

SOUTHWEST MICHIGAN PLANNING COMMISSION

FINANCIAL REPORT

December 31, 2011

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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 (a nonprofit organization), as of December 31, 2011, 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, 2010 financial statements and, in our report dated October 4, 2011, 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, 2011, 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
August 30, 2012

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, 2011
with comparative totals at December 31, 2010

Assets	2011	2010
Current Assets		
Cash and cash equivalents	\$ 72,529	\$ 77,121
Due from grantors	331,366	226,826
Prepaid expenses	15,110	34,110
Total Current Assets	\$ 419,005	\$ 338,057
 Furniture and Equipment		
less accumulated depreciation of \$126,977 for 2011 and \$128,296 for 2010	\$ 6,188	\$ 7,741
Total Assets	\$ 425,193	\$ 345,798
 Liabilities and Net Assets		
Current Liabilities		
Accounts payable	\$ 19,237	\$ 1,581
Provision for accrued leave	30,621	27,138
Accrued payroll taxes	1,120	1,914
Escrow accounts	40,347	40,347
Deferred revenue	134,001	74,710
Total Current Liabilities	\$ 225,326	\$ 145,690
 Net Assets		
Unrestricted and undesignated	199,867	200,108
Total Liabilities and Net Assets	\$ 425,193	\$ 345,798

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

SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF ACTIVITIES
For the year ended December 31, 2011
with comparative totals for the year ended December 31, 2010

	<u>Unrestricted 2011</u>	<u>Unrestricted 2010</u>
Support and Revenues		
Support		
Federal	\$ 359,748	\$ 350,898
State	195,469	200,568
County	60,862	60,862
Local	212,492	197,955
Total Support	<u>\$ 828,571</u>	<u>\$ 810,283</u>
Revenue		
Local revenues	\$ 36,173	\$ 1,943
Interest	223	371
Total Revenues	<u>\$ 36,396</u>	<u>\$ 2,314</u>
Total Support and Revenues	<u>\$ 864,967</u>	<u>\$ 812,597</u>
Expenditures		
Grants and Projects		
FHWA	\$ 213,018	\$ 242,854
FTA	63,558	61,252
I-69	17,300	21,317
MDOT	79,387	86,897
NCST Transit	-	(6,419)
US 12 Heritage Route Plan	26,639	27,934
Rideshare	38,052	45,743
CED/EDA	101,154	74,403
Galien Watershed	36,346	16,258
Asset Management	23,893	35,538
Paw Paw Watershed	-	63
Black River Watershed	-	(13)
Green Infrastructure	9,117	9,296
FTA Mobility Management	69,928	85,762
Berrien Consolidated Transit	36,027	-
PAL Grant	-	15,449
Local Planning	70,331	50,128
Total Grants and Projects	<u>\$ 784,750</u>	<u>\$ 766,462</u>
Local projects and services	80,458	46,135
Total Expenditures	<u>\$ 865,208</u>	<u>\$ 812,597</u>
Change in Net Assets	\$ (241)	\$ -
Net Assets, Beginning of Year	<u>200,108</u>	<u>200,108</u>
Net Assets, End of Year	<u>\$ 199,867</u>	<u>\$ 200,108</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, 2011
with comparative totals for the year ended December 31, 2010

	2011	2010
Cash Flows From Operating Activities		
Change in net assets	\$ (241)	\$ -
Adjustments to reconcile change in net assets to net cash used in operations		
Depreciation	1,553	1,477
Changes in assets and liabilities		
Due from grantors	(104,540)	11,919
Prepaid expenses	19,000	6,884
Accounts payable	17,656	(11,893)
Provision for accrued leave	3,483	824
Accrued payroll taxes	(794)	170
Escrow accounts	-	13,903
Deferred revenue	59,291	(26,297)
	Net Cash Provided by (Used in) Operating Activities	Net Cash Provided by (Used in) Operating Activities
	\$ (4,592)	\$ (3,013)
 Cash Flows From Investing Activities		
Purchase of equipment	\$ -	\$ (3,841)
 Net Increase (Decrease) in Cash and Cash Equivalents	\$ (4,592)	\$ (6,854)
Cash and Cash Equivalents - Beginning of Year	77,121	83,975
Cash and Cash Equivalents - End of Year	\$ 72,529	\$ 77,121

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, 2011**

	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	FTA Mobility Management	Berrien Consolidated Transit	Local Planning	Totals
Expenditures																	
Salaries	\$ 91,450	\$ 23,422	\$ 6,701	\$ 31,820	\$ -	\$ 9,784	\$ 17,032	\$ 48,446	\$ 17,294	\$ 10,633	\$ -	\$ -	\$ 4,169	\$ 7,616	\$ 3,329	\$ 29,415	\$ 301,111
Fringe benefits	37,723	9,661	2,764	13,126	-	4,036	7,026	19,984	7,134	4,387	-	-	1,719	3,127	1,374	12,134	124,195
Travel	8,298	1,952	942	1,546	-	1,760	475	1,094	539	1,283	-	-	627	2,343	-	2,696	23,555
Telephone	573	169	29	166	-	72	90	360	146	73	-	-	2	5	37	214	1,936
Printing and postage	3,376	134	2,279	11,042	-	2,851	49	252	118	94	-	-	1	-	85	183	20,464
Dues and subscriptions	764	674	-	-	-	-	235	414	-	-	-	-	-	102	-	-	2,189
Supplies and materials	5,726	448	169	610	-	582	421	543	447	150	-	-	-	2,457	79	1,345	12,977
Computer services	2,696	1,946	-	233	-	33	40	119	-	692	-	-	-	-	-	-	5,759
Advertising	1,094	-	55	-	-	-	30	-	-	-	-	-	-	-	-	-	1,179
Conferences and training	1,246	376	210	-	-	210	543	145	-	40	-	-	-	1,000	-	445	4,215
Contractual - direct	-	1,813	-	-	-	-	1,565	-	-	-	-	-	-	39,128	-	-	42,506
Contractual	3,252	-	-	1,102	-	1,286	55	-	-	-	-	-	-	3,680	29,063	5,512	43,950
Direct equipment	373	108	-	-	-	-	-	-	-	-	-	-	-	-	-	-	481
Pass thru	-	8,183	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,183
Indirect cost pool	56,447	14,672	4,151	19,742	-	6,025	10,491	29,797	10,668	6,541	-	-	2,599	10,470	2,060	18,387	192,050
Total Expenditures	\$ 213,018	\$ 63,558	\$ 17,300	\$ 79,387	\$ -	\$ 26,639	\$ 38,052	\$ 101,154	\$ 36,346	\$ 23,893	\$ -	\$ -	\$ 9,117	\$ 69,928	\$ 36,027	\$ 70,331	\$ 784,750

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

SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS
Year Ended December 31, 2011

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
Year Ended December 31, 2011

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 2011 and 2010, the total fringe benefit rate was 40.40% and 41.20%, 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 2010** - The financial information for the year ended December 31, 2010, 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
Year Ended December 31, 2011

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, 2011, 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)
Twin City Area Transportation Authority – Mobility Management (TCATA – M/M)
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
Berrien Consolidated Transit

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, 2011, 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, 2011 are included in the accompanying financial statements.

SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS
Year Ended December 31, 2011

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. One such project was part of the Commission's portfolio of projects in 2011. The Mobility Management project was a contractual project with the Twin Cities Area Transportation Authority (TCATA) and did not have an indirect rate specified by that contract.

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. The resulting indirect cost rate for the years ended December 31, 2011 and 2010 was 41% and 44%.

The following are the total indirect costs allocated to projects:

	<u>2011</u>	<u>2010</u>
Salaries (chargeable)	\$ 99,924	\$ 103,621
Benefits	37,960	36,706
Printing and advertising	1,220	27
Rent	35,290	33,353
Postage	428	1,690
Dues and subscriptions	353	325
Office supplies	2,891	5,224
Equipment depreciation	1,551	1,477
Equipment maintenance	1,260	1,886
Computer services	18,879	14,488
	<u>\$ 199,756</u>	<u>\$ 198,797</u>

NOTE 4. DEFINED CONTRIBUTION 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, 2011 and 2010 amounted to \$24,511 and \$24,738 respectively, and represented 6.5% of eligible employees compensation for both 2011 and 2010.

NOTE 5. 457 DEFERRED COMPENSATION PLAN

The 457 Deferred Compensation Plan is offered on a voluntary basis to all employees. These funds are withheld from the employee's wages or salary on a pretax basis as allowed by the Internal Revenue Service.

SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS
Year Ended December 31, 2011

NOTE 6. LEASE COMMITMENT

Effective January 1, 2008 the Commission signed a six 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 are as follows:

2012	\$	38,323
2013		38,323
		<u>76,646</u>
	\$	<u>76,646</u>

NOTE 7. EXPLANATION OF ACRONYMS:

FHWA	Federal Highway Administration (U.S. Department of Transportation)
FTA	Federal Transit Administration (U.S. Department of Transportation)
TCATA	Twin City Area Transportation Authority
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 8. FIXED ASSETS

A summary of property follows:

	<u>2011</u>	<u>2010</u>
Furniture and equipment	\$133,165	\$136,037
Less accumulated depreciation	(126,977)	(128,296)
	<u>\$ 6,188</u>	<u>\$ 7,741</u>

SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS, CONCLUDED
Year Ended December 31, 2011

NOTE 9. 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, 2011 and 2010 all deposits were insured.

NOTE 10. 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, 2011 and 2010, the contributed services were \$1,250 and \$1,250.

NOTE 11. SUBSEQUENT EVENTS

Subsequent events have been evaluated through August 30, 2012 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

We have audited the financial statements of Southwest Michigan Planning Commission as of and for the year ended December 31, 2011, and have issued our report thereon dated August 30, 2012, which contained an unqualified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The additional information is presented for the purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

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

Schaffer & Layher, PLLC
St. Joseph, Michigan
August 30, 2012

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, 2011**

	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	FTA Mobility Management	Berrien Consolidated Transit	Local Planning	Totals	
Assets																			
Current Assets																			
Cash and cash equivalents	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due from grantors	96,471	42,418	-	-	11,058	-	-	10,918	41,026	24,443	6,302	-	-	-	19,898	26,065	52,767	331,366	
Due from/to other funds	(42,957)	9,978	-	1,208	(11,058)	-	-	(10,918)	(40,617)	(24,443)	(6,302)	1,820	252	512	(19,898)	(26,065)	11,470	(157,018)	
Total Current Assets	\$ 53,514	\$ 52,396	\$ -	\$ 1,208	\$ -	\$ -	\$ -	\$ -	\$ 409	\$ -	\$ -	\$ 1,820	\$ 252	\$ 512	\$ -	\$ -	\$ 64,237	\$ 174,348	
Liabilities and Net Assets																			
Current Liabilities																			
Escrow accounts	\$ 19,680	\$ 19,050	\$ -	\$ 1,208	\$ -	\$ -	\$ -	\$ -	\$ 409	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,347
Deferred revenue	33,834	33,346	-	-	-	-	-	-	-	-	-	1,820	252	512	-	-	64,237	134,001	
Total Current Liabilities	\$ 53,514	\$ 52,396	\$ -	\$ 1,208	\$ -	\$ -	\$ -	\$ -	\$ 409	\$ -	\$ -	\$ 1,820	\$ 252	\$ 512	\$ -	\$ -	\$ 64,237	\$ 174,348	
Net Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Liabilities and Net Assets	\$ 53,514	\$ 52,396	\$ -	\$ 1,208	\$ -	\$ -	\$ -	\$ -	\$ 409	\$ -	\$ -	\$ 1,820	\$ 252	\$ 512	\$ -	\$ -	\$ 64,237	\$ 174,348	

**SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF ACTIVITIES – DESIGNATED
FOR THE YEAR ENDED DECEMBER 31, 2011**

	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	FTA Mobility Management	Berrien Consolidated Transit	Local Planning	Totals
Support																	
Federal	\$ 167,814	\$ 43,316	\$ 13,856	\$ -	\$ -	\$ 21,318	\$ -	\$ 83,834	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,610	\$ -	\$ 359,748
State	-	-	3,444	79,387	-	5,321	38,052	-	36,255	23,893	-	-	9,117	-	-	-	195,469
County	-	-	-	-	-	-	-	17,041	-	-	-	-	-	-	-	-	17,041
Local	45,204	20,242	-	-	-	-	-	279	91	-	-	-	-	69,928	6,417	70,331	212,492
Total Support	\$ 213,018	\$ 63,558	\$ 17,300	\$ 79,387	\$ -	\$ 26,639	\$ 38,052	\$ 101,154	\$ 36,346	\$ 23,893	\$ -	\$ -	\$ 9,117	\$ 69,928	\$ 36,027	\$ 70,331	\$ 784,750
Expenditures																	
Salaries	\$ 91,450	\$ 23,422	\$ 6,701	\$ 31,820	\$ -	\$ 9,784	\$ 17,032	\$ 48,446	\$ 17,294	\$ 10,633	\$ -	\$ -	\$ 4,169	\$ 7,616	\$ 3,329	\$ 29,415	\$ 301,111
Fringe benefits	37,723	9,661	2,764	13,126	-	4,036	7,026	19,984	7,134	4,387	-	-	1,719	3,127	1,374	12,134	124,195
Travel	8,298	1,952	942	1,546	-	1,760	475	1,094	539	1,283	-	-	627	2,343	-	2,696	23,555
Telephone	573	169	29	166	-	72	90	360	146	73	-	-	2	5	37	214	1,936
Printing and postage	3,376	134	2,279	11,042	-	2,851	49	252	118	94	-	-	1	-	85	183	20,464
Dues and subscriptions	764	674	-	-	-	-	235	414	-	-	-	-	-	102	-	-	2,189
Supplies and materials	5,726	448	169	610	-	582	421	543	447	150	-	-	-	2,457	79	1,345	12,977
Computer services	2,696	1,946	-	233	-	33	40	119	-	692	-	-	-	-	-	-	5,759
Advertising	1,094	-	55	-	-	-	30	-	-	-	-	-	-	-	-	-	1,179
Conferences and training	1,246	376	210	-	-	210	543	145	-	40	-	-	-	1,000	-	445	4,215
Contractual - direct	-	1,813	-	-	-	-	1,565	-	-	-	-	-	-	39,128	-	-	42,506
Contractual - off site	3,252	-	-	1,102	-	1,286	55	-	-	-	-	-	-	3,680	29,063	5,512	43,950
Direct equipment	373	108	-	-	-	-	-	-	-	-	-	-	-	-	-	-	481
Pass thru	-	8,183	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,183
Indirect cost pool	56,447	14,672	4,151	19,742	-	6,025	10,491	29,797	10,668	6,541	-	-	2,599	10,470	2,060	18,387	192,050
Total Expenditures	\$ 213,018	\$ 63,558	\$ 17,300	\$ 79,387	\$ -	\$ 26,639	\$ 38,052	\$ 101,154	\$ 36,346	\$ 23,893	\$ -	\$ -	\$ 9,117	\$ 69,928	\$ 36,027	\$ 70,331	\$ 784,750
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, 2011

	FHWA Niles	FHWA Twin Cats	Total
Assets			
Current Assets			
Due from grantors	\$ 33,407	\$ 63,064	\$ 96,471
Due from /(to) other funds	(18,962)	(23,995)	(42,957)
Total Current Assets	\$ 14,445	\$ 39,069	\$ 53,514
Liabilities and Net Assets			
Current Liabilities			
Escrow accounts	\$ 2,592	\$ 17,088	\$ 19,680
Deferred revenue	11,853	21,981	33,834
Total Current Liabilities	\$ 14,445	\$ 39,069	\$ 53,514
Net Assets	\$ -	\$ -	\$ -
Total Liabilities and Net Assets	\$ 14,445	\$ 39,069	\$ 53,514

**SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF FINANCIAL POSITION- FTA PROGRAMS
December 31, 2011**

	<u>FTA Niles</u>	<u>FTA Twin Cats</u>	<u>Total</u>
Assets			
Current Assets			
Due from grantors	\$ 18,037	\$ 24,381	\$ 42,418
Due from /(to) other funds	1,667	8,311	9,978
Total Current Assets	<u>\$ 19,704</u>	<u>\$ 32,692</u>	<u>\$ 52,396</u>
Liabilities and Net Assets			
Current Liabilities			
Escrow accounts	\$ 13,901	\$ 5,149	\$ 19,050
Deferred revenue	5,803	27,543	33,346
Total Current Liabilities	<u>\$ 19,704</u>	<u>\$ 32,692</u>	<u>\$ 52,396</u>
Net Assets	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Liabilities and Net Assets	<u>\$ 19,704</u>	<u>\$ 32,692</u>	<u>\$ 52,396</u>

SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF ACTIVITIES – FHWA PROGRAMS
For the Year Ended December 31, 2011

	FHWA Niles	FHWA Twin Cats	Total
Support			
Federal	\$ 60,450	\$ 107,364	\$ 167,814
Local	15,766	29,438	45,204
Total Support	\$ 76,216	\$ 136,802	\$ 213,018
Expenditures			
Salaries	\$ 32,272	\$ 59,178	\$ 91,450
Fringe benefits	13,312	24,411	37,723
Travel	4,134	4,164	8,298
Telephone	217	356	573
Dues and subscriptions	382	382	764
Printing and postage	322	3,054	3,376
Supplies and materials	1,409	4,317	5,726
Conferences and training	633	613	1,246
Computer service	1,348	1,348	2,696
Advertising	527	567	1,094
Contractual - direct	-	-	-
Contractual - off site	1,626	1,626	3,252
Direct equipment	54	319	373
Indirect cost pool	19,980	36,467	56,447
Total Expenditures	\$ 76,216	\$ 136,802	\$ 213,018
Change In Net Assets	\$ -	\$ -	\$ -
Net Assets - Beginning of Year	-	-	-
Net Assets - End of Year	\$ -	\$ -	\$ -

SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF ACTIVITIES – FTA PROGRAMS
For the Year Ended December 31, 2011

	FTA Niles	FTA Twin Cats	Total
Support			
Federal	\$ 27,895	\$ 15,421	\$ 43,316
Local	9,251	10,991	20,242
Total Support	\$ 37,146	\$ 26,412	\$ 63,558
Expenditures			
Salaries	\$ 13,636	\$ 9,786	\$ 23,422
Fringe benefits	5,625	4,036	9,661
Travel	1,130	822	1,952
Telephone	80	89	169
Dues and subscriptions	336	338	674
Printing and postage	49	85	134
Supplies and materials	282	166	448
Conferences and training	188	188	376
Computer service	973	973	1,946
Contractual - direct	-	1,813	1,813
Direct equipment	54	54	108
Pass thru	6,251	1,932	8,183
Indirect cost pool	8,542	6,130	14,672
Total Expenditures	\$ 37,146	\$ 26,412	\$ 63,558
Change In Net Assets	\$ -	\$ -	\$ -
Net Assets - Beginning of Year	-	-	-
Net Assets - End of Year	\$ -	\$ -	\$ -

**SOUTHWEST MICHIGAN PLANNING COMMISSION
SUMMARY OF EXPENDITURES BY WORK PROGRAM
FHWA AND FTA COMPLETED PROGRAMS – 10/01/10 TO 9/30/11– ACTUAL TO BUDGET
December 31, 2011**

	<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	\$ 34,655	\$ 19,274	\$ 2,944	\$ 3,988	\$ 5,539	\$ 66,400
FHWA/Niles - Budget	\$ 37,696	\$ 23,870	\$ 8,825	\$ 5,547	\$ 10,926	\$ 86,864
FHWA/Twin Cats - Actual	\$ 68,500	\$ 35,686	\$ 22,868	\$ 13,426	\$ 4,737	\$ 145,217
FHWA/Twin Cats - Budget	\$ 81,883	\$ 41,274	\$ 13,254	\$ 15,553	\$ 10,228	\$ 162,192
FTA/Niles - Actual	\$ 12,536	\$ 3,406	\$ 535	\$ 369	\$ 242	\$ 17,088
FTA/Niles - Budget	\$ 11,937	\$ 7,559	\$ 2,795	\$ 1,757	\$ 3,460	\$ 27,508
FTA/Twin Cats - Actual	\$ 19,162	\$ 8,629	\$ 4,427	\$ 3,280	\$ 1,340	\$ 36,838
FTA/Twin Cats - Budget	\$ 25,309	\$ 12,757	\$ 4,097	\$ 4,807	\$ 3,161	\$ 50,131

**SOUTHWEST MICHIGAN PLANNING COMMISSION
SUMMARY OF EXPENDITURES BY WORK PROGRAM
MDOT COMPLETED PROGRAMS – 10/01/10 TO 9/30/11 - ACTUAL TO BUDGET
December 31, 2011**

	<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>9 County Non- Motorized</u>	<u>Total</u>
MDOT/Region - Actual	<u>\$ 17,746</u>	<u>\$ 626</u>	<u>\$ 171</u>	<u>\$ 4,349</u>	<u>\$ 12,311</u>	<u>\$ 3,504</u>	<u>\$ 38,701</u>	<u>\$ 77,408</u>
MDOT/Region - Budget	<u>\$ 9,453</u>	<u>\$ 463</u>	<u>\$ 918</u>	<u>\$ 9,119</u>	<u>\$ 17,005</u>	<u>\$ 1,842</u>	<u>\$ 38,700</u>	<u>\$ 77,500</u>

SOUTHWEST MICHIGAN PLANNING COMMISSION
ANALYSIS OF LOCAL ACTIVITIES
For the Year Ended December 31, 2011

Support and Revenues	2011	2010
Support		
County	\$ 43,821	\$ 43,821
Total Support	<u>\$ 43,821</u>	<u>\$ 43,821</u>
Revenue		
Local revenues	\$ 36,173	\$ 1,943
Interest	223	371
Total Revenues	<u>\$ 36,396</u>	<u>\$ 2,314</u>
Total Support and Revenues	<u><u>\$ 80,217</u></u>	<u><u>\$ 46,135</u></u>
Expenditures		
Salaries	\$ 12,511	\$ 10,458
Fringe benefits	5,158	4,277
Travel	612	1,058
Printing and postage	58	8
Telephone	76	195
Supplies and materials	1,567	2,654
Professional services	5,300	5,200
Contracted Services - Westrain	34,435	-
Commission expenses	13,035	14,689
Bad debts	-	310
Indirect cost pool	7,706	7,286
Total Expenditures	<u>\$ 80,458</u>	<u>\$ 46,135</u>
Excess (Deficiency) of Revenues over (under)		
Expenditures	\$ (241)	\$ -
Net Assets, Beginning of Year	<u>200,108</u>	<u>200,108</u>
Net Assets, End of Year	<u><u>\$ 199,867</u></u>	<u><u>\$ 200,108</u></u>