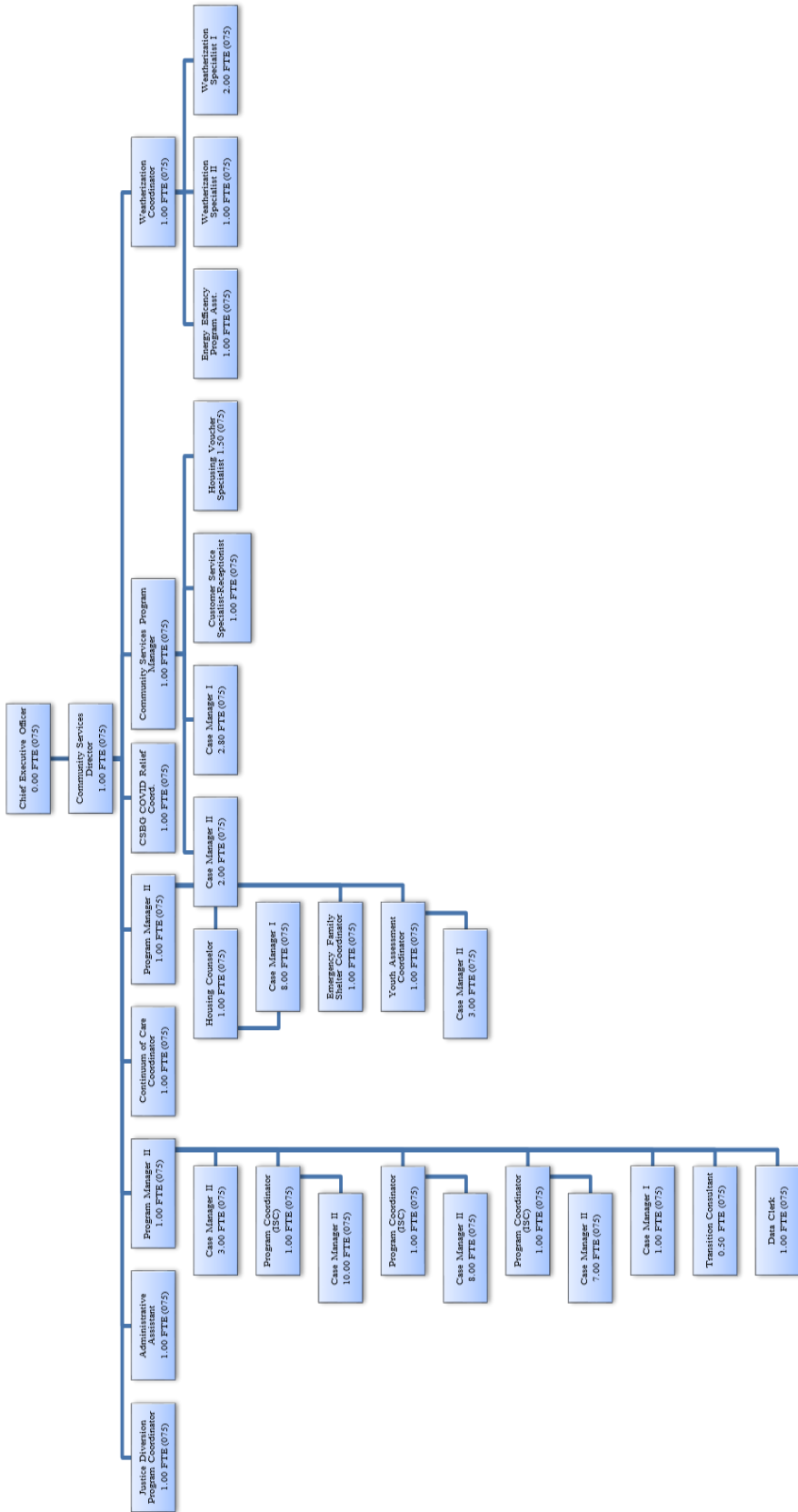


# RPC – OPERATING FUND Fund 075





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 Fund (104), Workforce Development Fund (110), and Economic Development Loan Funds (475 and 474). The total number of Regional Planning Commission positions is 355 FTE's.

- Operating Fund (075) – 108.3 FTE's
- Early Childhood Fund (104) – 183.61 FTE's
- Workforce Development Fund (110) – 63.23 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			2019	2020	2020	2021
			Actual	Original	Projected	Budget
331	14	HUD-SHELTER PLUS CARE	\$241,920	\$374,786	\$380,778	\$404,556
331	16	HUD-H.O.M.E. INV PRTRNSHP	\$138,963	\$158,000	\$158,000	\$158,000
331	17	DOT-FHWA-HIGHWAY PLANNING	\$557,878	\$653,249	\$814,647	\$608,317
331	18	DOT-FTA-METROPOL PLANNING	\$139,501	\$86,548	\$67,530	\$54,215
331	21	DOT-FTA-FRMLA GRT NON-URB	\$222,604	\$302,500	\$251,843	\$377,500
331	27	HHS-HEALTHY MARRIAGE GRNT	\$86,946	\$40,000	\$20,000	\$40,000
331	29	HUD-COMM DEV BLOCK GRANT	\$59,669	\$55,000	\$53,000	\$53,000
331	30	HHS-COMM SERV BLOCK GRANT	\$661,641	\$684,402	\$924,728	\$1,245,720
331	36	HUD-EMERGENCY SHELTER GRNT	\$95,929	\$117,000	\$162,000	\$184,000
331	37	HOM SEC-EMRG FOOD/SHELTER	\$39,985	\$31,630	\$29,245	\$39,245
331	71	HUD-SUPPORTIVE HOUSING	\$28,660	\$35,000	\$36,000	\$34,000
331	81	DPT ENERGY-WEATHERIZATION	\$170,702	\$295,000	\$241,542	\$386,661
331	82	HHS-HM ENERGY ASSIST PROG	\$3,401,126	\$3,733,400	\$3,537,108	\$3,266,841
331	88	HUD RAPID REHOUS/CC PROG	\$131,516	\$192,308	\$389,000	\$391,000
334	21	ILETSB-POLICE TRAINING	\$310,181	\$325,000	\$245,746	\$328,500
334	30	IL DPT MENT HLTH DD GRANT	\$1,433,953	\$2,573,452	\$2,645,762	\$2,794,170
334	34	IDHS-HOMELESS PREVENTION	\$70,554	\$59,000	\$270,427	\$103,650
334	49	IDOT-COMP REG PLAN-RURAL	\$55,671	\$29,993	\$26,997	\$0
334	52	IDOT-ST PLANNING & RESRCH	\$95,946	\$63,029	\$360,716	\$309,519
334	56	IL ST METRO PLANNING FUND	\$35,486	\$50,000	\$39,000	\$5,058
334	69	DCFS-YTH HOUSING ADVOCACY	\$10,717	\$15,000	\$13,500	\$15,000
334	70	DCFS-HOUSNG ADVOCACY GRNT	\$46,398	\$66,000	\$73,000	\$63,300
334	86	IL DCEO-LIHEAP/WEATHERZTN	\$970,216	\$1,789,000	\$1,769,000	\$1,841,991
335	54	IDOT-PUBLIC TRANSIT	\$477,395	\$750,000	\$879,744	\$750,000
335	60	STATE REIMBURSEMENT	\$51,157	\$70,000	\$40,000	\$70,000
336	1	CHAMPAIGN CITY	\$121,301	\$163,684	\$163,684	\$136,301
336	2	URBANA CITY	\$77,881	\$75,381	\$76,381	\$76,381
336	3	VILLAGE OF RANTOUL	\$14,300	\$14,300	\$14,300	\$14,300
336	6	UNIVERSITY OF ILLINOIS	\$8,988	\$25,555	\$25,555	\$25,555

FY2021 Budget  
Champaign County, Illinois

RPC Operating Fund  
Fund 075

<b>Fund 075 Summary</b>			<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
			<b>Actual</b>	<b>Original</b>	<b>Projected</b>	<b>Budget</b>
336	7	CITY OF DANVILLE	\$13,810	\$13,810	\$13,810	\$13,810
336	8	VERMILLION COUNTY	\$19,271	\$19,271	\$19,271	\$19,271
336	9	CHAMPAIGN COUNTY	\$304,479	\$304,479	\$304,479	\$400,820
336	10	PIATT COUNTY	\$3,881	\$3,881	\$3,881	\$3,881
336	11	CITY OF MONTICELLO	\$1,778	\$1,778	\$1,778	\$1,778
336	12	PARKLAND COLLEGE	\$1,457	\$1,457	\$1,457	\$1,457
336	13	CHAMP COUNTY MENT HLTH BD	\$170,121	\$151,704	\$178,704	\$196,704
336	14	VILLAGE OF SAVOY	\$12,145	\$12,145	\$12,145	\$12,145
336	16	VILLAGE OF MAHOMET	\$7,613	\$7,613	\$7,613	\$7,613
336	17	FARMER CITY	\$772	\$772	\$772	\$772
336	18	VILLAGE OF ST JOSEPH	\$3,753	\$3,753	\$3,753	\$3,753
336	22	CUNNINGHAM TOWNSHIP	\$9,041	\$0	\$0	\$0
336	23	CHAMP COUNTY DEV DISAB BD	\$212,820	\$172,000	\$309,710	\$319,210
336	29	CITY OF PAXTON	\$1,529	\$1,529	\$1,529	\$1,529
336	30	GIBSON CITY	\$1,093	\$1,093	\$1,093	\$1,093
336	84	CUPHD/IDHS-CENSUS GRANT	\$0	\$0	\$170,000	\$9,488
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$10,520,747	\$13,523,502	\$14,739,228	\$14,770,104
341	22	TRAINING FEES	\$11,446	\$10,000	\$5,000	\$10,000
341	40	TECHNICAL SERVICE CONT.	\$974,338	\$1,377,250	\$550,163	\$459,950
341	45	ADMINISTRATIVE FEES	\$1,117,527	\$1,000,000	\$1,200,000	\$1,200,000
		FEES AND FINES	\$2,103,311	\$2,387,250	\$1,755,163	\$1,669,950
361	10	INVESTMENT INTEREST	\$19,244	\$9,000	\$10,000	\$20,000
363	10	GIFTS AND DONATIONS	\$69,942	\$82,200	\$104,500	\$71,500
363	50	RESTRICTED DONATIONS	\$3,000	\$0	\$0	\$0
364	10	SALE OF FIXED ASSETS	\$1,500	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$4,545	\$4,000	\$5,566	\$2,500
		MISCELLANEOUS	\$98,231	\$95,200	\$120,066	\$94,000
371	47	FROM RPC USDA LOAN FND474	\$6,650	\$7,000	\$7,000	\$7,000
381	75	REIMB FRM RPC LOAN FND475	\$71,805	\$106,000	\$91,000	\$96,000
385	10	FROM CUUATS DEPT 730	\$105,277	\$96,200	\$48,845	\$51,096
385	11	FROM CSBG DEPT	\$91,976	\$95,500	\$77,300	\$86,400
385	15	FROM POLICE TRAINING RESV	\$75,080	\$90,000	\$77,178	\$85,000
385	17	FROM TRANSP LOCAL CNT 761	\$33,566	\$37,452	\$3,737	\$0
385	32	FROM HIGHWAY DEPTS 60/62	\$0	\$0	\$5,000	\$10,000
		INTERFUND REVENUE	\$384,354	\$432,152	\$310,060	\$335,496
		<b>REVENUE TOTALS</b>	<b>\$13,106,643</b>	<b>\$16,438,104</b>	<b>\$16,924,517</b>	<b>\$16,869,550</b>
511	2	APPOINTED OFFICIAL SALARY	\$154,514	\$153,000	\$153,000	\$153,000
511	3	REG. FULL-TIME EMPLOYEES	\$3,670,984	\$5,316,309	\$5,283,728	\$5,019,971
511	4	REG. PART-TIME EMPLOYEES	\$0	\$5,600	\$9,650	\$13,600
511	5	TEMP. SALARIES & WAGES	\$395,399	\$572,700	\$473,383	\$463,134
513	1	SOCIAL SECURITY-EMPLOYER	\$301,036	\$325,000	\$300,350	\$306,865
513	2	IMRF - EMPLOYER COST	\$218,734	\$350,000	\$265,000	\$220,000

FY2021 Budget  
Champaign County, Illinois

RPC Operating Fund  
Fund 075

<b>Fund 075 Summary</b>			<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
			<b>Actual</b>	<b>Original</b>	<b>Projected</b>	<b>Budget</b>
513	4	WORKERS' COMPENSATION INS	\$33,794	\$33,750	\$33,425	\$35,850
513	5	UNEMPLOYMENT INSURANCE	\$28,995	\$29,250	\$26,300	\$29,250
513	6	EMPLOYEE HEALTH/LIFE INS	\$398,591	\$360,000	\$590,000	\$625,000
513	8	EMPLOYEE DENTAL INSURANCE	\$759	\$950	\$850	\$850
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$7,049	\$8,000	\$5,000	\$5,000
			\$5,209,855	\$7,154,559	\$7,140,686	\$6,872,520
522	1	STATIONERY & PRINTING	\$12,929	\$20,100	\$14,980	\$17,135
522	2	OFFICE SUPPLIES	\$51,141	\$62,405	\$81,335	\$76,835
522	3	BOOKS,PERIODICALS & MAN.	\$2,666	\$6,905	\$9,175	\$7,400
522	4	COPIER SUPPLIES	\$8,858	\$10,400	\$7,000	\$10,100
522	6	POSTAGE, UPS, FED EXPRESS	\$9,374	\$17,950	\$16,045	\$16,530
522	10	FOOD	\$0	\$0	\$50,000	\$75,000
522	14	CUSTODIAL SUPPLIES	\$730	\$5,750	\$5,250	\$5,550
522	15	GASOLINE & OIL	\$5,748	\$16,510	\$18,068	\$23,395
522	16	TOOLS	\$18,242	\$34,450	\$8,050	\$9,300
522	28	LAUNDRY SUPPLIES	\$0	\$150	\$150	\$75
522	29	RPC STUDENT HANDOUT MATLS	\$3,945	\$11,000	\$5,015	\$12,000
522	44	EQUIPMENT LESS THAN \$5000	\$306,429	\$148,035	\$235,630	\$189,200
522	45	VEH EQUIP LESS THAN \$5000	\$1,717	\$6,500	\$1,500	\$1,500
522	90	ARSENAL & POLICE SUPPLIES	\$0	\$250	\$250	\$250
522	93	OPERATIONAL SUPPLIES COMMODITIES	\$7,977	\$22,200	\$29,350	\$24,750
			\$429,756	\$362,605	\$481,798	\$469,020
533	1	AUDIT & ACCOUNTING SERVCS	\$52,755	\$48,000	\$51,800	\$55,324
533	3	ATTORNEY/LEGAL SERVICES	\$18,694	\$11,600	\$16,100	\$18,600
533	7	PROFESSIONAL SERVICES	\$247,167	\$139,700	\$218,665	\$230,530
533	12	JOB-REQUIRED TRAVEL EXP	\$54,982	\$81,471	\$79,775	\$85,279
533	18	NON-EMPLOYEE TRAINING,SEM	\$0	\$12,000	\$0	\$0
533	19	SCHOOLNG TO OBTAIN DEGREE	\$5,447	\$9,000	\$1,500	\$2,500
533	20	INSURANCE	\$86,944	\$92,800	\$89,300	\$89,300
533	28	UTILITIES	\$25,587	\$38,000	\$25,000	\$26,000
533	29	COMPUTER/INF TCH SERVICES	\$128,063	\$165,771	\$436,820	\$373,270
533	30	GAS SERVICE	\$1,531	\$3,300	\$2,200	\$3,050
533	31	ELECTRIC SERVICE	\$3,511	\$4,300	\$4,000	\$4,550
533	32	WATER SERVICE	\$859	\$1,000	\$1,300	\$1,700
533	33	TELEPHONE SERVICE	\$55,793	\$41,100	\$75,934	\$77,890
533	36	WASTE DISPOSAL & RECYCLNG	\$1,571	\$3,000	\$1,500	\$2,650
533	40	AUTOMOBILE MAINTENANCE	\$2,189	\$16,250	\$6,400	\$10,875
533	42	EQUIPMENT MAINTENANCE	\$25,899	\$88,750	\$37,800	\$53,950
533	45	NON-CNTY BLDG REPAIR-MNT	\$7,612	\$41,600	\$32,363	\$32,600
533	50	FACILITY/OFFICE RENTALS	\$145,740	\$176,000	\$168,000	\$168,500
533	51	EQUIPMENT RENTALS	\$2,236	\$3,250	\$3,250	\$3,500
533	52	OTHER SERVICE BY CONTRACT	\$983	\$9,350	\$12,100	\$18,750
533	55	WEATHERIZATION HLTH/SAFTY	\$53,408	\$140,400	\$95,147	\$108,381
533	70	LEGAL NOTICES,ADVERTISING	\$31,370	\$28,050	\$36,424	\$43,425
533	84	BUSINESS MEALS/EXPENSES	\$2,339	\$6,650	\$3,800	\$5,585
533	85	PHOTOCOPY SERVICES	\$23,288	\$46,200	\$41,401	\$48,870

<b>Fund 075 Summary</b>			<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
			<b>Actual</b>	<b>Original</b>	<b>Projected</b>	<b>Budget</b>
533	89	PUBLIC RELATIONS	\$30	\$350	\$400	\$400
533	91	LAUNDRY & CLEANING	\$1,696	\$450	\$550	\$550
533	92	CONTRIBUTIONS & GRANTS	\$726,223	\$923,725	\$1,168,135	\$1,076,725
533	93	DUES AND LICENSES	\$17,937	\$35,530	\$25,315	\$29,505
533	95	CONFERENCES & TRAINING	\$51,382	\$79,450	\$76,882	\$91,100
534	30	WEATHERIZATION LABOR	\$179,197	\$457,500	\$286,253	\$343,048
534	31	ENERGY ASSISTANCE	\$3,817,191	\$4,181,568	\$4,089,500	\$3,367,500
534	38	EMRGNCY SHELTER/UTILITIES	\$505,913	\$776,130	\$1,022,999	\$948,199
534	39	RPC SCHOLARSHIPS & AWARDS	\$10,000	\$10,500	\$10,000	\$15,000
534	41	RETURN UNUSED GRANT	\$25,640	\$1,000	\$0	\$0
534	44	STIPEND	\$10,750	\$19,110	\$17,590	\$19,740
534	48	RPC POL TRN STAFF MILEAGE	\$1,663	\$3,000	\$1,036	\$3,000
534	49	RPC POL TRN STAFF TRAVEL	\$1,470	\$4,000	\$2,500	\$3,000
534	50	RPC POL TRN STAFF PERDIEM	\$670	\$1,200	\$1,200	\$1,350
534	51	RPC POL TRN INSTRCTR TRAV	\$12,940	\$22,000	\$11,672	\$22,000
534	52	RPC POL TRN INSTRCTR CONT	\$201,787	\$280,000	\$170,000	\$290,000
534	53	RPC POL TRN INSTRCTR DEV	\$1,332	\$5,000	\$2,500	\$5,000
534	54	RPC POL TRN CATERING	\$3,058	\$5,400	\$2,771	\$5,250
534	55	RPC POL TRN FACILITY RENT	\$7,850	\$11,000	\$6,150	\$11,200
534	56	RPC POL TRN RENTAL AIDS	\$0	\$750	\$250	\$250
534	57	RPC POL TRN REPRODUCTION	\$473	\$1,000	\$600	\$1,000
534	59	JANITORIAL SERVICES	\$21,726	\$30,500	\$6,000	\$3,200
534	70	BROOKNS BLDG REPAIR-MAINT	\$10,950	\$10,000	\$40,000	\$15,000
534	94	WEATHERIZATION MATERIALS SERVICES	\$170,570 \$6,758,416	\$496,000 \$8,562,705	\$319,633 \$8,702,515	\$385,076 \$8,102,172
544	30	AUTOMOBILES, VEHICLES	\$57,119	\$0	\$0	\$0
544	32	OTHER EQUIPMENT	\$34,821	\$0	\$0	\$0
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$0 \$91,940	\$10,000 \$10,000	\$114,423 \$114,423	\$50,000 \$50,000
571	14	TO CAPITAL IMPRV FUND 105	\$0	\$0	\$0	\$272,000
573	11	HOUSING ADVOCACY MATCH	\$0	\$21,000	\$8,000	\$800
573	17	ISSA 827/828 MATCH	\$20,352	\$0	\$0	\$0
573	24	COURT DIVRSN 641/656 MTCH	\$41,678	\$20,000	\$30,000	\$25,000
573	27	HOMLSS PREVNT 634/640 MCH	\$3,546	\$1,000	\$2,000	\$2,000
573	30	TRANSPORTATION GRNT MATCH	\$138,842	\$153,373	\$148,000	\$151,000
573	33	CSBG SPC PRJ 807/815 MTCH	\$26,400	\$60,000	\$29,600	\$32,200
573	51	POLICE TRAINING MATCH	\$75,080	\$85,000	\$85,000	\$85,000
		INTERFUND EXPENDITURE	\$305,898	\$340,373	\$302,600	\$568,000
		<b>EXPENDITURE TOTALS</b>	<b>\$12,795,865</b>	<b>\$16,430,242</b>	<b>\$16,742,022</b>	<b>\$16,061,712</b>

## FUND BALANCE

<b>FY2019 Actual</b>	<b>FY2020 Projected</b>	<b>FY2021 Budgeted</b>
\$1,367,483	\$1,549,978	\$2,357,816

The FY21 budgeted fund balance is projected to moderately increase and reflects recognition of prior year revenue, timing of federal and state grant reimbursements, and limited fund balance growth potential in a reimbursement-based, strictly grant-funded organization.

## **BUDGET HIGHLIGHTS**

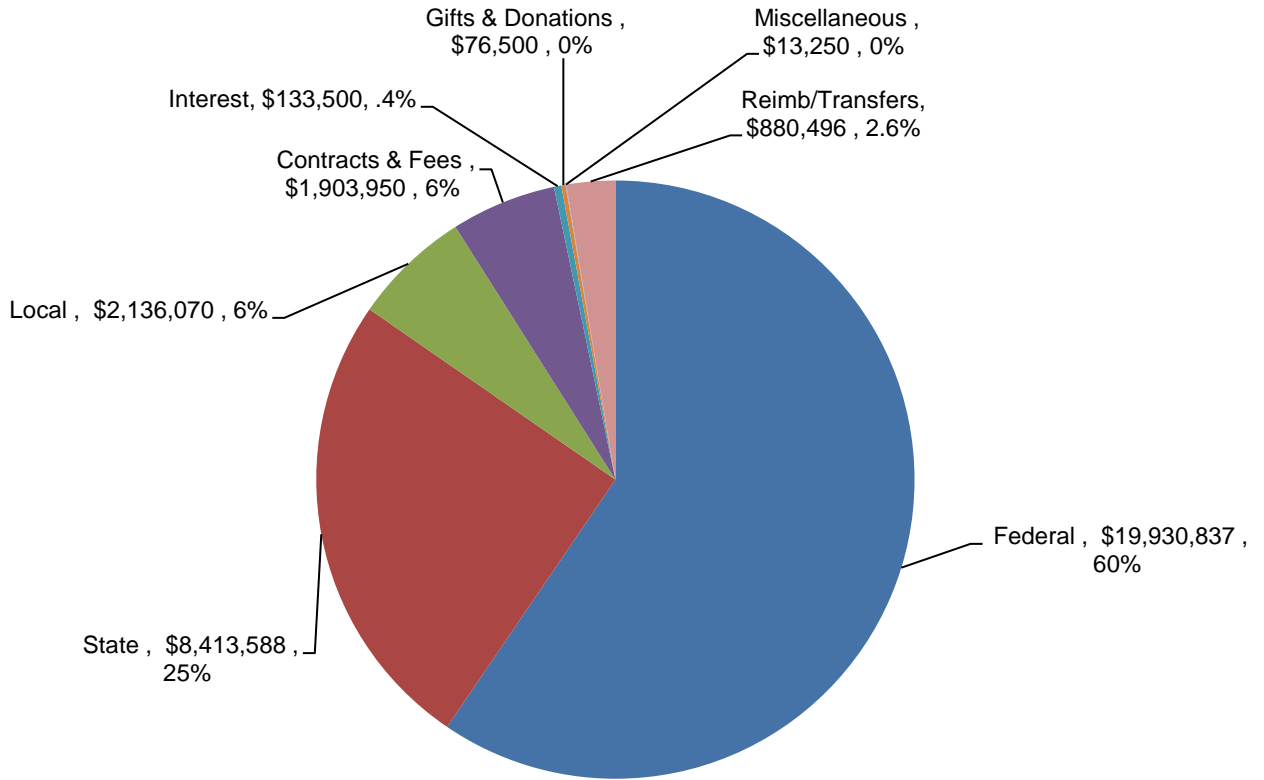
Overall, the operating budget is poised for sustained growth in planning, community development, social services, and workforce development programming. Significant new funding has been included for developmental disabilities services and support, energy efficiency initiatives, workforce adult/youth services, and transportation planning. Significant funding under the CARES Act will continue into early 2021 in a number of program areas. The operating budget accommodates a large volume of pass-through client funding. Over 90% of operating fund revenue is derived from federal and state contracts. The remaining revenue is derived from performance-based fees, local technical assistance 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 2021. 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 2022 are identified in the accounting system as “even years” and grants ending in June 2021 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 two-thirds of operating fund expenditures after factoring out transfer payments and direct client assistance. Transfer payments include senior home repair grants, low-income home energy assistance, rental assistance, and workforce training. 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 will be affected by both increases in health insurance premiums, and a slight decrease in the IMRF contribution rate.

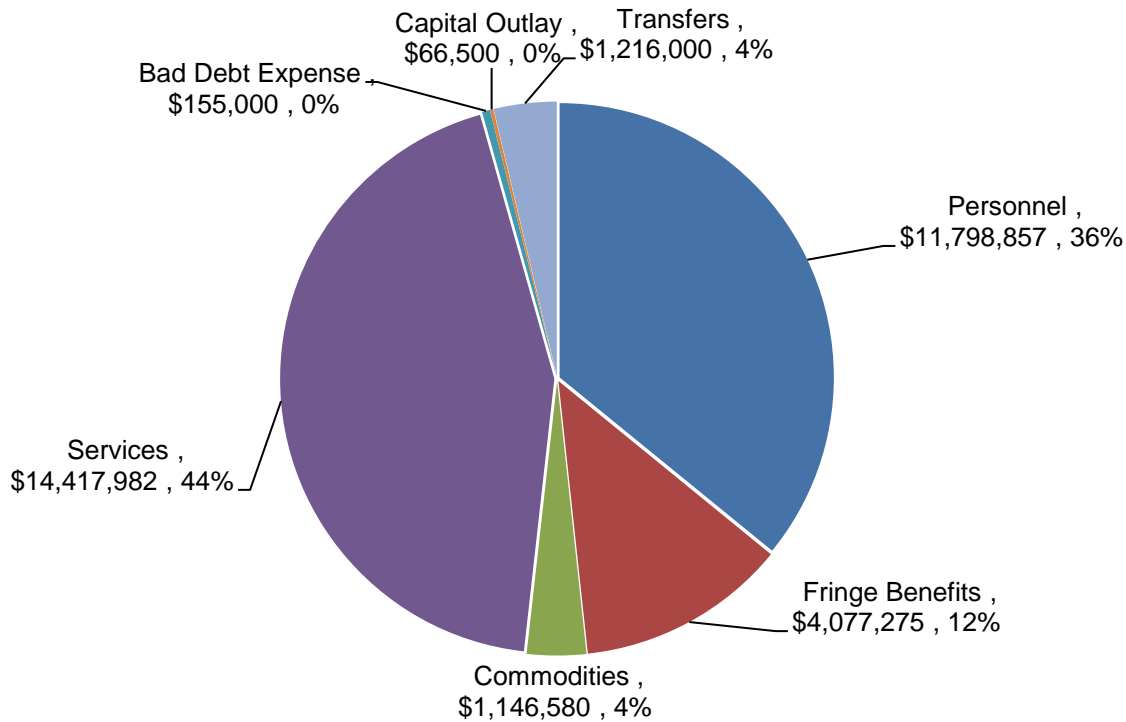
No increase in the indirect (overhead) cost rate is expected during FY21 as a result of an expanded direct labor base. Administrative cost containment and significant expansion of the direct labor pool has allowed us to maintain administrative costs at less than 7.5% of agency operating expenditures 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 distribution estimates.

### FY21 BUDGETED REVENUE





## FY21 BUDGETED EXPENDITURES



### STAFFING HISTORY

FY2017	FY2018	FY2019	FY2020	FY2021
60	61	73	104	108

### 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 analytics, 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 and reentry 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 requirements.
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**

<b>Indicator</b>	<b>2019 Actual</b>	<b>2020 Projected</b>	<b>2021 Budgeted</b>
Number of grants or contracts completed	75	75	87
Number of clients accessing services	10,500	10,500	14,000
Positive financial and compliance audit	1	1	1
Number of new major programming initiatives implemented	4	4	10