



George Washington Regional Commission  
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Jeff Black  
Chairman

Tim Ware  
Executive Director

## RESOLUTION NO. 17-12

### APPROVING THE FISCAL YEAR 2018 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 2018 Budget, which is attached hereto and which shall be included in the minutes of the Commission meeting of June 19, 2017.

Adopted by the George Washington Regional Commission at its duly called meeting of June 19, 2017 in the City of Fredericksburg, Virginia, a quorum being present.

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Jeff Black, Chairman

June 19, 2017



**GEORGE  
WASHINGTON**  
  
**REGIONAL COMMISSION**

**2018**

**ANNUAL**

**BUDGET**

**June 19, 2017**

GEORGE WASHINGTON REGIONAL COMMISSION  
2017/2018 ANNUAL BUDGET HIGHLIGHTS

- The total budget of \$3,108,406 represents a \$494,353 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 \$195,816 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 CONNECT</u>	<u>FAMPO</u>	<u>PLANNING SERVICES</u>	<u>HOMELESS SERVICES</u>	<u>UNALLOCATED</u>	<u>TOTAL</u>
<b>REVENUES</b>						
Federal	\$ 225,000	\$ 1,709,436	\$ 125,241	\$ 65,627		\$ 2,125,304
State	384,954	62,705	200,990	25,000		673,649
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		7,983
<b>Total Revenue</b>	<b>\$ 706,192</b>	<b>\$ 1,849,347</b>	<b>\$ 343,850</b>	<b>\$ 126,818</b>	<b>\$ 82,199</b>	<b>\$ 3,108,406</b>
<b>EXPENDITURES</b>						
<u>Personnel Expenditures</u>						
SALARY	\$ 198,618	\$ 376,330	\$ 44,950	\$ 40,349		\$ 660,247
FRINGE	36.81% 73,107	138,519	16,545	14,852		\$ 243,023
INDIRECT	54.25% 147,401	279,288	33,359	29,944		\$ 489,993
<b>Personnel Expenses</b>	<b>\$ 419,127</b>	<b>\$ 794,137</b>	<b>\$ 94,854</b>	<b>\$ 85,145</b>		<b>\$ 1,393,263</b>
<u>Other Expenditures</u>						
Consulting	\$ -	769,300	215,378			\$ 984,678
Marketing/Education	155,355		5,000			\$ 160,355
Subsidies						\$ -
Travel	4,000	13,000	4,206	2,906		\$ 24,112
GRH Local						\$ -
Van Start	15,000					\$ 15,000
Van Start/Save						\$ -
Leased Spaces	33,850					\$ 33,850
Training		10,000	7,000	17,983		\$ 34,983
Equipment		15,000				\$ 15,000
Supplies		30,000	9,250			\$ 39,250
Other	60,132	29,000	7,650			\$ 96,782
HMIS System						\$ -
Pass-Thru						\$ -
<b>Total Other Exp.</b>	<b>\$ 268,337</b>	<b>\$ 866,300</b>	<b>\$ 248,484</b>	<b>\$ 20,889</b>		<b>\$ 1,404,010</b>
<b>Total Expenditures</b>	<b>\$ 687,464</b>	<b>\$ 1,660,437</b>	<b>\$ 343,338</b>	<b>\$ 106,034</b>	<b>\$ -</b>	<b>\$ 2,797,273</b>
<b>Surplus/(Deficit)</b>	<b>\$ 18,728</b>	<b>\$ 188,910</b>	<b>\$ 512</b>	<b>\$ 20,784</b>	<b>\$ 82,199</b>	<b>\$ 311,133</b>

DISCRETIONARY/LOCAL SOURCES

Dues	\$ 225,499
Reduction by Local Governments	-
State DHCD	75,971
<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

6/5/2017

	<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
<b>Total Value of Benefits</b>	<b>\$</b>	<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