

RPC – OPERATING FUND

Fund 075



The Regional Planning Commission was created pursuant to 55 ILCS 5/5-14. The Regional Planning Commission's grants and contracts are managed through five funds. Those funds include the Operating Fund (075), Early Childhood Development Fund (104), Workforce Development Fund (110), and Revolving Loan Funds (475 and 474). The total number of Regional Planning Commission positions is 228 FTE's.

- Operating Fund (075) – 61.2 FTE's
- Early Childhood Fund (104) – 125.7 FTE's
- Workforce Development Fund (110) – 40.8 FTE's

MISSION STATEMENT

Promote, plan, and facilitate improvements to health, safety, welfare, education, economic conditions, environment, and development within our region. All such services will be performed in the spirit of cooperation and with a regional vision to enhance quality of life.

FINANCIAL

Fund 075 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	14	HUD-SHELTER PLUS CARE	\$257,942	\$406,500	\$311,500	\$345,000
331	16	HUD-H.O.M.E. INV PRTRNSHP	\$83,359	\$90,000	\$90,000	\$92,000
331	17	DOT-FHWA-HIGHWAY PLANNING	\$529,631	\$715,000	\$440,000	\$460,000
331	18	DOT-FTA-METROPOL PLANNING	\$87,573	\$365,000	\$100,000	\$145,523
331	21	DOT-FTA-FRMLA GRT NON-URB	\$165,439	\$217,000	\$222,000	\$269,000
331	22	DOT-FTA-NEW FREEDOM PROG	\$69,157	\$55,000	\$55,000	\$24,000
331	27	HHS-HEALTHY MARRIAGE GRNT	\$19,653	\$0	\$30,000	\$30,000
331	29	HUD-COMM DEV BLOCK GRANT	\$40,069	\$58,750	\$66,967	\$63,000
331	30	HHS-COMM SERV BLOCK GRANT	\$573,597	\$800,000	\$815,601	\$787,459
331	36	HUD-EMERGENCY SHELTER GRNT	\$99,314	\$85,000	\$50,000	\$94,135
331	37	HOM SEC-EMRG FOOD/SHELTER	\$8,795	\$23,000	\$30,000	\$45,000
331	71	HUD-SUPPORTIVE HOUSING	\$34,505	\$32,159	\$33,080	\$34,000
331	81	DPT ENERGY-WEATHERIZATION	\$295,681	\$280,000	\$240,000	\$300,000
331	82	HHS-HM ENERGY ASSIST PROG	\$1,543,889	\$3,470,000	\$2,755,000	\$3,325,900
331	86	USDA-RURAL COMM DEV INIT	\$14,424	\$35,000	\$35,000	\$1,000
331	87	HOM SEC-HAZARD MITIGATION	\$21,111	\$0	\$0	\$0
331	88	HUD RAPID REHOUS/CC PROG	\$31,518	\$87,000	\$62,000	\$123,904
331	89	HHS-JUVENILE JUSTICE COUN	\$24,310	\$0	\$0	\$0
334	21	ILETSB-POLICE TRAINING	\$267,430	\$300,000	\$312,000	\$320,000
334	30	IL DPT MENT HLTH DD GRANT	\$510,368	\$660,000	\$500,000	\$630,000
334	34	IDHS-HOMELESS PREVENTION	\$94,854	\$40,000	\$40,000	\$50,000
334	48	IDOT STATE CAPITAL GRANT	\$0	\$15,780	\$5,000	\$10,000
334	49	IDOT-COMP REG PLAN-RURAL	\$0	\$18,500	\$37,000	\$37,000
334	50	IDOT-COMP REG PLAN-URBAN	\$0	\$18,500	\$0	\$0
334	52	IDOT-ST PLANNING & RESRCH	\$61,199	\$140,000	\$140,000	\$776,100

Fund 075 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
334	56	IL ST METRO PLANNING FUND	\$83,293	\$35,000	\$12,000	\$8,500
334	69	DCFS-YTH HOUSING ADVOCACY	\$6,749	\$17,000	\$12,500	\$20,000
334	70	DCFS-HOUSNG ADVOCACY GRNT	\$49,562	\$80,500	\$50,000	\$66,500
334	86	IL DCEO-LIHEAP/WEATHERZTN	\$1,640,003	\$2,100,000	\$2,170,000	\$2,227,000
335	54	IDOT-PUBLIC TRANSIT	\$407,270	\$800,000	\$682,000	\$770,000
335	60	STATE REIMBURSEMENT	\$34,485	\$100,000	\$45,000	\$50,000
335	61	ILETSB-POLICE TRNING RMB	\$8,000	\$0	\$0	\$0
336	1	CHAMPAIGN CITY	\$124,031	\$132,837	\$131,587	\$130,051
336	2	URBANA CITY	\$83,611	\$72,314	\$93,848	\$105,381
336	3	VILLAGE OF RANTOUL	\$14,642	\$13,611	\$18,583	\$14,300
336	6	UNIVERSITY OF ILLINOIS	\$23,930	\$24,338	\$24,338	\$25,555
336	7	CITY OF DANVILLE	\$12,526	\$13,152	\$13,152	\$13,810
336	8	VERMILLION COUNTY	\$17,479	\$18,353	\$18,353	\$19,271
336	9	CHAMPAIGN COUNTY	\$322,530	\$317,186	\$317,176	\$313,579
336	10	PIATT COUNTY	\$3,520	\$3,696	\$3,696	\$3,881
336	11	CITY OF MONTICELLO	\$1,612	\$1,693	\$1,693	\$1,778
336	12	PARKLAND COLLEGE	\$1,322	\$1,388	\$1,388	\$1,457
336	13	CHAMP COUNTY MENT HLTH BD	\$26,000	\$26,000	\$57,378	\$107,728
336	14	VILLAGE OF SAVOY	\$10,883	\$10,883	\$14,634	\$12,145
336	16	VILLAGE OF MAHOMET	\$6,622	\$6,678	\$9,981	\$7,613
336	17	FARMER CITY	\$700	\$735	\$735	\$772
336	18	VILLAGE OF ST JOSEPH	\$3,460	\$3,460	\$5,483	\$3,754
336	20	CHAMPAIGN PARK DISTRICT	\$11,230	\$0	\$0	\$0
336	23	CHAMP COUNTY DEV DISAB BD	\$48,312	\$48,650	\$50,000	\$88,000
336	29	CITY OF PAXTON	\$1,387	\$1,456	\$1,456	\$1,529
336	30	GIBSON CITY	\$991	\$1,041	\$1,041	\$1,093
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$7,777,968	\$11,742,160	\$10,106,170	\$11,956,718
341	22	TRAINING FEES	\$9,881	\$12,000	\$2,500	\$7,000
341	40	TECHNICAL SERVICE CONT.	\$318,746	\$431,580	\$397,635	\$509,610
341	45	ADMINISTRATIVE FEES	\$670,617	\$975,000	\$925,000	\$975,000
		FEES AND FINES	\$999,244	\$1,418,580	\$1,325,135	\$1,491,610
361	10	INVESTMENT INTEREST	\$1,211	\$500	\$1,500	\$1,500
363	10	GIFTS AND DONATIONS	\$116,790	\$40,000	\$62,500	\$70,000
369	90	OTHER MISC. REVENUE	\$2,887	\$2,500	\$614	\$650
		MISCELLANEOUS	\$120,888	\$43,000	\$64,614	\$72,150
371	47	FROM RPC USDA LOAN FND474	\$1,694	\$2,500	\$2,500	\$3,500
381	75	REIMB FRM RPC LOAN FND475	\$105,813	\$120,000	\$100,000	\$122,000
385	10	FROM CUUATS DEPT 730	\$96,095	\$90,000	\$90,000	\$90,000
385	11	FROM CSBG DEPT	\$129,075	\$203,392	\$221,646	\$192,646
385	15	FROM POLICE TRAINING RESV	\$41,764	\$70,000	\$70,000	\$70,000
385	16	FROM POLICE TRAINING GRNT	\$15,000	\$0	\$0	\$0
385	30	FROM SENIOR SVCES 872/892	\$864	\$500	\$500	\$500
		INTERFUND REVENUE	\$390,305	\$486,392	\$484,646	\$478,646
		REVENUE TOTALS	\$9,288,405	\$13,690,132	\$11,980,565	\$13,999,124

Fund 075 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	2	APPOINTED OFFICIAL SALARY	\$50,358	\$150,000	\$96,667	\$120,000
511	3	REG. FULL-TIME EMPLOYEES	\$2,656,532	\$4,073,000	\$3,282,500	\$4,160,500
511	4	REG. PART-TIME EMPLOYEES	\$15,892	\$46,500	\$24,100	\$29,950
511	5	TEMP. SALARIES & WAGES	\$269,412	\$344,450	\$279,900	\$358,050
513	1	SOCIAL SECURITY-EMPLOYER	\$211,134	\$266,280	\$213,500	\$238,250
513	2	IMRF - EMPLOYER COST	\$219,471	\$315,000	\$255,000	\$300,000
513	4	WORKERS' COMPENSATION INS	\$22,461	\$33,725	\$31,750	\$35,175
513	5	UNEMPLOYMENT INSURANCE	\$31,914	\$61,750	\$47,000	\$58,750
513	6	EMPLOYEE HEALTH/LIFE INS	\$235,454	\$345,000	\$277,000	\$325,000
513	8	EMPLOYEE DENTAL INSURANCE	\$196	\$750	\$400	\$750
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$4,764 \$3,717,588	\$7,000 \$5,643,455	\$5,000 \$4,512,817	\$7,000 \$5,633,425
522	1	STATIONERY & PRINTING	\$4,407	\$12,125	\$12,775	\$14,475
522	2	OFFICE SUPPLIES	\$36,584	\$55,400	\$43,850	\$49,850
522	3	BOOKS,PERIODICALS & MAN.	\$3,792	\$8,500	\$4,275	\$6,650
522	4	COPIER SUPPLIES	\$5,895	\$8,400	\$5,575	\$7,050
522	6	POSTAGE, UPS, FED EXPRESS	\$6,965	\$14,375	\$10,725	\$14,675
522	14	CUSTODIAL SUPPLIES	\$0	\$0	\$1,500	\$2,500
522	15	GASOLINE & OIL	\$3,295	\$17,025	\$10,900	\$13,500
522	16	TOOLS	\$978	\$1,500	\$2,500	\$3,000
522	28	LAUNDRY SUPPLIES	\$0	\$0	\$150	\$150
522	29	RPC STUDENT HANDOUT MATLS	\$8,054	\$11,050	\$10,000	\$11,000
522	44	EQUIPMENT LESS THAN \$5000	\$114,794	\$109,650	\$94,400	\$120,350
522	45	VEH EQUIP LESS THAN \$5000	\$3,320	\$0	\$1,000	\$1,500
522	90	ARSENAL & POLICE SUPPLIES	\$0	\$750	\$0	\$750
522	93	OPERATIONAL SUPPLIES COMMODITIES	\$1,340 \$189,424	\$13,400 \$252,175	\$8,800 \$206,450	\$12,850 \$258,300
533	1	AUDIT & ACCOUNTING SERVCS	\$80,827	\$64,000	\$58,500	\$58,500
533	3	ATTORNEY/LEGAL SERVICES	\$5,790	\$6,850	\$20,873	\$18,600
533	7	PROFESSIONAL SERVICES	\$36,508	\$57,250	\$35,400	\$62,450
533	8	CONSULTING SERVICES	\$0	\$15,000	\$0	\$5,000
533	12	JOB-REQUIRED TRAVEL EXP	\$15,092	\$39,675	\$25,250	\$35,350
533	18	NON-EMPLOYEE TRAINING,SEM	\$175	\$1,000	\$700	\$0
533	19	SCHOOLNG TO OBTAIN DEGREE	\$10,695	\$5,000	\$12,000	\$15,000
533	20	INSURANCE	\$72,909	\$67,275	\$65,275	\$90,275
533	28	UTILITIES	\$29,265	\$45,000	\$42,500	\$48,000
533	29	COMPUTER/INF TCH SERVICES	\$79,509	\$136,150	\$102,050	\$121,700
533	33	TELEPHONE SERVICE	\$16,527	\$34,500	\$37,850	\$32,950
533	36	WASTE DISPOSAL & RECYCLNG	\$883	\$1,250	\$2,000	\$2,500
533	40	AUTOMOBILE MAINTENANCE	\$3,275	\$12,475	\$10,250	\$13,950
533	42	EQUIPMENT MAINTENANCE	\$45,381	\$69,600	\$66,600	\$82,275
533	45	NON-CNTY BLDG REPAIR-MNT	\$2,549	\$2,500	\$1,500	\$15,500
533	50	FACILITY/OFFICE RENTALS	\$103,296	\$109,227	\$109,227	\$132,037
533	51	EQUIPMENT RENTALS	\$768	\$2,350	\$1,700	\$2,700
533	52	OTHER SERVICE BY CONTRACT	\$19,144	\$7,750	\$6,000	\$6,250
533	55	WEATHERIZATION HLTH/SAFTY	\$60,003	\$44,000	\$109,000	\$145,000

Fund 075 Summary			2016	2017	2017	2018
			Actual	Original	Projected	Budget
533	70	LEGAL NOTICES,ADVERTISING	\$24,681	\$24,125	\$22,950	\$28,700
533	84	BUSINESS MEALS/EXPENSES	\$4,062	\$11,750	\$8,450	\$9,775
533	85	PHOTOCOPY SERVICES	\$37,844	\$53,375	\$37,000	\$50,700
533	89	PUBLIC RELATIONS	\$3,251	\$0	\$0	\$0
533	91	LAUNDRY & CLEANING	\$454	\$0	\$250	\$350
533	92	CONTRIBUTIONS & GRANTS	\$594,545	\$1,013,430	\$908,800	\$915,850
533	93	DUES AND LICENSES	\$12,255	\$15,800	\$14,675	\$16,950
533	95	CONFERENCES & TRAINING	\$21,456	\$54,850	\$53,300	\$70,100
534	30	WEATHERIZATION LABOR	\$210,128	\$240,000	\$273,000	\$290,000
534	31	ENERGY ASSISTANCE	\$2,496,413	\$3,930,000	\$3,595,500	\$4,165,000
534	38	EMRGNCY SHELTER/UTILITIES	\$440,251	\$586,500	\$468,900	\$555,000
534	39	RPC SCHOLARSHIPS & AWARDS	\$14,773	\$10,000	\$7,500	\$8,750
534	41	RETURN UNUSED GRANT	\$46,596	\$0	\$0	\$0
534	44	STIPEND	\$11,190	\$16,425	\$15,150	\$17,150
534	48	RPC POL TRN STAFF MILEAGE	\$1,518	\$3,000	\$3,000	\$3,000
534	49	RPC POL TRN STAFF TRAVEL	\$2,418	\$5,000	\$4,500	\$4,500
534	50	RPC POL TRN STAFF PERDIEM	\$880	\$1,300	\$1,050	\$1,050
534	51	RPC POL TRN INSTRCTR TRAV	\$13,257	\$20,000	\$20,000	\$20,000
534	52	RPC POL TRN INSTRCTR CONT	\$155,807	\$182,000	\$165,000	\$195,000
534	53	RPC POL TRN INSTRUCTR DEV	\$4,995	\$6,500	\$3,000	\$4,000
534	54	RPC POL TRN CATERING	\$2,462	\$5,000	\$3,800	\$4,750
534	55	RPC POL TRN FACILITY RENT	\$6,850	\$10,000	\$10,000	\$10,000
534	56	RPC POL TRN RENTAL AIDS	\$0	\$800	\$500	\$750
534	57	RPC POL TRN REPRODUCTION	\$637	\$1,500	\$700	\$1,000
534	59	JANITORIAL SERVICES	\$22,070	\$28,000	\$27,700	\$28,000
534	70	BROOKNS BLDG REPAIR-MAINT	\$202	\$10,000	\$10,000	\$10,000
534	94	WEATHERIZATION MATERIALS SERVICES	\$260,545 \$4,972,136	\$265,000 \$7,215,207	\$315,000 \$6,676,400	\$320,000 \$7,618,412
544	30	AUTOMOBILES, VEHICLES	\$53,314	\$0	\$0	\$0
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$16,976 \$70,290	\$41,500 \$41,500	\$38,150 \$38,150	\$45,500 \$45,500
573	11	HOUSING ADVOCACY MATCH	\$12,307	\$48,000	\$20,000	\$10,000
573	16	TEN RNT ASST 709/859 MTCH	\$384	\$2,000	\$0	\$0
573	17	ISSA 827/828 MATCH	\$22,836	\$10,000	\$100,000	\$60,000
573	24	COURT DIVRSN 641/656 MTCH	\$27,725	\$75,000	\$30,000	\$50,000
573	27	HOMLSS PREVNT 634/640 MCH	\$677	\$5,000	\$3,500	\$3,500
573	30	TRANSPORTATION GRNT MATCH	\$96,095	\$90,000	\$90,000	\$90,000
573	33	CSBG SPC PRJ 807/815 MTCH	\$65,146	\$61,392	\$65,146	\$65,146
573	35	HOMELESS MGT 650/664 MTCH	\$0	\$2,000	\$2,000	\$2,000
573	50	CUMTD DIS RMP 872/892 MCH	\$865	\$500	\$1,000	\$2,000
573	51	POLICE TRAINING MATCH INTERFUND EXPENDITURE	\$56,764 \$282,799	\$70,000 \$363,892	\$70,000 \$381,646	\$70,000 \$352,646
EXPENDITURE TOTALS			\$9,232,237	\$13,516,229	\$11,815,463	\$13,908,283

FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$431,825	\$596,927	\$687,768

The FY18 budgeted fund balance is projected to increase slightly and reflects recognition of prior year revenue, timing of federal and state reimbursements, and limited fund balance growth potential in a reimbursement-based, strictly grant-funded organization.

BUDGET HIGHLIGHTS

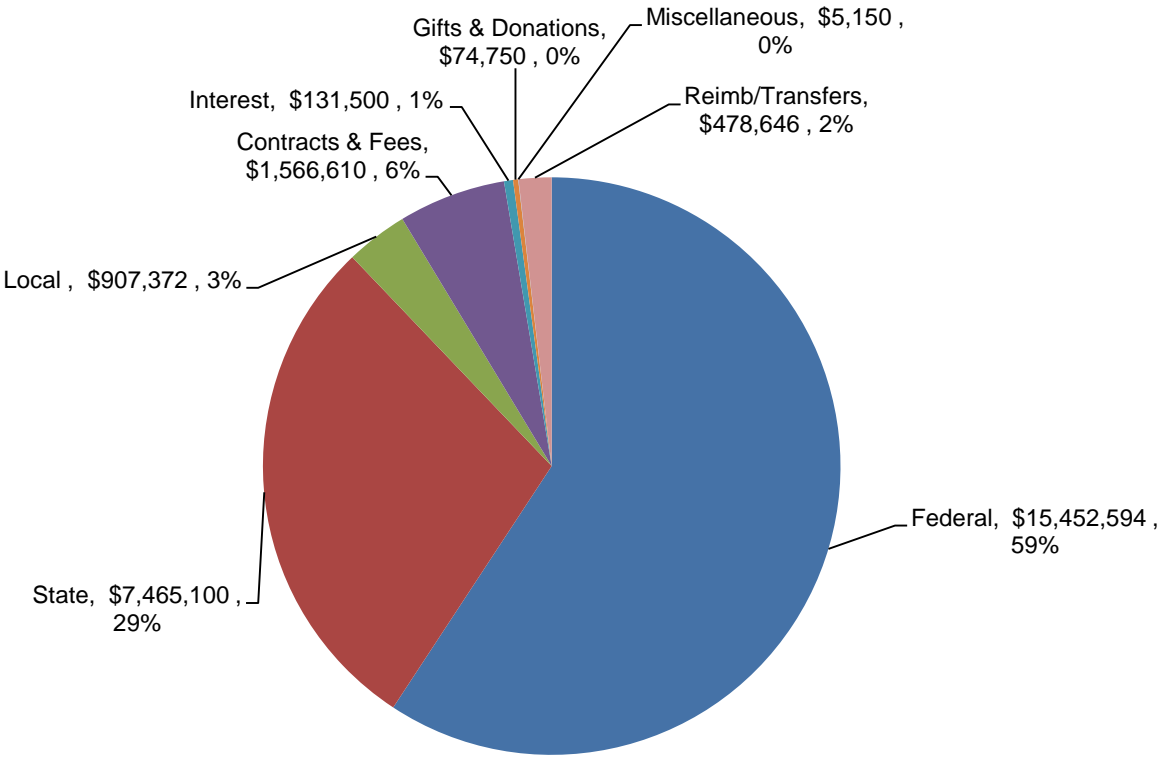
Overall, the operating budget is poised for continued slow but sustained growth in planning, community development and social service programming. The anticipated reductions in state and federal funding will be offset by new programming particularly in the areas of transportation planning, engineering and workforce development. The operating budget accommodates a large volume of pass-through client funding. Over 88% of operating fund revenue is derived from federal and state contracts. The remaining revenue is derived from fees, local technical service contracts, and donations. Recognition of prior year revenue and full cost recovery from grantor agencies will continue to result in a positive fund balance at year-end. Revenue and working capital enhancement continue to be a priority in 2018. Funding uncertainties at the state and federal levels will continue to negatively impact grant and contract terms and reimbursement rates.

Even-Odd Year Departmental Designation – All federal and state grants administered by the Regional Planning Commission have a program or contract year that differs from the County fiscal year; i.e., July-June, October-September, March-February. Grant awards require that associated revenue and expenditures are segregated in the accounting system by program year ending date. Grants ending in June 2018 are identified in the accounting system as “even years” and grants ending in June 2019 are identified as “odd years.” The chart of accounts indicates the specific grant/contract term separately identifiable by both fund and department. Since these grants often run concurrently and/or cross multiple county fiscal years, adequate line-item appropriations are required to accommodate variations in direct client assistance, carryover, and concurrent programming.

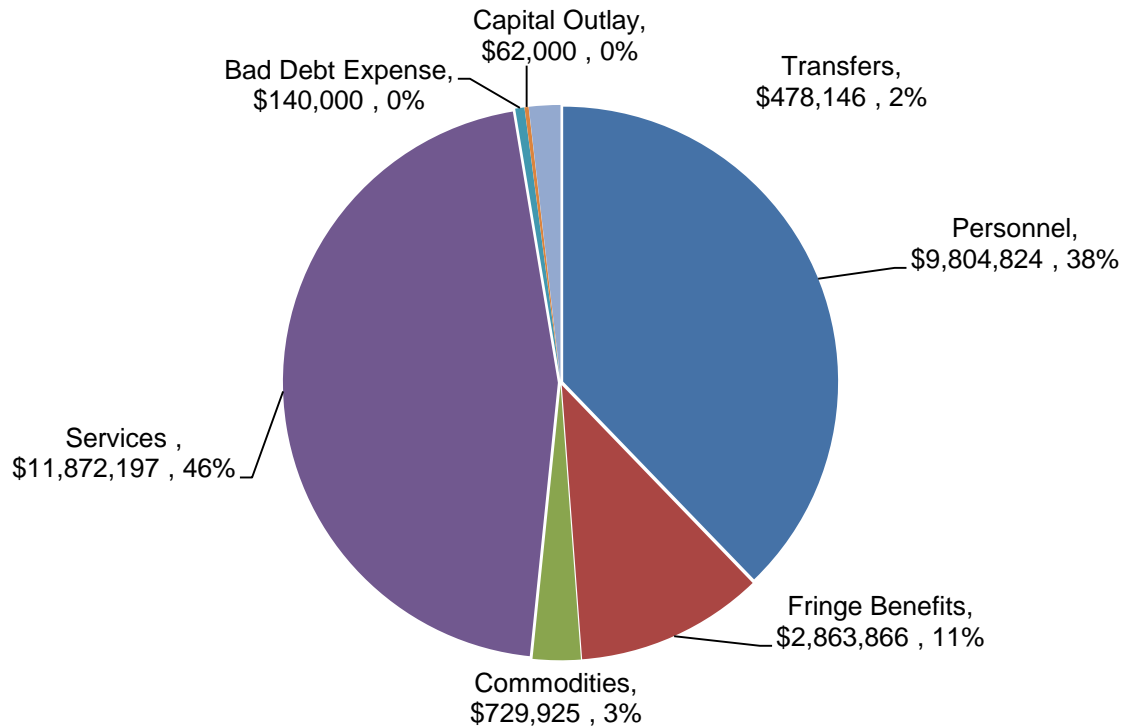
Salaries and fringe benefits represent nearly three-fifths of the operating fund expenditures after factoring out transfer payments and direct client assistance. Transfer payments include transit and senior repair grants, low-income home energy assistance, and housing assistance. Actual expenditures will be significantly lower than budgeted amounts due to the necessity to budget sufficient line-item appropriations to accommodate overlapping grant years and variations in staffing charges among the departments. In addition, expense-only accounts have been budgeted for the accumulation of fringe benefit and administrative costs. These costs are recovered through the application of fringe benefit and indirect cost rates to all grants and contracts. Fringe benefits costs continue to increase due to significant increases in health insurance premiums which will be partially offset by increased non-bargaining unit employee contributions.

No increase in the indirect (overhead) cost rate is expected during FY18 as a result of a stable direct labor base. Administrative cost containment and expansion of the direct labor pool has allowed us to maintain administrative costs at less than 8% of agency expenditures which is well within the federal maximum of 15% and the state maximum of 20%. The operating fund has been budgeted to allow some degree of flexibility to accommodate selective merit increases for non-bargaining unit staff, overlapping grant years, and labor

FY18 BUDGETED REVENUE



FY18 BUDGETED EXPENDITURES



STAFFING HISTORY

FY2014	FY2015	FY2016	FY2017	FY2018
64	67	62	60	61

ALIGNMENT TO STRATEGIC PLAN

CB Goal 1 – Champaign County is committed to being a high performing, open and transparent local government organization.

- Facilitate openly transparent regional planning, development, and social service initiatives and secure financial resources to support and sustain these activities.
- Develop collaborations and partnerships that leverage resources and strengthen our region.
- Upgrade and maintain state-of-the-art technology for effective programming, data management and analyses, and realization of functional efficiencies.

CB Goal 2 – Champaign County maintains high quality public facilities and highways and provides a safe rural transportation system and infrastructure.

- Ensure comprehensive service delivery to all clients in high quality facilities and fulfill stated work objectives of contracting agencies.
- Continue to review, upgrade, or replace agency public facilities in an effort to ensure quality public service.

CB Goal 3 –Champaign County promotes a safe, just and healthy community.

- Promote, plan and facilitate improvements to health, safety, welfare, education, economic conditions, environment, and development within the region. All services will be performed in the spirit of cooperation and with a regional vision to enhance quality of life.
- Promote interdepartmental and intergovernmental cooperation, practice teamwork, and consistently demonstrate our organizational values of honesty, diversity, responsiveness, professionalism, and respect.
- Recognize and appreciate the strength that a wide variety of people, backgrounds, experiences, and ideas contribute to our local government and our community.
- Continue to advance delinquency prevention and juvenile justice services through enhanced court diversion programming.

CB Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources.

- Provide premier, sustainable planning and development services that improve the lives and welfare of all residents.
- Develop strategic plans for future initiatives and develop methods for implementation and financial resource access.

DESCRIPTION

The Regional Planning Commission seeks to provide premier planning and development services in Illinois by providing innovative, high quality, sustainable services that improve the lives of all residents.

OBJECTIVES

1. Perform grant and contract administration in full compliance with all federal, state, and local regulations.
2. Provide comprehensive and integrated service delivery to our clients and community.
3. Maintain the fiscal integrity of the Regional Planning Commission in a challenging economic environment.
4. Ensure full cost recovery through effective fiscal management and in compliance with all federal, state, and local regulations.
5. Develop measurable short and long-term division goals in order to advance our mission and geographic scope.
6. Develop innovative grant applications that address regional needs and the advancement of economic opportunity for our residents.
7. Maximize staff and agency resources through implementing cost savings and revenue and technology enhancements.
8. Provide meaningful and substantive staff support to oversight boards, commission, councils, and committees.

PERFORMANCE INDICATORS

Indicator	2016 Actual	2017 Projected	2018 Budgeted
Number of grants or contracts completed	75	75	75
Number of clients accessing services	10,500	10,500	12,000
Positive financial and compliance audit	1	1	1
Number of new major programming	4	4	4

initiatives implemented			
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