

Community Organization Requests

Organization	Contact	Budget FY2018/19	Request FY2019/20	Number served	speaking	Info provided
1 Holiday Lake 4-H Educational Center, Inc. (new)	Cindy Morris 434-248-5444	New request \$ 10,000.00 or \$2,000/5 years	\$ 10,000.00	5,000 over 80 years	?	yes
2 Southeast Rural Community Assistance Project, Inc. hcupit@sercap.org (new)	Hope Cupit 540-345-1184	New request	\$ 5,000.00	invested \$40,000 in local projects	?	yes
3 Roanoke River Rails-to-Trails, Inc. cjdean@lawrencevilleweb.com	C.J. Dean 434-848-2414	New request	\$ 2,000.00	users of trails	no	yes
4 VA Legal Aid Society rhondak@vlas.org	Rhonda J. Knight 434-660-4461	\$ 4,713.00	\$ 4,902.00	41 cases 103 residents	no	yes
5 STEPS- Community Action Agency	Sharon Harrup 434-315-5909	\$ 21,474.00	\$ 21,474.00	192 residents	no	yes
6 Crossroads sbaker@crossroadscsb.org	Susan Baker 434-392-7049	\$ 53,000.00	\$ 56,000.00	645	no	yes
7 SVCC shannon.feinman@southside.edu	Shannon Feinman	\$ 4,823.00	\$ 5,421.00 by formula	235 students	no	yes
8 CRC mfoster@virginiasheartland.org	Melody Foster 434-392-6104	\$ 19,000.00	\$ 19,000.00	12,000+	no	yes
9 Longwood Small Bus. Dev. Ctr. mcquiresr@longwood.edu	Sheri McGuire	\$ 1,940.00	\$ 1,940.00	12 clients (training)	no	yes
10 Virginia Growth Alliance	Jeff Reed 434-265-2382	\$ 12,914.00	\$ 12,914.00	12,000+	no	yes
11 Virginia's Crossroads	Magi Van Eps 434-392-1482	\$ 4,500.00	\$ 4,500.00	12,000+	no	yes

Organization	Contact	Budget FY2018/19	Request FY2019/20	speaking	Info provided
12 Lunenburg County Public Library System jbcrenshaw.lcpls@gmail.com jisaac@centurylink.net	J.B. Crenshaw James Isaac, Jr.	\$ 150,274.08	\$ 150,274.08	no	12,000+ yes
13 Piedmont Senior Resources Area Agency on Aging jyoung@psraaa.org	Justine A. Young 434-767-5588	\$ 2,000.00	\$ 14,120.00	no	yes
14 Southside Soil & Water julie.hamlett@vaswcd.org	Julie Hamlett 434-542-5405	\$ 7,000.00	\$ 7,350.00	no	1250 direct 12,000+ yes
15 Southside SPCA southsidespca@gmail.com	Sandy Wyatt 434-736-9595	\$ 975.00	\$ 975.00	no	330 animals 12,000+ yes
16 Med Flight Program jonesg@chesterfield.gov	Lt. Gregory Jones 804-743-2295	\$ 600.00	\$ 400.00	no	95 missions yes
17 Feedmore Kevin Rudnick ajohnson@feedmore.org krudnick@feedmore.org	Anthony Johnson 804-521-3273	not funded	\$ 2,000.00	no	yes
18 Heart of Virginia Free Clinic heartofvirginiafreeclinic@yahoo.com	Pat Payne	not funded	\$ 1,000.00	no	4% of patients yes
19 Southside Center for Violence Prevention officemanager@scvpcares.org	Bridget McMillion 434-394-3505	\$ 7,500.00	\$ 10,000.00	no	3 clients 240 days yes
20 Town and County Bus <i>1/3 split with Towns</i>	Joshua Worrell 434-292-3025	\$ 6,670.17	\$ 7,459.08 <i>estimate</i>		billed

HOLIDAY LAKE 4-H EDUCATIONAL CENTER, INC.

1267 4-H CAMP ROAD
APPOMATTOX, VIRGINIA 24522
www.holidaylake4h.com



PHONE (434) 248-5444
FAX (434) 248-6749

March 13, 2019

Tracy M. Gee
Lunenburg County Administrator
11413 Courthouse Road
Lunenburg, VA 23952

RECEIVED
MAR 15 2019

BY: _____

Dear Tracy,

On behalf of the Board of Directors of Holiday Lake 4-H Educational Center, we respectfully request financial support in the amount of \$10,000 from Lunenburg County for the upkeep of the original 4-H Camp buildings. These funds will be added to a special endowment fund whereby the earnings of the original investment would be used for the upkeep of the buildings which were constructed in the late 1930s and are now a historical district.

Holiday Lake 4-H Educational Center is a 501(c)(3) non-profit organization governed by a Board of Directors. The 4-H Center leases 157.8 acres from the VA Dept. of Forestry on a long term lease through 2080. For almost 80 years Lunenburg County has had over 5,000 youth attend the summer 4-H Camp, Shooting Education Program and other specialty events at the 4-H Center.

The request to the Boards of Supervisors of the 17 Camping Counties and the Cities of Lynchburg and Charlottesville began in 2008. The following counties have contributed \$10,000 to the endowment fund and have their County's name on an original cabin:

Charlotte
Amherst
Fluvanna
Prince Edward

Nelson
Buckingham
Campbell
Louisa

Appomattox
Nottoway
Amelia

Currently there are three (3) cabins remaining for adoption. We are asking that our request be considered in the budget cycle for Lunenburg County. As an option to the one-time payment of \$10,000, a five (5) year payment plan of \$2,000 per year would also be appreciated.

Please see the attached mission statement, history, partners and major programs conducted at the 4-H Center in addition to a photo of the first cabin adopted by Charlotte County. For a complete overview of our operation please view our website at www.holidaylake4h.com.

Sincerely,

Preston R. Willson
President/CEO

Cindy Morris
Development/Marketing Assistance

ENCLOSURES

Holiday Lake 4-H Educational Center programs and employment are open to all, regardless of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer.

Holiday Lake 4-H Educational Center, Inc.

1267 4-H Camp Rd. Appomattox, VA 24522

(434) 248-5444

www.holidaylake4h.com

The Mission Statement of Holiday Lake 4-H Educational Center is to improve the quality of life by educating youth and adults in a natural setting.

Objectives

1. To provide four seasons annually of educational camping programs for 4-Hers in Central, Southside and specialized camps across the state of Virginia.
2. To provide special programs and activities to include Natural Resource Education as a resource for school groups, 4-H clubs, the summer 4-H camping program as well as for adults
3. To provide facilities, programs, and services necessary to serve as the Virginia 4-H Shooting Education Center.
4. To provide quality facilities and support services year round for diverse groups from multiple geographical regions.
5. To evaluate the effectiveness of educational programming on an ongoing basis and to revise programming to meet the changing needs of stakeholders.

Holiday Lake Is Part of Our National Heritage

The history of Holliday Lake begins in the mid 1930's in Appomattox County, Virginia. During the depression years of the 1930's, much of this land was infertile and unproductive. Decades of repetitive farming of the same crops had stripped the land of its nutrients and it had become exhausted and badly eroded. The Roosevelt Administrations Resettlement Act provided for the purchase of this land and for the resettlement of the landowners. The Works-Projects Administration (WPA) was authorized to construct a lake. Cabins and other facilities for the WPA workers were built in order for them to have housing close to the lake's construction. **The reason for the project was that the US Navy wanted a body of water about 150 miles from Washington D.C. to land seaplanes on, should the Capitol be attacked.** Soon after construction started a cemetery was discovered that prevented the lake from being large enough for the Navy's needs. The original plan was aborted; however a 150 acre lake was completed. The lake is located in the midst of the present 20,000 acre Appomattox/Buckingham state forest, the largest state forest in Virginia. This land was restored and today the forest and waters are healthy and productive in a revitalized ecosystem.

In 1941 representatives from Charlotte, Appomattox and Nelson counties established Holiday Lake 4-H Camp using the cabins and other facilities used by the workers when they constructed Holiday Lake which was land leased from the Commonwealth of Virginia. The counties using the 4-H camp increased in number and today 17 counties and two cities use the facility for summer camp and specialty camps throughout the year. In 1974 the focus on the use of the camp was broadened and the name was changed to Holiday Lake 4-H Educational Center, Inc. while becoming a 501(c)(3) nonprofit corporation, restructuring the mission to be a year-round educational facility. The present long term lease with the Virginia Department of Forestry runs through 2080.

Today campers reside in the original cabins. All the original buildings have recently been approved as an eligible "historic district" to be placed on the Virginia Historic Landmarks Register and The National

Register of Historic Places, the process was finalized in 2011. The historic registration will assure that the original character of these buildings will always be preserved.

The change in the name to “Educational Center” implies that we fill the calendar year with educational programs that benefit youth and adults. Today over 10,000 participants benefit from a variety of programs and activities on an annual basis at the 4-H Center. In addition to 4-H camping from 17 counties and two cities there are other specialty 4-H programs-shooting education, natural resource education and supporting programs where participants come from Virginia and many other states from across the United States.

A major part of today’s marketing effort is directed toward Natural Resource Education programs which include both day and overnight trips for schools and groups for learning hands-on in the outdoors. These classes help students learn concepts and ideas that can be taught in the classroom while also allowing them to experience natural resources in the outdoors. Overnight trips offer the maximum learning experience. All programs are correlated with Virginia’s Standards of Learning (SOLs) and focus on natural science, life sciences, life-skill development and leadership development. Challenge course programs for eligible groups are also offered. Low ropes, high ropes and a climbing tower are designed to bring participants together in a new environment where they share a common experience while learning to work together.

The Holiday Lake 4-H Educational Center has major partners who contribute greatly to the 4-H Center’s programs:

- a) The Virginia Tech College of Agriculture and Life Sciences – provides curriculum and other teaching resources for many of the 4-H Center’s programs.
- b) Virginia Tech College of Natural Resources and Environment– This College for many decades conducted a school for its Forestry students for four weeks each year in the months of April and May. It was the classroom in the forest for students and professors.
- c) Virginia Department of Forestry – The 4-H Center leases 157.8 acres from VDOF in the 20,000 acre Appomattox Buckingham State Forest. The Department will conduct its 72nd state wide academic forestry camp in June 2018. Other forestry meetings and workshops are held during the year.
- d) Virginia Department of Game & Inland Fisheries – The 4-H Center has an agreement with DGIF to support their Hunter Education programs conducted at the 4-H Center. These programs are “train the trainer” programs and have impacted every person who has taken a Hunter Education course in Virginia in the last 25 years. The 4-H shooting education programs are a natural complement to the Game Department’s outdoor education programs.

This year we have enriched participant’s lives through the following:

- **2,900 4-Hers learned and grew** through the 4-H camping experience including week-long and weekend camps.
- In addition, more than **3,875 youth** from public and private schools, as well as home school associations, learned through experiencing the Natural Resource Education Program (NRE). The NRE program focuses on **teaching school aged students hands-on earth and life science curriculum** that is correlated to Virginia’s Standards of Learning (SOLs) during the school year.
- Many adult and family educational workshops are offered throughout the year. A list of these programs and workshops can be found on our website: **holidaylake4h.com**

Charlotte County Cabin #1

Charlotte County was the first County to adopt one of the historic cabins for the special endowment fund which is used to help maintain the historic structures in perpetuity.



Southeast Rural Community Assistance Project, Inc.

February 13, 2019

2

Hope F. Cupit, CPA
President & CEO

Lunenburg County
Attn: Ms. Tracy M. Gee, County Administrator
11413 Courthouse Road
Lunenburg, VA 23952

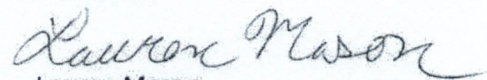
Dear Ms. Gee,

Southeast Rural Community Assistance Project, Inc. (SERCAP) is a nonprofit organization that provides training, technical, and financial assistance to rural communities and low-income individuals across the Commonwealth of Virginia, in order to bring clean, safe drinking water and environmentally sound wastewater facilities to all. SERCAP provides a variety of services from engineering and planning to grants and affordable loans that support key water and wastewater infrastructure projects in communities across Virginia. I'm writing today to request that Lunenburg County allocate **\$5,000** in its next budget to support SERCAP's continued efforts in providing water and wastewater infrastructure services.

During the 2017/2018 Program Year, SERCAP contributed over \$2.4 million to projects in Virginia's rural communities. In the past, SERCAP has invested nearly \$40,000 into projects in Lunenburg County. However, a commitment of funds for the 2019/2020 Program Year will enable SERCAP to increase the number of water, wastewater, housing, and/or community development projects implemented in Lunenburg County. SERCAP provides infrastructure projects which will have a long lasting impact on the Quality of Life, Environmental Health, and/or Economic Self-sufficiency of the residents of Lunenburg County, and the County at-large.

Thank you in advance for your earnest consideration of our request and please do not hesitate to contact me if you need additional information pertaining to the services that SERCAP has provided in your area.

Sincerely,



Lauren Mason
Planning Manager
SERCAP



Swynice Hawkins
Board Chair



Phone (540) 345-1184

347 Campbell Avenue, SW
Roanoke, VA 24016
www.southeastrcap.org

Fax (540) 342-2932

SERCAP's Budget Request to Lunenburg County

Agency Name: Southeast Rural Community Assistance Project, Inc. (SERCAP)

Agency Contact: Hope F. Cupit – President & CEO

Address: 347 Campbell Avenue
Roanoke, VA 24016

Phone: 540-345-1184

Fax: 540-342-2932

Email: hcupit@sercap.org

Agency Mission: To improve the quality of life for low-income individuals by promoting affordable water and wastewater facilities, community development, environmental health, and economic self-sufficiency.

Request Amount: \$5,000.00 – 100% of the funds allocated will be to provide grants through SERCAP's Facilities Development, Essential & Critical Needs, and/or Housing programs. Grants will be limited to localities within Lunenburg County and/or Lunenburg County Citizens in need of vital services.

Program Description: SERCAP will use the requested funds to provide training, technical, and financial assistance in the form of *grants* to communities and/or residents of Lunenburg County, to assist with water, wastewater, housing, and community development needs.

For example, SERCAP provides grant funds to low-income clients for the repair or replacement of individual household wells and/or septic systems. SERCAP also provides grants to the County itself or small, unincorporated communities within the County, for water/wastewater infrastructure projects, such as replacing a pump, generator, etc. at a local water/wastewater treatment facility.

If funding is not approved by Lunenburg County, SERCAP's Programs and Services would still be able to operate across the Commonwealth of Virginia, however SERCAP would have less funding to support projects in Lunenburg County, and as a result some citizens may go without needed water/wastewater services, if SERCAP has already obligated the funds available for the year, forcing individuals onto the waiting list. Potentially citizens may go without Water for several months before additional funds become available.

Financial Statements: See attached Audit Report.



COUNTY OF LUNENBURG
11413 Courthouse Road
Lunenburg, VA 23952

FY2019/20 BUDGET REQUEST
Submit to Tracy M. Gee by March 6, 2019
tgee@lunenburgva.net

Requesting Organization: Roanoke River Rails-to-Trails, Inc.
Contact: C.J. Dean, Treasurer Phone Number: 434-848-2414
Address: 400 North Main Street Fax Number: 434-848-9556
Lawrenceville, VA 23868 Email Address: cjdean@lawrencevilleweb.com

Organization Mission: Parent organization of the Tobacco Heritage Trail, a system of long-distance recreational, multiuse, non-motorized trails, an important Southern VA project.

FY2018/19 Budget Request: - 0 - Approved Amount: _____
(County Use Only)

FY2019/20 Budget Request: \$2,000.00

Difference in \$: 2,000.00

Difference in %: N/A

Approved Amount: _____
(County Use Only)

Explanation of Difference: Lunenburg Co. has lapsed in membership for numerous years. As trail development decisions are made, RRRT desires to have Lunenburg County available to make informed decisions

Calculation of Budget Request Amount: Membership dues for becoming a member with voting privileges in RRRT, Inc, (a multi-jurisdictional Quasi-government trail non-profit)

Use of Requested Funds: To advance the mission of RRRT, Inc. of becoming a destination and tourism engine for the region, AND Also, to benefit the citizens with an outdoor activity area to promote a healthy lifestyle.

Number of Lunenburg County Residents benefitting from this organization in 2018: Users of Victoria trail portion

Do you consider this budget request _____ a donation, X dues, or _____ a contractual arrangement?
Please check one. For contractual arrangements or dues, please supply a copy of the contract or an explanation of benefits of membership that will NOT be provided to citizens of Lunenburg, if this request is not approved.

Please attach a copy of the most current budget and financial statements showing sources and uses of funds.

Please provide any additional information that would help the Supervisors understand the importance of your Organization to the citizens of Lunenburg County (no more than 2 additional pages).



ROANOKE RIVER TRAILS-TO-TRAILS, INC.
 200 SOUTH MECKLENBURG AVENUE
 SOUTH HILL, VIRGINIA 23970
 434-447-7101 434-447-7104 (FAX)

CASH BALANCE AS OF DECEMBER 31, 2017	\$ 34,917.84
HALIFAX FRIENDS GROUP	\$ 220.00
AVAILABLE CASH	\$ 34,697.84
ASSETS AS OF DECEMBER 31, 2017	
LAND VALUE OWNED	\$1,517,734.61
CERTIFICATE OF DEPOSIT	\$ 128,395.34
TOTAL ASSETS	\$1,680,827.79
KIDS=PLAY ACCOUNT	\$ 100,251.78
BLUEWAYS ACCOUNT CD	\$ 13,656.79

2018 REVENUES

GRANT PROCEEDS	\$ 3,700.00
DUES	\$ 13,400.00
DONATIONS	\$ -
FUNDRAISING	\$ 44.20
SALE OF REAL PROPERTY	\$ -
FUTURE MATCHING FUNDS	\$ -
PERFORMANCE BOND FOR THT CROSSING	\$ -
CD WITHDRAWAL(TICR Grant)	\$ -
INSURANCE REFUND	\$ -
TOTAL 2018 REVENUES	\$ 17,144.20

2017 EXPENDITURES

PROFESSIONAL SERVICES	\$ 4,999.00
STATE CORPORATION COMMISSION	\$ 25.00
INSURANCE	\$ 1,738.64
ADVERTISEMENT/TRADEMARK WORK	\$ 175.00
FUNDRAISING EXPENSE	\$ -
CONTRACT ADMINISTRATION	\$ -
CPA EXPENSE	\$ 400.00
BOARD EXPENSE	\$ -
REAL ESTATE TAXES	\$ 744.81
ACCOUNT EXPENSE	\$ 6.00
PERFORMANCE BOND TRAIL CROSSING REFUND	\$ -
APPRAISAL FOR TIMBER CUT ON ROW	\$ -
PURCHASE TRAIL CAMERAS/BATTERIES	\$ -
WEBSITE UPGRADE	\$ -
PURCHASE OF RIGHT OF WAY	\$ -
TRAIL MAINTENANCE(BRODNAX-EVANS CREEK)	\$ 3,200.00
TOTAL 2018 EXPENDITURES	\$ 11,288.45

CASH BALANCE AS OF DECEMBER 31, 2018	\$ 40,773.59
HALIFAX FRIENDS GROUP	\$ 220.00
AVAILABLE CASH	\$ 40,553.59
ASSETS AS OF DECEMBER 31, 2018	
LAND VALUE OWNED	\$1,517,734.61
CERTIFICATE OF DEPOSIT	\$ 128,395.34
TOTAL ASSETS	\$1,686,683.54
KIDS=PLAY ACCOUNT	\$ 1,326.78
BLUEWAYS ACCOUNT CD	\$ 13,656.79

4

Writer's email: development@vlas.org; Phone: 434-455-3085

December 5, 2018

RECEIVED
DEC 17 2018

Ms. Tracy M. Gee
Administrator
Lunenburg County
11413 Courthouse Rd.
Lunenburg, VA 23952

BY: _____

Tracy
Dear Ms. Gee,

On behalf of Virginia Legal Aid Society, thank you for your support during the 2018-19 year. With your help, VLAS was able to close 41 cases in Lunenburg County last year, protecting 103 people against dishonest consumer practices, landlords who won't fix substandard housing and many other serious problems. For 2019-20, we request funding in the amount of \$4,902.

VLAS strongly needs your help again this year to continue to serve the members of your community. Because of a spending formula based on Census survey data, **our largest federal funding source has informed us that it will be sharply cutting back our support**, starting in January 2019.

In Virginia General District Court civil cases, defendants represented by an attorney are **three times** as likely to have a successful outcome as those who aren't. **And yet defendants are able to obtain an attorney in only 1% of all cases.** For low-income people in Suffolk, VLAS is often their only hope.

We ask that you consider the following when reviewing our funding request:

- The results of our work last year in Lunenburg County (Attachment A);
- The variety of services that VLAS provides in Lunenburg County (Attachment B);
- Examples of how our work benefited recent clients (Attachment C);
- The amount of funding requested from each locality in our service area, based on the number of low-income individuals in your community (Attachment D).

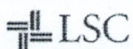
With your support we can serve more clients and reduce the number of people we have to turn away for lack of resources. We appreciate the opportunity to apply for funding, and would enjoy the opportunity to appear before your budget committee or your full board to further discuss our application. Please contact me if you have questions or comments.

Sincerely,

Rhonda J. Knight

Rhonda J. Knight
Director of Development

*Thank you Tracy for supporting VLAS and the services provided to Lunenburg low-income clients.
Rhonda*



Offices in: Danville Farmville Lynchburg Suffolk

Free legal advice and information at 1-866-LegalAid (534-5243)
& legal information at www.VLAS.org.



Central Virginia, Danville- Pittsylvania,
Henry County & Martinsville, Franklin-
Southampton & Prince Edward member agency

**Services Provided and Outcomes Measurement Chart
Virginia Legal Aid Society, Inc.**

Lunenburg County

Objective	Measurement/Indicators	Actual Outcomes July 1, 2017 – June 30, 2018			
		Cases Closed	People Served	Funds Recovered	Unjust Claims Avoided
Increase and preserve financial resources	End vicious payday lending cycles; obtain bankruptcy protection; halt illegal debt collection practices; avert unlawful repossession and garnishments; overcome unfair and illegal sales practices; enforce sales contracts; preserve credit; and secure utility services	1	1	\$ 0	\$ 0
Maintain or obtain safe and affordable housing	Prevent improper evictions and foreclosures; enforce rights to decent, safe and habitable housing; restore and obtain access to public housing; resolve landlord/tenant disputes	7	19	\$ 0	\$1,955
Increase access to public benefit programs, health insurance, and/or employment	Obtain and preserve Food Stamp, TANF, WIC, unemployment and Social Security benefits; provide access to health care programs such as FAMIS, Social Security disability and Medicaid; preserve Medicare benefits; and increase access to employment	6	14	\$16,524	\$ 0
Increase stability for families in transition	Obtain divorces, child support, child custody, protective order appeals, equitable distribution of marital property, and advance directives; enforce rights for children who have been denied or terminated from regular and special education services	27	69	\$ 0	\$ 105
	Totals	41	103	\$16,524	\$2,060

*Average cost per case expended by VLAS: \$1,062. $\$1,062 \times 41 = \$43,542$

5



COUNTY OF LUNENBURG

11413 Courthouse Road
Lunenburg, VA 23952

FY19/20 BUDGET REQUEST
Submit to Tracy M. Gee by March 6, 2019
tgee@lunenburgva.net

Requesting Organization: STEPS, Inc. – Community Action Agency

Contact: Sharon L. Harrup Phone Number: (434) 315-5909 Ext. 212

Address: 225 Industrial Park Road Fax Number: (434) 315-0246

Farmville, VA 23901 Email Address: sharrup@STEPS-inc.org

Organization Mission: **STEPS leads, coordinates, creates and delivers quality opportunities to impact self-sufficiency and reduce poverty throughout our region.**

FY2018/19 Budget Request: \$21,474 Approved Amount: _____
(County Use Only)

FY2019/20 Budget Request: \$21,474

Difference in \$: \$0.00

Difference in %: 0% Approved Amount: _____

(County Use Only)

Explanation of Difference: n/a

Calculation of Budget Request Amount: Mandated 25% local match to secure the Community Services Block Grant (CSBG) which is available to STEPS as the designated Community Action Agency for Lunenburg County.

Use of Requested Funds: To provide services to Lunenburg County citizens living in poverty. See attached letter for more detailed information.

Number of **Lunenburg County Residents** benefitting from this organization in 2018: 192

Do you consider this budget request a donation, _____ dues, or _____ a contractual arrangement?
Please check one. For contractual arrangements or dues, please supply a copy of the contract or an explanation of benefits of membership that will NOT be provided to citizens of Lunenburg, if this request is not approved.

Please attach a copy of the most current budget and financial statements showing sources and uses of funds.

Please provide any additional information that would help the Supervisors understand the importance of your Organization to the citizens of Lunenburg County (no more than 2 additional pages).



March 3, 2019

Mrs. Tracy Gee, County Administrator
11413 Courthouse Road
Lunenburg, VA 23952

Dear Mrs. Gee: *Tracy,*

I am writing to formally request funding for the 2019-2020 fiscal year. STEPS is a private, not for profit, 501(c)3 organization that has provided services to some of the most vulnerable citizens in your county for over thirty-five years. We are appreciative of the support we received from Lunenburg County last year, \$21,474.00 (\$5,000 for our Job Training/Employment initiatives and \$16,474 for the 25% Community Action matching funds.)

We respectfully request level funding for the upcoming fiscal year. We would also request that both allocations be rolled into one Community Action allocation as everything we do, including job training and employment, is truly Community Action. We are honored to serve as your county's Community Action Agency. We recognize the responsibility that comes with this designation. We have "held the line" for five years on our request to Lunenburg County for the 25% local match required to ensure STEPS can take full advantage of the grants available to Community Action Agencies to battle poverty in your County. This year, considering your poverty rate (now 20.5%) and the increase in funding available for us to access, we would be requesting an increase of \$2,950.00 for a total Community Action request of \$19,424.00. This dollar amount is calculated based on Lunenburg's 20.5% poverty rate and applied as a ratio (18.6%) to the matching funds required from each of our six Community Action counties. This increase will ensure that STEPS is fully funded to enable us to draw down all available anti-poverty funds. By combining the two existing allocations, we would not need to request an increase for the Community Action matching dollars as we would use 59% of the job training allocation to cover that increase.

We hope we can depend on Lunenburg County to continue to support our anti-poverty efforts and believe that the increased number of Lunenburg County residents served, and the expansion of our services justifies this increase. This past year STEPS, Inc. touched 1,967 lives in our region. Services were provided to 192 Lunenburg County citizens.

STEPS has experienced a great deal of change this past year, some necessitated by external forces and some driven by STEPS. One change that was STEPS led included our image, logo and brand. Many of you have known and supported our organization for many years. Your support provided jobs for adults with disabilities and that will continue to be a cornerstone of our services. However, STEPS is now so much more. And to visually communicate that change, our Board of Directors decided it was time for a "rebranding." I hope you like our new logo and tag line, "**Moving Lives Forward.**" But change at STEPS has an even deeper meaning...it means a new way to serve our region and its citizens in a more impactful way.

From our inception, STEPS has provided job training and employment opportunities to citizens living with disabilities. STEPS also provides job readiness and job placement services to individuals who are receiving

services from your Department of Social Services and to senior citizens who are living in poverty that need to secure employment. Our *Workforce Development* services provide the guidance and case management supports necessary for individuals to become employed, tax paying members of your community. Last year, thirteen Lunenburg citizens benefited from our *Workforce Development* services. We are also in the development stage of creating two new models of employment for citizens with disabilities: supported employment and pre-employment trainings. Both new services should be fully operational before the end of this calendar year.

STEPS believes that *Economic Development* should provide opportunities to all citizens and this past year we employed 145 individuals. In addition to the services we provide, STEPS operates three commercial lines of business: secure document shredding, operation of a regional recycling center, and industrial sewing. We encourage you to come tour our industrial operations. In 2018, STEPS paid \$3,327,677.00 in wages. Economists state that one dollar in earned wages turns over eight times in the local economy. This means STEPS had a \$26.6 million-dollar economic impact in our region. Sadly, we have made the decision to close our commercial sewing plant in Victoria. With your supports, for over 22 years, this location has provided critically important access to training and employment. However, we have struggled over the last two years to make that plant financially stable. Layered on top of the financial losses, changes in Federal and State regulations no longer permit us to employ individuals with disabilities in what the bureaucrats consider a "non-integrated" environment. I have argued for over two years that this operation is indeed integrated with employees with and without disabilities. However, as the employer of record and paying based on productivity, we have not been successful in this "battle." Therefore, no later than April 30th, all manufacturing will cease. While this has been a two-year battle, both financially and emotionally, I am steadied by the fact that six of our nine remaining employees with severe disabilities will transfer to jobs in our shredding and recycling operations. In these operations, all employees are paid at or above minimum wage, have frequent interaction with the general public and have opportunities for advancement. STEPS remains the "employer of record," but for some reason in these settings, that is acceptable. I cannot begin to thank you for the years of support you provided. It is our goal to be fully vacated from the property no later than October 1st. As you can imagine we have significant machinery and raw materials to liquidate and need to be extremely thoughtful in that process.

STEPS has a renewed focus on *Housing Services*. We provide services to alleviate and/or prevent homelessness in six counties within Planning District 14. This program is partially funded through the Virginia Department of Housing and Community Development (DHCD). This past year, 23 Lunenburg County residents needed our homelessness prevention program. STEPS is proud to partner with Dominion Power in their *EnergyShare* program. Last year, through this collaboration, STEPS and Dominion Power met the heating and cooling needs of 117 Lunenburg residents.

Education continues to be a focus of STEPS services. We have vast experience working with students with disabilities who are transitioning from the public education system into the world of work. STEPS also operates Head Start services in an eight county region, including Lunenburg. We are operating a "Two Generation Head Start Program," working not only with the enrolled child, but also with parents and/or primary caregivers. I hope you have had the opportunity to tour the old Wright's Grocery Store property as it has been completely renovated. We believe our presence in your County will make a difference in the lives of not only the pre-school children we serve, but also their entire family unit. STEPS is also proud to offer Family Partnership Facilitation

that works with your local Department of Social Services and families in need. This past year, 38 Lunenburg residents received *Educational services*.

As the needs of our vulnerable citizens continue to grow, STEPS is positioned to continue to expand to meet those needs. Our newest program initiative is the launch of *Behavioral Health Services*. We have two Licensed Professional Counselors on staff who work closely with your Department of Social Services, our Head Start program and Juvenile Justice services. One Lunenburg County citizen benefited from this new program last year.

It is imperative that any entity that is responsible for providing quality services does so in the most cost efficient and trustworthy manner. It is my hope that you agree STEPS has proven our ability to do just that. Included in this package are copies of our most recent Annual Report. I would appreciate you sharing a copy with each member of your Board of Supervisors. Feel free to let me know if you need more copies for additional County staff/employees. Throughout the annual report, you will read stories of just how change at STEPS is playing a critical role in providing opportunities for children, adults, families and our communities. We sincerely appreciate your support. Without you, it would not be possible.

As stated earlier, we respectfully request level funding, \$21,474.00.

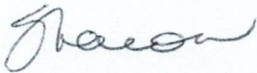
Our FY18 Annual Audit is included with this allocation request. If you have any questions, please do not hesitate to contact me.

It is always a pleasure to speak before your Board and would be happy to do so if requested. Our mission says it best,

“STEPS leads, coordinates, creates and delivers quality opportunities to impact self-sufficiency and reduce poverty throughout our region. “

Thank you for supporting our efforts as we focus on ***“Moving Lives Forward!”***

Most Sincerely,



Sharon L. Harrup, MS
President/CEO

Cc: Mrs. Tessie Bacon – STEPS Board of Directors
Mrs. Lena Hipps-Clarke – STEPS Board of Directors
Mr. Edward Pennington - STEPS Board of Directors

Enclosures: *FY2019/20 Budget Request Form*
FY18 Annual Audit (1)
Annual Reports (8)

6



COUNTY OF LUNENBURG
11413 Courthouse Road
Lunenburg, VA 23952

FY2019/20 BUDGET REQUEST
Submit to Tracy M. Gee by March 6, 2019
tgee@lunenburgva.net

Requesting Organization: Crossroads Community Services Board
Contact: Dr. Susan Baker Phone Number: 434 392 7049 Ext 252
Address: P.O. Drawer 248 Fax Number: 434 392 9221
Farmville, VA 23901 Email Address: sbaker@crossroadsrscb.org

Organization Mission: to address the mental health, substance abuse, developmental disability and emergency need in the seven counties we serve.

FY2018/19 Budget Request: \$53,000 Approved Amount: _____
(County Use Only)

FY2019/20 Budget Request: \$56,000

Difference in \$: \$3,000

Difference in %: _____ Approved Amount: _____
(County Use Only)

(See cover letter)
Explanation of Difference: addition of CIT Assessment Center and newly mandated STEP-VA programs (Same Day Access, Primary health care screening, and specialized Outpatient) requiring additional local match

Calculation of Budget Request Amount: _____
Approximately \$1,000,000 in additional general funds, 10% local match req.

Use of Requested Funds: Mental health and emergency services - local match to general funds/grants

Number of Lunenburg County Residents benefitting from this organization in 2018: 645

→ political subdivision codified in VA State Code

Do you consider this budget request _____ a donation, _____ dues, or _____ a contractual arrangement?
Please check one. For contractual arrangements or dues, please supply a copy of the contract or an explanation of benefits of membership that will NOT be provided to citizens of Lunenburg, if this request is not approved.

Please attach a copy of the most current budget and financial statements showing sources and uses of funds.

Please provide any additional information that would help the Supervisors understand the importance of your Organization to the citizens of Lunenburg County (no more than 2 additional pages).

CROSSROADS COMMUNITY SERVICES BOARD

February 25, 2019

Tracy Gee
Lunenburg County Administrator

Once again, we find ourselves preparing for the annual budget requests from our local counties. Crossroads Community Services Board provides a wide array of services to your county to meet the needs of individuals with mental health, developmental disability, and substance abuse issues. These services are continually expanding through identifying unmet needs and state mandates. Suicide rates and opioid addiction have been increasing exponentially and timely intervention is essential.

This year the state is moving aggressively forward with a program called STEP VA. This comprehensive program has a number of components including Same Day Access, Outpatient Service Expansion, and Primary Healthcare Screening. Same Day Access and Primary Healthcare Screening have been funded through state general funds beginning in January, 2019. Outpatient Service Expansion is expected to be funded very soon. These programs will bring approximately \$700,000 additional state grant money to the agency annually. While this may seem like a significant amount of revenue, there is general consensus across the state that the programs are underfunded in light of their expectations. The agency is also expected to fund a 10% local match for this additional revenue.

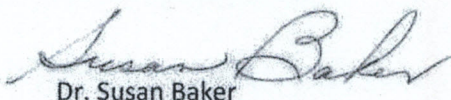
On a very positive note, Crossroads CSB has been successful in being awarded a state grant to assist in the opening of a CIT Assessment Center, which is expected to bring significant relief to local law enforcement in the ECO/TDO process. The grant funding for this program is \$350,000 annually and also requires a 10% local match. Crossroads is contributing significant match by providing supplies, support staff, and unreimbursed facility costs.

Crossroads finds itself in need of \$50,000 additional local match this year and \$100,000 in additional match next year to support these programs. We are looking at all possible ways to fund this need. Crossroads currently receives \$362,000 in match collectively from all seven counties. This money is used to match our current state grants which include many mental health and emergency services.

Certainly the expansion of services is a good thing and will benefit many of the 3200 clients we currently serve as well as new clients through identified needs, emergency services, and Medicaid expansion.

I am reaching out to each of my seven county partners to request additional funding this year in the amount of \$3000 per county. Please understand this is not a frivolous request but will allow us to continue and expand quality services while meeting the state mandates. Your consideration is greatly appreciated.

Respectfully submitted,



Dr. Susan Baker

Executive Director, Crossroads Community Services Board

Last year's request: \$53,000

This year's request: \$56,000

2019 Budget Individual Programs Revenue and Expenses

Program	Revenue	Expenses	Diff for Transfer	Prog Supp Alloc	Revenue	Expenses
MH ES	\$575,813.00	\$973,926.00	\$398,113.00	\$159,067.00		
MH Outpatient	\$1,722,495.00	\$1,599,892.00	-\$122,603.00	\$261,199.00	MH	\$7,186,103.00
MH Physician	\$870,868.00	\$1,266,637.00	\$395,769.00	\$206,782.00	ID	\$7,895,274.00
MH Case Mgmt	\$3,276,355.00	\$2,048,827.00	-\$1,227,528.00	\$334,454.00	SA	\$951,338.00
Townhouse	\$908,400.00	\$668,300.00	-\$240,100.00	\$109,097.00		
MHskillbuilding	\$849,238.00	\$628,521.00	-\$220,717.00	\$102,642.00		\$16,032,715.00
	\$8,203,169.00	\$7,186,103.00				
ID CM	\$845,100.00	\$1,064,156.00	\$219,056.00	\$173,817.00	Admin Revenue	Expenses
ID Supported Living	\$179,257.00	\$110,263.00	-\$68,994.00	\$18,314.00	\$51,181.00	\$2,667,406.00
Woodland	\$480,623.00	\$524,763.00	\$44,140.00	\$85,812.00	Program Support Alloc	\$2,616,225.00
Brickwood	\$410,494.00	\$492,332.00	\$81,838.00	\$80,318.00		
Callahan	\$372,212.00	\$283,492.00	-\$88,720.00	\$46,307.00		
Jamesway	\$375,957.00	\$265,442.00	-\$110,515.00	\$43,429.00		
Cumberland	\$190,592.00	\$227,742.00	\$37,150.00	\$37,150.00		
Victoria	\$421,052.00	\$427,862.00	\$6,810.00	\$69,853.00		
Grove	\$405,297.00	\$414,451.00	\$9,154.00	\$67,760.00		
Evergreen	\$892,748.00	\$924,302.00	\$31,554.00	\$150,533.00		
Maryland	\$0.00	\$2,879.00	\$2,879.00	\$523.00		
Charter Oak	\$518,218.00	\$727,176.00	\$208,958.00	\$118,515.00		
KREST	\$307,812.00	\$515,550.00	\$207,738.00	\$83,980.00		
SSE	\$480,381.00	\$1,005,277.00	\$524,896.00	\$163,876.00		
Supported Employment	\$734,092.00	\$909,587.00	\$175,495.00	\$148,440.00		
	\$6,613,835.00	\$7,895,274.00				
SA Detox	\$96,225.00	\$95,962.00	-\$263.00	\$15,697.00		
SA Outpatient	\$555,475.00	\$344,658.00	-\$210,817.00	\$55,464.00		
SA Case Management	\$257,761.00	\$192,425.00	-\$65,336.00	\$31,395.00		
SA Prevention	\$306,250.00	\$318,293.00	\$12,043.00	\$51,801.00		
	\$1,215,711.00	\$951,338.00	\$0.00	\$2,616,225.00		

Crossroads CSB FY18		YEAR TO DATE				Jan 2019	
		Revenues		Expenses		Surp (Def)	
		Actual	Budget	Actual	Budget	Actual	
Mental Health Detail							
Emergency	\$343,068.40	\$484,799.07	\$467,261.29	\$484,799.07	-\$124,192.89		
Inpatient	\$75,584.00	\$83,324.50	\$57,343.00	\$83,324.50	\$18,241.00		
Outpatient	\$961,691.69	\$933,270.24	\$750,125.84	\$933,270.17	\$211,565.85		
MH Physician/Nurses	\$251,036.49	\$738,871.70	\$708,334.40	\$738,871.35	-\$457,297.91		
Case Management	\$1,677,101.77	\$1,195,149.06	\$1,275,856.12	\$1,195,149.20	\$401,245.65		
Town House	\$396,164.74	\$389,841.69	\$355,971.72	\$389,841.69	\$40,193.02		
Mental Health Support	\$223,902.33	\$366,637.32	\$261,837.90	\$366,637.04	-\$37,935.57		
Total Mental Health	\$3,928,549.42	\$4,191,893.58	\$3,876,730.27	\$4,191,893.02	\$51,819.15		
ID/DD Detail							
Case Management	\$522,496.33	\$620,757.69	\$546,017.14	\$620,757.55	-\$23,520.81		
ID/DD Supported Living	\$62,166.42	\$64,319.71	\$78,794.38	\$64,320.20	-\$16,627.96		
Charter Oak	\$333,251.96	\$424,186.07	\$402,605.55	\$424,185.93	-\$69,353.59		
Southside Enterpr.	\$296,754.96	\$586,411.56	\$416,103.19	\$586,411.56	-\$119,348.23		
KREST	\$338,606.93	\$300,737.50	\$369,607.66	\$300,737.50	-\$31,000.73		
Supported Emp.	\$407,000.50	\$530,592.37	\$452,856.20	\$530,592.44	-\$45,855.70		
Jamesway House	\$232,922.80	\$154,841.19	\$134,634.37	\$154,841.05	\$98,288.43		
Brickwood House	\$268,326.70	\$287,193.69	\$270,319.06	\$287,193.55	-\$1,992.36		
Maryland House	\$5,586.88	\$1,679.44	\$3,449.15	\$1,679.44	\$2,137.73		
Woodland	\$293,300.45	\$306,111.68	\$288,528.61	\$306,111.75	\$4,771.84		
Evergreen	\$544,921.08	\$539,176.12	\$462,725.22	\$539,176.26	\$82,195.86		
Victoria House	\$239,544.86	\$249,586.19	\$257,931.62	\$249,586.05	-\$18,386.76		
Cumberland House	\$91,531.72	\$132,849.43	\$144,005.20	\$132,849.50	-\$52,473.48		
Callahan Manor	\$230,275.30	\$165,370.38	\$161,308.62	\$165,370.31	\$68,966.68		
Grove House	\$248,701.81	\$241,763.06	\$259,257.78	\$241,763.13	-\$10,555.97		
Total ID/DD	\$4,115,388.70	\$4,605,576.08	\$4,248,143.75	\$4,605,576.22	-\$132,755.05		
Substance Use Detail							
SA Detox/SARPOS	\$58,922.00	\$55,977.81	\$78,481.91	\$55,977.81	-\$19,559.91		
SA Outpatient	\$333,094.40	\$201,050.50	\$190,582.56	\$201,050.64	\$142,511.84		
SA Case Management	\$150,601.00	\$112,247.87	\$111,212.03	\$112,248.01	\$39,388.97		
Prevention	\$155,664.25	\$185,670.87	\$175,894.69	\$185,671.08	-\$20,230.44		
Total Substance Use	\$698,281.65	\$554,947.05	\$556,171.19	\$554,947.54	\$142,110.46		
Non Allocated Admin.	\$95,920.95	\$29,855.56	\$95,920.95	\$29,855.49	\$0.00		
Total Agency	\$8,838,140.72	\$9,382,272.27	\$8,776,966.16	\$9,382,272.27	\$61,174.56		



SOUTHSIDE VIRGINIA COMMUNITY COLLEGE

January 24, 2019

RECEIVED
JAN 28 2019

BY: _____

Ms. Tracy M. Gee
Lunenburg County Administrator
11413 Courthouse Road
Lunenburg, VA 23952

Dear Ms. Gee:

The Local Board of Southside Virginia Community College will meet on April 10, 2019, to approve the Local Funds Budget for 2019-2020. Enclosed is a preliminary request for each locality.

This budget is funded by the 11 supporting jurisdictions in the college's service area and is used for non-personal service items such as community engagement, recruitment, and graduation activities which are not normally provided through state funds. The total budget request for 2019-2020 is \$89,310.00, which is a 10% increase over last year's request. The amount requested from each locality reflects changes in headcount and other formula variables.

On behalf of the Board and the administration of Southside Virginia Community College, I express our appreciation for your continued support. SVCC has achieved much over its 49-year history and continues to make significant contributions to the educational, economic, and cultural life of our region. We know that a skilled and available workforce is key to our local economic vitality. To that end, SVCC is taking steps to assure that Southside Virginia is poised to bring the benefits of a work-ready community to our region. Our success, however, is dependent upon the engagement and support of local leadership across the region.

Over the past several years, Virginia's community colleges have become more and more dependent on non-general fund revenue including tuition, grants, private contributions and local government support. Your support at the level requested is critical if we are to continue to provide the high-quality services that you and your constituents deserve.

Sincerely,

A. Allison Roberts, Ph.D.
President

AR/th
Enclosures

C: Sidney M. Smyth, Local Board Chairperson
Shannon V. Feinman, Vice President of Finance & Administration
Nicole A. Clark, Deputy County Administrator

Christanna Campus 109 Campus Drive, Alberta, VA 23821 434-949-1000 **John H. Daniel Campus** 200 Daniel Road, Keysville, VA 23947 434-736-2000

Southside Virginia Education Center 1300 Greenville County Circle, Emporia, VA 23847 434-634-9358 Lake Country Advanced Knowledge Center ... 118 E. Danville Road, South Hill, VA 23970 434-955-2252
Southern Virginia Higher Education Center .. 820 Bruce Street, South Boston, VA 24592 434-572-5451 Occupational Technical Center Pickett Park, 1041 W. 10th Street, Blackstone, VA 23824 .. 434-292-3101
Estes Community Center 316 N. Main Street, Chase City, VA 23924 434-372-0194 Cumberland County Community Center 1874 Anderson Highway, Cumberland, VA 23040 804-492-9275

The college uses a formula to request each locality's portion of funding based on the population, enrollment, and true tax value as follows:

$$\frac{A + B + 2C}{4} = \% \text{ of Total Local Budget}$$

Where: A = % of Headcount Enrollment
 B = % of Total Population
 C = % of True Tax Value

The budget request for **Lunenburg County** for 2019-2020 fiscal year is \$5,421

<u>Fall 2018</u> <u>Headcount</u>	<u>%</u> <u>Headcount</u>	<u>% Total</u> <u>Population</u>	<u>% True</u> <u>Tax Value</u>	<u>% Total</u> <u>Budget</u>	<u>Budget</u> <u>Request</u>
225	7.10%	6.51%	5.33%	6.07%	\$5,421



COUNTY OF LUNENBURG
11413 Courthouse Road
Lunenburg, VA 23952

FY2019/20 BUDGET REQUEST
Submit to Tracy M. Gee by March 6, 2019
tgee@lunenburgva.net

Requesting Organization: Commonwealth Regional Council

Contact: Melody Foster, Executive Director Phone Number: 434-392-6104

Address: P.O. Box P Fax Number: 434-392-5933

Farmville, Virginia 23901 Email Address: mfoster@virginiasheartland.org

Organization Mission: CRC is one of 21 Planning Districts that cover the State of Virginia. CRC provides services including: grant writing/administration, development/updates of comprehensive plans, transportation planning, emergency planning, GIS, training programs, etc.

FY2018/19 Budget Request: \$19,000 Approved Amount: _____
(County Use Only)

FY2019/20 Budget Request: \$19,000

Difference in \$: -0-

Difference in %: 0 Approved Amount: _____
(County Use Only)

Explanation of Difference: _____

Calculation of Budget Request Amount: Annual Membership Dues (Dues are set by the Commonwealth Regional Council annually)

Use of Requested Funds: Annual Membership dues are used to supplement other funding sources to carry out the mission of the CRC.

Number of Lunenburg County Residents benefitting from this organization in 2018: 12,914 (2010 US Census)

Do you consider this budget request _____ a donation, dues, or _____ a contractual arrangement?
Please check one. For contractual arrangements or dues, please supply a copy of the contract or an explanation of benefits of membership that will NOT be provided to citizens of Lunenburg, if this request is not approved.

Please attach a copy of the most current budget and financial statements showing sources and uses of funds.

Please provide any additional information that would help the Supervisors understand the importance of your Organization to the citizens of Lunenburg County (no more than 2 additional pages).

**Commonwealth Regional Council
Budget Request – FY 19/20**

Brief Description of Organization’s History and Mission: The Commonwealth Regional Council (CRC) is 1 of 21 regional Planning District Commissions (PDCs)/Regional Councils (RCs) covering the localities of the State of Virginia. The CRC (and previous Piedmont Planning District Commission) has been serving the region since 1969. The CRC provides a variety of services including: grant writing and grant/project administration, development and updates of comprehensive plans, transportation planning, geographic information systems (GIS), information/statistics services, redistricting services, etc. PDCs/RCs were created to provide a forum for state and local government to address issues of a regional nature. Another purpose of PDCs/RCs is to encourage and facilitate local government cooperation in addressing, on a regional basis, problems of greater than local significance.

Goals and Objectives for requested fiscal year, including a description of current and new programs: During the current FY 18-19, the CRC has received funding from multiple sources, including the following:

- Local Member Annual Dues
- State of Virginia - Virginia Regional Cooperation Act, VDHCD
- State of Virginia - Department of Environmental Quality (DEQ) - **NEW**
- Federal Government - VDOT Rural Transportation Planning Funds, Federal Highway Administration (FHWA)
- Federal Government - Virginia Department of Emergency Management (VDEM), Federal Emergency Management Agency (FEMA)
- Federal Government - Economic Development Administration (EDA) – **NEW**, U.S. Department of Commerce
- Lunenburg/Kenbridge/Victoria – Update Regional Comprehensive Plan
- Town of Keysville - Update Comprehensive Plan - **NEW**
- Project Funding (Administration Services)
 - Dillwyn CDBG Housing Rehabilitation Project
 - Dillwyn VDOT Transportation Enhancement Streetscape Project
 - Drakes Branch Department of Conservation and Recreation (DCR) Downtown Flood Area Study
 - Charlotte Court House VDOT Transportation Alternative Evergreen Road Sidewalk Project
 - Phenix Virginia Department of Health (VDH) Water System Improvements Project
 - STEPS Virginia Housing Development Authority (VHDA) Community Impact Grant – Affordable Housing Strategic Plan for Prince Edward County– **NEW**
 - Amelia Virginia Department of Health (VDH) Water Tank Project - **NEW**
 - Assisted the Town of Farmville with administering VDOT funded projects until internal staffing could take over those projects.
- Interest Income

Current:

Over the past year, the Commonwealth Regional Council assisted with several local and regional initiatives including the following:

- Assisting STEPS with their VHDA funded Prince Edward Affordable Housing Study.
- Assisting the Town of Dillwyn with administering their funded Community Development Block Grant (CDBG) Housing Rehabilitation Project.
- Assisting the Town of Dillwyn with administering their funded Transportation Enhancement Project.
- Completion of the CRC Regional Hazard Mitigation Plan Update (CRC received FEMA/VDEM Grant to assist with Plan Update for Region)
- Provided requested input to the Virginia Department of Housing and Community Development (DHCD) to establish Opportunity Zones in the State of Virginia. CRC also assisted localities with this request for input as well. (Two Opportunity Zones are located in the CRC region)
- CRC collection of regional recycling data to produce a CRC Regional Recycling Report to assist member localities in submission of recycling volumes to the state of Virginia.
- CRC hosted the Freedom of Information Advisory Council, FOIA Officer Training Workshop for local government & law enforcement staff to meet their annual training certification needs.
- CRC staff provided comments at VDOT public forums and meetings on behalf of the region.
- CRC Regional Transportation Committee were provided updates on transportation issues.
- CRC submission of Regional Priorities for the Community Development Block Grant (CDBG) Program to the Virginia Department of Housing and Community Development. These Priorities are utilized by DHCD in scoring of CDBG grant applications.
- CRC grant opportunities updates provided to localities, school systems, fire departments, rescue squads, law enforcement, and other entities. Some of the funding sources include: FEMA Assistance to Firefighters Grant (AFG) Funding, Virginia Rescue Squad Assistance Funding (RSAF), VDOT SMART Scale Applications, VDOT Transportation Alternative Set-Aside Funding, Virginia Community Development Block Grant (VCDBG) Funding, Virginia Tobacco Commission Funding, U.S. Department of Agriculture, (USDA) Rural Development, Lowes Charitable and Educational Foundation, Environmental Protection Agency (EPA), etc.

Expanded New Services:

The CRC over the past year has also expanded its services to include services such as:

- Beginning July 1, 2018, the CRC began providing Free Grant Writing services to member localities and established non-profits (501C3s).
- Assisting the contracted Consultant (Berkley Group) with the development of the Comprehensive Economic Development Strategy (CEDS) for the region. Once approved the CEDS will make the region eligible for Economic Development Administration (EDA) grant funding.
- CRC planning services to assist the Virginia Department of Environmental Quality (DEQ) with the Chesapeake Bay Phase III Watershed Implementation Plan (Chesapeake Bay localities).
- Regional Emergency Planning activities including developing FEMA Approved Debris Management Plans and Memorandum of Understandings between localities for disaster events.
- Additional funding request from the State Homeland Security Program Grant for CRC Regional Emergency Planning to develop a Volunteer Donation Management and Coordination Plan for disaster events. (Funded)

- CRC grant opportunities and grant writing services offered to school systems and law enforcement

Overall Benefits/Services Provided: One of the most fundamental benefits of membership in the CRC is being part of the regional community. On many important issues, the Council can be asked by its members to take a stand, provide an endorsement, or to oppose a particular issue. The Commonwealth Regional Council represents 12 units of local governments (5 Counties and 7 incorporated Towns) and 78,704 persons (Source: 2010 U.S. Census). Collectively, the CRC can command attention and influence a response more effectively than an individual unit of government alone.

Upon request by members, the staff of the Commonwealth Regional Council are available to assist its members with a broad range of planning services including the following:

- Providing grant opportunity information;
- Grant writing services;
- Grant administration services;
- Technical assistance services;
- Updating/developing comprehensive plans;
- GIS mapping services (where data is available);
- Redistricting (mapping)
- Coordinate and facilitate regional cooperation on issues and opportunities of regional nature;
- Conduct studies on issues and problems of regional significance as deemed necessary by the Council or requested by members;
- Develop regional functional plans as deemed necessary by the Council or requested by members;
- Provide technical assistance to state government agencies;
- Assist state agencies, as requested, in the development of sub-state plans;
- Identify mechanisms for the coordination of state and local governments to implement programs;
- Information/statistics services;
- Serve as liaison between members and state agencies as requested; and
- Various other services as requested

The Council distributes relevant information through various means, such as the Monthly Meeting Agenda Packets, CRC's Items of Interest, Semi-Annual Newsletters, Monthly Project Reports, direct notifications and the Council's website www.virginiasheartland.org.

The Council also serves as the Affiliate State Data Center for the region. In this role, the Staff of the Council collects and maintains demographic, economic and other data relating to the region. Members can request the CRC staff to assist them in obtaining statistical information.

The Council also serves its members as the Planning District 14 regional contact for the Commonwealth Intergovernmental Review Process (CIRP). The CRC provides a venue for review and comment of state and federal applications for funding or permits from member localities and entities located within those member localities.

Funding Request:

The CRC's dues structure is set by Article XVIII of the Council Bylaws which specifies that the Council determine the amount to be paid by each member entity by the first meeting of each calendar year. As you are aware the CRC provided a proposal to increase the CRC Annual Dues in 2018-2019 fiscal year that was approved by all five-member localities. This proposal also included the following language:

- The Commonwealth Regional Council further agrees, that at the end of each fiscal year if the CRC Audited Cash Fund Balance is in excess of \$500,000 the dollar amount over this amount will be divided and returned to the member counties. (Example: At the end of the fiscal year the fund has an Audited Cash Balance of \$510,000. Then \$10,000 is divided equally between the 5-member counties. Each county would receive \$2,000 as a refund.) This will begin with fiscal year 2018-2019 (July 1, 2018). Each year at the January CRC Meeting the Council will review the Fund Balance and decide if the balance amount needs to be increased. This will be done with a majority vote of the Council and does not require member county approval.

A copy of the CRC's financial audit for FY 2018 is attached. Please note on page 10, of the Audit, the CRC's Cash in banks was \$449,685.44 and therefore, did not reach the threshold of "in excess of \$500,000" as noted above to trigger a dividend being paid to the member localities.

At the January 19, 2019 Commonwealth Regional Council Meeting, the Council approved keeping the CRC Annual Dues at the current rate of \$19,000.

As such, the CRC is requesting an appropriation of \$19,000 for FY 2019-2020 for your County to continue its active membership on the Commonwealth Regional Council.



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February 1, 2019

Ms. Tracy Gee
County Administrator
Lunenburg County
11413 Courthouse Road,
Lunenburg, VA 23952

Dear Ms. Gee,

Lunenburg County has a long-standing partnership and annual investment in Longwood's Small Business Development Center consulting and research services. I'm writing this letter as an update on our services and results as well as a request for continued inclusion in Lunenburg County's economic development budget.

Our services include free small business consulting and training, and we use a variety of research resources to help our clients construct business plans, financing proposals, and marketing plans. Our financial modeling software and consulting methods allow us to better translate business operations into easily understood metrics for our clients. With our help, a client can make the critical decision of whether a business venture is feasible or makes sense for them in their current situation. We use a regional approach and a menu of consultants and speakers to allow customized consulting. **We also have research resources that would be helpful to economic developers as well as local businesses. These include:**

- ESRI Business Analyst Online: A mapping software to understand local demographics, markets and consumer buying patterns.
- JOBS EQ: A geographic information system including prevailing wage rates for existing and potential industries, commuting patterns, worker availability, and other key workforce statistics
- IBIS World: An industry database with up to date metrics and evaluations of trends in specific industries that a client or community may be interested in.

With a simple phone call to us at the main office, you can get reports and answers from these databases in a matter of hours.

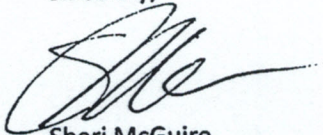
A Small Business Administration grant funds our small business consulting operations, and we must match this grant dollar for dollar at the local level. Longwood University provides approximately half the cash match, and we raise the rest of our match from the localities that we serve. Your investment as a partner covers the staffing and travel costs necessary to provide consulting and training, as well as the shared cost of our research databases.

The Longwood SBDC – Central Region served 236 new and existing business owners with consulting and information services in FY 2017/18. These clients invested \$3.8 million in their business operations, created 34 jobs and retained 16 jobs as a result of working with the SBDC. The center provided 16 training courses for a total of 87 attendees on topics such as business startup, operations management, and marketing. In Lunenburg specifically, we served 12 clients and training attendees.

We are very appreciative of our partnership with Lunenburg County. We respectfully request a continued annual investment of \$1,940 in FY20 to support our current and future work with small businesses.

Thank you for your consideration. Please call me at 434-395-2360 if you have questions about our programs. We also welcome referrals as well as suggestions for services in your community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sheri McGuire', with a long, sweeping horizontal line extending to the right.

Sheri McGuire

Executive Director – Small Business Development Center

AVP – Longwood University Community and Economic Development

VIRGINIA'S GROWTH ALLIANCE

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January 31, 2019

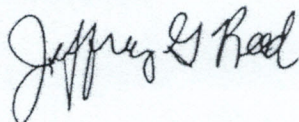
Ms. Tracy Gee
Lunenburg County Administrator
11413 Courthouse Road
Lunenburg, VA 23952

Re: FY2019-2020 Virginia's Growth Alliance Dues

Dear Ms. Gee:

I am writing to request Virginia's Growth Alliance be placed in your FY2019-2020 budget. Based upon our current format of \$1.00 per capita, your dues for FY2019-2020 will be \$12,914.00. This is the same amount that has been previously paid by your organization. As fiscal agent, the dues will be invoiced by and paid to Mecklenburg County.

Sincerely,

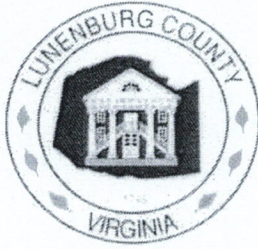


Jeff Reed
Executive Director

telephone
434.265.2382

email
jeff@vagrowth.com

address
Heartland Business Park
200 Heartland Drive
Keysville, Virginia 23947



COUNTY OF LUNENBURG
11413 Courthouse Road
Lunenburg, VA 23952

FY2019/20 BUDGET REQUEST
Submit to Tracy M. Gee by March 6, 2019
tgee@lunenburgva.net

Requesting Organization: Virginia's Crossroads, formerly Virginia's Retreat
Contact: Magi VanEps Phone Number: 434.392.7482
Address: P.O. Box 625 / 121 E. Third Fax Number: _____
Farmville VA 23901 Email Address: mvaneps@co.prince-edward.va.us
Organization Mission: Marketing and Tourism

FY2018/19 Budget Request: \$4,500- Approved Amount: _____
(County Use Only)

FY2019/20 Budget Request: \$4,500-
Difference in \$: _____
Difference in %: _____ Approved Amount: _____
(County Use Only)

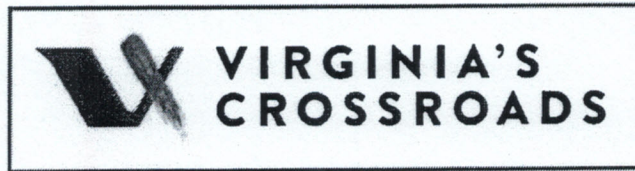
Explanation of Difference: _____

Calculation of Budget Request Amount: Each voting member contributes \$4,500 for leveraging their marketing dollars. \$4,500 X 13 members equals \$58,500-
Use of Requested Funds: Print & digital marketing, video production, purchased TV air time, brochure updates and printing as well as distribution via 12 Virginia Welcome Centers.
Number of Lunenburg County Residents benefitting from this organization in 2018: 12,235 (2017)

Do you consider this budget request _____ a donation, dues, or _____ a contractual arrangement?
Please check one. For contractual arrangements or dues, please supply a copy of the contract or an explanation of benefits of membership that will NOT be provided to citizens of Lunenburg, if this request is not approved.

Please attach a copy of the most current budget and financial statements showing sources and uses of funds.

Please provide any additional information that would help the Supervisors understand the importance of your Organization to the citizens of Lunenburg County (no more than 2 additional pages).



P.O. Box 625 / 121 East Third Street, Farmville VA 23901
434.392.1482 – info@vacrossroads.com

February 27, 2019

Dear Ms. Tracy Gee:

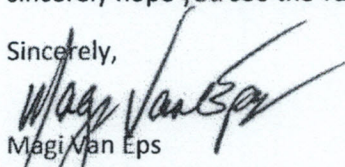
Virginia's Crossroads, formerly Virginia's Retreat, is the third oldest regional tourism marketing consortium in Virginia – and Lunenburg has been a member for a very long time. We market the Lee's Retreat, the first of the Civil War Trails, the Wilson-Kautz Raid Trail, the Civil Rights in Education Heritage Trail® and all of the outdoor amenities' visitors seek when scheduling trips. Your \$4,500 dues, paid annually, help Virginia's Crossroads leverage marketing funds representing the whole region, in ways none of us could financially support independently. Those combined dues are then further leveraged by grants from Virginia Tourism Corporation allowing us to expand our reach.

The projects we are working on at present are as follows:

- Updating the Virginia's Crossroads brochure and website to include new member Emporia/Greenville.
- Finding a marketing firm who will take the Strategic Tourism Plan as created by Southeastern Institute of Research, developing an executable targeted marketing plan for the organization.
- Finalizing the 501©3 status for the organization
- Finalizing the expansion of the Civil Rights in Education Heritage Trail® by Fall of 2019. Marketing of this meaningful trail has us working with the Commonwealth's program called AMERICAN EVOLUTION/2019 Commemoration which celebrates the first women, the first African's, both brought to these shores 400 years ago, as well as the first Thanksgiving celebrated two years before the Pilgrims even landed in Massachusetts.
- Developing two videos for each community and branded by the community as well as Virginia's Crossroads, these videos will be posted on virginia.org, vacrossroads.com, community websites and social media, as well as paid airtime on Comcast for a minimum of six months. These videos will be used to increase visitation to our region, but can also be used for economic development by the individual communities they represent.

This organization has been an important part of the marketing of Central and Southern Virginia. I sincerely hope you see the value to continuing to support Virginia's Crossroads!

Sincerely,



Magi Van Eps
Current Chair, Virginia's Crossroads
434.392.1482
mvaneps@co.prince-edward.va.us



Checking Account Balance @ 12/31/18

Beginning Balance @ 10/31/18 \$116,817.25

REVENUE

10/31/18 Interest Earned	\$4.92
11/30/18 Interest Earned	\$4.80
Dues	\$6,750.00
Grant Revenue (TICR)	\$0.00
Grant Revenue (VTC)	\$0.00
Misc. Revenue	\$0.00
	<hr/>
Total Revenue	\$6,759.72

EXPENSES

<u>Acc't #</u>	<u>Account Description</u>	
3120	Audit	\$0.00
3150	Legal Services	\$0.00
3310	VA Civil War Trails Maintenance	\$0.00
3501	Brochures Design and Printing	\$0.00
3503	Visitor Center / CRIEHT Brochure	\$0.00
3504	Visitor Center / Outdoor Guide	\$0.00
3600	Advertising	\$0.00
3650	Web Hosting	\$0.00
5210	Postage-Shipping / Fulfillment	\$12.84
5800	Reserve Funds	\$0.00
5812	Fees	\$0.00
		<hr/>
	Total Expenses	\$12.84

Balance @ 12/31/18 \$123,564.13

Participant Dues Received (2018-2019)

<u>Locality</u>	<u>Amount Due</u>	<u>Dues Paid</u>	<u>Check Date</u>
Amelia County	\$4,500.00	\$4,500.00	08/23/18
Appomattox County	\$4,500.00	\$4,500.00	09/17/18
Appomattox Cr. Hse. Nat'l Hist. Pk.	\$4,500.00	\$0.00	
Brunswick County	\$4,500.00	\$4,500.00	09/19/18
Buckingham County	\$4,500.00	\$4,500.00	09/10/18
Charlotte County	\$4,500.00	\$4,500.00	09/12/18
City of Emporia *	\$2,250.00	\$2,250.00	11/09/18
City of Petersburg	\$4,500.00	\$0.00	
Dinwiddie County	\$4,500.00	\$4,500.00	07/01/18
Greensville County *	\$2,250.00	\$2,250.00	09/04/18
Lunenburg County	\$4,500.00	\$4,500.00	08/31/18
Mecklenburg County	\$4,500.00	\$4,500.00	08/30/18
Nottoway County	\$4,500.00	\$4,500.00	08/22/18
Prince Edward County	\$4,500.00	\$4,500.00	11/07/18
Virginia State Parks	\$4,500.00	\$0.00	
	<u>\$63,000.00</u>	<u>\$49,500.00</u>	

Note: City of Emporia and Greensville County have joined VX together and are splitting the dues.

Checks Written:

<u>Ck#</u>	<u>Date</u>	<u>Vendor</u>	<u>Amount</u>
1264	12/19/18	UPS	\$12.84
			<u>\$12.84</u>