

FY 2025 General and Administrative Budget Approach

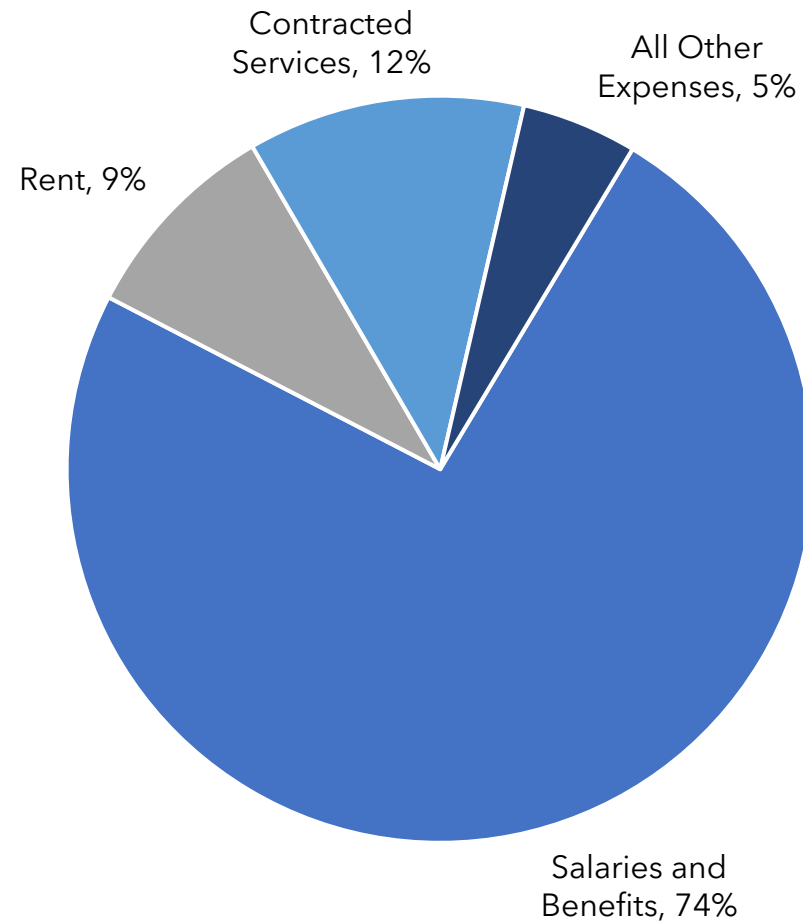
Proposed FY 25 budget focuses on retaining highly skilled, highly technical staff, communication of Commission priorities, and addressing key cost drivers.

- ✓ Align COLA/merit expectations with peers, jurisdictions
- ✓ Continue strong support of Commission priorities
- ✓ Fulfill state and federal reports and requirements
- ✓ Reduce financial management exposure
- ✓ Retain and train highly skilled staff
- ✓ Continue robust regional technical and coordination efforts
- ✓ Continue staff coordination of WMATA efforts including support to WMATA Board members
- ✓ Be able to immediately conduct policy research and leverage opportunities for additional federal and/or state funding
- ✓ Sustain human resources, legal and legislative support



NVTC's FY 2025 Proposed Budget

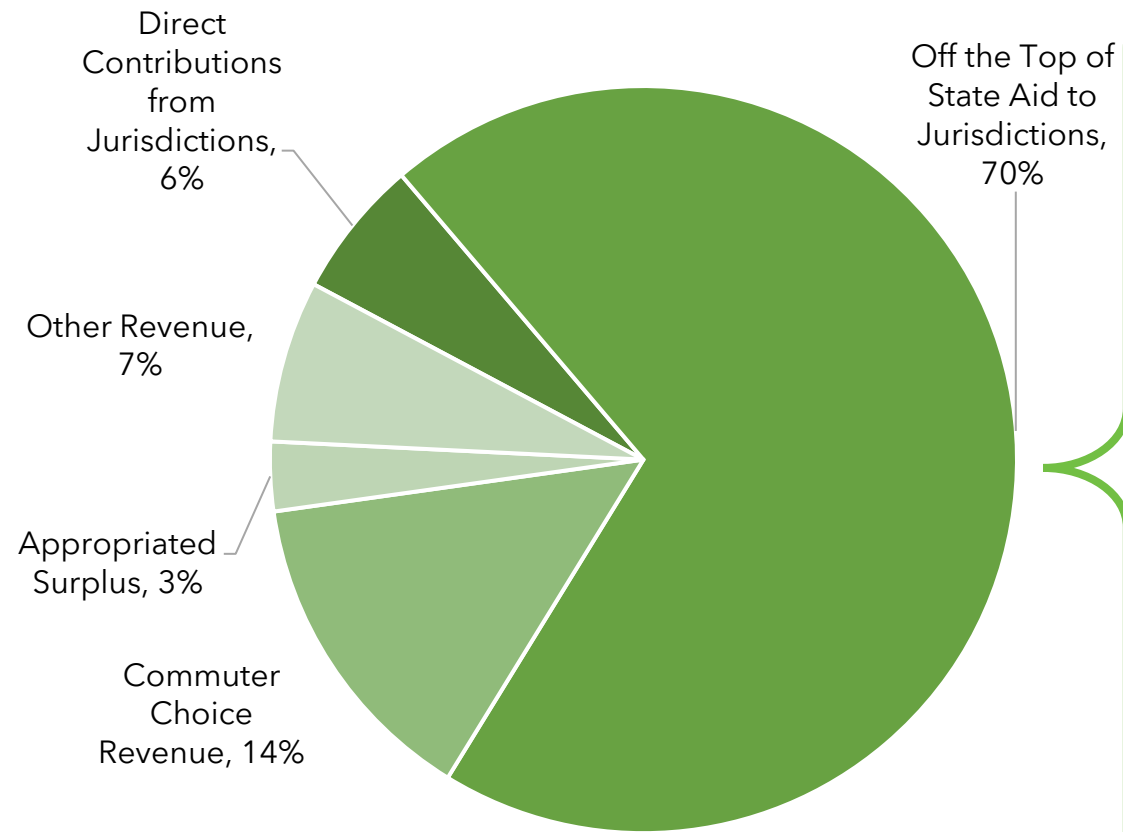
NVTC Budget Cost Drivers



- ✓ **Financial management** of gas tax, toll revenues, state aid and federal grant funding
- ✓ **Program management** of Commuter Choice, WMATA Oversight, Route 7 BRT
- ✓ **Technical, policy and data analysis** that improve local transit planning decisions, support transit funding needs
- ✓ **Facilitation of regional efforts** such as zero-emission bus and fare technologies
- ✓ **Outreach and Community Engagement** on Commuter Choice, Route 7 BRT, transit funding needs
- ✓ **Internal Operations** to support communications and IT functions

NVTC's Proposed FY 2025 Budget

NVTC Budget Revenue Sources



- ✓ NVTC's G&A Budget primarily from state aid (DRPT funding)
- ✓ Only 6% comes directly from jurisdictional budgets (fixed in total)
- ✓ In FY 2024, NVTC expects to manage \$295M in state aid on behalf of our jurisdictions
 - ✓ NVTC "overhead" is less than 1.1% of state aid managed by NVTC
- ✓ Commuter Choice funding is approved by CTB each year
- ✓ Appropriated Surplus varies from year to year, depending on prior year budget surpluses

Proposed FY 2025 G&A Budget - Expenditures

| Budget Category | Approved FY 2024 Budget | Proposed FY 2025 Budget | Increase (Decrease) | Percent Change |
|--|----------------------------|----------------------------|------------------------|-------------------|
| Salaries and Wages | \$2,644,000 | \$2,755,000 | \$111,000 | 4.3% |
| Benefits and Other Payroll Costs | 584,400 | 704,000 | 119,600 | 20.5% |
| Administrative Costs | 637,900 | 665,000 | 27,100 | 4.2% |
| <i>Commissioners Per Diem</i> | 14,000 | 14,000 | | 0.0% |
| <i>Rent</i> | 433,000 | 446,800 | | 3.2% |
| <i>Insurance</i> | 8,000 | 8,500 | | 6.3% |
| <i>Travel, Training and Meetings</i> | 64,800 | 70,600 | | 9.0% |
| <i>Telephone, Data and Postage</i> | 17,800 | 19,400 | | 9.0% |
| <i>Publications and Supplies, Outreach</i> | 29,500 | 37,000 | | 42.9% |
| <i>Computer Operations and Equipment</i> | 59,700 | 56,800 | | -4.9% |
| <i>Other General and Administrative</i> | 11,100 | 11,900 | | 7.2% |
| Contract Services | 528,350 | 573,150 | 44,800 | 8.5% |
| <i>Commuter Choice</i> | 152,500 | 146,750 | (5,750) | -3.8% |
| <i>Research Support, Other</i> | 375,850 | 426,400 | 50,550 | 13.4% |
| Total G&A Budget | \$4,394,650 | \$4,697,150 | \$302,500 | 6.9% |

Proposed FY 2025 G&A Budget Revenue

| Budget Category | Approved FY 2024 Budget | Proposed FY 2025 Budget | Increase (Decrease) | Percent Change |
|--------------------------------|----------------------------|----------------------------|------------------------|-------------------|
| Local Share from State Aid | \$2,959,403 | \$3,268,103 | \$308,700 | |
| Local Direct Contributions | 284,247 | 284,247 | 0 | |
| Total Local Contributions | 3,243,650 | 3,552,350 | 308,700 | 9.5% |
| Interest and Other Revenue | 22,000 | 35,000 | 13,000 | 59.1% |
| Project Chargebacks | 929,000 | 909,800 | -19,200 | -2.1% |
| <i>Envision Route 7 BRT</i> | <i>157,800</i> | <i>161,100</i> | <i>3,300</i> | <i>2.1%</i> |
| <i>Commuter Choice / Other</i> | <i>771,200</i> | <i>748,700</i> | <i>-22,500</i> | <i>-2.9%</i> |
| Project Grant Billings | 40,000 | 40,000 | 0 | 0.0% |
| Appropriated Surplus | 160,000 | 160,000 | 0 | 0.0% |
| Total G&A Budget | \$4,394,650 | \$4,697,150 | \$302,500 | 6.9% |

NVTC 2024-2025 Work Plan Highlights

Commuter Choice

- I-395/95 Call for Projects (FY 2026-2027)
- I-66 scoring and programming (FY 2025-2026)
- Annual Report to CTB and video
- Public comment period and materials

NVTC Oversight of WMATA

- Annual Report on the Performance and Condition of WMATA
- WMATA budget letters and testimony (Commission, CTB, General Assembly, etc.)
- NVTC WMATA Committee work plan and support
- Continue analysis and policy development through NVTC's WMATA Operating Funding & Reform working Group

Transit Technology

- Adopt and implement Northern Virginia Zero-Emission Bus Strategic Plan
- Lead Working Group
- Support ongoing fare collection coordination efforts

2024 Policy Symposium

- Logistics planning and sponsorship
- Content development and speaker selection

Transit Resource Center

- Maintain and update NoVaTransit Data Dashboard
- Complete Northern Virginia Regional Bus Analysis Study
- Complete NVTC Strategic Research Plan
- Develop new online story maps to share NVTC content and priorities

Envision route 7 BRT

- Complete Route 7 BRT Strategic Implementation Plan
- Initiate Phase 4-2 (funded through Congressional Community Project Funding grant)
- Increased stakeholder engagement

Legislative and Policy Efforts

- Joint NVTC-PRTC-VRE Legislative Forum
- Annual Legislative and Policy Agenda
- Policy briefs and tracking reports

Communications

- Public outreach for Commuter Choice and Route 7 BRT program milestones
- Daily headlines, weekly and monthly newsletters
- 60th Anniversary support and logistics*
**materials to be paid for by external sources*

Financial Analysis and Reporting

- Administer annual WMATA subsidy and local transit funding
- Annual allocation of regional gas tax
- Annual updates to SAM formula
- Financial projections and analysis
- DRPT grant applications and grant agreements
- Commuter Choice reimbursements
- Federal grant management and reporting
- Title VI certification to FTA
- Manage NVTC procurement activities

Commission Management

- Monthly meeting materials and logistics
- Committee scheduling, materials, and logistics
- Annual agenda and meeting schedule

Internal Operations

- General and Administrative Budget and Work Plan
- Telework and IT support
- Ongoing website content development and updates
- HR Support

NVTC Staff Support to VRE

- Support annual ridership survey