Commission | | | | | | | |
|---|-------------------------------------|--------------------------------------|---|-------------------------------------|-------------------------------------|---|-----------------------------|
| Budget to Actual for FY22 | | | | | | | |
| Actual as of August 31, 2021 | | | | | | | |
| | <u>Actual as of 6/30/21</u> | <u>FY 22 Approved Budget</u> | <u>FY 22 Budget Adjustments</u> | <u>FY22 Adjusted Budget</u> | <u>Actual as of 8/31/21</u> | <u>Diff Between Budget & Actual</u> | <u>% of Budget Used</u> |
| OPERATIONS FUND (EXPENDITURES) | | | | | | | |
| SALARY | | | | | | | |
| ADMINISTRATION | 169,337 | 177,535 | | 177,535 | 22,289 | 155,246 | 12.55% |
| FINANCE | 135,161 | 139,112 | | 139,112 | 22,969 | 116,143 | 16.51% |
| OPERATIONS | 242,606 | 233,021 | | 233,021 | 38,667 | 194,354 | 16.59% |
| | 547,104 | 549,668 | 0 | 549,668 | 83,925 | 465,743 | 15.27% |
| PART TIME HELP | 2,572 | 10,000 | | 10,000 | | 10,000 | 0.00% |
| Total Salaries & Wages | 549,676 | 559,668 | 0 | 559,668 | 83,925 | 475,743 | 15.00% |
| EMPLOYER COST FICA | 38,898 | 42,815 | | 42,815 | 6,009 | 36,806 | 14.03% |
| EMPLOYER COST V R S | 22,820 | 23,839 | | 23,839 | 3,614 | 20,225 | 15.16% |
| EMPLOYER COST HEALTH INS | 99,260 | 98,848 | | 98,848 | 20,172 | 78,676 | 20.41% |
| EMPLOYER COST LIFE INS | 7,078 | 7,365 | | 7,365 | 1,125 | 6,240 | 15.27% |
| WORKERS COMP | 1,883 | 1,900 | | 1,900 | 1,475 | 426 | 77.61% |
| Total Fringe Benefits | 169,938 | 174,767 | 0 | 174,767 | 32,394 | 142,372 | 18.54% |
| OFFICE EXPENSES | | | | | | | |
| AUDITING SERVICES | 4,440 | 6,000 | | 6,000 | | 6,000 | 0.00% |
| PAYROLL ACCOUNTING SERVICES | 6,328 | 6,500 | | 6,500 | 1,925 | 4,576 | 29.61% |
| LEGAL SERVICES | 2,641 | 3,000 | | 3,000 | | 3,000 | 0.00% |
| LIABILITY INSURANCE | 968 | 1,250 | | 1,250 | 943 | 307 | 75.44% |
| CONTRACTUAL SERVICES | 15,084 | 30,000 | | 30,000 | 1,978 | 28,022 | 6.59% |
| ADVERTISING | 82 | 1,000 | | 1,000 | | 1,000 | 0.00% |
| POSTAGE | 441 | 1,000 | | 1,000 | (129) | 1,129 | -12.87% |
| TELEPHONE | 7,364 | 8,076 | | 8,076 | 600 | 7,476 | 7.43% |
| INTERNET SERVICES | 670 | 1,524 | | 1,524 | 43 | 1,481 | 2.85% |
| OFFICE SUPPLIES | 1,722 | 6,000 | | 6,000 | 263 | 5,737 | 4.39% |
| PRINTING & BINDING | 290 | 1,000 | | 1,000 | | 1,000 | 0.00% |
| TRAVEL | 1,099 | 6,500 | | 6,500 | | 6,500 | 0.00% |
| SPECIAL MEETINGS | 1,169 | 6,000 | | 6,000 | 796 | 5,204 | 13.26% |
| EDUCATION & TRAINING | 985 | 7,000 | | 7,000 | | 7,000 | 0.00% |
| DUES, SUBSCRIPTIONS | 8,699 | 9,500 | | 9,500 | 4,948 | 4,552 | 52.08% |
| PUBLICATIONS | 383 | 500 | | 500 | 22 | 478 | 4.40% |
| MISCELLANEOUS EXPENSES | 1,893 | 1,000 | | 1,000 | 45 | 955 | 4.54% |
| FURNITURE & FIXTURES | | 1,000 | | 1,000 | | 1,000 | 0.00% |
| RENTAL OFFICE EQUIPMENT | 1,422 | 4,000 | | 4,000 | 201 | 3,799 | 5.02% |
| OFFICE RENT | 59,359 | 60,843 | | 60,843 | 10,066 | 50,777 | 16.54% |
| PARKING | 1,200 | 1,200 | | 1,200 | 200 | 1,000 | 16.67% |
| COMPUTER EQUIP/SOFTWARE | 12,081 | 12,000 | | 12,000 | 2,012 | 9,988 | 16.77% |
| Total Office Expenses | 128,320 | 174,893 | 0 | 174,893 | 23,913 | 150,980 | 13.67% |
| Total Operations Expenses | 847,933 | 909,328 | 0 | 909,328 | 140,233 | 769,095 | 15.42% |

Central Virginia Planning District Commission

Budget to Actual for FY22

Actual as of August 31, 2021

| | <u>Actual as of 6/30/21</u> | <u>FY 22 Approved Budget</u> | <u>FY 22 Budget Adjustments</u> | <u>FY22 Adjusted Budget</u> | <u>Actual as of 8/31/21</u> | <u>Diff Between Budget & Actual</u> | <u>% of Budget Used</u> |
|--|-------------------------------------|--------------------------------------|---|-------------------------------------|-------------------------------------|---|-----------------------------|
| Total Operations Expenses (from Page 1) | 847,933 | 909,328 | 0 | 909,328 | 140,233 | 769,095 | 15.42% |
| Direct Project Expenses | | | | | | | |
| Altavista Comp Plan | | | | | 29 | (29) | 0.00% |
| Amherst CDBG - Old Town Madison Heights | 109 | 200 | | 200 | 1,012 | (812) | 506.16% |
| Appomattox Church Street Water Line | 0 | 585 | | 585 | | | 0.00% |
| Bedford Town CDBG | 561 | 0 | 2,000 | 2,000 | | | 0.00% |
| CEDS | 0 | 49,000 | | 49,000 | | 49,000 | 0.00% |
| CVCC-CTE | 0 | 134,000 | | 134,000 | | 134,000 | 0.00% |
| Chesapeake Bay | 7 | 10,000 | | 10,000 | | 10,000 | 0.00% |
| DHCD | 171 | 500 | | 500 | | 500 | 0.00% |
| DRPT / FTA | 32,009 | 1,500 | | 1,500 | 6 | 1,494 | 0.37% |
| Hazard Mitigation | 21,485 | 0 | | 0 | | 0 | 0.00% |
| Regional Radio Board - Campbell County | 0 | 1,650 | | 1,650 | | | 0.00% |
| Regional Radio Board | 777 | 750 | | 750 | 123 | 627 | 16.37% |
| RideSolutions | 602 | 8,675 | | 8,675 | 4 | 8,671 | 0.04% |
| VDOT - PL | 24,716 | 21,000 | | 21,000 | 693 | 20,307 | 3.30% |
| VDOT - Rural | 1,953 | 3,000 | | 3,000 | | 3,000 | 0.00% |
| WIOA | 248,623 | 544,004 | | 544,004 | 63,019 | 480,985 | 11.58% |
| Total Direct Project Expenses | 331,013 | 774,864 | 2,000 | 776,864 | 64,886 | 707,743 | 8.35% |
| TOTAL OPERATING & DIRECT PROJECT EXPENSES | \$1,178,946 | \$1,684,192 | \$2,000 | \$1,686,192 | \$205,119 | \$1,476,838 | 12.16% |
| Pass Thru Expenses | | | | | | | |
| Regional Radio Board | 1,296,423 | 1,167,302 | | 1,167,302 | 155,902 | 1,011,400 | 13.36% |
| VDOT - PL | 134,903 | 76,500 | | 76,500 | | 76,500 | 0.00% |
| WIOA | 1,275,249 | 950,000 | | 950,000 | 160,178 | 789,822 | 16.86% |
| Total Pass Thru Expenses | \$2,706,575 | \$2,193,802 | \$0 | \$2,193,802 | \$316,080 | \$1,877,722 | 14.41% |
| Total Expenses | \$3,885,521 | \$3,877,994 | \$2,000 | \$3,879,994 | \$521,199 | \$3,354,560 | 13.43% |

Central Virginia Planning District Commission

Budget to Actual for FY22

Actual as of August 31, 2021

| | <u>Actual as of 6/30/21</u> | <u>FY 22 Approved Budget</u> | <u>FY 22 Budget Adjustments</u> | <u>FY22 Adjusted Budget</u> | <u>Actual as of 8/31/21</u> | <u>Diff Between Budget & Actual</u> | <u>% Of Budget Received</u> |
|---|-------------------------------------|--------------------------------------|---|-------------------------------------|-------------------------------------|---|---------------------------------|
| Revenues | | | | | | | |
| OPERATIONS FUND (REVENUE) | | | | | | | |
| Dues | 156,242 | 158,835 | | 158,835 | 158,835 | (0) | 100.00% |
| Miscellaneous Revenue | 10,876 | 11,000 | | 11,000 | | 11,000 | 0.00% |
| Total Operations Revenue | 167,118 | 169,835 | 0 | 169,835 | 158,835 | 11,000 | 93.52% |
| Direct Project Revenues | | | | | | | |
| Amherst County - Old Town Madison Heights | 12,770 | 12,500 | | 12,500 | | 12,500 | 0.00% |
| Appomattox Church Street Water Line | | 10,000 | | 10,000 | | 10,000 | 0.00% |
| Bedford Town CDBG | 10,356 | 0 | 13,200 | 13,200 | | 13,200 | 0.00% |
| CEDS | 0 | 30,000 | | 30,000 | | 30,000 | 0.00% |
| Chesapeake Bay | 52,000 | 58,000 | | 58,000 | | 58,000 | 0.00% |
| DHCD | 75,971 | 89,971 | | 89,971 | | 89,971 | 0.00% |
| DRPT / FTA | 129,529 | 109,791 | | 109,791 | | 109,791 | 0.00% |
| Hazard Mitigation | 29,764 | 0 | | 0 | | 0 | 0.00% |
| Regional Radio Board - Campbell County | | 9,500 | | 9,500 | | 9,500 | 0.00% |
| Regional Radio Board | 35,796 | 28,000 | | 28,000 | | 28,000 | 0.00% |
| Region 2000 Services Authority | 145,462 | 175,963 | | 175,963 | 23,750 | 152,213 | 13.50% |
| RideSolutions | 25,514 | 48,083 | | 48,083 | | 48,083 | 0.00% |
| VDOT-PL | 122,514 | 108,380 | | 108,380 | | 108,380 | 0.00% |
| VDOT-Rural | 53,553 | 58,000 | | 58,000 | | 58,000 | 0.00% |
| WIOA | 324,209 | 609,004 | | 609,004 | 74,385 | 534,619 | 12.21% |
| Total Direct Project Revenues | 1,017,438 | 1,347,192 | 13,200 | 1,360,392 | 98,135 | 1,262,257 | 7.21% |
| Interest | 639 | 1,000 | 0 | 1,000 | | 1,000 | 0.00% |
| TOTAL OPERATIONS & DIRECT PROJECT REVENUES | 1,185,195 | 1,518,027 | 13,200 | 1,531,227 | 256,971 | 1,274,256 | 16.78% |
| Surplus/(Use of Fund) Balance | 6,249 | (166,165) | 11,200 | (154,965) | 51,852 | (202,581) | |
| Funding from Fund Balance | | | | | | | |
| CVCC-CTE | | 134,000 | | 134,000 | | 134,000 | |
| CEDS | | 30,000 | | 30,000 | | 30,000 | |
| Funding from Fund Balance | 0 | 164,000 | 0 | 164,000 | 0 | 164,000 | |
| | \$6,249 | (\$2,165) | \$11,200 | \$9,035 | \$51,852 | (\$38,581) | |
| Pass Thru Revenue | | | | | | | |
| Regional Radio Board | 2,785,381 | 1,167,302 | | 1,167,302 | 829,027 | 338,275 | 71.02% |
| VDOT - PL | 134,903 | 76,500 | | 76,500 | | 76,500 | 0.00% |
| WIOA | 1,273,538 | 950,000 | | 950,000 | 137,761 | 812,239 | 14.50% |
| Total Pass Thru Revenues | \$4,193,822 | \$2,193,802 | \$0 | \$2,193,802 | \$966,788 | \$1,227,014 | 44.07% |
| Total Revenue | 5,379,017 | 3,875,829 | 13,200 | 3,889,029 | 1,223,758 | 2,665,271 | 31.47% |
| Net Surplus/(Use of Fund) Balance | 1,493,496 | (2,165) | 11,200 | 9,035 | 702,560 | (693,524) | |

Central Virginia Planning District Commission

Cash and Estimated Fund Balance

August 31, 2021

CASH ON HAND

| | | |
|------------------------|--|-------------------|
| Sun Trust Checking | | |
| CVPDC Funds | | 290,080 |
| WIA Trainit Funds | | 4,081 |
| Petty Cash | | 130 |
| Local Govt Invest Pool | | 403,357 |
| Cash on Hand | | \$ 697,649 |

CALCULATION OF ESTIMATED YEAR-END FUND BALANCE

| | | |
|--|--|-------------------|
| Estimated Year-end Fund Balance | | \$ 688,096 |
|--|--|-------------------|

Ending Fund Balance

