

SOUTHWEST MICHIGAN PLANNING COMMISSION

FINANCIAL REPORT

December 31, 2009

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INDEPENDENT AUDITOR'S REPORT ON FINANCIAL STATEMENTS

To the Board of Directors of the
Southwest Michigan Planning Commission

We have audited the accompanying statement of financial position of the Southwest Michigan Planning Commission, as of December 31, 2009, and the related statements of activities, functional expenditures and cash flows for the year then ended. These financial statements are the responsibility of the Southwest Michigan Planning Commission's management. Our responsibility is to express an opinion on these financial statements based on our audit. The prior year summarized comparative information has been derived from the Organization's December 31, 2008 financial statements and, in our report dated October 12, 2009, we expressed an unqualified opinion on those financial statements.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion the financial statements referred to above present fairly, in all material respects, the financial position of Southwestern Michigan Planning Commission as of December 31, 2009, and the changes in its net assets and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

A handwritten signature in cursive script that reads "Schaffer & Layher".

Schaffer & Layher, PLLC
St. Joseph, Michigan
October 8, 2010

David Schaffer, CPA
Michael Layher, CPA
Founding Partners:
Morris McMurray, CPA
Raymond Marks, CPA
Jeff Edmunds, CPA

SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF FINANCIAL POSITION
December 31, 2009
with comparative totals at December 31, 2008

Assets	<u>2009</u>	<u>2008</u>
Current Assets		
Cash and cash equivalents	\$ 83,975	\$ 45,576
Due from grantors	238,745	308,548
Prepaid expenses	40,994	21,535
Total Current Assets	<u>\$ 363,714</u>	<u>\$ 375,659</u>
Furniture and Equipment		
less accumulated depreciation of \$138,992 for 2009 and \$137,242 for 2008	\$ 5,377	\$ 6,601
Total Assets	<u><u>\$ 369,091</u></u>	<u><u>\$ 382,260</u></u>
Liabilities and Net Assets		
Current Liabilities		
Accounts payable	\$ 13,474	\$ 34,030
Provision for accrued leave	26,314	19,470
Accrued payroll taxes	1,744	1,573
Due to grantors	-	847
Escrow accounts	26,444	21,755
Deferred revenue	101,007	106,409
Total Current Liabilities	<u>\$ 168,983</u>	<u>\$ 184,084</u>
Net Assets		
Unrestricted and undesignated	200,108	198,176
Total Liabilities and Net Assets	<u><u>\$ 369,091</u></u>	<u><u>\$ 382,260</u></u>

The accompanying notes are an integral part of these financial statements.

SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF ACTIVITIES
For the year ended December 31, 2009
with comparative totals for the year ended December 31, 2008

	<u>2009</u>	<u>Unrestricted</u>	<u>2008</u>
Support and Revenues			
Support			
Federal	\$ 374,703	\$	411,980
State	211,294		197,054
County	60,862		60,862
Local	88,411		134,350
Total Support	<u>\$ 735,270</u>	<u>\$</u>	<u>804,246</u>
Revenue			
Local revenues	\$ 2,824	\$	3,864
Interest	731		1,709
Total Revenues	<u>\$ 3,555</u>	<u>\$</u>	<u>5,573</u>
Total Support and Revenues	<u>\$ 738,825</u>	<u>\$</u>	<u>809,819</u>
Expenditures			
Grants and Projects			
FHWA	\$ 210,434	\$	235,260
FTA	58,822		48,194
I-69	25,873		34,233
MDOT	81,237		32,042
NCST Transit	33,300		65,912
US 12 Heritage Route Plan	35,367		35,180
Rideshare	33,559		15,307
CED/EDA	92,988		65,080
Galien Watershed	29,198		2,042
Asset Management	29,597		28,194
Paw Paw Watershed	564		61,801
Black River Watershed	31,503		14,318
Green Infrastructure	2,306		21,868
USDA Kitchen	-		39,706
Berrien County Transit	11,964		19,627
PAL Grant	5,230		181
Local Planning	14,389		41,480
Total Grants and Projects	<u>\$ 696,331</u>	<u>\$</u>	<u>760,425</u>
Local projects and services	40,562		65,436
Total Expenditures	<u>\$ 736,893</u>	<u>\$</u>	<u>825,861</u>
Change in Net Assets	\$ 1,932	\$	(16,042)
Net Assets, Beginning of Year	<u>198,176</u>		<u>214,218</u>
Net Assets, End of Year	<u>\$ 200,108</u>	<u>\$</u>	<u>198,176</u>

The accompanying notes are an integral part of these financial statements.

SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF CASH FLOWS
For the year ended December 31, 2009
with comparative totals for the year ended December 31, 2008

	<u>2009</u>	<u>2008</u>
Cash Flows From Operating Activities		
Change in net assets	\$ 1,932	\$ (16,042)
Adjustments to reconcile change in net assets to net cash used in operations		
Depreciation	1,750	3,276
Provision for loss on accounts receivable (bad debts)	53	16,046
Changes in assets and liabilities		
Interest receivable	-	-
Due from grantors	68,903	(58,180)
Prepaid expenses	(19,459)	(10,857)
Accounts payable	(20,556)	20,518
Provision for accrued leave	6,844	(7,818)
Accrued payroll taxes	171	666
Escrow accounts	4,689	5,563
Deferred revenue	(5,402)	46,599
	<hr/>	<hr/>
Net Cash Provided by (Used in) Operating Activities	\$ 38,925	\$ (229)
	<hr/>	<hr/>
Cash Flows From Investing Activities		
Purchase of equipment	\$ (526)	\$ (3,393)
	<hr/>	<hr/>
Net Increase (Decrease) in Cash and Cash Equivalents	\$ 38,399	\$ (3,622)
Cash and Cash Equivalents - Beginning of Year	45,576	49,198
	<hr/>	<hr/>
Cash and Cash Equivalents - End of Year	\$ 83,975	\$ 45,576
	<hr/> <hr/>	<hr/> <hr/>

The accompanying notes are an integral part of these financial statements.

**SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF FUNCTIONAL EXPENDITURES
FOR THE YEAR ENDED DECEMBER 31, 2009**

	FHWA	FTA	I-69	MDOT	NCST Transit	US 12 Heritage Route Plan	Rideshare	CED/EDA	Galien Watershed	Asset Management	Paw Paw Watershed	Black River Watershed	Green Infrastructure	Berrien County Transit	PAL Grant	Local Planning	Totals
Expenditures																	
Salaries	\$ 71,426	\$ 18,883	\$ 9,561	\$ 32,640	\$ 4,502	\$ 9,365	\$ 14,436	\$ 40,647	\$ 10,145	\$ 6,998	\$ -	\$ 9,304	\$ 995	\$ 4,748	\$ 3,306	\$ 5,761	\$ 242,717
Fringe benefits	27,579	7,290	3,692	12,603	1,738	3,616	5,574	15,695	3,917	2,702	-	3,593	384	1,834	1,276	2,224	93,717
Travel	11,421	591	1,894	4,082	1,593	2,757	812	2,138	965	780	-	277	59	-	602	919	28,890
Telephone	763	114	99	255	49	93	117	332	106	86	-	69	11	89	1	103	2,287
Printing and postage	470	98	308	367	-	2,186	3	168	3,931	264	14	-	13	75	-	37	7,934
Dues and subscriptions	-	225	-	75	1	-	27	663	-	-	-	-	-	-	-	-	991
Supplies and materials	4,956	6,041	918	1,372	22	3,671	497	(132)	193	399	550	59	53	260	-	760	19,619
Computer services	2,632	1,112	760	760	-	1,915	498	205	-	1,170	-	-	-	-	-	-	9,052
Advertising	1,403	-	-	-	-	-	80	-	-	-	-	-	-	-	-	-	1,483
Conferences and training	4,011	1,078	535	2,581	657	897	116	783	-	1,100	-	-	-	-	45	-	11,803
Contractual - direct	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contractual	4,000	-	512	-	19,329	3,460	-	200	1,868	8,934	-	10,822	-	1,190	-	-	50,315
Direct equipment	25,139	375	-	562	3,195	-	-	-	-	1,604	-	-	-	-	-	-	30,875
Pass thru	-	8,021	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,021
Indirect cost pool	56,634	14,994	7,594	25,940	2,214	7,407	11,399	32,289	8,073	5,560	-	7,379	791	3,768	-	4,585	188,627
Total Expenditures	\$ 210,434	\$ 58,822	\$ 25,873	\$ 81,237	\$ 33,300	\$ 35,367	\$ 33,559	\$ 92,988	\$ 29,198	\$ 29,597	\$ 564	\$ 31,503	\$ 2,306	\$ 11,964	\$ 5,230	\$ 14,389	\$ 696,331

The accompanying notes are an integral part of these financial statements.

SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS
Year Ended December 31, 2009

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- A. **General** - The Southwest Michigan Planning Commission (the "Commission"), one of fourteen Michigan regional planning and development agencies, serves Berrien, Cass, and Van Buren Counties. Through the Commission, local units of government coordinate their efforts to maintain and improve the physical, economic and social well being of the area. The Commission has been determined to be a not-for-profit agency for financial reporting purposes.

Commission funding is obtained from county per capita contributions and federal, state and other contracts for specified projects designed to further the Commission's goals and objectives.

- B. **Accounting Method** -The financial statements of the Commission are prepared on the accrual basis.

The Commission prepares its financial statements in accordance with FASB Accounting Standards Codification ("ASC") 958-210-45, formally known as Statement of Financial Accounting Standards ("SFAS") No. 117, *Financial Statements of Not-for-Profit Organizations*, and FASB ASC 958-605, formerly SFAS No. 116, *Accounting for Contributions Received and Contributions Made*. FASB ASC 958-210-45 establishes standards for external financial reporting by not-for-profit organizations and requires that resources be classified for accounting and reporting purposes into net asset categories according to externally (donor) imposed restrictions or the lack thereof (i.e., unrestricted, temporarily restricted or permanently restricted). When an expense is incurred for a purpose for which both unrestricted and temporarily restricted net assets are available, FASB ASC 958-605 generally requires that organizations treat the expense as if it first satisfies a donor-imposed restriction. FASB ASC 958-605 also requires that unconditional promises to give received by the Commission be recorded as receivables and revenues when received.

The three net asset groups used for financial reporting purposes are as follows:

Unrestricted Net Assets - Reflect assets which have not been restricted as to use by donors.

Temporarily Restricted Net Assets - Reflect contributed assets whose use by the Commission has been limited by donors for a specific time period or purpose.

Permanently Restricted Net Assets - Reflect contributions with donor-imposed restrictions which do not expire and which allow, in certain cases, only the income earned thereon to be expended by the Commission.

SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS, CONTINUED
Year Ended December 31, 2009

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONCLUDED

- C. **Project and Salary Expenditures** - The costs of goods and services which are identifiable for specific projects are directly charged to those projects at the time costs are incurred. Indirect costs are allocated to projects as described in Note 3.

Salary expenditures for Commission employees are direct charges to the appropriate projects, with the exception of management and administrative time, which is charged to the indirect cost pool. Fringe benefits are accumulated in cost pools and distributed to projects in proportion to their direct chargeable salaries. For 2009 and 2008, the total fringe benefit rate was 39.70 % and 39.21%, respectively.

- D. **Fixed Assets** - Fixed assets are valued at historical cost. Depreciation has been provided over the estimated useful lives using the straight line method. When a grantor has designated funds to be used for an equipment purchase as part of a specific grant to the Commission, the equipment is immediately expensed.
- E. **Comparative Totals for 2008** - The financial information for the year ended December 31, 2008, presented for comparative purposes, is not intended to be a complete financial statement presentation.
- F. **Income Tax Status** - The Commission has been determined a governmental unit for income tax purposes and is therefore exempt from taxation.
- G. **Statement of Cash Flows** - For the purpose of the statement of cash flows, the Commission considers all highly liquid instruments purchased with an original maturity of three months or less to be cash and cash equivalents.
- H. **Deferred Revenue** - The deferred revenue represents amounts received, but not yet earned, from various granting and local agencies.
- I. **Estimates** - The process of preparing financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of management estimates and assumptions regarding certain types of assets, liabilities, revenues and expenses.

**SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS, CONTINUED
Year Ended December 31, 2009**

NOTE 2. FISCAL PERIODS

The grants/programs listed below are awarded on a December 31 year-end basis. Expenditures and revenues relating to these grants/programs have been included in their entirety in these financial statements.

Grants/Program

Economic Development Administration (EDA) - Community Economic Development
Public Education Program Phase II (PEP)

The grants/programs listed below are awarded on a September 30 year-end basis. Only those expenditures and related revenues applicable to the activities occurring during the Commission's calendar year ended December 31, 2009, are included in the accompanying financial statements.

Grants/Programs

Twin City Area Transportation Study – Federal Highway Administration (TCATS – FHWA)
Twin Cities Area Transportation Study – Federal Transit Administration (TCATS-FTA)
Niles Area Transportation Study – Federal Highway Administration (NATS - FHWA)
Niles Area Transportation Study – Federal Transit Administration (NATS-FTA)
Michigan Department of Transportation Regional Transportation Planning (MDOT)
I-69 Heritage Route Planning
US-12 Heritage Route Planning
Asset Management

The Rideshare grant/program is awarded on a June 30 year-end basis. Only those expenditures and related revenues applicable to the activities occurring during the Commission's calendar year ended December 31, 2009, are included in the accompanying financial statements.

The remaining grants/programs are entered based on a project specific contractual agreement that varies depending on the project. Only those expenditures and related revenues applicable to the activities occurring during the Commission's calendar year ended December 31, 2009 are included in the accompanying financial statements.

**SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS, CONTINUED
Year Ended December 31, 2009**

NOTE 3. INDIRECT COSTS

Indirect costs which support all on-premises projects are allocated based on the ratio of the individual project’s salaries, fringe benefits and contract services on-site. Occasionally the Commission will take on projects with a maximum allowable indirect rate predetermined by contract. Two such projects were part of the Commission’s portfolio of projects in 2008. The Paw Paw River Watershed Project (PPRW) had an indirect rate ceiling of 20% and the National Center on Senior Transportation (NCST) had an indirect rate ceiling of 25%. For the year ending December 31, 2007 the PPRW project was the only such project in the Commission’s portfolio.

The Commission’s bookkeeping necessitates that projects with contractually fixed maximum allowable indirect rates must be segregated from the overall indirect rate calculation for the Commission. Thus, the Commission’s indirect cost rate for the years ended December 31, 2009 and 2008 were calculated exclusive of the PPRW (2007 and 2008) and the NCST (2008 and 2009) projects. The resulting indirect cost rate for the years ended December 31, 2009 and 2008 was 56.5% and 55.5%.

The following are the total indirect costs allocated to projects:

	<u>2009</u>	<u>2008</u>
Salaries (chargeable)	\$ 101,573	\$ 84,525
Benefits	39,219	56,206
Printing and advertising	135	626
Rent	31,600	29,971
Postage	1,402	1,775
Dues and subscriptions	933	626
Office supplies	8,579	4,580
Equipment depreciation	1,749	3,180
Equipment maintenance	505	836
Computer services	8,545	4,051
	<u><u>\$ 194,240</u></u>	<u><u>\$ 186,376</u></u>

NOTE 4. PENSION PLAN

The Commission has established an insured, money purchase contributory pension plan which covers substantially all full time employees. Pension expense for December 31, 2009 and 2008 amounted to \$18,488 and \$17,431, respectively.

**SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS, CONTINUED
Year Ended December 31, 2009**

NOTE 5. LEASE COMMITMENT

Effective January 1, 2008 the Commission signed a five year lease with monthly rent for 2008 at \$2,917 per month. Rent for the remaining years of lease will vary between \$3,009 and \$3,194 per month. Future minimum rent payments for the next three years are as follows:

2010	\$	37,215
2011		38,323
2012		38,323
	<u>\$</u>	<u>113,861</u>

NOTE 6. EXPLANATION OF ACRONYMS:

FHWA	Federal Highway Administration (U.S. Department of Transportation)
FTA	Federal Transit Administration (U.S. Department of Transportation)
MDOT	Michigan Department of Transportation
CED/EDA	Community Economic Development - Economic Development Administration (U.S. Department of Commerce)
Local Planning	Local Technical Assistance, Local Recreational Planning and Local Planning Assistance
NCST Transit	The National Center on Senior Transportation
PAL Grant	People and Land Grant

NOTE 7. FIXED ASSETS

A summary of property follows:

	<u>2009</u>	<u>2008</u>
Furniture and equipment	\$144,369	\$143,843
Less accumulated depreciation	(138,992)	(137,242)
	<u>\$ 5,377</u>	<u>\$ 6,601</u>

SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS, CONCLUDED
Year Ended December 31, 2009

NOTE 8. CONCENTRATION OF CREDIT RISK

The Commission maintains its cash balances in one financial institution. The balances are insured by the Federal Deposit Insurance Corporation up to \$250,000. At December 31, 2009 and 2008 all deposits were insured.

NOTE 9. DONATED SERVICES

The Commission has received contributed services from various organizations. These services are valued based on the actual wages and actual time spent by the organizations for the Commission. The contributed services are reflected in the financial statements as contributed services and contractual or salary expense. For the year ended December 31, 2009 and 2008, the contributed services were \$1,250 and \$18,527.

NOTE 10. SUBSEQUENT EVENTS

Subsequent events have been evaluated through October 8, 2010 which is the date the financial statements were ready to be issued.



INDEPENDENT AUDITOR'S REPORT ON ADDITIONAL INFORMATION

To the Board of Directors of the
Southwest Michigan Planning Commission

Our report on our audit of the basic financial statements of the Southwest Michigan Planning Commission for December 31, 2009 appears on page 1. That audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The accompanying additional information is presented for the purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

A handwritten signature in cursive script that reads "Schaffer & Layher".

Schaffer & Layher, PLLC
St. Joseph, Michigan
October 8, 2010

David Schaffer, CPA
Michael Layher, CPA
Founding Partners:
Morris McMurray, CPA
Raymond Marks, CPA
Jeff Edmunds, CPA

**SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF FINANCIAL POSITION – DESIGNATED
DECEMBER 31, 2009**

	FHWA	FTA	I-69	St. Joseph Watershed	MDOT	NCST Transit	US 12 Heritage Route Plan	Rideshare	CED/EDA	Galien Watershed	Asset Management	Paw Paw Watershed	Black River Watershed	Green Infrastructure	Berrien County Transit	PAL Grant	Local Planning	Totals
Assets																		
Current Assets																		
Cash and cash equivalents	\$ -	\$ -	\$ -	\$ 1,208	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,208
Due from grantors	82,198	44,101	8,908	-	25,461	7,419	7,588	3,169	30,728	4,608	12,236	-	-	-	4,298	-	8,031	238,745
Due from/to other funds	(21,588)	(12,215)	(8,908)	-	(25,461)	(7,419)	(7,027)	77	(30,319)	(4,608)	(9,962)	1,883	239	11,063	(4,298)	6,242	(200)	(112,501)
Total Current Assets	\$ 60,610	\$ 31,886	\$ -	\$ 1,208	\$ -	\$ -	\$ 561	\$ 3,246	\$ 409	\$ -	\$ 2,274	\$ 1,883	\$ 239	\$ 11,063	\$ -	\$ 6,242	\$ 7,831	\$ 127,452
Liabilities and Net Assets																		
Current Liabilities																		
Escrow accounts	\$ 7,147	\$ 17,681	\$ -	\$ 1,208	\$ -	\$ -	\$ -	\$ -	\$ 409	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,445
Deferred revenue	53,463	14,205	-	-	-	-	561	3,246	-	-	2,274	1,883	239	11,063	-	6,242	7,831	101,007
Total Current Liabilities	\$ 60,610	\$ 31,886	\$ -	\$ 1,208	\$ -	\$ -	\$ 561	\$ 3,246	\$ 409	\$ -	\$ 2,274	\$ 1,883	\$ 239	\$ 11,063	\$ -	\$ 6,242	\$ 7,831	\$ 127,452
Net Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Liabilities and Net Assets	\$ 60,610	\$ 31,886	\$ -	\$ 1,208	\$ -	\$ -	\$ 561	\$ 3,246	\$ 409	\$ -	\$ 2,274	\$ 1,883	\$ 239	\$ 11,063	\$ -	\$ 6,242	\$ 7,831	\$ 127,452

**SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF ACTIVITIES – DESIGNATED
FOR THE YEAR ENDED DECEMBER 31, 2009**

	FHWA	FTA	I-69	MDOT	NCST Transit	US 12 Heritage Route Plan	Rideshare	CED/EDA	Galien Watershed	Asset Management	Paw Paw Watershed	Black River Watershed	Green Infrastructure	Berrien County Transit	PAL Grant	Local Planning	Totals
Support																	
Federal	\$ 165,614	\$ 44,134	\$ 21,055	\$ -	\$ 31,507	\$ 27,055	\$ -	\$ 75,947	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,391	\$ -	\$ -	\$ 374,703
State	-	-	4,816	81,237	-	6,765	33,559	-	29,198	29,597	(51)	21,294	2,306	2,573	-	-	211,294
County	-	-	2	-	-	-	-	17,041	-	-	-	-	-	-	-	4,880	21,923
Local	44,820	14,688	-	-	1,793	1,547	-	-	-	-	615	10,209	-	-	5,230	9,509	88,411
Total Support	\$ 210,434	\$ 58,822	\$ 25,873	\$ 81,237	\$ 33,300	\$ 35,367	\$ 33,559	\$ 92,988	\$ 29,198	\$ 29,597	\$ 564	\$ 31,503	\$ 2,306	\$ 11,964	\$ 5,230	\$ 14,389	\$ 696,331
Expenditures																	
Salaries	\$ 71,426	\$ 18,883	\$ 9,561	\$ 32,640	\$ 4,502	\$ 9,365	\$ 14,436	\$ 40,647	\$ 10,145	\$ 6,998	\$ -	\$ 9,304	\$ 995	\$ 4,748	\$ 3,306	\$ 5,761	\$ 242,717
Fringe benefits	27,579	7,290	3,692	12,603	1,738	3,616	5,574	15,695	3,917	2,702	-	3,593	384	1,834	1,276	2,224	93,717
Travel	11,421	591	1,894	4,082	1,593	2,757	812	2,138	965	780	-	277	59	-	602	919	28,890
Telephone	763	114	99	255	49	93	117	332	106	86	-	69	11	89	1	103	2,287
Printing and postage	470	98	308	367	-	2,186	3	168	3,931	264	14	-	13	75	-	37	7,934
Dues and subscriptions	-	225	-	75	1	-	27	663	-	-	-	-	-	-	-	-	991
Supplies and materials	4,956	6,041	918	1,372	22	3,671	497	(132)	193	399	550	59	53	260	-	760	19,619
Computer services	2,632	1,112	760	760	-	1,915	498	205	-	1,170	-	-	-	-	-	-	9,052
Advertising	1,403	-	-	-	-	-	80	-	-	-	-	-	-	-	-	-	1,483
Conferences and training	4,011	1,078	535	2,581	657	897	116	783	-	1,100	-	-	-	-	45	-	11,803
Contractual - direct	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contractual - off site	4,000	-	512	-	19,329	3,460	-	200	1,868	8,934	-	10,822	-	1,190	-	-	50,315
Direct equipment	25,139	375	-	562	3,195	-	-	-	-	1,604	-	-	-	-	-	-	30,875
Pass thru	-	8,021	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,021
Indirect cost pool	56,634	14,994	7,594	25,940	2,214	7,407	11,399	32,289	8,073	5,560	-	7,379	791	3,768	-	4,585	188,627
Total Expenditures	\$ 210,434	\$ 58,822	\$ 25,873	\$ 81,237	\$ 33,300	\$ 35,367	\$ 33,559	\$ 92,988	\$ 29,198	\$ 29,597	\$ 564	\$ 31,503	\$ 2,306	\$ 11,964	\$ 5,230	\$ 14,389	\$ 696,331
Deficiency of Revenues under Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer in Net Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Change In Net Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Assets - Beginning Of Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Assets - End Of Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF FINANCIAL POSITION- FHWA PROGRAMS
December 31, 2009**

	<u>FHWA Niles</u>	<u>FHWA Twin Cats</u>	<u>Total</u>
Assets			
Current Assets			
Due from grantors	\$ 23,168	\$ 59,030	\$ 82,198
Due from /(to) other funds	(8,681)	(12,907)	(21,588)
Total Current Assets	<u>\$ 14,487</u>	<u>\$ 46,123</u>	<u>\$ 60,610</u>
Liabilities and Net Assets			
Current Liabilities			
Escrow accounts	\$ 2,350	\$ 4,797	\$ 7,147
Deferred revenue	12,137	41,326	53,463
Total Current Liabilities	<u>\$ 14,487</u>	<u>\$ 46,123</u>	<u>\$ 60,610</u>
Net Assets	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Liabilities and Net Assets	<u>\$ 14,487</u>	<u>\$ 46,123</u>	<u>\$ 60,610</u>

**SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF FINANCIAL POSITION- FTA PROGRAMS
December 31, 2009**

	<u>FTA Niles</u>	<u>FTA Twin Cats</u>	<u>Total</u>
Assets			
Current Assets			
Due from grantors	\$ 18,222	\$ 25,879	\$ 44,101
Due from /(to) other funds	(1,883)	(10,332)	(12,215)
Total Current Assets	<u>\$ 16,339</u>	<u>\$ 15,547</u>	<u>\$ 31,886</u>
Liabilities and Net Assets			
Current Liabilities			
Escrow accounts	\$ 12,532	\$ 5,149	\$ 17,681
Deferred revenue	3,807	10,398	14,205
Total Current Liabilities	<u>\$ 16,339</u>	<u>\$ 15,547</u>	<u>\$ 31,886</u>
Net Assets	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Liabilities and Net Assets	<u>\$ 16,339</u>	<u>\$ 15,547</u>	<u>\$ 31,886</u>

SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF ACTIVITIES – FHWA PROGRAMS
For the Year Ended December 31, 2009

	FHWA Niles	FHWA Twin Cats	Total
Support			
Federal	\$ 70,471	\$ 95,143	\$ 165,614
Local	15,766	29,054	44,820
Total Support	<u>\$ 86,237</u>	<u>\$ 124,197</u>	<u>\$ 210,434</u>
Expenditures			
Salaries	\$ 28,755	\$ 42,671	\$ 71,426
Fringe benefits	11,103	16,476	27,579
Travel	4,977	6,444	11,421
Telephone	339	424	763
Dues and subscriptions	-	-	-
Printing and postage	206	264	470
Supplies and materials	2,236	2,720	4,956
Conferences and training	1,612	2,399	4,011
Computer service	1,316	1,316	2,632
Advertising	709	694	1,403
Contractual - direct	-	-	-
Contractual - off site	2,000	2,000	4,000
Direct equipment	10,186	14,953	25,139
Indirect cost pool	22,798	33,836	56,634
Total Expenditures	<u>\$ 86,237</u>	<u>\$ 124,197</u>	<u>\$ 210,434</u>
Change In Net Assets	\$ -	\$ -	\$ -
Net Assets - Beginning of Year	-	-	-
Net Assets - End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF ACTIVITIES – FTA PROGRAMS
For the Year Ended December 31, 2009

	FTA Niles	FTA Twin Cats	Total
Support			
Federal	\$ 19,326	\$ 24,808	\$ 44,134
Local	6,613	8,075	14,688
Total Support	<u>\$ 25,939</u>	<u>\$ 32,883</u>	<u>\$ 58,822</u>
Expenditures			
Salaries	\$ 7,897	\$ 10,986	\$ 18,883
Fringe benefits	3,049	4,241	7,290
Travel	305	286	591
Telephone	22	92	114
Dues and subscriptions	75	150	225
Printing and postage	37	61	98
Supplies and materials	239	5,802	6,041
Conferences and training	1,039	39	1,078
Computer service	556	556	1,112
Contractual - direct	-	-	-
Direct equipment	188	187	375
Pass thru	6,250	1,771	8,021
Indirect cost pool	6,282	8,712	14,994
Total Expenditures	<u>\$ 25,939</u>	<u>\$ 32,883</u>	<u>\$ 58,822</u>
Change In Net Assets	\$ -	\$ -	\$ -
Net Assets - Beginning of Year	-	-	-
Net Assets - End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**SOUTHWEST MICHIGAN PLANNING COMMISSION
SUMMARY OF EXPENDITURES BY WORK PROGRAM
FHWA AND FTA COMPLETED PROGRAMS – 10/01/08 TO 9/30/09– ACTUAL TO BUDGET
December 31, 2009**

	<u>Program Management</u>	<u>Data Base</u>	<u>Long Range Plan</u>	<u>Short Range Plan</u>	<u>Other</u>	<u>Total</u>
FHWA/Niles- Actual	\$ 47,694	\$ 14,411	\$ 10,946	\$ 5,802	\$ 7,384	\$ 86,237
FHWA/Niles - Budget	\$ 34,741	\$ 20,850	\$ 17,373	\$ 8,687	\$ 5,214	\$ 86,865
FHWA/Twin Cats - Actual	\$ 63,255	\$ 24,616	\$ 19,399	\$ 11,204	\$ 5,743	\$ 124,217
FHWA/Twin Cats - Budget	\$ 53,525	\$ 42,170	\$ 32,438	\$ 21,084	\$ 12,975	\$ 162,192
FTA/Niles - Actual	\$ 10,500	\$ 6,267	\$ 2,273	\$ 466	\$ 6,433	\$ 25,939
FTA/Niles - Budget	\$ 11,140	\$ 7,425	\$ 5,229	\$ 2,361	\$ 7,600	\$ 33,755
FTA/Twin Cats - Actual	\$ 14,265	\$ 13,285	\$ 1,576	\$ 1,647	\$ 2,110	\$ 32,883
FTA/Twin Cats - Budget	\$ 28,383	\$ 14,185	\$ 9,457	\$ 4,204	\$ 2,101	\$ 58,330

SOUTHWEST MICHIGAN PLANNING COMMISSION
SUMMARY OF EXPENDITURES BY WORK PROGRAM
MDOT COMPLETED PROGRAMS – 10/01/08 TO 9/30/09 - ACTUAL TO BUDGET
December 31, 2009

	<u>Admin</u>	<u>HPMS Update</u>	<u>Traffic Counting</u>	<u>Public Involvement</u>	<u>Local - Technical Assistance</u>	<u>Technical Assistance to MDOT</u>	<u>Nine County Bike</u>	<u>Total</u>
MDOT/Region - Actual	<u>\$ 7,423</u>	<u>\$ 55</u>	<u>\$ 10,462</u>	<u>\$ -</u>	<u>\$ 17,440</u>	<u>\$ 1,960</u>	<u>\$ 43,897</u>	<u>\$ 81,237</u>
MDOT/Region - Budget	<u>\$ 10,367</u>	<u>\$ 481</u>	<u>\$ 7,975</u>	<u>\$ 991</u>	<u>\$ 16,966</u>	<u>\$ 1,915</u>	<u>\$ 65,000</u>	<u>\$ 103,695</u>

SOUTHWEST MICHIGAN PLANNING COMMISSION
ANALYSIS OF LOCAL ACTIVITIES
For the Year Ended December 31, 2009

Support and Revenues	<u>2009</u>	<u>2008</u>
Support		
County	\$ 38,939	\$ 43,821
Total Support	<u>\$ 38,939</u>	<u>\$ 43,821</u>
Revenue		
Local revenues	\$ 2,824	\$ 3,864
Interest	731	1,709
Total Revenues	<u>\$ 3,555</u>	<u>\$ 5,573</u>
Total Support and Revenues	<u><u>\$ 42,494</u></u>	<u><u>\$ 49,394</u></u>
Expenditures		
Salaries	\$ 7,138	\$ 10,759
Fringe benefits	2,756	4,298
Travel	1,816	1,005
Printing and postage	19	63
Telephone	98	100
Supplies and materials	2,058	2,452
Professional services	5,100	5,150
Conferences and training	111	-
Computer service	-	148
Commission expenses	15,800	16,238
Contractual - direct	-	81
Contractual - off site	-	519
Bad debts	53	16,046
Pass thru	-	184
Indirect cost pool	5,613	8,393
Total Expenditures	<u>\$ 40,562</u>	<u>\$ 65,436</u>
Excess (Deficiency) of Revenues over (under)		
Expenditures	\$ 1,932	\$ (16,042)
Overspent Grants	-	-
Change in Net Assets	<u>\$ 1,932</u>	<u>\$ (16,042)</u>
Net Assets, Beginning of Year	198,176	214,218
Net Assets, End of Year	<u><u>\$ 200,108</u></u>	<u><u>\$ 198,176</u></u>