



Preserving Virginia's scenic, natural, historic, recreational,  
and open-space lands for future generations.

## Fiscal Year 2019 Proposed Budgets

There are a number of changes in presentation for fiscal year 2018-2019; the significant changes are highlighted below.

- Previously, we have had one primary budget, General Operating, encompassing the main activities of VOF staff with several special projects funded with restricted or dedicated funding such as the Bull Run Natural Area Preserve (Bull Run). In an effort to better manage the restricted funds and to better integrate the variety of conservation work being done by VOF, we have merged Bull Run activities with the New Easement, Stewardship, Owned Lands and Administrative activities to create a single budget called "Conservation Programs".
- Several of the new restricted fund accounts, Special Forestry, Hayfields, Rockfish River, and Poor Mountain will be grouped together under the heading TERRA (Targeted Environmental Remediation and Restoration Accounts). The TERRA program serves as a trustee and grant administrator for funds arising from legal and regulatory actions involving natural resources in Virginia, such as mitigation agreements, court orders, settlements, fines, mitigation banking, or easement violations.
- There are two capital funds dedicated to the Preserves owned by VOF and managed for public access, Bull Run Mts Area Land Acquisition/Capital Needs and House Mountain Capital. These funds will support infrastructure for public access (restrooms, parking, etc.) and in the case of Bull Run also land purchases to acquire privately-owned in-holds in the Preserve.
- There is a new column titled Conservation Trade Lands to highlight the gifts of land received in past years which may be sold, with a retained easement or not as appropriate to the property, to provide funding for VOF's conservation activities or special projects. Sale proceeds will be earmarked by Trustees for expenditure.

- New “Summary Combined” presentation which focuses broadly on sources of funding and total expenditures by activity.

### Revenue Highlights FY18-19

	FY18 Original Estimate	FY18 Current Estimate	variance	FY19 Estimate	variance
LPC Transfer fees	400,000	645,000	61%	500,000	-22%
Recordation Fees	930,000	1,073,000	15%	1,085,000	1%

### FY19 Highlights:

#### **Conservation Programs**

3% COLA; 2 new positions- Records Coordinator and Procurement Manager; TerraTrac (new database) \$350,000 for first half of development work supported by funds from Rainy Day fund.

#### **Special Forestry Program**

There are two staff directly assigned to the Program with all costs. Conservation Program staff work related to the Program will be supported out of the fund.

#### **House Mountain Capital Improvements**

Complete parking lot work and improve signage for Preserve.

#### **Hayfields, Rockfish River and Poor Mountain Properties**

Community engagement processes to plan public uses of properties. Conservation Program staff work to manage these properties will be supported out of the appropriate restricted fund.

#### **Bull Run Mts. Area Capital Improvements**

Upgrades/renovations to both houses on Preserve; pursue land acquisition of privately owned parcels within Preserve boundary.

## **PTF**

While there is no funding for PTF in Fiscal Year(FY) 2019, there should be at least \$900,000 in FY2020. All Cost Only requests received to date have been funded or will be funded by Trustees at June 21<sup>st</sup> meeting. Although VLCF funds must be returned if not committed to a project on the last day of the fiscal year, there is an estimated \$44,000 of reserve funds available to begin FY19. All previously committed projects will be reevaluated before September and made available to new projects where appropriate. After the General Assembly session in early 2019 (calendar year), there may be FY20 funds available which can be committed in advance.

Recommended adjustments to PTF program:

- Limit requests to only those applicants with the highest financial need; total income up to \$62,000
- Reduce recommended award from \$11,500 to \$10,500
- Postpone proposals which have insufficient legal description and need a survey until additional funding is available.

# Virginia Outdoors Foundation

## Summary Budgets

Fiscal Year 2018-2019

	TERRA Program						
	Special Forestry Funds (MVP & ACP)	Hayfields/Rockfish River	Poor Mountain				
<b>Revenue</b>							
General Fund Appropriations				1,752,750			
Recordation Fees				1,085,000			
LPC Transfer Fees				500,000			
Cost Recoveries				300,000			
Unrestricted Contributions				60,000			
Restricted Contributions & Grants	24,650,000			0			
Sale of Land							308,500
Restricted funds Applied				244,779			
Investment Earnings	1,262,750	240,000	1,340	37,200	56,558	1,030	
<b>Total</b>	<b>25,912,750</b>	<b>240,000</b>	<b>1,340</b>	<b>3,979,729</b>	<b>56,558</b>	<b>1,030</b>	<b>308,500</b>
<b>Expenditures</b>							
Personnel and Benefits	240,172	113,194	2,500	3,144,229	8,466		8,500
Legal/Other Services	12,000	63,000		252,500		4,500	3,000
Technology	5,000	3,000		498,000			
General Goods/Services	22,000	54,000	400	199,000		4,000	1,500
Office Costs	2,400			127,000			550
Capital Needs				59,000	145,000		
<b>Total</b>	<b>281,572</b>	<b>233,194</b>	<b>2,900</b>	<b>4,279,729</b>	<b>153,466</b>	<b>8,500</b>	<b>13,550</b>
<b>Net Operating Income</b>	<b>25,631,178</b>	<b>6,806</b>	<b>-1,560</b>	<b>-300,000</b>	<b>-96,908</b>	<b>-7,470</b>	<b>294,950</b>
<b>Beginning Fund Balances:</b>	\$ 14,998,840	\$ 3,968,030	\$ 72,425	\$ 2,251,571	\$ 1,413,944	\$ 64,394	\$ -
<b>Ending Fund Balances:</b>	\$ 40,630,018	\$ 3,974,836	\$ 70,865	\$ 1,951,571	\$ 1,317,036	\$ 56,925	\$ 294,950

\* Conservation Lands are properties that can be sold to generate funds for conservation activities; when sales are completed funds can be approved for expenditure.

# Virginia Outdoors Foundation

## Conservation Programs Budget

### Fiscal Year 2018-2019

	Actual 5/17/2018	Estimate to 6.30	FY18 Approved	variance	Conservation Programs
<b>Revenue</b>					
General Fund Appropriations	1,752,750	1,752,750	1,752,750	0.0%	1,752,750
Recordation Fees	903,000	1,073,345	930,000	13.4%	1,085,000
LPC Transfer Fees		645,499	400,000	38.0%	500,000
Cost Recoveries	330,000	350,000	275,000	21.4%	300,000
Unrestricted Contributions	56,518	58,000	65,000	-12.1%	60,000
Restricted Contributions & Grants	10,000	10,000			0
Investment Earnings	17,706	25,000			37,200
<b>Total</b>	<b>3,069,974</b>	<b>3,914,594</b>	<b>3,422,750</b>	<b>12.6%</b>	<b>3,734,950</b>
<b>Expenditures</b>					
Personnel and Benefits	2,029,800	2,326,899	2,720,980	-16.9%	3,144,229
Legal/Other Services	264,000	294,000	223,516	24.0%	252,500
Technology	111,000	141,300	250,000	-76.9%	498,000
General Goods/Services	117,459	175,459	190,000	-8.3%	199,000
Office Costs	102,028	123,000	121,299	1.4%	127,000
<b>Total</b>	<b>2,624,287</b>	<b>3,060,658</b>	<b>3,505,795</b>	<b>-14.5%</b>	<b>4,220,729</b>
<b>Net Operating Income</b>	<b>445,687</b>	<b>853,936</b>	<b>-83,045</b>		<b>-485,779</b>
Adjustments:					
Capital Purchases: Land/Vehicle	2,226	57,226	25,000		59,000
Restricted Funds Applied		49,600			244,779
Legal Defense/Rainy Day Funds Applied		0	108,045		300,000
<b>Net Income/(Loss)</b>	<b>443,461</b>	<b>846,310</b>	<b>0</b>		<b>0</b>

# Virginia Outdoors Foundation

## Summary Combined Budget

	Fiscal Year Ending 6/30/2018	Fiscal Year Ending 6/30/2019
<b>Revenue</b>		
General Fund	1,752,750	1,752,750
Non-General Fund	1,718,844	1,585,000
Cost Recoveries	259,750	225,000
Contributions	68,000	60,000
Investment Earnings	25,000	37,200
<b>Subtotal</b>	<b>3,824,344</b>	<b>3,659,950</b>
<b>Restricted Funds Applied</b>		
Special Forestry Fund	53,160	281,572
Open-Space Lands PTF	90,250	75,000
Hayfields/Rockfish River	66,970	233,194
Poor Mountain	2,575	2,900
Bull Run Mts Restricted Fund	102,406	8,466
Legal Defense/Rainy Day	0	300,000
<b>Subtotal</b>	<b>315,361</b>	<b>901,132</b>
<b>Total Support and Revenue</b>	<b>4,139,705</b>	<b>4,561,082</b>
<b>Expenditures</b>		
Conservation Program Services	3,060,658	4,220,729
Special Forestry Fund	36,660	160,953
Mitigation Properties	34,970	120,400
Bull Run Mts Natural Area Preserve	102,406	0
House Mountain Preserve		0
<b>Total Expenditures</b>	<b>3,234,694</b>	<b>4,502,082</b>
<b>Net Operating Income</b>	<b>905,011</b>	<b>59,000</b>
<b>Other Expenses:</b>		
Capital Purchases: Vehicles	57,226	59,000
<b>Net Income/(Loss)</b>	<b>847,785</b>	<b>0</b>
<b>Legal Defense/Rainy Day</b>		
<b>Beginning Balance</b>	<b>\$1,403,786.00</b>	<b>\$2,251,571.14</b>
<b>Ending Balance *</b>	<b>\$2,251,571.14</b>	<b>\$1,951,571.14</b>

\*based on EOY estimates

# Virginia Outdoors Foundation

## Fiscal Year 2018-2019 Restricted Fund Budgets

### TERRA Program: Special Forestry Fund

#### Proposed FY19

	FY18 EOY Estimate	ACP	MVP	Special Forestry Fund (ACP & MVP)
<b>Income</b>				
<b>4001 Restricted Contributions &amp; Grants</b>	15,000,000.00	24,650,000.00		24,650,000.00
<b>4120 Investment Earnings</b>	52,000.00	862,750.00	400,000.00	1,262,750.00
<b>4130 Miscellaneous Income</b>				0.00
<b>4220 Cost Recoveries</b>				0.00
<b>Total Income</b>	\$ 15,052,000.00	\$ 25,512,750.00	\$ 400,000.00	\$ 25,912,750.00
<b>Total Income</b>	\$ 15,052,000.00	\$ 25,512,750.00	\$ 400,000.00	\$ 25,912,750.00
<b>Expenses</b>				
<b>5100 Personal Services (Direct)</b>	26,730.00	74,122.86	45,430.14	119,553.00
<b>5100 Personal Services (Indirect)</b>	16,500.00	67,794.00	52,825.00	120,619.00
<b>5300 Contractual Services</b>	0.00	6,000.00	6,000.00	12,000.00
<b>5400 IT Goods and Services</b>	5,825.00	2,500.00	2,500.00	5,000.00
<b>5500 General Services</b>	1,250.00	2,500.00	2,500.00	5,000.00
<b>5520 Telephone</b>	255.00	750.00	750.00	1,500.00
<b>5530 Insurance</b>		250.00	250.00	500.00
<b>5540 Office Costs</b>	500.00	1,200.00	1,200.00	2,400.00
<b>5550 Travel Expenses</b>	1,000.00	2,500.00	2,500.00	5,000.00
<b>5560 Training and Development</b>				0.00
<b>5570 Outreach Events</b>		2,500.00	2,500.00	5,000.00
<b>5575 Fundraising/Development</b>				0.00
<b>5600 Supplies &amp; Materials</b>	1,100.00	2,500.00	2,500.00	5,000.00
<b>Total Expenses</b>	53,160.00	162,616.86	118,955.14	281,572.00
<b>Net Income</b>	\$ 14,998,840.00	\$ 25,350,133.14	\$ 281,044.86	\$ 25,631,178.00

<b>Beginning Fund Balances:</b>	\$ 15,000,000.00	\$ 24,650,000.00	\$ 14,998,840.00
<b>Ending Fund Balances:</b>	\$ 14,998,840.00	\$ 25,350,133.14	\$ 15,279,884.86

Summary: One full time Program Administrator, with all direct and indirect costs. VOF staff not directly assigned to program will be billed at hourly rates for work related to Forest Mitigation Program work.

**TERRA = Targeted Environmental Remediation and Restoration Accounts (TERRA).** VOF's TERRA program serves as a trustee and grant administrator for funds arising from legal and regulatory actions involving natural resources in Virginia, such as mitigation agreements, court orders, settlements, fines, mitigation banking, or easement violations.

# Virginia Outdoors Foundation

## Restricted Fund Budgets

Fiscal Year 2018-2019

### House Mt. Capital Needs Fund

	FY18 Approved Budget	FY18 Estimate to EOY	Proposed FY19
<b>Income</b>			
4001 Restricted Contributions & Grants	44,000.00	103,000.00	
4120 Investment Earnings	1,383.32	1,383.32	1,030.31
4130 Miscellaneous Income			
4220 Cost Recoveries			
<b>Total Income</b>	\$ 45,383.32	\$ 104,383.32	\$ 1,030.31
<b>Total Income</b>	\$ 45,383.32	\$ 104,383.32	\$ 1,030.31
<b>Expenses</b>			
5100 Personal Services	0.00	0.00	
5300 Contractual Services	0.00	0.00	4,500.00
5400 IT Goods and Services	0.00	0.00	
5500 General Services	0.00	0.00	
5520 Telephone	0.00	0.00	
5530 Insurance	0.00	0.00	
5540 Office Costs	0.00	0.00	
5550 Travel Expenses	0.00	0.00	
5560 Training and Development			
5570 Outreach Events			
5575 Fundraising/Development			
5580 Miscellaneous			
5600 Supplies & Materials	0.00	0.00	4,000.00
<b>Total Expenses</b>	0.00	0.00	8,500.00
<b>Net Operating Income</b>			
<b>Other Expenses</b>			
	0.00	0.00	0.00
<b>Total Other Expenses</b>	0.00	0.00	0.00
<b>Net Income</b>	\$ 45,383.32	\$ 104,383.32	\$ (7,469.69)
<b>Beginning Fund Balances:</b>	\$ (39,989.00)	\$ (39,989.00)	\$ 64,394.32
<b>Ending Fund Balances:</b>		\$ 64,394.32	\$ 56,924.63

Summary: House Mt. Lawsuit paid out of Legal Defense Fund/Operations when funding available. The gift of \$44,000 paid for purchase of parking lot parcel in previous fiscal year (39,989). FY19 activities planned: parking lot improvements and improved signage (project completion 11/1/2018). Possible future needs: restroom.



# Virginia Outdoors Foundation

## Restricted Fund Budgets

Fiscal Year 2018-2019

### Hayfields and Rockfish River Properties

	FY18 Approved Budget	FY18 Estimate to EOY	Proposed FY19
<b>Income</b>			
4001 Restricted Contributions & Grants	4,000,000.00	4,000,000.00	
4120 Investment Earnings	50,000.00	35,000.00	240,000.00
4130 Miscellaneous Income			
4220 Cost Recoveries			
<b>Total Income</b>	<b>\$ 4,050,000.00</b>	<b>\$ 4,035,000.00</b>	<b>\$ 240,000.00</b>
<b>Total Income</b>	<b>\$ 4,050,000.00</b>	<b>\$ 4,035,000.00</b>	<b>\$ 240,000.00</b>
<b>Expenses</b>			
5100 Personal Services	15,000.00	32,000.00	113,194.00
5300 Contractual Services	40,032.00	21,000.00	63,000.00
5400 IT Goods and Services	2,700.00	1,000.00	3,000.00
5500 General Services	2,000.00	1,250.00	45,000.00
5520 Telephone	2,000.00	1,200.00	1,500.00
5530 Insurance			
5540 Office Costs	5,000.00	250.00	
5550 Travel Expenses	2,000.00	1,500.00	2,500.00
5560 Training and Development			
5570 Outreach Events			
5575 Fundraising/Development			
5580 Miscellaneous			
5600 Supplies & Materials	5,000.00	2,500.00	5,000.00
<b>Total Expenses</b>	<b>73,732.00</b>	<b>60,700.00</b>	<b>233,194.00</b>
<b>Net Operating Income</b>			
<b>Other Expenses</b>			
Title Insurance	4,975.00	6,270.00	0.00
<b>Total Other Expenses</b>	<b>4,975.00</b>	<b>6,270.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>\$ 3,971,293.00</b>	<b>\$ 3,968,030.00</b>	<b>\$ 6,806.00</b>

Summary: Two properties combined currently. Hayfields- large farm property with many buildings to upkeep; contracted manager on property. Activity planned for upcoming year- community planning process to investigate possible uses of property. Rockfish- 40 acre parcel; no buildings. Planned activity in upcoming year- smaller community planning process, best use is as canoe put-in to provide access to river. Will likely begin procurement process to plan and develop the put-in.

<b>Beginning Fund Balances:</b>	\$ -	\$ -	\$ 3,968,030.00
<b>Ending Fund Balances:</b>	\$ 3,971,293.00	\$ 3,968,030.00	\$ 3,974,836.00

# Virginia Outdoors Foundation

## Restricted Fund Budgets

Fiscal Year 2018-2019

### Poor Mountain Property

	FY18 Approved Budget	FY18 Estimate to EOY	Proposed FY19
<b>Income</b>			
4001 Restricted Contributions & Grants	75,000.00	75,000.00	
4120 Investment Earnings (rent & interest)			1,340.00
4130 Miscellaneous Income			
4220 Cost Recoveries			
<b>Total Income</b>	\$ 75,000.00	\$ 75,000.00	\$ 1,340.00
<b>Total Income</b>	\$ 75,000.00	\$ 75,000.00	\$ 1,340.00
<b>Expenses</b>			
5100 Personal Services	2,500.00	1,100.00	2,500.00
5300 Contractual Services			
5400 IT Goods and Services			
5500 General Services			
5520 Telephone			
5530 Insurance			
5540 Office Costs			
5550 Travel Expenses		300.00	200.00
5560 Training and Development			
5570 Outreach Events			
5575 Fundraising/Development			
5580 Miscellaneous			
5600 Supplies & Materials	2,500.00	300.00	200.00
<b>Total Expenses</b>	5,000.00	1,700.00	2,900.00
<b>Net Operating Income</b>			
<b>Other Expenses</b>			
Title Insurance	2,170.00	875.00	0.00
<b>Total Other Expenses</b>	2,170.00	875.00	0.00
<b>Net Income</b>	\$ 67,830.00	\$ 72,425.00	\$ (1,560.00)

Summary: Forested 10 acre property in Roanoke County with habitat desired by Natural Heritage at DCR. Most likely long term (3 years) disposition will be to transfer to Heritage. Low activity expected; will post the property boundary with signs in the next several months.

<b>Beginning Fund Balances:</b>	\$ 75,000.00	\$ 75,000.00	\$ 72,425.00
<b>Ending Fund Balances:</b>	\$ 67,830.00	\$ 72,425.00	\$ 70,865.00

# Virginia Outdoors Foundation

## Restricted Fund Budgets

Fiscal Year 2018-2019

### Bull Run Mts Area Land Acquisition/Capital Needs Fund

	FY18 Approved Budget	FY18 Estimate to EOY	FY18 Estimate to Proposed FY19
<b>Income</b>			
4001 Restricted Contributions & Grants	350.00	350.00	
4120 Investment Earnings	18,000.00	21,000.00	56,557.76
4130 Miscellaneous Income			
4220 Cost Recoveries			
<b>Total Income</b>	\$ 18,350.00	\$ 21,350.00	\$ 56,557.76
<b>Total Income</b>	\$ 18,350.00	\$ 21,350.00	\$ 56,557.76
<b>Expenses</b>			
5100 Personal Services	60,791.00	72,543.00	8,466.00
5300 Contractual Services	0.00	0.00	
5400 IT Goods and Services	2,700.00	2,486.00	
5500 General Services	5,230.00	19,000.00	
5520 Telephone	1,823.00	1,750.00	
5530 Insurance	0.00	150.00	
5540 Office Costs	4,000.00	4,235.00	
5550 Travel Expenses	1,100.00	455.00	
5560 Training and Development	550.00	362.00	
5570 Outreach Events	750.00		
5575 Fundraising/Development			
5580 Miscellaneous			
5600 Supplies & Materials	2,230.00	1,425.00	0.00
<b>Total Expenses</b>	79,174.00	102,406.00	8,466.00
<b>Net Operating Income</b>			
<b>Other Expenses</b>			
Capital repairs/land purchase	0.00	0.00	145,000.00
<b>Total Other Expenses</b>	0.00	0.00	145,000.00
<b>Net Income</b>	\$ (60,824.00)	\$ (81,056.00)	\$ (96,908.24)

Summary: Existing Preserve Manager supplemented in FY18 by hiring full time Preserve Technician and part time interpreters. FY19 activities planned-significant renovations to both houses on Preserve; purchase of privately-held parcel within Preserve boundary.

<b>Beginning Fund Balances:</b>	\$ 1,495,000.00	\$ 1,495,000.00	\$ 1,413,944.00
<b>Ending Fund Balances:</b>	\$ 1,434,176.00	\$ 1,413,944.00	\$ 1,317,035.76

# Virginia Outdoors Foundation

## Fiscal Year 2018-2019 Restricted Fund Budgets

### Open-Space Lands Preservation Trust Fund

	FY18 Approved Budget	FY18 Estimate to EOY	FY19
<b>Income</b>			
4001 Restricted Contributions & Grants	900,000.00	900,000.00	0.00
4120 Investment Earnings	32,000.00	27,000.00	35,500.00
4004 Federal Grants		597,500.00	
4220 Cost Recoveries			
<b>Total Income</b>	\$ 932,000.00	\$ 1,524,500.00	\$ 35,500.00
<b>Total Income</b>	\$ 932,000.00	\$ 1,524,500.00	\$ 35,500.00
<b>Expenses</b>			
5100 Personal Services	0.00	0.00	
5300 Contractual Services	0.00	43,700.00	
5400 IT Goods and Services	0.00	0.00	
5500 General Services	0.00	35.00	
5520 Telephone	0.00	0.00	
5530 Insurance	0.00		
5540 Office Costs	0.00	0.00	
5550 Travel Expenses	0.00	0.00	
5560 Training and Development			
5570 Outreach Events			
5715 Purchase	650,000.00	894,319.00	563,500.00
5710 Cost Only	250,000.00	229,710.00	200,000.00
5716 Federal Funds Expenditure	0.00	593,000.00	
<b>Total Expenses</b>	900,000.00	1,760,764.00	763,500.00
<b>Net Operating Income</b>			
<b>Other Expenses</b>			
	0.00		0.00
<b>Total Other Expenses</b>	0.00	0.00	0.00
<b>Net Income</b>	\$ 32,000.00	\$ (236,264.00)	\$ (728,000.00)

Summary: There is no funding for FY19 but \$900K for FY20. All Cost Only requests received to date have been funded or will be funded by Trustees at this meeting. VLCF funds must be returned if not committed on June 30th. There is an estimated \$44,000 of non-VLCF funds available to begin FY19; previously committed projects will be reviewed during FY19 and released where appropriate for new requests. After the General Assembly approves the FY20 budget in early 2019, requests can be approved with FY20 funds.

Transfers to Conservation Programs Budget:

VOF fees	\$ 90,250.00	\$ 75,000.00	
Interest	\$ -	\$ -	
	\$ 90,250.00	\$ 75,000.00	