

**REGION 8 PLANNING AND  
DEVELOPMENT COUNCIL**

*FINANCIAL STATEMENTS*

*June 30, 2015*

# REGION 8 PLANNING AND DEVELOPMENT COUNCIL

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## INDEPENDENT AUDITOR'S REPORT

To the Council Members  
Region 8 Planning and Development Council  
Petersburg, West Virginia

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Region 8 Planning and Development Council as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Region 8 Planning and Development Council as of June 30, 2015, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3–8 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Region 8 Planning and Development Council's basic financial statements. The accompanying combining and individual fund financial statements as listed in the accompanying table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basic financial statements.

The combining and individual fund financial statements and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated March 30, 2016, on our consideration of Region 8 Planning and Development Council's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Region 8 Planning and Development Council's internal control over financial reporting and compliance.

*Martin, Beachy & Archart, PLLC*

March 30, 2016

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended June 30, 2015**

**BACKGROUND**

The Region 8 Planning and Development Council is one of eleven regional councils created in 1972 under the West Virginia Regional Planning and Development Act. The PDC is a West Virginia special purpose unit of government that is governed by a board of directors comprised of mayors, county commissioners, and private sector representatives. While the Council has no ability to levy taxes, its properly adopted contribution request becomes a mandatory obligation of its member governments. The Council maintains its principal office in the Grant County Industrial Park, Petersburg, WV.

**USING THIS ANNUAL REPORT**

**Content of the Report**

The Region 8 PDC has prepared a series of financial statements that it hopes will allow member governments, funding agencies, and the general public to assess the PDC's FY 2015 financial activity and the change in its financial condition during FY 2015. The PDC presents the following major statements:

- **Statement of Net Position** – This provides a statement of assets and liabilities on an organization wide basis as of June 30, 2015. This provides the simplest display of the PDC financial condition at the end of FY 2015. The statement lacks detail on funds as shown on the balance sheet.
- **Statement of Activities** – This provides a statement of expenses, revenues, and change in net assets by function/program during FY 2015. The net assets as of June 30, 2015 are the result of the activity portrayed on this statement. Unlike the Statement of Revenues and Expenditures, it provides no details on budget line items.
- **Balance Sheet** – This provides the traditional statement of assets and liabilities and provides the total net assets as of June 30, 2015. The information contained in this statement is similar to that on the Statement of Net Position. However, the balance sheet provides detail by major fund.
- **Statement of Revenues and Expenditures, and Changes in Fund Balances Governmental Funds** – This provides the traditional statement of revenue and expenses by fund for the entire agency. While similar to the Statement of Activities this statement provides details on budget line items instead of functions.

The audit report also presents various notes to the listed statements in an effort to provide detail and clarification.

Statements of Revenues and Expenditures for various programs follow these statements and associated notes. The PDC presents these to allow funding agencies to track the receipt and expenditure of their money.

The FY 2015 audit also contains the auditor's report on internal control over financial reporting and on compliance, the auditor's report on compliance with requirements applicable to each major program, a schedule of expenditures of federal awards, and a schedule of findings and questioned costs.

**Reporting the Organization as a Whole**

*The Statement of Net Position and Statement of Activities*

It is essential that the Council be able to explain the stewardship of financial resources in its care to the public. The PDC presents the Statements of Net Position and Activities to allow the public to determine if the Council as a whole has the financial ability to sustain the services that it provides. The statements include all assets and liabilities using the accrual basis of accounting, which is similar to accounting in the business community. The Statement of Activities provides an accounting of revenue and expenses by program. The statement of cash received or spent reflects accrual for the current year.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended June 30, 2015**

One can assess the PDC's ability to sustain its efforts by examining these statements. Net position reflects the difference between what the PDC owns and what it owes. The difference between revenues and expenses as reported on the Statement of Activities changes the net position for the current year. The change in net position over time is the best indicator of the organization's ability to sustain operations. As with businesses, growth in net position reflects an increased ability to sustain operations. However, one must pay attention to critical details including the rates of change in revenues and expenses and the mix of assets that comprise the net position. Finally, the non-financial factors that enter governmental decision-making may cause deviation from the desire of businesses to maximize growth of net position over the long term. However, the PDC must rationally explain these deviations to the public.

**Reporting the Most Significant Funds**

*Fund Financial Statements*

The Region 8 Planning and Development Council accounts for financial resources through three governmental funds:

- **The General Fund** – this fund accounts for resources that the PDC controls without restriction from a funding agency.
- **The Title III Fund** – this fund accounts for resources from the state and federal governments that are restricted to providing service for senior citizens.
- **The Other Government Funds Fund** – this fund accounts for all restricted funds that are not reported in the Title III Fund.

The Balance Sheet as of June 30, 2015 and the Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds report detailed information about the PDC's funds as opposed to the Council as a whole. The PDC designates these funds to help it manage resources and comply with various program regulations. The Council only has governmental funds.

The PDC reports its operations in governmental funds that focus on income and expenses and year-end balances. The Council uses modified accrual accounting to account for these funds. Cash and assets readily converted to cash are the principal concern of the accounting system. The fund reports allow one to gain an understanding of how the Council has used resources for given operations and of resources that are available in the near term for given operations or sets of operations. A Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities describes the relationship between governmental activities and governmental funds.

Again, notes provide additional information and clarification to allow a better understanding of the information reported in the statements.

**THE ORGANIZATION AS A WHOLE**

During FY 2015 the Region 8 PDC expended \$8,738,868 on its governmental activities. These same activities produced revenues of \$8,623,995 during FY 2015. The PDC had a change in total governmental funds of \$(114,873). Offsetting this decrease was a modest gain on investment earnings of \$1,015. Overall, the PDC had a change in net assets of \$(38,486) during FY 2015. The PDC had negative net assets of (\$293,372) at the end of FY 2015. This represented a 15.1% decrease in net assets over the end of FY 2014. Table 1 provides additional details including a comparison to FY 2012 and FY 2013. Note that beginning assets for FY 2015 have been adjusted by (\$555,463) due to adoption of GASB 68 as discussed on page 17 in the notes to the financial statements.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended June 30, 2015**

**Table1 – FY 2015 Expenses and Revenues**

	FY 2012	FY 2013	FY 2014	FY 2015	Percent Change	
					FY 13 to FY 14	FY 14 to FY 15
Expenses Governmental Activities	12,310,795	11,402,758	8,815,743	8,457,013	-22.69%	-4.07%
Revenues Governmental Activities	11,975,789	11,380,208	8,764,721	8,436,258	-22.98%	-3.75%
Change in Net Assets Governmental Activities	(335,006)	(22,550)	(51,022)	(20,755)	126.26%	59.32%
Expenses Business-Type Activities	4,744	4,522	4,683	24,746	3.56%	428.42%
Revenues Business-Type Activities	6,000	6,000	6,000	6,000	0.00%	0.00%
Change in Net Assets Business-Type Activities	1,256	1,478	1,317	(18,746)	-10.89%	-1523.39%
Investment Earnings	1,772	1,298	1,076	1,015	-17.10%	-5.67%
Change in Net Assets	(331,978)	(19,774)	(48,629)	(38,486)	145.92%	20.86%
Net Assets Beginning	700,958	368,980	349,206	(254,886)	-5.36%	-13.93%
Net Assets Ending	368,980	349,206	300,577	(293,372)	-13.93%	-43.26%

As in the past three fiscal years the PDC experienced a decrease in net assets because of governmental activities. This decrease was a result of 1) revenue shortfalls in general operations and 2) accrual of the PEIA OPEB liability. With the passing of Senate Bill 469 by the West Virginia Legislature in 2012, the Council agreed to no longer fund the OPEB liability. However, the Council must continue to accrue liability on a monthly basis for each employee currently covered by the WV PEIA to cover costs of the RHBT. While this allows programs to avoid shortfalls, it causes a significant liability for the Council that must remain on the books until the liability has been funded. With the passing of SB 469, the State plans to fund the OPEB liability in full by 2035. Additionally, the amount that the State is currently invoicing for the additionally liability is significantly lower for 2015 than in past years. In 2013 the PDC assumed additional liability of \$227,878 compared to just \$50,400 for FY 2015. The total liability for the Region 8 PDC to date is \$883,112. However, the passing of SB 469 should supply funds for the State to cover the OPEB liability and eventually the PDC's liability would be zero.

As noted, the PDC ended FY 2015 with negative net assets of (\$293,372). Capital assets comprised about over 86% of the PDC's assets. Assets required for debt service and vacation time owed staff accounted for about 14% of net assets. As the unrestricted assets are negative, they are not represented in this illustration of assets. Table 2 and chart 1 provide additional detail.

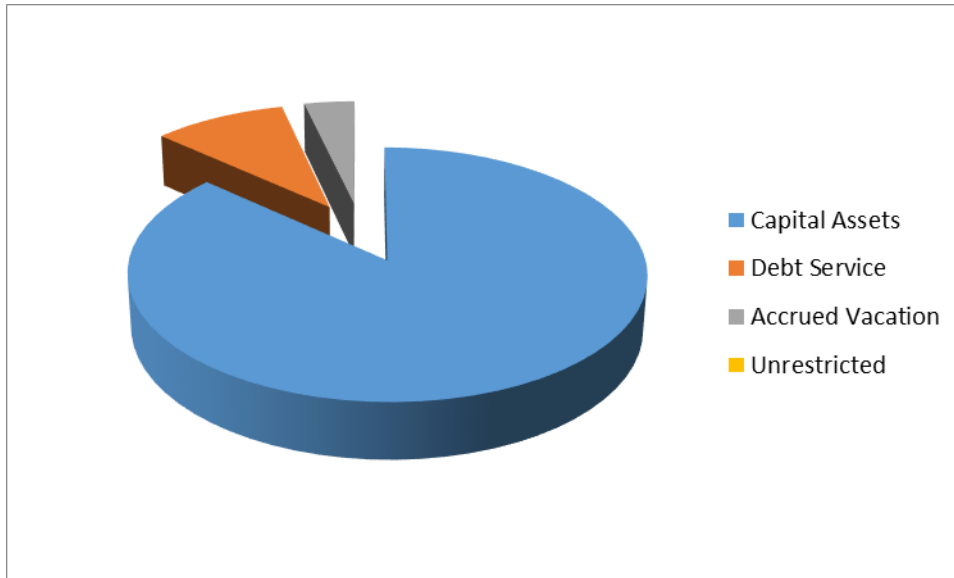
**Table 2 – Distribution of FY 2015 Net Assets**

Capital Assets	\$281,150	86.0%
Debt Service	\$32,250	9.9%
Accrued Vacation	\$13,584	4.2%
Unrestricted	(\$620,356)	



**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended June 30, 2015**

**Chart 1 - Distribution of FY 2015 Net Assets**



**THE ORGANIZATION'S FUNDS**

The PDC expended \$330,487 through its General Fund during FY 2015. This included expenditures of \$110,672 for staff (Personnel and Fringe), \$58,630 for grant match, and \$28,389 for allocated costs. Staff cost accounted for 33.5% of all expenditures. In FY 2014 staff cost accounted for 29.5% of all general fund expenditures. The overall costs for staff expenditures in the general fund increased slightly in 2015. The amount listed as expended for grant match remained nearly the same as FY 2014. This represents a stabilization in program matching requirements for FY 2015. Allocated costs accounted for less than 8.6% of the fund's FY 2015 expenditures. The General Fund had revenue of \$202,677 during FY 2015. About 19.3% of all General Fund Revenue came from user charges mostly from the use of agency vehicles. Other income totaled \$152,612 in FY 2015 or 75.3% of all General Fund revenue.

The PDC expended \$1,819,609 through its Other Governmental Funds Fund during FY 2015. This included \$1,054,274 for staff, \$241,564 for allocated costs and \$239,796 for stipends to program participants. Staff costs accounted for 58% of all fund expenditures. In FY 2014 staff costs accounted for 55.17% of all costs and the amount expended for staffing by the fund remained nearly the same as FY 2014. The stabilization represents generally no change in staffing from FY 2014. Allocated costs and stipends accounted for 13.3% and 13.2% of the costs, respectively. And, expenditures for these items remained relatively stable. The Other Governmental Funds Fund had revenue of \$1,826,517 during FY 2015. Grants and sub-grants from the Federal Government accounted for 78.08% of all revenue during FY 2015. Administrative fees provided \$99,960 or about .5% of the fund's income during FY 2015. The fund's revenues exceeded its expenditures by \$6,908 during FY 2015.

The PDC expended \$6,588,772 through its Title III Fund during FY 2015. This included \$6,026,051 for sub-grants to local senior citizen programs, \$385,809 for staff, and \$145,169 for allocated costs. Sub-grants accounted for 91.5% of all fund expenditures. In FY 2015 staff costs accounted for just .6% of all costs. The amount expended for sub-grants by the fund remained fairly stable compared to FY 2014. The Title III Fund had revenue of \$6,594,801 during FY 2015. State funds in the amount of \$4,630,136 provided 70.2% or nearly 3/4 of all Title III fund revenue during FY 2015.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended June 30, 2015**

**Original versus Final Budget**

The Region 8 PDC prepares an organization wide budget, as part of the process required to develop a cost allocation plan. The PDC does not include revenue and expenses related to sub-grants in the cost allocation plan, as their inclusion would cloud the understanding of resources actually under the control of the PDC. Accordingly, the discussion of the proposed budget to actual costs will not include a discussion of pass through sub-grants.

Table 3 – Summary Comparison of FY 2015 Budget to Actual

	<b>FY 2015 Budget</b>	<b>FY 2015 Actual</b>	<b>Variation</b>
<b>Revenue</b>			
<b>Federal</b>	1,655,466	1,554,160	-6.12%
<b>State</b>	402,333	420,758	4.58%
<b>Local - Other</b>	482,880	623,026	29.02%
<b>Total</b>	2,540,679	2,597,944	2.25%
<b>Expenditures</b>			
<b>Staff</b>	1,116,689	1,550,755	38.87%
<b>Allocated Costs</b>	86,463	415,122	380.12%
<b>Stipends &amp; Program</b>	713,397	357,539	-49.88%
<b>Bad Debt Expense</b>	0	7,340	
<b>Grant Match Expense</b>	0	58,630	
<b>Other</b>	624,130	323,431	-48.18%
<b>Total</b>	2,540,679	2,712,817	5.14%

Table 3 provides a comparison of the proposed budget to actual revenues and expenses. Actual total revenue was 2.25% greater than budgeted. Revenue from federal sources was slightly less than budgeted, but revenue from State and other sources was greater than budgeted. Actual expenses were 6.78% greater than expected. Some of this over expenditure is attributed to expenditures for furniture and vehicles that will be recovered in the future.

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

**Capital Assets**

In FY 2010, the PDC began accruing funds to cover expenses for the PEIA annual retirement contribution. The State is currently invoicing the Council based on the number of employees covered by PEIA insurance. Although the State is not requiring payment of the invoices at this time, the Council began accruing the costs and placing the funds in an account. Therefore based on the decision of the Council, the accrued funds were placed into an account and are recognized as a liability of the Council. However, in 2012, the West Virginia State Legislature passed Senate Bill 469. Senate Bill 469 states that the OPEB liability will be eliminated by the year 2035 through the use of a pre-funding source. Therefore, the Region 8 Council agreed to discontinue accruing funds for the OPEB liability during FY 2012 as it was putting a tremendous strain on program budgets. However, the Council must maintain the liability on record and this is reflected in the overall financial status of the agency. The total amount of OPEB liability for the Region 8 Council at the end of FY 2015 is \$883,112. At the end of FY 2015 \$566,528 has been assumed as an unfunded liability of the Council.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended June 30, 2015**

**Debt Administration**

The PDC began FY 2015 with total long-term debt of \$32,250. This represents an obligation the PDC has to the West Virginia Economic Development Authority. The debt has no interest charge and will become due on June 30, 2042. The PDC reserves funds from its net assets to retire this debt.

**ECONOMIC FACTORS**

The PDC is highly dependent on the federal and state governments for operational funding. Decisions in Washington and Charleston have great bearing on the PDC's ability to maintain current operations.

The core funding programs that support basic planning and development operations appear stable. The PDC has implemented measures to lessen expenditures and the operating loss appears to have stabilized. Thus although the PDC had a \$127,810 reduction in the unrestricted fund balance, the PDC feels that its position is sound and that it can maintain critical operations. Again, this reduction is due to the assumption of the OPEB liability and furniture purchases that will be recovered in the future.

**ADOPTION OF GASB 68**

The adoption of GASB 68 changed the net position of Region 8 PDC significantly from FY 2014 to FY 2015. The initial adjustment to the Council's net position was \$(555,463). This overwhelming assumption of debt contributed to the PDC's beginning assets of \$(254,886) for FY 2015. More detail concerning the liability of the RERS pension plan is provided on pages 17-19 of the audit report.

**FURTHER INFORMATION**

This financial report provides a general overview of the PDC's finances for all interested organizations and persons. The PDC recognizes that it may need to clarify the information that it has provided and that individuals may have a need for more detailed information. Individuals and organizations having questions or requiring additional information should contact:

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**REGION 8 PLANNING AND DEVELOPMENT COUNCIL**  
**STATEMENT OF NET POSITION**  
**June 30, 2015**

	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
Cash	\$ 1,100,277	\$ -	\$ 1,100,277
Accounts receivable	86,386	-	86,386
Grant funds receivable	314,456	-	314,456
Notes receivable	117,425	-	117,425
Property and equipment, net of accumulated depreciation	281,150	-	281,150
 TOTAL ASSETS	 \$ 1,899,694	 \$ -	 \$ 1,899,694
 <b>LIABILITIES</b>			
Accounts payable	\$ 292,642	\$ -	\$ 292,642
Accrued wages	53,240	-	53,240
Accrued annual leave	47,871	-	47,871
Accrued payroll taxes	20,952	-	20,952
Other accrued liabilities	886,652	-	886,652
Deferred revenue	389,065	-	389,065
Due to other agencies	6,489	-	6,489
Accrued pension liability	286,249	-	286,249
Note payable	32,250	-	32,250
 TOTAL LIABILITIES	 2,015,410	 -	 2,015,410
 <b>DEFERRED INFLOWS OF RESOURCES</b>			
Net pension liability	177,656	-	177,656
 <b>NET POSITION</b>			
Investment in capital assets	281,150	-	281,150
Restricted for:			
Debt service	32,250	-	32,250
Accrued vacation	13,584	-	13,584
Unrestricted	(620,356)	-	(620,356)
 TOTAL NET POSITION	 \$ (293,372)	 \$ -	 \$ (293,372)

See accompanying notes to financial statements.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL**  
**STATEMENT OF ACTIVITIES**  
**For the Year Ended June 30, 2015**

Functions/Programs	Program Revenues			Net (Expense) Revenue and Change in Net Assets		
	Expenses	Charges for Services	Operating Grants	Govern- mental Activities	Business- Type Activities	Total
Governmental activities:						
General operations	\$ 212,206	\$ 87,866	\$ 96,675	\$ (27,665)	\$ -	\$ (27,665)
Appalachian Regional Development	155,280	-	155,280	-	-	-
Economic Development Admin.	100,552	-	100,552	-	-	-
Broadband study	-	-	-	-	-	-
Revolving Loan	1,898	-	4,446	2,548	-	2,548
Micro Loan	9,131	-	13,493	4,362	-	4,362
Title III	6,534,759	-	6,534,759	-	-	-
Title V	568,215	-	568,215	-	-	-
Foster Grandparent	416,117	-	416,117	-	-	-
Retired Senior Volunteer Program	82,650	-	82,650	-	-	-
Transitional Housing	376,205	-	376,205	-	-	-
Total governmental activities	<u>8,457,013</u>	<u>87,866</u>	<u>8,348,392</u>	<u>(20,755)</u>	<u>-</u>	<u>(20,755)</u>
Business-type activities:						
Office rental	24,746	6,000	-	-	(18,746)	(18,746)
Total business-type activities	<u>24,746</u>	<u>6,000</u>	<u>-</u>	<u>-</u>	<u>(18,746)</u>	<u>(18,746)</u>
Total primary government	<u>\$ 8,481,759</u>	<u>\$ 93,866</u>	<u>\$ 8,348,392</u>	<u>(20,755)</u>	<u>(18,746)</u>	<u>(39,501)</u>
General revenues:						
Investment earnings				\$ 1,015	\$ -	\$ 1,015
Transfers				(18,746)	18,746	-
Total				<u>(17,731)</u>	<u>18,746</u>	<u>1,015</u>
Change in net assets				(38,486)	-	(38,486)
Beginning net assets				<u>(254,886)</u>	<u>-</u>	<u>(254,886)</u>
Ending net assets				<u>\$ (293,372)</u>	<u>\$ -</u>	<u>\$ (293,372)</u>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
For the Year Ended June 30, 2015**

	General	Title III	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash	\$ 1,100,277	\$ -	\$ -	\$ 1,100,277
Accounts receivable	86,386	-	-	86,386
Grant funds receivable	-	236,682	77,774	314,456
Notes receivable	-	-	117,425	117,425
<b>TOTAL ASSETS</b>	<b>\$ 1,186,663</b>	<b>\$ 236,682</b>	<b>\$ 195,199</b>	<b>\$ 1,618,544</b>
 <b>LIABILITIES AND FUND BALANCES</b>				
<b>LIABILITIES</b>				
Accounts payable	\$ 83,526	\$ 205,616	\$ 3,500	\$ 292,642
Accrued wages	53,240	-	-	53,240
Accrued annual leave	34,287	-	-	34,287
Accrued payroll taxes	20,952	-	-	20,952
Other accrued liabilities	886,652	-	-	886,652
Deferred revenue	1,328	383,224	4,513	389,065
Due to other agencies	532	4,957	1,000	6,489
Note payable	32,250	-	-	32,250
<b>TOTAL LIABILITIES</b>	<b>1,112,767</b>	<b>593,797</b>	<b>9,013</b>	<b>1,715,577</b>
 <b>FUND BALANCES (DEFICIT)</b>				
Restricted:				
Debt service	32,250	-	-	32,250
Accrued vacation	13,584	-	-	13,584
Unassigned:				
General fund	(420,296)	-	-	(420,296)
Special revenue fund	-	-	277,429	277,429
<b>TOTAL FUND BALANCES</b>	<b>(374,462)</b>	<b>-</b>	<b>277,429</b>	<b>(97,033)</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 738,305</b>	<b>\$ 593,797</b>	<b>\$ 286,442</b>	

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	281,150
Accrued vacation is not due and payable in the current period and therefore is not reported in the funds.	(13,584)
Long-term liabilities related to pensions are not due and payable in the current period and therefore not reported in the funds.	(463,905)
<b>NET ASSETS OF GOVERNMENTAL ACTIVITIES</b>	<b>\$ (293,372)</b>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
**For the Year Ended June 30, 2015**

	General	Title III	Other Governmental Funds	Total Governmental Funds
<b>REVENUES</b>				
Federal grants	\$ -	\$ 163,744	\$ 1,390,416	\$ 1,554,160
State grants	-	385,036	35,722	420,758
Federal subgrant	-	1,780,951	-	1,780,951
State subgrant	-	4,245,100	-	4,245,100
User charge	39,089	-	-	39,089
Administrative fees	-	-	99,960	99,960
Rent income	9,961	-	50,004	59,965
Interest income	1,015	-	8,662	9,677
In-kind	-	-	111,425	111,425
Other	152,612	19,970	130,328	302,910
<b>Total Revenues</b>	<u>202,677</u>	<u>6,594,801</u>	<u>1,826,517</u>	<u>8,623,995</u>
<b>EXPENDITURES</b>				
Personnel	41,737	280,617	840,958	1,163,312
Fringe benefits	68,935	105,192	213,316	387,443
Travel	1,650	13,512	61,617	76,779
Printing and supplies	68,167	8,022	29,171	105,360
Rent	-	-	14,143	14,143
Telephone	3,305	7,187	10,361	20,853
Allocated costs	28,389	145,169	241,564	415,122
Insurance	3,362	-	4,268	7,630
Advertising	490	29	2,058	2,577
Maintenance	23,311	-	6,839	30,150
Professional fees/contractual	-	-	1,725	1,725
Participant support	-	-	6,198	6,198
Vehicle expense	26,650	-	-	26,650
Stipends	-	120	239,796	239,916
In-kind	-	-	111,425	111,425
Other	5,861	2,873	28,830	37,564
Grant cash match	58,630	-	-	58,630
Subgrants	-	6,026,051	-	6,026,051
Bad debt expense	-	-	7,340	7,340
<b>Total Expenditures</b>	<u>330,487</u>	<u>6,588,772</u>	<u>1,819,609</u>	<u>8,738,868</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	(127,810)	6,029	6,908	(114,873)
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer in (transfer out)	-	(6,029)	-	(6,029)
<b>Total Other Financing Sources (Uses)</b>	-	(6,029)	-	(6,029)
<b>NET CHANGE IN FUND BALANCES</b>	(127,810)	-	6,908	(120,902)
<b>BEGINNING FUND BALANCES</b>	<u>(246,652)</u>	<u>-</u>	<u>270,521</u>	<u>23,869</u>
<b>ENDING FUND BALANCES</b>	<u>\$ (374,462)</u>	<u>\$ -</u>	<u>\$ 277,429</u>	<u>\$ (97,033)</u>

See accompanying notes to financial statements.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE  
STATEMENT OF ACTIVITIES  
For the Year Ended June 30, 2015**

NET CHANGE IN FUND BALANCES \$ (120,902)

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount paid for the purchase of capital assets in the current period. 17,373

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount of depreciation expense in the current period. (25,107)

Government funds report pension expense based on the required funding for the current year eligible wages. However, in the statement of activities, pension expense is calculated based on actuarial assumptions as outlined in Note G. This is the difference between these calculations. 91,558

Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds. (1,408)

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES \$ (38,486)



**REGION 8 PLANNING AND DEVELOPMENT COUNCIL**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2015**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Region 8 Planning and Development Council (the Council) was established under Chapter 8, Article 25 of the Code of West Virginia. The region for which the Council was created and maintained is all of Grant, Hampshire, Hardy, Mineral, and Pendleton Counties in West Virginia.

The purpose of the Council is to plan comprehensively and perform development in the region and to promote and protect through the joint participation of citizens and elected officials, the social, economic, educational, environmental and general welfare of the citizens in the region.

**Introduction**

The financial statements of the Council conform to generally accepted accounting principles (GAAP) applicable to governmental units promulgated by the Government Accounting Standards Board (GASB). The accounting and reporting framework and the more significant accounting policies of the Council are discussed in subsequent sections of this note. The remainder of the Notes are organized to provide explanations, including required disclosures, of the Council's financial activities for the year ended June 30, 2015.

**Government-Wide and Fund Financial Statements**

*Government-wide Financial Statements*

The government-wide financial statements include the statement of net position and the statement of activities. These statements report financial information for the Council as a whole. Individual funds are not displayed but the statements distinguish governmental activities, generally supported through federal and state grants, from business-type activities, generally supported with fees charged to external customers.

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional category. Program revenues include: 1) charges for services; and 2) operating grants which finance annual operating activities.

*Fund Financial Statements*

Fund financial statements are provided for governmental funds. Major individual governmental funds are reported in separate columns with composite columns for non-major funds.

**Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements report using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon thereafter to pay current liabilities. Expenditures are recorded when the related fund liability is incurred.

*Allocation of Indirect Expenses*

The Council allocates indirect expenses primarily comprised of administrative support services to operating functions and programs benefiting from those services. Allocations are charged to programs based on use of administrative services determined by various allocation methodologies.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2015**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**Fund Types and Major Funds**

The Council reports the following major governmental funds:

General Fund – the general operating fund of the Council. This fund is used to account for all financial resources not reported in other funds.

Title III Fund – accounts for all activities of the Upper Potomac Area Agency on Aging which provides support services for the elderly.

**Cash**

The Council considers all short-term investments with an original maturity of three months or less to be cash equivalents.

**Receivables**

Grants receivable represents expenditures incurred and billed for reimbursement but not received, and accounts receivable represents billings for services rendered but not received as of June 30, 2015.

**Deferred Revenues**

Deferred revenues represent the cumulative excess of cash received over revenues earned.

**Due to Other Agencies**

These amounts represent the cumulative excess of cash received over expenditures incurred, which must be returned to the grantor agency that funded the program.

**Use of Estimates**

The preparation of financial statements requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Capital Assets**

Capital assets, which include property, plant and equipment, are recorded at historical cost and are reported in the government-wide financial statements. The Council generally capitalizes assets with a cost of \$5,000 or more. Capital assets are depreciated using the straight-line method. When capital assets are disposed, the cost and applicable accumulated depreciation are removed from the respective accounts, and the resulting gain or loss is recorded in operations.

Capital assets are depreciated using the straight-line method over the following expected service lives:

Buildings and improvements	15-39 years
Vehicles	5 years

**Pensions**

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the West Virginia Public Employees' Retirement System (PERS) and additions to/deductions from PERS' fiduciary net position have been determined on the same basis as they are reported by PERS.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
NOTES TO FINANCIAL STATEMENTS  
June 30, 2015**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**Date of Management’s Review**

Subsequent events were evaluated through March 30, 2016, which is the date the financial statements were available to be issued.

**NOTE B – CASH DEPOSITS**

The Council maintains cash accounts at four financial institutions. As of June 30, 2015, amounts in excess of insured limits total approximately \$65,000.

**NOTE C – NOTES RECEIVABLE**

Notes receivable consists of the following:

Promissory note from Criterion, Inc. with interest at 4%, due \$560 monthly, including interest. Collateralized by equipment, inventory, accounts receivable, and personal guarantee of the owners.	\$ 50,244
Promissory note from Thermo Gauge Instruments with interest at 4%, due \$838 monthly, including interest. Collateralized by equipment, inventory, accounts receivable, and personal guarantee of the owners.	13,932
Eleven promissory notes to various businesses with interest rates ranging from 7% to 10%, and maturing on various dates. Collateralized by equipment, inventory, and accounts receivable.	53,249
	\$ 117,425

All loans are made to local businesses using funds from the Title IX (revolving loan) and Micro Loan (Small Business Development) programs.

**NOTE D – CAPITAL ASSET ACTIVITY**

Capital asset activity for the Council for the year ended June 30, 2015 was as follows:

	Beginning Balance	Additions	Retirements	Ending Balance
Historic Cost:				
Vehicles	\$ 69,343	\$ -	\$ (11,840)	\$ 57,503
Buildings and improvements	519,393	19,373	-	538,766
	588,736	19,373	(11,840)	596,269
Less Accumulated Depreciation	299,852	25,107	(9,840)	315,119
Net Capital Assets	\$ 288,884	\$ (5,734)	\$ (2,000)	\$ 281,150

All depreciation expense is charged to general operations in the statement of activities.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2015**

**NOTE E – COMPENSATED ABSENCES**

Council employees earn up to 18 vacation days per year and are allowed to carry this time earned over to subsequent fiscal years. Maximum accumulation allowed of vacation days is 30 days. Estimates have been made and an accrued liability recorded in the amount of \$47,871 to reflect accumulated vacation days at June 30, 2015.

Due to restrictions imposed by grant funding sources, the Planning Division has not recorded any accrued liability for vacation days in the governmental fund financial statements, because the amount of accrued liability as of any point in time would not be normally liquidated with current financial resources. The Planning Division's share of the accrued liability, \$13,584, is recorded as a reserved fund balance in the governmental fund financial statements.

**NOTE F – NOTES PAYABLE**

Notes payable consists of the following:

Promissory note to the West Virginia Economic Development Authority (WVEDA), 0% interest, principal due June 30, 2042, unsecured.	<u>\$ 32,250</u>
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**NOTE G – PENSION PLAN**

**Plan Description and Contributions**

*Plan Description* - PERS is a multiple employer defined benefit cost sharing public employee retirement system covering substantially all employees of the State and its component units, as well as employees of participating non-State governmental entities who are not participants of another state or municipal retirement system.

PERS provides retirement benefits as well as death and disability benefits. Qualification for normal retirement is age 60 with five years of service or at least age 55 with age and service equal to 80 or greater. The straight-life annuity retirement benefit is equivalent to 2% of average salary multiplied by years of service. Average salary is the average of the three consecutive highest annual earnings out of the last fifteen years of earnings. Terminated members with at least five years of contributory service who do not withdraw their accumulated contributions may elect to receive their retirement annuity beginning at age 62.

Chapter 5, Article 10 of the West Virginia State Code assigns the authority to establish and amend the provisions of the plan to the State Legislature. In certain circumstances, this Article also permits members of TRS to transfer accumulated service credit and member contributions into PERS.

*Contributions* - Per Chapter 5, Article 10, members contribute 4.5% of annual earnings. State and non-state governmental employers' contribution rates were 14.5% of covered employees' annual earnings for fiscal year ending June 30, 2014. Effective July 1, 2014 employer contribution rates decreased to 14.0% of members annual earnings. Contributions as a percentage of payroll for members are established by statutes, subject to legislative limitations and are not actuarially determined. Contributions as a percentage of payroll for employers are established by the Board. Cash contributions to the pension plan were \$150,818 for the year ended June 30, 2015.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2015**

**NOTE G – PENSION PLAN (Continued)**

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

As of June 30, 2015, the Council reported a liability of \$286,249 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2014, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Council's proportion of the net pension liability was based on a projection of the Council's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers. As of June 30, 2014, the Council's proportion was 0.078 percent, which was the same percent from its proportion measured as of June 30, 2013.

For the year ended June 30, 2015, the Council recognized pension expense of \$33,076. As of June 30, 2015, the Council reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 1,385	\$ (303,251)
Contributions subsequent to the measurement date	124,634	-
Changes in proportion	(424)	-
	\$ 125,595	\$ (303,251)

\$124,634 reported as deferred outflows of resources related to pensions resulting from Council contributions subsequent to the measurement date will be recognized as a reduction in the net pension liability in the year ended June 30, 2016. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

**Actuarial Assumptions**

The total pension liabilities in the June 30, 2014 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Actuarial cost method	Individual entry ages normal cost with level percentage of payroll
Asset valuation method	Fair value
Amortization method	Level dollar, fixed period
Amortization period	Through FY 2035
Investment rate of return	7.50%
Projected salary increases	4.25% - 6.00%
Inflation rate	2.20%
Discount rate	7.50%
Mortality rates	Healthy males - 1983 GAM Healthy females - 1971 GAM Disabled males - 1971 GAM Disabled females - Revenue ruling 96-7
Withdrawal rates	1% - 26%
Disability rates	0% - 0.8%
Retirement rates	15% - 100%
Date range in most recent experience study	2004 - 2009

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2015**

**NOTE G – PENSION PLAN (Continued)**

**Long-Term Expected Rates of Return**

The long-term rates of return on pension plan investments were determined using the building block method in which estimates of expected real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentages and by adding expected inflation. Rates summarized in the following table include the inflation component and were used for all defined benefit plans:

US Equity (Russell 3000)	7.6%
International Equity	8.5%
Core Fixed Income	2.9%
High Yield	4.8%
TPS	2.9%
Real Estate	6.8%
Private Equity	9.9%
Hedge Funds	5.0%
Inflation (CPI)	2.2%

**Discount Rate**

The discount rate used to measure the total pension liability was 7.5%. The projections of cash flows used to determine the discount rates assumed that employer contributions will continue to follow the current funding policies. Based on those assumptions, the fiduciary net position of each defined benefit pension plan was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rates of return on pension plan investments were applied to all periods of projected benefit payments to determine the total pension liabilities for the plan.

Regarding the sensitivity of the net pension liability to changes in the discount rate, the following table presents the plan's net pension liabilities calculated using the current discount rate of 7.5% as well as the plans' net pension liabilities if they were calculated using a discount rate that is one percentage point lower or one percentage point higher:

	1% Decrease (6.5%)	Current Discount Rate (7.5%)	1% Increase (8.5%)
Council's proportionate share of the net pension liability	\$ 833,175	\$ 286,249	\$ (179,777)

**NOTE H – OTHER POST EMPLOYMENT BENEFITS**

The Council contributes to the West Virginia Retiree Health Benefits Trust Fund (RHBT), a cost-sharing multiple employer defined benefit postemployment health care plan. RHBT provides medical benefits to retirement employees of the State of West Virginia. Chapter 15 of the Code of the State of West Virginia assigns authority to establish and amend benefit provisions to the RHBT Finance Board.

The Council's annual other postemployment benefit (OPEB) cost is calculated based on the annual required contribution determined by the RHBT. For the year ending June 30, 2015 the total OPEB expense was \$50,400. As of June 30, 2015, the total accumulated liability was \$883,112.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2015**

**NOTE I – BUDGETARY COMPARISON REPORTING**

Budgetary Comparison Schedules are not included in the financial statements as the Council is not legally required to adopt a budget for each of its funds.

**NOTE J – ECONOMIC DEPENDENCE**

The Council is economically dependent on the Federal and West Virginia governments for a major portion of its revenues. The amounts of revenues and percentage of total revenues from these sources for the year ended June 30, 2015 are as follows:

	Amount	Percentage
Federal	\$ 3,335,111	38.67
West Virginia	4,665,858	54.10
Other	623,026	7.22
	\$ 8,623,995	100.00

**NOTE K – NEW ACCOUNTING PRONOUNCEMENTS**

Management has adopted GASB Statement No. 67, *Financial Reporting for Pension Plans*, which required enhanced note disclosures and certain required supplementary information, in order to provide more information about measures of net pension liabilities and explanations of how and why those liabilities change from year to year. This statement also improved comparability of reported information for pension plans by defining the actuarial valuation methods that can be used for developing the valuation of the benefit obligations of the respective pension plans. Adoption of GASB 67 had no impact on the net position of the Council. Changes in the presentation of the financial statements, notes to the financial statements, and required supplementary information (RSI) were required by GASB 67.

Management has adopted GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, effective for the year ended June 30, 2015. Statement 68 required the Council to recognize a liability equal to its proportionate share of the net pension liability of the PERS for its employees.

Management has adopted GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date - an Amendment of GASB Statement No. 68*. Statement 71 addresses an issue regarding application of the transition provisions of Statement 68. Contributions to a defined benefit pension plan between the measurement date of the reported net pension liability and the end of the reporting period are required to be recognized as deferred outflows of resources. The requirements of Statement 71 are effective simultaneously with Statement 68.

# **SUPPLEMENTARY INFORMATION**



**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION**

**SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY**

	<u>2015</u>
Council's proportion of the net pension liability	<u>0.078%</u>
Council's proportionate share of the net pension liability	<u>\$ 286,249</u>
Council's covered-employee payroll	<u>\$ 897,249</u>
Council's proportionate share of the net pension liability as a percentage of its employee-covered payroll	<u>31.90%</u>
Plan fiduciary net position as a percentage of the total pension liability	<u>94.23%</u>

**SCHEDULE OF PENSION CONTRIBUTIONS**

	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
Contractually required contribution	\$ 124,700	\$ 150,818	\$ 145,172	\$ 156,877
Actual contribution	<u>(124,700)</u>	<u>(150,818)</u>	<u>(145,172)</u>	<u>(156,877)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Council's covered-employee payroll	<u>\$ 897,249</u>	<u>\$ 1,041,865</u>	<u>\$ 1,036,942</u>	<u>\$ 1,093,860</u>
Contributions as a percentage of covered-employee payroll	<u>13.90%</u>	<u>14.48%</u>	<u>14.00%</u>	<u>14.34%</u>

See accompanying notes to financial statements.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**UNRESTRICTED OPERATIONS**  
**Year Ended June 30, 2015**

REVENUES	
User charge	\$ 47,569
Rent income	6,000
Interest income	1,015
Local cash match	137
Other	<u>152,476</u>
Total Revenues	<u>207,197</u>
EXPENDITURES	
Personnel	41,737
Fringe benefits	68,934
Travel	1,651
Equipment and furniture	79,779
Advertising	490
Supplies	548
Telephone and utilities	2,971
Insurance	3,362
Publication/dues	25
Meeting expense	2,238
Building maintenance	39,004
Local cash match	58,630
Other	3,599
Auto expense	7,276
Allocated costs - Petersburg	7,630
Allocated costs - management and general	14,125
Allocated costs - common costs	2,571
Allocated costs - other	<u>437</u>
Total Expenditures	<u>335,007</u>
DEFICIT OF REVENUES OVER EXPENDITURES	(127,810)
BEGINNING FUND BALANCE (DEFICIT)	<u>(246,652)</u>
ENDING FUND BALANCE (DEFICIT)	<u><u>\$ (374,462)</u></u>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
ADMINISTRATIVE GRANT UNDER APPALACHIAN  
REGIONAL DEVELOPMENT ACT  
January 1, 2014 to December 31, 2014**

	01/01/14 - 06/30/14	07/01/14 - 12/31/14	Total	Budget
<b>REVENUES</b>				
Federal	\$ 54,424	\$ 8,248	\$ 62,672	\$ 62,672
State	-	-	-	-
Local	<u>33,341</u>	<u>54,346</u>	<u>87,687</u>	<u>165,000</u>
Total Revenues	<u>87,765</u>	<u>62,594</u>	<u>150,359</u>	<u>227,672</u>
<b>EXPENDITURES</b>				
Personnel	43,791	31,651	75,442	113,863
Fringe benefits	18,306	12,382	30,688	47,572
Travel	3,297	1,584	4,881	13,500
Training	-	-	-	1,450
Supplies	247	27	274	1,400
Telephone	552	42	594	1,125
Publications/dues	-	-	-	1,000
Other	16	-	16	-
Allocated costs - Petersburg	4,726	4,275	9,001	4,137
Allocated costs - management and general	14,529	9,822	24,351	34,625
Allocated costs - common costs	2,065	2,811	4,876	9,000
Allocated costs - project administration	<u>236</u>	<u>-</u>	<u>236</u>	<u>-</u>
Total Expenditures	<u>87,765</u>	<u>62,594</u>	<u>150,359</u>	<u>227,672</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
ADMINISTRATIVE GRANT UNDER APPALACHIAN  
REGIONAL DEVELOPMENT ACT  
January 1, 2015 to June 30, 2015**

	Actual	Budget*
<b>REVENUES</b>		
Federal	\$ 28,330	\$ 62,672
State	3,744	79,718
Local	60,611	382,000
Total Revenues	92,685	524,390
 <b>EXPENDITURES</b>		
Personnel	42,235	219,548
Fringe benefits	19,034	101,843
Contractual	-	69,750
Travel	2,121	20,000
Training	-	2,300
Supplies	24	2,558
Telephone	292	1,600
Publications and dues	-	1,000
Other	-	2,191
Allocated costs - Petersburg	9,542	14,787
Allocated costs - management and general	14,900	69,063
Allocated costs - common costs	1,478	19,550
Allocated costs - project administration	3,059	200
Total Expenditures	92,685	524,390
 <b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>

\*Budget is for the twelve month period January 1, 2015 to December 31, 2015.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
ECONOMIC DEVELOPMENT ADMINISTRATION – PLANNING  
Year Ended June 30, 2015**

	<u>Actual</u>	<u>Budget</u>
<b>REVENUES</b>		
Federal	\$ 70,000	\$ 70,000
State	30,000	30,000
Local	<u>552</u>	<u>-</u>
Total Revenues	<u>100,552</u>	<u>100,000</u>
 <b>EXPENDITURES</b>		
Personnel	45,080	46,840
Fringe benefits	20,322	18,074
Travel	4,599	4,000
Advertising	820	500
Supplies	2,836	400
Telephone	592	-
Publication/dues	377	325
Meeting expense	1,367	375
Contractual	345	-
Allocated costs - Petersburg	4,896	6,400
Allocated costs - management and general	17,002	20,000
Allocated costs - common costs	<u>2,316</u>	<u>3,086</u>
Total Expenditures	<u>100,552</u>	<u>100,000</u>
 <b>EXCESS OF REVENUES OVER EXPENDITURES</b>	 <u><u>\$ -</u></u>	 <u><u>\$ -</u></u>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**LOAN PROGRAMS**  
**Year Ended June 30, 2015**

	EDA Revolving Loan Fund	Micro Loan
<b>REVENUES</b>		
Interest income	\$ 4,301	\$ 4,357
Local	<u>540</u>	<u>-</u>
Total Revenues	<u>4,841</u>	<u>4,357</u>
<b>EXPENDITURES</b>		
Personnel	693	489
Fringe benefits	267	193
Legal	702	678
Travel	15	-
Supplies	-	19
Telephone	80	-
Publication/dues	68	68
Equipment	13	13
Other	33	41
Allocated costs - Petersburg	165	60
Allocated costs - management and general	220	190
Allocated costs - common costs	<u>39</u>	<u>39</u>
Total Expenditures	<u>2,295</u>	<u>1,790</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<u>2,546</u>	<u>2,567</u>
<b>OTHER FINANCING SOURCES (USES)</b>		
Bad debt expense	-	(7,341)
Bad debt recoveries	<u>-</u>	<u>9,136</u>
	<u>-</u>	<u>1,795</u>
<b>EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</b>	2,546	4,362
<b>BEGINNING FUND BALANCE</b>	<u>190,908</u>	<u>79,613</u>
<b>ENDING FUND BALANCE</b>	<u>\$ 193,454</u>	<u>\$ 83,975</u>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
UPPER POTOMAC AREA AGENCY ON AGING  
TITLE III  
October 1, 2013 to September 30, 2014**

	10/01/2013 - 06/30/2014	07/01/2014 - 09/30/2014	Total	Budget
<b>REVENUES</b>				
Federal	\$ 105,431	\$ 36,569	\$ 142,000	\$ 142,000
State	115,945	-	115,945	114,671
Federal subgrant	1,065,479	743,041	1,808,520	1,894,904
State subgrant	1,254,400	167,998	1,422,398	1,364,156
Local match	425	6,162	6,587	-
	<u>2,541,680</u>	<u>953,770</u>	<u>3,495,450</u>	<u>3,515,731</u>
<b>EXPENDITURES</b>				
Administration:				
Personnel	113,617	23,870	137,487	138,768
Fringe benefits	44,487	7,312	51,799	48,599
Travel	7,514	971	8,485	14,730
Advertising	-	-	-	25
Supplies	253	225	478	1,570
Telephone	2,597	1,389	3,986	3,488
Publications/dues	535	380	915	504
Utilities	118	108	226	120
Equipment	530	-	530	792
Meetings	25	216	241	460
Allocated costs - Petersburg	11,151	1,697	12,848	10,932
Allocated costs - management and general	35,831	4,645	40,476	25,667
Allocated costs - common costs	5,143	1,919	7,062	11,016
Subgrants				
Title III B subgrant	573,747	263,024	836,771	842,068
Title III C subgrant	569,612	151,582	721,194	813,734
Title III D subgrant	22,452	6,191	28,643	28,251
Title III E subgrant	127,117	34,920	162,037	151,022
NSIP subgrant	102,524	287,323	389,847	389,847
LIEAP subgrant	11,000	-	11,000	13,000
Nutrition Supplement subgrant	913,427	167,998	1,081,425	1,021,138
	<u>2,541,680</u>	<u>953,770</u>	<u>3,495,450</u>	<u>3,515,731</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>				
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
UPPER POTOMAC AREA AGENCY ON AGING  
TITLE III  
October 1, 2014 to June 30, 2015**

	<u>Subgrant</u>	<u>Grant</u>	<u>Total</u>	<u>Budget*</u>
<b>REVENUES</b>				
Federal	\$ -	\$ 127,175	\$ 127,175	\$ 142,000
State	-	105,000	105,000	106,178
Federal subgrant	1,037,910	-	1,037,910	1,817,132
State subgrant	1,220,918	-	1,220,918	1,399,916
Local match	-	(1)	(1)	-
	<u>2,258,828</u>	<u>232,174</u>	<u>2,491,002</u>	<u>3,465,226</u>
<b>Total Revenues</b>				
<b>EXPENDITURES</b>				
Administration:				
Personnel	-	111,103	111,103	132,272
Fringe benefits	-	45,959	45,959	51,075
Travel	-	7,833	7,833	9,311
Advertising	-	-	-	25
Supplies	-	1,491	1,491	774
Telephone	-	3,070	3,070	3,488
Publications/dues	-	420	420	400
Utilities	-	-	-	144
Equipment	-	-	-	1,006
Meetings	-	610	610	780
Other	-	(48)	(48)	-
Allocated costs - Petersburg	-	14,101	14,101	11,060
Allocated costs - management and general	-	41,216	41,216	24,968
Allocated costs - common costs	-	6,419	6,419	12,875
Subgrants				
Title III B subgrant	562,198	-	562,198	817,362
Title III C subgrant	469,013	-	469,013	732,028
Title III D subgrant	11,952	-	11,952	22,173
Title III E subgrant	113,630	-	113,630	156,301
NSIP subgrant	192,061	-	192,061	411,212
LIEAP subgrant	11,000	-	11,000	11,000
Nutrition Supplement subgrant	898,974	-	898,974	1,066,972
	<u>2,258,828</u>	<u>232,174</u>	<u>2,491,002</u>	<u>3,465,226</u>
<b>Total Expenditures</b>				
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>				
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

\*Budget is for the twelve-month period October 1, 2014 to September 30, 2015.



**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
UPPER POTOMAC AREA AGENCY ON AGING  
LIFE  
Year Ended June 30, 2015**

	Total	Budget
<b>REVENUES</b>		
State subgrant	\$ 2,867,184	\$ 2,867,184
Total Revenues	2,867,184	2,867,184
<b>EXPENDITURES</b>		
Life Direct Services subgrant	2,867,184	2,867,184
Total Expenditures	2,867,184	2,867,184
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	\$ -	\$ -

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
UPPER POTOMAC AREA AGENCY ON AGING  
AGING DISABLED RESOURCE CENTER – REGION 1  
Year Ended June 30, 2015**

	<u>Total</u>	<u>Budget</u>
REVENUES		
State	\$ 61,000	\$ 60,000
Local	<u>7,305</u>	<u>6,740</u>
Total Revenues	<u>68,305</u>	<u>66,740</u>
EXPENDITURES		
Administration:		
Salaries	33,333	35,000
Fringe benefits	13,156	12,500
Travel	1,748	1,750
Advertising	25	25
Supplies	1,021	40
Telephone	796	800
Publications/dues	375	375
Allocated costs - Fairmont	3,937	2,250
Allocated costs - Petersburg	101	100
Allocated costs - management and general	11,067	11,000
Allocated costs - common costs	<u>2,746</u>	<u>2,900</u>
Total Expenditures	<u>68,305</u>	<u>66,740</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
UPPER POTOMAC AREA AGENCY ON AGING  
AGING DISABLED RESOURCE CENTER – REGION 3  
Year Ended June 30, 2015**

	Total	Budget
<b>REVENUES</b>		
State	\$ 64,500	\$ 60,000
Local	132	3,000
Total Revenues	64,632	63,000
<b>EXPENDITURES</b>		
Administration:		
Salaries	29,976	30,000
Fringe benefits	11,831	11,870
Travel	621	750
Supplies	4,555	270
Telephone	1,194	1,000
Publication/dues	735	735
Meetings	182	175
Allocated costs - Petersburg	3,592	5,700
Allocated costs - management and general	9,976	10,000
Allocated costs - common costs	1,970	2,500
Total Expenditures	64,632	63,000
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	\$ -	\$ -

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
UPPER POTOMAC AREA AGENCY ON AGING  
MONEY FOLLOWS THE PERSON  
May 1, 2013 to December 31, 2014**

	<u>5/1/2013 - 6/30/2014</u>	<u>7/1/2014 - 12/31/2014</u>	<u>Total</u>	<u>Budget</u>
<b>REVENUES</b>				
State	\$ 168,473	\$ 30,338	\$ 198,811	\$ 175,000
Total Revenues	<u>168,473</u>	<u>30,338</u>	<u>198,811</u>	<u>175,000</u>
<b>EXPENDITURES</b>				
Salaries	85,719	12,052	97,771	92,150
Fringe benefits	20,362	2,999	23,361	20,500
Travel	17,443	1,719	19,162	17,000
Advertising	1,835	-	1,835	2,000
Supplies	1,576	74	1,650	1,000
Telephone	1,565	630	2,195	1,500
Other	14	-	14	-
Allocated costs - Fairmont	1,222	755	1,977	1,500
Allocated costs - Martinsburg	3,858	593	4,451	4,350
Allocated costs - management and general	26,206	3,716	29,922	26,000
Allocated costs - common costs	<u>8,673</u>	<u>1,771</u>	<u>10,444</u>	<u>9,000</u>
Total Expenditures	<u>168,473</u>	<u>24,309</u>	<u>192,782</u>	<u>175,000</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	-	6,029	6,029	-
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer-out	<u>-</u>	<u>(6,029)</u>	<u>(6,029)</u>	<u>-</u>
<b>EXCESS OF REVENUES AND OTHER SOURCES OVER EXPENDITURES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
SENIOR HEALTH INSURANCE PROGRAM – REGION 3  
April 1, 2014 to June 30, 2015**

	4/1/2014 - 6/30/2014	7/1/2014 - 3/31/2015	Total	Budget
<b>REVENUES</b>				
Federal	\$ 12,373	\$ 41,798	\$ 54,171	\$ 33,000
Local cash match	-	3,591	3,591	-
Total Revenues	<u>12,373</u>	<u>45,389</u>	<u>57,762</u>	<u>33,000</u>
<b>EXPENDITURES</b>				
Personnel	8,224	24,585	32,809	17,195
Fringe benefits	2,095	9,559	11,654	6,881
Travel	3	135	138	850
Advertising	-	4	4	-
Supplies	-	22	22	748
Allocated costs - Fairmont	-	-	-	850
Allocated costs - Petersburg	220	1,929	2,149	807
Allocated costs - management and general	1,447	7,649	9,096	5,169
Allocated costs - common costs	384	1,506	1,890	500
Total Expenditures	<u>12,373</u>	<u>45,389</u>	<u>57,762</u>	<u>33,000</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
SENIOR HEALTH INSURANCE PROGRAM – REGION 1  
April 1, 2014 to March 31, 2015**

	<u>4/1/2014 - 6/30/2014</u>	<u>7/1/2014 - 3/31/2015</u>	<u>Total</u>	<u>Budget</u>
<b>REVENUES</b>				
Federal	\$ 3,860	\$ 7,969	\$ 11,829	\$ 33,000
Total Revenues	<u>3,860</u>	<u>7,969</u>	<u>11,829</u>	<u>33,000</u>
<b>EXPENDITURES</b>				
Personnel	2,117	3,485	5,602	17,195
Fringe benefits	840	1,430	2,270	6,881
Travel	-	-	-	850
Allocated costs - Fairmont	77	1,564	1,641	850
Allocated costs - Petersburg	-	80	80	1,555
Allocated costs - management and general	651	1,154	1,805	5,169
Allocated costs - common costs	<u>175</u>	<u>256</u>	<u>431</u>	<u>500</u>
Subgrant	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>3,860</u>	<u>7,969</u>	<u>11,829</u>	<u>33,000</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
SENIOR HEALTH INSURANCE PROGRAM – REGION 1  
April 1, 2015 to June 30, 2015**

	Actual	Budget*
<b>REVENUES</b>		
Federal	\$ 17,683	\$ 45,000
Local cash match	-	60
Total Revenues	17,683	45,060
 <b>EXPENDITURES</b>		
Personnel	9,123	23,000
Fringe benefits	3,745	9,000
Travel	-	1,500
Advertising	-	250
Supplies	-	350
Telephone	-	850
Allocated costs - Petersburg	1,341	2,015
Allocated costs - management and general	2,906	6,500
Allocated costs - common costs	568	1,595
Total Expenditures	17,683	45,060
 <b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>

\*Budget is for the twelve-month period April 1, 2015 to March 31, 2016.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
SENIOR HEALTH INSURANCE PROGRAM – MIPPA  
October 1, 2013 to September 30, 2014**

	10/01/2013 - 06/30/2014	07/01/2014 - 09/30/2014	Total	Budget
REVENUES				
Federal	\$ 19,108	\$ 13,936	\$ 33,044	\$ 27,668
Total Revenues	<u>19,108</u>	<u>13,936</u>	<u>33,044</u>	<u>27,668</u>
EXPENDITURES				
Personnel	8,036	6,908	14,944	11,000
Fringe benefits	3,189	3,006	6,195	4,800
Travel	223	38	261	2,803
Advertising	10	-	10	-
Supplies	1,380	499	1,879	2,500
Allocated costs - Fairmont	2,908	-	2,908	1,075
Allocated costs - Petersburg	121	323	444	375
Allocated costs - management and general	2,721	2,502	5,223	3,477
Allocated costs - common costs	520	660	1,180	1,638
Total Expenditures	<u>19,108</u>	<u>13,936</u>	<u>33,044</u>	<u>27,668</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
SENIOR HEALTH INSURANCE PROGRAM – MIPPA  
October 1, 2014 to June 30, 2015**

	Actual	Budget
REVENUES		
Federal	\$ 2,500	\$ 2,500
Total Revenues	2,500	2,500
EXPENDITURES		
Personnel	1,764	1,775
Fringe benefits	132	130
Other	120	120
Allocated costs - management and general	307	300
Allocated costs - common costs	177	175
Total Expenditures	2,500	2,500
EXCESS OF REVENUES OVER EXPENDITURES	\$ -	\$ -

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
SENIOR HEALTH INSURANCE PROGRAM – MIPPA  
October 1, 2014 to June 30, 2015**

	<u>Actual</u>	<u>Budget*</u>
<b>REVENUES</b>		
Federal	\$ 40,311	\$ 45,000
Local cash match	<u>-</u>	<u>1,177</u>
Total Revenues	<u>40,311</u>	<u>46,177</u>
 <b>EXPENDITURES</b>		
Personnel	22,744	24,753
Fringe benefits	5,696	4,859
Travel	447	500
Supplies	135	318
Telephone	-	77
Other	-	638
Allocated costs - Fairmont	778	4,862
Allocated costs - Petersburg	1,943	-
Allocated costs - management and general	6,416	7,914
Allocated costs - common costs	<u>2,152</u>	<u>2,256</u>
Total Expenditures	<u>40,311</u>	<u>46,177</u>
 <b>EXCESS OF REVENUES OVER EXPENDITURES</b>	 <u>\$ -</u>	 <u>\$ -</u>

\* Budget is for the twelve-month period October 1, 2014 to September 30, 2015.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL**  
**STATEMENT OF REVENUES AND EXPENDITURES**  
**TITLE V**  
**Year Ended June 30, 2015**

	Actual	Budget
<b>REVENUES</b>		
Federal	\$ 541,668	\$ 541,668
Local match	26,547	24,286
In-kind	46,597	41,460
Total Revenues	614,812	607,414
 <b>EXPENDITURES</b>		
Enrollee costs:		
Salaries	422,046	411,937
Fringe benefits	42,954	36,835
Other enrollee costs:		
Salaries	30,072	32,035
Fringe benefits	13,339	12,497
Travel	3,988	6,550
Advertising	1,106	500
Supplies	664	-
Telephone	717	1,055
Development	-	800
Training	3,532	3,060
Other	317	182
Allocated costs - Petersburg	11,749	8,280
Allocated costs - Martinsburg	4,262	5,256
Allocated costs - common costs	2,084	8,486
Administrative costs:		
Salaries	10,497	13,454
Fringe benefits	4,601	8,059
Allocated costs - Petersburg	1,327	750
Allocated costs - management and general	14,206	14,843
Allocated costs - common costs	754	1,375
Subtotal - Federal Expenditures	568,215	565,954
Non-Federal Expenditures	46,597	41,460
Total Expenditures	614,812	607,414
 <b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL**  
**STATEMENT OF REVENUES AND EXPENDITURES**  
**FOSTER GRANDPARENT**  
**Year Ended June 30, 2015**

	Actual	Budget
<b>REVENUES</b>		
Federal	\$ 399,417	\$ 399,417
Local	16,700	3,049
Total Revenues	416,117	402,466
<b>EXPENDITURES</b>		
Administration:		
Personnel	62,879	60,952
Fringe benefits	26,814	23,988
Travel	4,319	3,746
Training	200	-
Advertising	68	500
Supplies	506	400
Publication and dues	-	300
Telephone	627	900
Other	899	850
Allocated costs - Petersburg	8,156	5,278
Allocated costs - management and general	21,549	16,240
Allocated costs - common costs	4,887	5,600
Program:		
Recognition	1,634	1,200
Stipends	239,796	239,772
Subsistence	3,012	2,500
Travel	39,391	38,000
Insurance	740	740
Medical exams	620	500
Other	20	1,000
Total Expenditures	416,117	402,466
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
RETIRED SENIOR VOLUNTEER PROGRAM  
January 1, 2014 to December 31, 2014**

	1/01/2014 - 6/30/2014	7/01/2014 - 12/31/2014	Total	Budget
<b>REVENUES</b>				
Federal	\$ 79,179	\$ 56,203	\$ 135,382	\$ 79,179
Local	2,290	2,533	4,823	2,290
In-kind	31,623	2,262	33,885	31,623
	<u>113,092</u>	<u>60,998</u>	<u>174,090</u>	<u>113,092</u>
<b>EXPENDITURES</b>				
Volunteer Support:				
Personnel	37,750	26,697	64,447	37,750
Fringe benefits	16,035	10,017	26,052	16,035
Travel	4,457	2,075	6,532	4,457
Training	-	200	200	-
Advertising	500	63	563	500
Supplies	1,723	3,119	4,842	1,723
Publications and dues	-	100	100	-
Other	-	50	50	-
Allocated costs - Petersburg	1,700	1,421	3,121	1,700
Allocated costs - Martinsburg	2,020	1,676	3,696	2,020
Allocated costs - management and general	10,690	9,865	20,555	10,690
Allocated costs - common costs	-	3,453	3,453	-
Allocated costs - other	4,254	-	4,254	4,254
Volunteer:				
Insurance	2,340	-	2,340	2,340
Local:				
In-kind	31,623	2,262	33,885	31,623
	<u>113,092</u>	<u>60,998</u>	<u>174,090</u>	<u>113,092</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>				
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
RETIRED SENIOR VOLUNTEER PROGRAM  
January 1, 2015 to June 30, 2015**

	Total	Budget*
<b>REVENUES</b>		
Federal	\$ 21,639	\$ 79,179
Local	12	2,290
Total Revenues	21,651	81,469
 <b>EXPENDITURES</b>		
Volunteer Support:		
Personnel	9,341	37,750
Fringe benefits	4,207	16,035
Travel	927	4,457
Advertising	-	500
Supplies	42	1,723
Other	9	-
Allocated costs - Petersburg	238	1,700
Allocated costs - Martinsburg	2,600	2,020
Allocated costs - management and general	2,854	10,690
Allocated costs - common costs	443	-
Allocated costs - other	-	4,254
Volunteer:		
Recognition	25	-
Insurance	912	2,340
Local:		
Recognition	53	-
Total Expenditures	21,651	81,469
 <b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>

\*Budget is for the twelve month period January 1, 2015 to December 31, 2015.

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
STATEMENT OF REVENUES AND EXPENDITURES  
TRANSITIONAL HOUSING  
Year Ended June 30, 2015**

	Actual	Budget
<b>REVENUES</b>		
Federal	\$ 264,911	\$ 397,531
Rent	111,292	64,000
Interest	3	-
Total Revenues	376,206	461,531
<b>EXPENDITURES</b>		
Personnel	159,277	188,812
Fringe benefits	59,187	79,000
Depreciation	17,155	-
Travel	2,594	11,000
Supplies	21,934	49,000
Telephone	4,482	6,700
Publication/dues	813	500
Utilities	3,531	4,000
Maintenance	6,514	-
Rent	14,143	6,000
Insurance	2,616	8,500
Equipment and furniture	-	8,000
Other	4,735	9,000
Allocated costs - Petersburg	3,313	4,825
Allocated costs - Martinsburg	-	9,200
Allocated costs - management and general	62,607	70,286
Allocated costs - common costs	13,305	6,708
Total Expenditures	376,206	461,531
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
SCHEDULE OF COST POOL EXPENSES  
Year Ended June 30, 2015**

	Petersburg	Martinsburg	Fairmont	Management & General	Common Costs	Other	Total
Personnel	\$ -	\$ 781	\$ -	\$ 176,057	\$ -	\$ 2,695	\$ 179,533
Fringe benefits	-	308	-	70,482	-	1,186	71,976
Travel	-	15	-	994	3	806	1,818
Training	-	-	-	-	-	-	-
Equipment	-	-	-	-	7,443	-	7,443
Printing and supplies	17,726	1,263	1,241	-	6,152	831	27,213
Publications and dues	1,061	-	-	-	3,850	-	4,911
Telephone and utilities	25,694	2,149	3,421	74	2,140	-	33,478
Insurance	3,389	-	-	-	16,287	-	19,676
Advertising	-	-	-	-	-	-	-
Maintenance	9,496	66	464	-	803	-	10,829
Professional fees/contractual	-	-	-	-	28,240	20	28,260
Other	-	-	-	-	1,504	-	1,504
Interest	-	-	-	-	-	-	-
Rent/depreciation	18,419	8,142	1,920	-	-	-	28,481
	<u>\$ 75,785</u>	<u>\$ 12,724</u>	<u>\$ 7,046</u>	<u>\$ 247,607</u>	<u>\$ 66,422</u>	<u>\$ 5,538</u>	<u>\$ 415,122</u>

See accompanying notes to financial statements.



**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
SCHEDULES OF DEFERRED REVENUE AND  
DUE TO OTHER AGENCIES  
June 30, 2015**

	<u>Deferred Revenue</u>	<u>Due to Other Agencies</u>
Nutrition	\$ 250,001	\$ -
Title III	133,223	4,957
Transitional Housing	-	1,000
Appalachian Regional Commission	4,422	-
Other	1,328	532
Revolving Loan Fund	<u>1,134</u>	<u>-</u>
	<u>\$ 390,108</u>	<u>\$ 6,489</u>



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Council Members  
Region 8 Planning and Development Council  
Petersburg, West Virginia

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Region 8 Planning and Development Council as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise Region 8 Planning and Development Council's basic financial statements, and have issued our report thereon dated March 30, 2016.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Region 8 Planning and Development Council's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Region 8 Planning and Development Council's internal control. Accordingly, we do not express an opinion on the effectiveness of Region 8 Planning and Development Council's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Region 8 Planning and Development Council's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Martin, Beachy & Archart, PLLC*

March 30, 2016



INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM  
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

To the Council Members  
Region 8 Planning and Development Council  
Petersburg, West Virginia

**Report on Compliance for Each Major Federal Program**

We have audited Region 8 Planning and Development Council's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of Region 8 Planning and Development Council's major federal programs for the year ended June 30, 2015. Region 8 Planning and Development Council's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for each of Region 8 Planning and Development Council's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Region 8 Planning and Development Council's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Region 8 Planning and Development Council's compliance.

**Opinion on Each Major Federal Program**

In our opinion, Region 8 Planning and Development Council complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2015.

## Report on Internal Control Over Compliance

Management of Region 8 Planning and Development Council is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Region 8 Planning and Development Council's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Region 8 Planning and Development Council's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

*Martin, Beachy & Archart, PLLC*

March 30, 2016

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
Year Ended June 30, 2015**

Federal Grantor/Pass-Through Grantor Program Title	Federal CFDA Number	Pass-through Grantor's Number	Federal Expenditures
<b>Department of Commerce</b>			
Economic Development Support for Planning Organizations	11.302	01-83-14398	\$ 70,000
Economic Adjustment Assistance	11.307	1-39-02963	<u>49,852</u>
<b>Total U.S. Department of Commerce</b>			<u>119,852</u>
<b>Department of Labor</b>			
Senior Community Service Employment Program	17.235	AD-24193-13-55-A-11-56	<u>541,668</u>
<b>Total Department of Labor</b>			<u>541,668</u>
<b>Appalachian Regional Commission</b>			
Appalachian Local Development District Assistance	23.009	WV-4415-C37; WV-4415-C38	<u>36,578</u>
<b>Department of Veterans Affairs</b>			
VA Homeless Providers Grant and Per Diem Program	64.024	96-67-WV	<u>264,911</u>
<b>Department of Health and Human Services</b>			
Title III, Part D - Disease Prevention and Health Promotion Services	93.043	21437	2,307
Title III, Part D - Disease Prevention and Health Promotion Services	93.043	21337	<u>12,158</u>
			<u>14,465</u>
Title III, Part E - National Family Caregiver Support	93.052	21437	(1,738)
Title III, Part E - National Family Caregiver Support	93.052	21337	<u>130,155</u>
			<u>128,417</u>
Aging Cluster:			
Title III, Part B - Grants for Supportive Services and Senior Centers	93.044	21437	340,136
Title III, Part B - Grants for Supportive Services and Senior Centers	93.044	21337	<u>348,698</u>
Subtotal			<u>688,834</u>
Title III, Part C - Nutrition Services	93.045	21437	151,582
Title III, Part C - Nutrition Services	93.045	21337	<u>469,013</u>
Subtotal			<u>620,595</u>
Nutrition Services Incentive Program	93.053	21437	287,323
Nutrition Services Incentive Program	93.053	21337	<u>192,061</u>
Subtotal			<u>479,384</u>
<b>Total - Aging Cluster</b>			<u>1,788,813</u>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
Year Ended June 30, 2015**

Federal Grantor/Pass-Through Grantor Program Title	Federal CFDA Number	Pass-through Grantor's Number	Federal Expenditures
<b>Department of Health and Human Services (Continued)</b>			
Low Income Home Energy Assistance	93.568	21372	<u>13,000</u>
<b>Total Department of Health and Human Services</b>			<u><u>1,944,695</u></u>
<b>Corporation for National Service</b>			
Retired and Senior Volunteer Program	94.002	13SRSWV001	77,842
Foster Grandparent Program	94.011	12GXSWV001	<u>399,417</u>
<b>Total Corporation for National Service</b>			<u><u>477,259</u></u>
<b>TOTAL FEDERAL EXPENDITURES</b>			<u><u>\$ 3,384,963</u></u>

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
NOTES TO SCHEDULE OF EXPENDITURES OF  
FEDERAL AWARDS  
June 30, 2015**

**NOTE A – BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards includes the federal grant activity of Region 8 Planning and Development Council and is presented on the basis of accounting in conformity with practices that are prescribed or permitted by various granting agencies. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Because the Schedule presents only a selected portion of the operations of Region 8 Planning and Development Council, it is not intended to and does not present the financial position, changes in net assets, or cash flows of Region 8 Planning and Development Council.

**NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in OMB Circular A-87, *Cost Principles for State, Local, and Indian Tribal Governments*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Pass-through entity identifying numbers are presented where available.

**NOTE C – SUBRECIPIENTS**

Region 8 Planning and Development Council provided federal awards to subrecipients as follows:

<u>Program Title</u>	<u>CFDA Number</u>	<u>Amount Provided</u>
Title III, Part D – Preventive Health Services	93.043	14,465
Title III, Part B – Supportive Services	93.044	527,090
Title III, Part C – Nutrition Services	93.045	620,594
Title III, Part E – National Family Caregiver Support	93.052	128,417
Nutrition Services Incentive Program	93.053	479,385
Low Income Home Energy Assistance	93.568	11,000
		<u>\$ 1,780,951</u>



**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
Year Ended June 30, 2015**

**SUMMARY OF AUDIT RESULTS**

1. The auditor's report expresses an unmodified opinion on the financial statements of the Region 8 Planning and Development Council.
2. No significant deficiencies are reported.
3. No instances of noncompliance material to the financial statements of the Region 8 Planning and Development Council which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
4. No significant deficiencies in internal control over major federal award programs are reported.
5. The auditor's report on compliance for the major federal award programs for the Region 8 Planning and Development Council expresses an unmodified opinion on all major programs.
6. Audit findings that are required to be reported in accordance with Section 510(a) of OMB Circular A-133 are reported in this Schedule.
7. The programs tested as major programs were:

<u>Program Title</u>	<u>CFDA Number</u>
Senior Community Service Employment Program	17.235
Aging Cluster	93.044; 93.045; 93.053
Foster Grandparent	94.011

8. The threshold for distinguishing between Types A and B programs was \$300,000.
9. Region 8 Planning and Development Council was determined to be a low-risk auditee.

**FINDINGS – FINANCIAL STATEMENTS AUDIT**

NONE

**FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARDS PROGRAM AUDIT**

NONE

**REGION 8 PLANNING AND DEVELOPMENT COUNCIL  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
Year Ended June 30, 2015**

CORPORATION FOR NATIONAL SERVICE

2014-1 Foster Grandparent Program – CFDA No. 94.011

*Condition:* Annual income eligibility for program participants was not determined.

*Auditor's Recommendation:* Individuals responsible for determining eligibility should be reminded of the procedures that are in place which should be followed. A senior management official should provide ongoing monitoring of the situation.

*Current status:* The recommendation was adopted in December 2014. No similar findings were noted in the 2015 audit.