

SOUTHWEST MICHIGAN PLANNING COMMISSION

FINANCIAL REPORT

December 31, 2008

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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 financial statements of financial position of the Southwest Michigan Planning Commission, as of and for the year ended December 31, 2008, and the related statements of activities 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, 2007 financial statements and, in our report dated September 25, 2008, 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, 2008, 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 12, 2009

David Schaffer, CPA
Michael Layher, CPA
Founding Partners:
Morris McMurray, CPA
Raymond Marks, CPA
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SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF FINANCIAL POSITION
December 31, 2008
with comparative totals at December 31, 2007

Assets	<u>2008</u>	<u>2007</u>
Current Assets		
Cash and cash equivalents	\$ 45,576	\$ 49,198
Due from grantors	308,548	266,414
Prepaid expenses	21,535	10,678
Total Current Assets	<u>\$ 375,659</u>	<u>\$ 326,290</u>
Furniture and Equipment		
less accumulated depreciation of \$137,242 for 2008 and \$133,966 for 2007	\$ 6,601	\$ 6,484
Total Assets	<u>\$ 382,260</u>	<u>\$ 332,774</u>
Liabilities and Stockholder's Equity		
Current Liabilities		
Accounts payable	\$ 34,030	\$ 13,512
Provision for accrued leave	19,470	27,288
Accrued payroll taxes	1,573	907
Due to grantors	847	847
Escrow accounts	21,755	16,192
Deferred revenue	106,409	59,810
Total Current Liabilities	<u>\$ 184,084</u>	<u>\$ 118,556</u>
Net Assets		
Undesignated	198,176	214,218
Total Liabilities and Net Assets	<u>\$ 382,260</u>	<u>\$ 332,774</u>

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

SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF ACTIVITIES
December 31, 2008
with comparative totals at December 31, 2007

	<u>2008</u>	<u>Unrestricted</u>	<u>2007</u>
Support and Revenues			
Support			
Federal	\$ 411,980	\$	286,720
State	197,054		238,889
County	60,862		60,862
Local	134,350		153,866
Total Support	<u>\$ 804,246</u>	<u>\$</u>	<u>740,337</u>
Revenue			
Local revenues	\$ 3,864	\$	9,268
Interest	1,709		4,028
Total Revenues	<u>\$ 5,573</u>	<u>\$</u>	<u>13,296</u>
Total Support and Revenues	<u>\$ 809,819</u>	<u>\$</u>	<u>753,633</u>
Expenditures			
Grants and Projects			
FHWA	\$ 235,260	\$	213,229
FTA	48,194		43,012
I-69	34,233		2,895
MDOT	32,042		45,321
NCST Transit	65,912		-
CDBG-ADM	-		4,522
US 12 Heritage Route Plan	35,180		20,090
Rideshare	15,307		58,569
CED/EDA	65,080		81,213
Galien and Gun River Watershed	2,042		-
Hazard Mitigation - Berrien and Van Buren	-		422
Asset Management	28,194		32,558
Paw Paw Watershed	61,801		110,638
Black River Watershed	14,318		5,431
Green Infrastructure	21,868		12,139
USDA Kitchen	39,706		294
Berrien County Transit	19,627		3,411
PAL Grant	181		-
Van Buren County Transit	-		2,842
Local Planning	41,480		82,818
Total Grants and Projects	<u>\$ 760,425</u>	<u>\$</u>	<u>719,404</u>
Local projects and services	65,436		54,148
Total Expenditures	<u>\$ 825,861</u>	<u>\$</u>	<u>773,552</u>
Change in Net Assets	\$ (16,042)	\$	(19,919)
Net Assets, Beginning of Year	214,218		234,137
Net Assets, End of Year	<u>\$ 198,176</u>	<u>\$</u>	<u>214,218</u>

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

SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF CASH FLOWS
December 31, 2008
with comparative totals at December 31, 2007

	<u>2008</u>	<u>2007</u>
Cash Flows From Operating Activities		
Change in net assets	\$ (16,042)	\$ (19,919)
Adjustments to reconcile change in net assets to net cash used in operations		
Depreciation	3,276	3,255
Provision for loss on accounts receivable (bad debts)	16,046	-
Changes in assets and liabilities		
Interest receivable	-	973
Due from grantors	(58,180)	(61,918)
Prepaid expenses	(10,857)	2,718
Accounts payable	20,518	(1,456)
Accrued pension payable	-	(660)
Provision for accrued leave	(7,818)	(1,490)
Accrued payroll taxes	666	(1,165)
Due to grantors	-	-
Escrow accounts	5,563	(192)
Deferred revenue	46,599	(4,514)
Net Cash Used in Operating Activities	<u>\$ (229)</u>	<u>\$ (84,368)</u>
 Cash Flows From Investing Activities		
Decrease (Increase) investments - certificates of deposit	\$ -	\$ 76,190
Purchase of equipment	(3,393)	-
Net Cash From (Used) by Investing Activities	<u>\$ (3,393)</u>	<u>\$ 76,190</u>
 Net Decrease in Cash and Cash Equivalents	\$ (3,622)	\$ (8,178)
Cash and Cash Equivalents - Beginning of Year	49,198	57,376
Cash and Cash Equivalents - End of Year	<u>\$ 45,576</u>	<u>\$ 49,198</u>

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

**SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF FUNCTIONAL EXPENDITURES
DECEMBER 31, 2008**

	FHWA	FTA	I-69	MDOT	NCST Transit	US 12 Heritage Route Plan	Ride Share	CED/EDA	Galien and Gun River Watershed	Asset Management	Paw Paw Watershed	Black River Watershed	Green Infrastructure	USDA Kitchen	Berrien County Transit	PAL Grant	Local Planning	Totals	
Expenditures																			
Salaries	\$ 90,292	\$ 14,872	\$ 10,125	\$ 13,356	\$ 2,927	\$ 13,275	\$ 5,485	\$ 27,064	\$ 595	\$ 10,309	\$ 13,350	\$ 6,134	\$ 2,808	\$ -	\$ 8,684	\$ 81	\$ 17,847	\$ 237,204	
Fringe benefits	36,189	5,961	4,058	5,353	1,173	5,320	2,199	10,848	239	4,132	5,351	2,459	1,125	-	3,481	32	7,150	95,070	
Travel	12,432	249	1,750	940	-	2,179	333	2,165	92	2,185	659	336	154	-	9	-	374	23,857	
Telephone	1,393	128	-	147	47	-	47	317	23	-	-	69	32	-	129	4	217	2,553	
Printing and postage	633	11	147	15	-	6	34	177	520	48	287	300	55	-	3	-	-	2,236	
Dues and subscriptions	1,078	-	146	2	-	178	-	912	-	130	-	-	-	-	-	-	387	2,833	
Supplies and materials	5,404	5,132	473	403	1,984	751	-	410	26	264	944	54	200	-	288	-	311	16,644	
Computer services	3,034	996	778	235	-	651	89	630	-	330	-	183	116	-	161	-	395	7,598	
Advertising	918	-	-	-	-	-	20	-	-	-	-	-	-	-	-	-	-	938	
Conferences and training	1,357	180	179	177	-	275	-	676	-	50	-	-	-	-	-	-	113	3,007	
Contractual - direct	528	366	10	10	-	-	-	152	81	792	19,377	-	81	-	-	-	510	21,907	
Contractual	500	-	7,520	-	15,839	1,666	588	225	-	1,815	3,584	-	12,298	39,706	-	-	-	83,741	
Direct equipment	11,020	262	1,172	881	42,897	383	2,226	383	-	-	-	-	-	-	-	-	-	59,224	
Pass thru	-	8,182	-	-	-	-	-	-	-	-	14,477	-	2,800	-	-	-	171	25,630	
Indirect cost pool	70,482	11,855	7,875	10,523	1,045	10,496	4,286	21,121	466	8,139	3,772	4,783	2,199	-	6,872	64	14,005	177,983	
Total Expenditures	\$ 235,260	\$ 48,194	\$ 34,233	\$ 32,042	\$ 65,912	\$ 35,180	\$ 15,307	\$ 65,080	\$ 2,042	\$ 28,194	\$ 61,801	\$ 14,318	\$ 21,868	\$ 39,706	\$ 19,627	\$ 181	\$ 41,480	\$ 760,425	

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

SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS
Year Ended December 31, 2008

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 has adopted Statement of Financial Accounting Standards (SFAS) No. 116 *Accounting for Contributions Received and Contributions Made*, and SFAS No. 117, *Financial Statements of Not-for-Profit Organizations*. SFAS No. 117 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, SFAS No. 116 generally requires that organizations treat the expense as if it first satisfies a donor - imposed restriction. SFAS No. 116 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, 2008

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 2008 and 2007, the total fringe benefit rate was 39.21 % and 39.95%, 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 2007** - The financial information for the year ended December 31, 2007, 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, CONCLUDED
Year Ended December 31, 2008

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
CDBG – ADM
Public Education Program Phase II (PEP)
United States Department of Agriculture (USDA) – Kitchen Incubator Study Centers for Regional Excellence (CRE)

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, 2008, 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, 2008, 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, 2008 are included in the accompanying financial statements.

**SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS, CONCLUDED
Year Ended December 31, 2008**

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, 2008 and 2007 were calculated exclusive of the PPRW (2007 and 2008) and the NCST (2008) projects. The resulting indirect cost rate for the years ended December 31, 2008 and 2007 was 55.5% and 67.1%

The following are the total indirect costs allocated to projects:

	<u>2008</u>	<u>2007</u>
Salaries (chargeable)	\$ 84,525	\$ 110,905
Benefits	56,206	63,054
Printing and advertising	626	723
Rent	29,971	27,493
Postage	1,775	1,161
Dues and subscriptions	626	1,115
Office supplies	4,580	8,046
Equipment depreciation	3,180	3,237
Equipment maintenance	836	1,465
Telephone	-	911
Computer services	4,051	4,668
	<u><u>\$ 186,376</u></u>	<u><u>\$ 222,778</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, 2008 and 2007 amounted to \$17,431 and \$19,016, respectively.

**SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS, CONCLUDED
Year Ended December 31, 2008**

NOTE 5. LEASE COMMITMENT

Effective January 1, 2008 the Commission signed a new 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 four years are as follows:

2009	\$	36,108
2010		37,215
2011		38,323
2012		38,323
	<u>\$</u>	<u>149,969</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
CDBG-ADM	Community Development Block Grant - Administration
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>2008</u>	<u>2007</u>
Furniture and equipment	\$143,843	\$140,450
Less accumulated depreciation	(137,242)	(133,966)
	<u>\$ 6,601</u>	<u>\$ 6,484</u>

SOUTHWEST MICHIGAN PLANNING COMMISSION
NOTES TO FINANCIAL STATEMENTS, CONCLUDED
Year Ended December 31, 2008

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, 2008 and 2007 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, 2008 and 2007, the contributed services were \$18,527 and \$19,409.



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, 2008 appears on page 1. We conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 12, 2009

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, 2008

	FHWA	FTA	I-69	St. Joseph Watershed	MDOT	NCST Transit	US 12 Heritage Route Plan	Ride Share	CED/EDA	Galien and Gun River Watershed	Asset Management	Paw Paw Watershed	Black River Watershed	Green Infrastructure	USDA Kitchen	Berrien County Transit	PAL Grant	Local Planning	Totals
Assets																			
Current Assets																			
Cash and cash equivalents	\$ -	\$ -	\$ -	\$ 1,208	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,208
Due from grantors	113,127	22,510	7,996	-	12,190	45,000	8,484	9,904	8,955	2,696	3,359	16,165	4,198	1,170	-	11,637	-	41,157	308,548
Due from/to other funds	(44,048)	(4,377)	(7,128)	-	(11,884)	(29,912)	(7,925)	(9,564)	(8,546)	(2,081)	(3,359)	(14,333)	(4,198)	5,932	-	(11,637)	11,072	(39,604)	(181,592)
Total Current Assets	\$ 69,079	\$ 18,133	\$ 868	\$ 1,208	\$ 306	\$ 15,088	\$ 559	\$ 340	\$ 409	\$ 615	\$ -	\$ 1,832	\$ -	\$ 7,102	\$ -	\$ -	\$ 11,072	\$ 1,553	\$ 128,164
Liabilities and Net Assets																			
Current Liabilities																			
Escrow accounts	\$ 6,763	\$ 13,375	\$ -	\$ 1,208	\$ -	\$ -	\$ -	\$ -	\$ 409	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,755
Deferred revenue	62,316	4,758	868	-	306	15,088	559	340	-	615	-	1,832	-	7,102	-	-	11,072	1,553	106,409
Total Current Liabilities	\$ 69,079	\$ 18,133	\$ 868	\$ 1,208	\$ 306	\$ 15,088	\$ 559	\$ 340	\$ 409	\$ 615	\$ -	\$ 1,832	\$ -	\$ 7,102	\$ -	\$ -	\$ 11,072	\$ 1,553	\$ 128,164
Net Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Liabilities and Net Assets	\$ 69,079	\$ 18,133	\$ 868	\$ 1,208	\$ 306	\$ 15,088	\$ 559	\$ 340	\$ 409	\$ 615	\$ -	\$ 1,832	\$ -	\$ 7,102	\$ -	\$ -	\$ 11,072	\$ 1,553	\$ 128,164

SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF ACTIVITIES – DESIGNATED
DECEMBER 31, 2008

	FHWA	FTA	I-69	MDOT	NCST Transit	US 12 Heritage Route Plan	Ride Share	CED/EDA	Galien and Gun River Watershed	Asset Management	Paw Paw Watershed	Black River Watershed	Green Infrastructure	USDA Kitchen	Berrien County Transit	PAL Grant	Local Planning	Totals	
Support																			
Federal	\$ 191,491	\$ 35,411	\$ 27,214	\$ -	\$ 65,912	\$ 28,032	\$ -	\$ 48,039	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,881	\$ -	\$ -	\$ 411,980	
State	-	-	7,019	32,042	-	7,148	15,307	-	-	28,194	47,324	-	16,568	39,706	3,746	-	-	197,054	
County	-	-	-	-	-	-	-	17,041	-	-	-	-	-	-	-	-	-	17,041	
Local	43,769	12,783	-	-	-	-	-	-	2,042	-	14,477	14,318	5,300	-	-	181	41,480	134,350	
Total Support	\$ 235,260	\$ 48,194	\$ 34,233	\$ 32,042	\$ 65,912	\$ 35,180	\$ 15,307	\$ 65,080	\$ 2,042	\$ 28,194	\$ 61,801	\$ 14,318	\$ 21,868	\$ 39,706	\$ 19,627	\$ 181	\$ 41,480	\$ 760,425	
Expenditures																			
Salaries	\$ 90,292	\$ 14,872	\$ 10,125	\$ 13,356	\$ 2,927	\$ 13,275	\$ 5,485	\$ 27,064	\$ 595	\$ 10,309	\$ 13,350	\$ 6,134	\$ 2,808	\$ -	\$ 8,684	\$ 81	\$ 17,847	\$ 237,204	
Fringe benefits	36,189	5,961	4,058	5,353	1,173	5,320	2,199	10,848	239	4,132	5,351	2,459	1,125	-	3,481	32	7,150	95,070	
Travel	12,432	249	1,750	940	-	2,179	333	2,165	92	2,185	659	336	154	-	9	-	374	23,857	
Telephone	1,393	128	-	147	47	-	47	317	23	-	-	69	32	-	129	4	217	2,553	
Printing and postage	633	11	147	15	-	6	34	177	520	48	287	300	55	-	3	-	-	2,236	
Dues and subscriptions	1,078	-	146	2	-	178	-	912	-	130	-	-	-	-	-	-	387	2,833	
Supplies and materials	5,404	5,132	473	403	1,984	751	-	410	26	264	944	54	200	-	288	-	311	16,644	
Computer services	3,034	996	778	235	-	651	89	630	-	330	-	183	116	-	161	-	395	7,598	
Advertising	918	-	-	-	-	-	20	-	-	-	-	-	-	-	-	-	-	938	
Conferences and training	1,357	180	179	177	-	275	-	676	-	50	-	-	-	-	-	-	113	3,007	
Contractual - direct	528	366	10	10	-	-	-	152	81	792	19,377	-	81	-	-	-	510	21,907	
Contractual - off site	500	-	7,520	-	15,839	1,666	588	225	-	1,815	3,584	-	12,298	39,706	-	-	-	83,741	
Direct equipment	11,020	262	1,172	881	42,897	383	2,226	383	-	-	-	-	-	-	-	-	-	59,224	
Pass thru	-	8,182	-	-	-	-	-	-	-	-	14,477	-	2,800	-	-	-	171	25,630	
Indirect cost pool	70,482	11,855	7,875	10,523	1,045	10,496	4,286	21,121	466	8,139	3,772	4,783	2,199	-	6,872	64	14,005	177,983	
Total Expenditures	\$ 235,260	\$ 48,194	\$ 34,233	\$ 32,042	\$ 65,912	\$ 35,180	\$ 15,307	\$ 65,080	\$ 2,042	\$ 28,194	\$ 61,801	\$ 14,318	\$ 21,868	\$ 39,706	\$ 19,627	\$ 181	\$ 41,480	\$ 760,425	
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, 2008**

	FHWA Niles	FHWA Twin Cats	Total
Assets			
Current Assets			
Due from grantors	\$ 37,503	\$ 75,624	\$ 113,127
Due from /(to) other funds	(9,310)	(34,738)	(44,048)
Total Current Assets	\$ 28,193	\$ 40,886	\$ 69,079
Liabilities and Net Assets			
Current Liabilities			
Escrow accounts	\$ 2,350	\$ 4,413	\$ 6,763
Deferred revenue	25,843	36,473	62,316
Total Current Liabilities	\$ 28,193	\$ 40,886	\$ 69,079
Net Assets	\$ -	\$ -	\$ -
Total Liabilities and Net Assets	\$ 28,193	\$ 40,886	\$ 69,079

SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF FINANCIAL POSITION- FTA PROGRAMS
December 31, 2008

	<u>FTA Niles</u>	<u>FTA Twin Cats</u>	<u>Total</u>
Assets			
Current Assets			
Due from grantors	\$ 7,745	\$ 14,765	\$ 22,510
Due from /(to) other funds	3,399	(7,776)	(4,377)
Total Current Assets	<u>\$ 11,144</u>	<u>\$ 6,989</u>	<u>\$ 18,133</u>
Liabilities and Net Assets			
Current Liabilities			
Escrow accounts	\$ 11,144	\$ 2,231	\$ 13,375
Deferred revenue	-	4,758	4,758
Total Current Liabilities	<u>\$ 11,144</u>	<u>\$ 6,989</u>	<u>\$ 18,133</u>
Net Assets	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Liabilities and Net Assets	<u>\$ 11,144</u>	<u>\$ 6,989</u>	<u>\$ 18,133</u>

SOUTHWEST MICHIGAN PLANNING COMMISSION
STATEMENT OF ACTIVITIES – FHWA PROGRAMS
December 31, 2008

	FHWA Niles	FHWA Twin Cats	Total
Support			
Federal	\$ 53,270	\$ 138,221	\$ 191,491
Local	15,766	28,003	43,769
Total Support	<u>\$ 69,036</u>	<u>\$ 166,224</u>	<u>\$ 235,260</u>
Expenditures			
Salaries	\$ 26,687	\$ 63,605	\$ 90,292
Fringe benefits	10,696	25,493	36,189
Travel	3,053	9,379	12,432
Telephone	512	881	1,393
Dues and subscriptions	539	539	1,078
Printing and postage	305	328	633
Supplies and materials	1,760	3,644	5,404
Conferences and training	341	1,016	1,357
Computer service	1,304	1,730	3,034
Advertising	582	336	918
Contractual - direct	244	284	528
Contractual - off site	250	250	500
Direct equipment	1,945	9,075	11,020
Indirect cost pool	20,818	49,664	70,482
Total Expenditures	<u>\$ 69,036</u>	<u>\$ 166,224</u>	<u>\$ 235,260</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
December 31, 2008

	FTA Niles	FTA Twin Cats	Total
Support			
Federal	\$ 14,474	\$ 20,937	\$ 35,411
Local	6,046	6,737	12,783
Total Support	\$ 20,520	\$ 27,674	\$ 48,194
Expenditures			
Salaries	\$ 5,965	\$ 8,907	\$ 14,872
Fringe benefits	2,391	3,570	5,961
Travel	181	68	249
Telephone	47	81	128
Printing and postage	2	9	11
Supplies and materials	82	5,050	5,132
Conferences and training	90	90	180
Computer service	356	640	996
Contractual - direct	320	46	366
Direct equipment	131	131	262
Pass thru	6,250	1,932	8,182
Indirect cost pool	4,705	7,150	11,855
Total Expenditures	\$ 20,520	\$ 27,674	\$ 48,194
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 – 10/01/07 TO 9/30/08– ACTUAL TO BUDGET
December 31, 2008

	<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	\$ 38,032	\$ 18,721	\$ 16,380	\$ 8,302	\$ 5,073	\$ 86,508
FHWA/Niles - Budget	\$ 33,488	\$ 24,043	\$ 16,314	\$ 6,011	\$ 6,011	\$ 85,867
FHWA/Twin Cats - Actual	\$ 60,995	\$ 35,270	\$ 34,828	\$ 12,949	\$ 10,877	\$ 154,919
FHWA/Twin Cats - Budget	\$ 62,553	\$ 44,912	\$ 30,473	\$ 11,226	\$ 11,227	\$ 160,391
FTA/Niles - Actual	\$ 6,326	\$ 3,339	\$ 1,600	\$ 1,439	\$ 6,511	\$ 19,215
FTA/Niles - Budget	\$ 5,908	\$ 4,243	\$ 2,880	\$ 1,061	\$ 7,311	\$ 21,403
FTA/Twin Cats - Actual	\$ 18,661	\$ 3,432	\$ 6,678	\$ 1,204	\$ 3,063	\$ 33,038
FTA/Twin Cats - Budget	\$ 13,796	\$ 9,905	\$ 6,721	\$ 2,477	\$ 4,891	\$ 37,790

SOUTHWEST MICHIGAN PLANNING COMMISSION
SUMMARY OF EXPENDITURES BY WORK PROGRAM
MDOT COMPLETED PROGRAMS – 10/01/07 TO 9/30/08 - ACTUAL TO BUDGET
December 31, 2008

	<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>Total</u>
MDOT/Region - Actual	<u>\$ 15,200</u>	<u>\$ 396</u>	<u>\$ 1,824</u>	<u>\$ 871</u>	<u>\$ 16,574</u>	<u>\$ 3,974</u>	<u>\$ 38,839</u>
MDOT/Region - Budget	<u>\$ 12,555</u>	<u>\$ -</u>	<u>\$ 7,486</u>	<u>\$ 1,400</u>	<u>\$ 15,299</u>	<u>\$ 1,960</u>	<u>\$ 38,700</u>

**SOUTHWEST MICHIGAN PLANNING COMMISSION
ANALYSIS OF LOCAL ACTIVITIES
December 31, 2008**

Support and Revenues	<u>2008</u>	<u>2007</u>
Support		
County	\$ 43,821	\$ 40,628
Total Support	<u>\$ 43,821</u>	<u>\$ 40,628</u>
Revenue		
Local revenues	\$ 3,864	\$ 10,538
Interest	1,709	2,984
Total Revenues	<u>\$ 5,573</u>	<u>\$ 13,522</u>
Total Support and Revenues	<u><u>\$ 49,394</u></u>	<u><u>\$ 54,150</u></u>
Expenditures		
Salaries	\$ 10,759	\$ 9,628
Fringe benefits	4,298	3,989
Travel	1,005	3,144
Printing and postage	63	45
Telephone	100	56
Supplies and materials	2,452	1,964
Professional services	5,150	5,645
Conferences and training	-	1,250
Computer service	148	-
Commission expenses	16,238	15,868
Contractual - direct	81	-
Contractual - off site	519	3,328
Bad debts	16,046	-
Pass thru	184	-
Indirect cost pool	8,393	9,231
Total Expenditures	<u>\$ 65,436</u>	<u>\$ 54,148</u>
Excess (Deficiency) of Revenues over (under)		
Expenditures	\$ (16,042)	\$ 2
Overspent Grants	-	(19,921)
Change in Net Assets	<u>\$ (16,042)</u>	<u>\$ (19,919)</u>
Net Assets, Beginning of Year	214,218	234,137
Net Assets, End of Year	<u><u>\$ 198,176</u></u>	<u><u>\$ 214,218</u></u>