

Partner Agency Application for Funding ~ FY2020

Agency Name:	Rappahannock Railroad Museum, Inc				
Physical Address:	11700 Main St., Fredericksburg, VA, 22408				
Mailing Address/PO Box:	PO Box 9088 Fredericksburg, Va.22403				
City:		State:		Zip:	
Telephone Number:	(540) 429-1201	Fax Number:			
Federal Tax ID #:	54-1576763				
Web Address:	http://www.rrmuseum.org/				
General Email Address:	mt_boxcar@hotmail.com				
Agency Main Contact:	Michael W. Thomas	Title:	Board of Directors Chairman		
Telephone Number:	(540) 429-1201				
E-Mail Address:	mt_boxcar@hotmail.com				

Agency General Information

Agency Mission

We the Rappahannock Railroad Museum, being a volunteer organization are operating solely on public donations. Our goal is to educate the public regarding Railroad History and Maintenance, while providing a safe and enjoyable experience.

Number of years agency has been in operation	29
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Localities Served	Spotsylvania and surrounding localites
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REQUIRED items to be submitted with the application: *(include 1 copy of each)*

IRS 501(c)(3) Letter

Audit Report *(with Audit Management Letter)*

Current Financial statement

IRS 990

Accountant Contact Information

Organizational Chart

Current Board Roster *(with contact information)*

Agency's Current Strategic Plan

Agency Overview

Purpose/Description

The Rappahannock Railroad Museum has provided area resident families and visitors from the U.S. and a broad using not only member volunteer man hours, but generous donations both through publically funded monetary gifts and or estate artifact gifts to share and display. The museum has always operated in a way as to minimize overhead costs while promoting resources made available to take advantage of an opportunity introducing a safe educational interactive family environment. The museum over the 29 years has hosted activities for School groups, special needs groups, birthday parties, Girl Scout, Boy Scout and Cub Scout Activities, GeoCash sponsored activities, Research Request Projects and Historical Society Inquiries for book projects. The museum looks to in fiscal 2019 to prepare a Critical Path milestone in upgrades to exhibits and acquisitions for maintenance of way equipment and implement these funds directly towards the fiscal 2020 calendar year improvements.

Justification of Agency and Requested Funding

Please state clearly why this service should be provided to the citizens of Spotsylvania County and why the County should consider this funding request.

The Rappahannock Railroad Museum seeks to add exhibits reflecting maintenance of way equipment and tools railroad workers used to perform right of way maintenance. Presentations will portray educational guide lines and instruct visitors to interact with all museum offerings and personal.

Program Collaboration

The following should describe, in detail, examples of collaborative efforts and key partnerships between your agency and other programs or agencies in the area.

NA

Collaborative Impact

Please describe how the community would be impacted if your agency were dissolved or merged with another partner agency.

The Rappahannock Railroad Museum is the only interactive agency between Richmond, Va., Manassas, VA. and Fairfax, VA. that provides historic railroad exhibits and Maintenance of way equipment rides to the public.

Agency Overview *cont'd*

Program Audience and Service Delivery

The following should describe the agency's intended audience or client base and how those clients are served. This should include the location of the service and what geographic areas are served or targeted for service. If your agency has specific entry or application criteria, please describe it below.

The Rappahannock Railroad Museum serves the area resident families and visitors from the U.S. and abroad while also providing an opportunity for a safe educational interactive family environment. The museum over the 29 years has hosted activities for School groups, special needs groups, birthday parties, Girl Scout, Boy Scout and Cub Scout Activities, GeoCash sponsored activities, Research Request Projects and Historical Society Inquiries for book projects.

Community Impact

Please provide at least two examples of how your services have impacted members of our community.

Example 1. The Rappahannock Railroad Museum's passenger shelter, passenger platforms and entry fence with railroad cross buck signage was built by the Boy Scout troop members Ben & Steven Culwell of Spotsylvania. On Sunday March 26, 2017 both were inducted to the Eagle Scout Court of Honor. Museum President James Taylor and member Ellen Taylor were present for ceremony. Both Scout members were tasked with taking authentic railroad plans and submit a materials list for bids. The museum B.O.D. approved plan and funded purchase and delivery of materials. Ben & Steven with a contractors support and supervision built the above listed project items. These railroad structures portray an authentic rural setting typical of a small town during the 1930's.

Example 2. The Rappahannock Railroad Museum hosted two events September 15 and September 29, 2018. Wanda Sloper headed up the tour group made up of 100 home school children for the Railroad Class Days event. The group was split into two groups of 50 and received from the museum educational tours and a ride on the Little Yellow Train. Participants learned maintenance of way technology and tools used by railroad employees. Students were also engaged to respect and observe trespassing rules regarding road crossings and bridges.

Example 3. The Rappahannock Railroad Museum hosted the Girl Scout troop 3721 for guided tours to promote education, safety and area history. All were given a ride on the Little Yellow Train. All were able to observe model railroad operations with many different themes.

Client Fees

Please describe the fees clients must pay for the services provided by your agency, and how those fees are determined.

No client fees. Donations are accepted from visitors of the museum.

Agency Financial Information

FY 2020 Total Agency Expenditures						
	List Program Title/Name	Salary	Benefits	Operating Expenses	Capital Expenses	Total
Program 1				8,000	25,000	33,000
Program 2						
Program 3						
Program 4						
Program 5						
Total Agency Expenditures		0	0	8,000	25,000	33,000

- If your application includes funding increases for personnel (to include new positions or merit /COLA increases), please check here and explain in detail the need for this type of increase in the Salary/Benefits Costs section under Agency Budget Justifications.*

Total Agency Revenues			
	FY2018 Actual	FY2019 Budgeted	FY2020 Projected
Spotsylvania			25,000
United Way			0
Grants			0
Client Fees			0
Fundraising			0
Other <i>(explain below)</i>	4,078	7,000	8,000
Total Agency Revenues	4,078	7,000	33,000

Detail below what is included in the 'Other' category:

Donations are collected from visitors



On the following page titled "Agency Budget Justifications", please indicate, in detail, reasons for increases or decreases in the amounts requested for FY 2020. Include whether these changes come from increases in personnel, benefits, or operating expenses. If an increase is being requested, please describe the impact not receiving an increase would have on the agency. In particular, please describe in detail if any increase is sought for new positions or personnel.

Agency Budget Justifications

Salary/Benefit Costs

In the box below, provide an overview of any increases or decreases in general personnel expenses for the agency. This would include any planned or projected merit or COLA increases, or new positions being requested. Also include a description of any changes to agency benefits structure or cost.

NA

Operating Costs

In the box below, provide an overview of the administrative costs detailed on the Total Agency Expenditures table for the agency as a whole. Please provide justification for and specific amounts of operating costs that are defrayed by locality funds. If your agency is requesting an increase or decrease in operating funding, please describe, in detail, the reasons for these changes.

See Attached October and Annual Report. Included 2018 projected fixed costs. On Last 2 months of FY2018 The entries regarding expenses and revenue are projections.

Capital Outlay Costs

In the box below, provide an overview of the capital costs detailed on the Total Agency Expenditures table for the agency as a whole. Please provide justification for and specific amounts of capital costs that are defrayed by locality funds.

1. Need Secure/operational storage for Museum rolling stock. Purchase and shipping of Two 40' sea containers \$8,000. Container setup cost \$2,000.
2. Building transfer table between containers \$2,000.
3. Replacement/ backup Rail Motor car \$6,000.
4. Two MofW passenger cars as backups and to increase train capacity \$2,000.
5. Need building and equipment repairs due to delayed maintenance while adding the two display building. Such as Painting, roof repair, gravel in parking lot, Preventive maintenance and repairs on rolling stock. Cost \$5,000.

For a total of \$25,000 outlay costs in 2019.

Agency Budget Issues

Please detail below any legislative initiatives or issues that may impact the agency for the upcoming year and how you are planning for them. This could include new legislation that may increase or decrease projected funding at any level (Federal/State/Local), or could affect grants or designated funds as they are currently received. If you are aware of "outside" funding sources that will expire or be reduced on a set cycle or date, please note those below and how you are planning for them.

NA

Please detail below any identified agency needs or areas of concern that are currently not being addressed in your funding request. This could include training or technical assistance for specific areas, administrative support for a program or service, evaluation of current programs, or consultation for strategic planning, board support, or fundraising.

The Rappahannock Railroad Museum is seeking to purchase (2) 40 ft. Sea Containers to store needed maintenance of way equipment. It is the museums desire to add more examples of equipment used by maintenance of way personal such as hand pump cars, tool cars, welding car, inspection vehicles and velocipedes. This expanded inventory would allow for more interest and staging possibilities for both research and reenactment photo shoots.

Other Agency Information?

Is there any additional information that the agency would like to provide, and that hasn't already been provided in this application, that will help Spotsylvania County in the review of your application and funding determination?

During our closed hours local professional photographers use our museum cars as backdrops for their customers. Also rail enthuses stop by to photograph and document data about our rail cars. These are just a few other ways people are drawn to our museum.

Program Service Data:

Service Period:

to

Locality Served	Total Served		Gender		Race					
	FY2017	FY2018*	Male	Female	Caucasian	African American	Asian	Hispanic	American Indian	Other
Fredericksburg										
Caroline										
King George										
Spotsylvania	3,260	3,360 as of 11/17/18								
Stafford										
Other										
Total										

**Please include the projected number to be served in each locality for the upcoming fiscal year.*

Locality Served	Age Groups								Income Levels				
	0-4	5-10	11-13	14-18	19-25	26-40	41-60	60 +	Under \$10,000	\$10,000 - \$19,000	\$20,000 - \$39,000	\$40,000 - \$59,000	Over \$60,000
Fredericksburg													
Caroline													
King George													
Spotsylvania													
Stafford													
Other													
Total													

Please describe below your data collection methodology and tracking measures. Indicate systems or processes that are used and responsible parties. Please also describe how your projections are determined for the upcoming year. If any of the above information is not available, please indicate why: