



Kentucky Equal Justice Center
201 W. Short Street, Suite 310
Lexington, KY 40507

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Memorandum

DATE: July 10, 2017
TO: Kentucky Equal Justice Center Board
FROM: Rich Seckel, Director
RE: Financial report through June 30

The following financial reports are attached:

Profit and Loss Budget Overview: budget for 2017 anticipates a loss of \$16,273.

Profit and Loss through June 30: shows a loss of \$7,374 compared to the expected loss of \$68,101—a positive variance of \$60,727.

Balance Sheet as of June 30: shows Total Current Assets of \$304,026, up from \$223,563 on March 31 and up 6.8% percent from \$284,616 on June 30, 2016.

Income and Expense Charts: 80.9% of spending was payroll. 56.5% of income was from grants.

Carryover Prediction

Total Current Assets December 31, 2016		\$311,418
Budgeted Profit & Loss for the Year	-	\$ 16,273
Projected Balance December 31, 2017		\$295,145

Unrestricted Funds

Audited	12/31/12	\$24,254
Audited	12/31/13	\$66,405
Audited	12/31/14	\$87,994
Audited	12/31/15	\$93,513
Estimated	12/31/16	\$55,565
Estimated	3/31/17	\$45,384
Estimated	6/30/17	\$56,534

KEJC Unrestricted Funds Balance

June 30, 2017

	Balance
Total Current Assets	304,026.33

Restricted Funds

AILA Midsouth	1,555.73
BGCF Citizenship	5,532.35
BGCF Capacity	3,195.52
Catholic Diocese of Lexington	0.00
CLINIC Fellowship	9,450.67
Fayette County Bar Foundation	2,348.35
Foundation for a Healthy KY Boots	39,980.33
Health Law Fellowship	54,366.58
Health Law Match Challenge	20,881.59
Health Gains Communications	18,780.96
KCEP New Venture	13,518.58
Kentucky Bar Foundation	0.00
LIN CCC	13,235.39
Mason Fund	52,088.52
KEJC Endowment	16,558.99
Public Welfare Foundation	0.00
United Way of the Bluegrass	0.00

Total Restricted	251,493.56
Subtotal Unrestricted	52,532.77

Obligated Funds

Client Trust	5,911.00
Undistributed Attorneys Fees	3,991.00
Client Funds	1,920.00

Total Unrestricted	56,523.77
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Kentucky Equal Justice Center
Profit & Loss Budget Overview
 January through December 2017

	Jan - Dec 17
Ordinary Income/Expense	
Income	
Other Donations	42,000.00
Grants	335,800.00
Miscellaneous Income	25,000.00
Program Income	180,000.00
Program Services	37,840.00
Total Income	620,640.00
Expense	
Audit	4,882.50
Capital Additions	3,000.00
Case Management	2,720.00
Consultants	17,610.00
Contract Labor	9,750.00
Dues	4,440.00
Equipment Rental	6,612.56
Insurance	4,000.00
Library	2,100.00
Litigation expense	2,880.00
Miscellaneous	1,440.00
Office Supplies	7,320.00
Payroll Expenses	500,477.85
Postage and Delivery	3,810.00
Printing and Reproduction	4,620.00
Professional Fees	300.00
Rent	22,500.00
Repairs	840.00
Task Forces and Meetings	3,180.00
Telephone	13,010.00
Travel	22,200.00
Total Expense	637,692.91
Net Ordinary Income	-17,052.91
Other Income/Expense	
Other Income	
Interest Income	780.00
Total Other Income	780.00
Net Other Income	780.00
Net Income	-16,272.91

Kentucky Equal Justice Center
Profit & Loss
January through June 2017

	<u>Jan - Jun 17</u>
Ordinary Income/Expense	
Income	
Other Donations	24,696.46
Grants	162,000.00
Miscellaneous Income	698.50
Program Income	90,000.00
Program Services	8,405.00
Total Income	<u>285,799.96</u>
Expense	
Case Management	2,225.00
Consultants	400.00
Contract Labor	1,100.00
Dues	2,821.90
Equipment Rental	2,939.39
Insurance	5,222.21
Library	1,183.26
Litigation expense	1,018.60
Miscellaneous	732.71
Office Supplies	4,205.38
Payroll Expenses	237,638.68
Postage and Delivery	2,141.73
Printing and Reproduction	821.28
Rent	12,309.68
Repairs	75.00
Task Forces and Meetings	614.04
Telephone	6,640.19
Travel	11,814.65
Total Expense	<u>293,903.70</u>
Net Ordinary Income	-8,103.74
Other Income/Expense	
Other Income	
Interest Income	729.46
Total Other Income	<u>729.46</u>
Net Other Income	<u>729.46</u>
Net Income	<u><u>-7,374.28</u></u>

Kentucky Equal Justice Center
Profit & Loss Budget vs. Actual
January through June 2017

	<u>Jan - Jun 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Other Donations	24,696.46	8,600.00	16,096.46	287.17%
Grants				
KCEP New Venture	17,500.00			
LIN CCC	16,000.00			
Health Gains Communications	20,000.00	10,000.00	10,000.00	200.0%
FHKY RHP Boots	50,000.00	50,000.00	0.00	100.0%
Catholic Diocese of Lexington	500.00	500.00	0.00	100.0%
HFGC Health Law Fellowship	45,000.00	45,000.00	0.00	100.0%
Kentucky Bar Foundation	11,000.00	8,000.00	3,000.00	137.5%
Restricted	0.00	18,000.00	-18,000.00	0.0%
Unrestricted	2,000.00	900.00	1,100.00	222.22%
Total Grants	<u>162,000.00</u>	<u>132,400.00</u>	<u>29,600.00</u>	<u>122.36%</u>
Miscellaneous Income	698.50	0.00	698.50	100.0%
Program Income	90,000.00	90,000.00	0.00	100.0%
Program Services	<u>8,405.00</u>	<u>18,920.00</u>	<u>-10,515.00</u>	<u>44.42%</u>
Total Income	<u>285,799.96</u>	<u>249,920.00</u>	<u>35,879.96</u>	<u>114.36%</u>
Expense				
Capital Additions	0.00	1,500.00	-1,500.00	0.0%
Case Management	2,225.00	2,720.00	-495.00	81.8%
Consultants	400.00	8,805.00	-8,405.00	4.54%
Contract Labor	1,100.00	1,500.00	-400.00	73.33%
Dues	2,821.90	2,940.00	-118.10	95.98%
Equipment Rental	2,939.39	3,306.28	-366.89	88.9%
Insurance	5,222.21	4,000.00	1,222.21	130.56%
Library	1,183.26	1,050.00	133.26	112.69%
Litigation expense	1,018.60	1,440.00	-421.40	70.74%
Miscellaneous	732.71	720.00	12.71	101.77%
Office Supplies	4,205.38	3,660.00	545.38	114.9%
Payroll Expenses	237,638.68	250,190.03	-12,551.35	94.98%
Postage and Delivery	2,141.73	1,905.00	236.73	112.43%
Printing and Reproduction	821.28	2,310.00	-1,488.72	35.55%
Professional Fees	0.00	150.00	-150.00	0.0%
Rent	12,309.68	12,600.00	-290.32	97.7%
Repairs	75.00	420.00	-345.00	17.86%
Task Forces and Meetings	614.04	1,590.00	-975.96	38.62%
Telephone	6,640.19	6,505.00	135.19	102.08%
Travel	11,814.65	11,100.00	714.65	106.44%
Total Expense	<u>293,903.70</u>	<u>318,411.31</u>	<u>-24,507.61</u>	<u>92.3%</u>
Net Ordinary Income	<u>-8,103.74</u>	<u>-68,491.31</u>	<u>60,387.57</u>	<u>11.83%</u>
Other Income/Expense				
Other Income				
Interest Income	729.46	390.00	339.46	187.04%
Total Other Income	<u>729.46</u>	<u>390.00</u>	<u>339.46</u>	<u>187.04%</u>
Net Other Income	<u>729.46</u>	<u>390.00</u>	<u>339.46</u>	<u>187.04%</u>
Net Income	<u><u>-7,374.28</u></u>	<u><u>-68,101.31</u></u>	<u><u>60,727.03</u></u>	<u><u>10.83%</u></u>

Kentucky Equal Justice Center

Balance Sheet

As of June 30, 2017

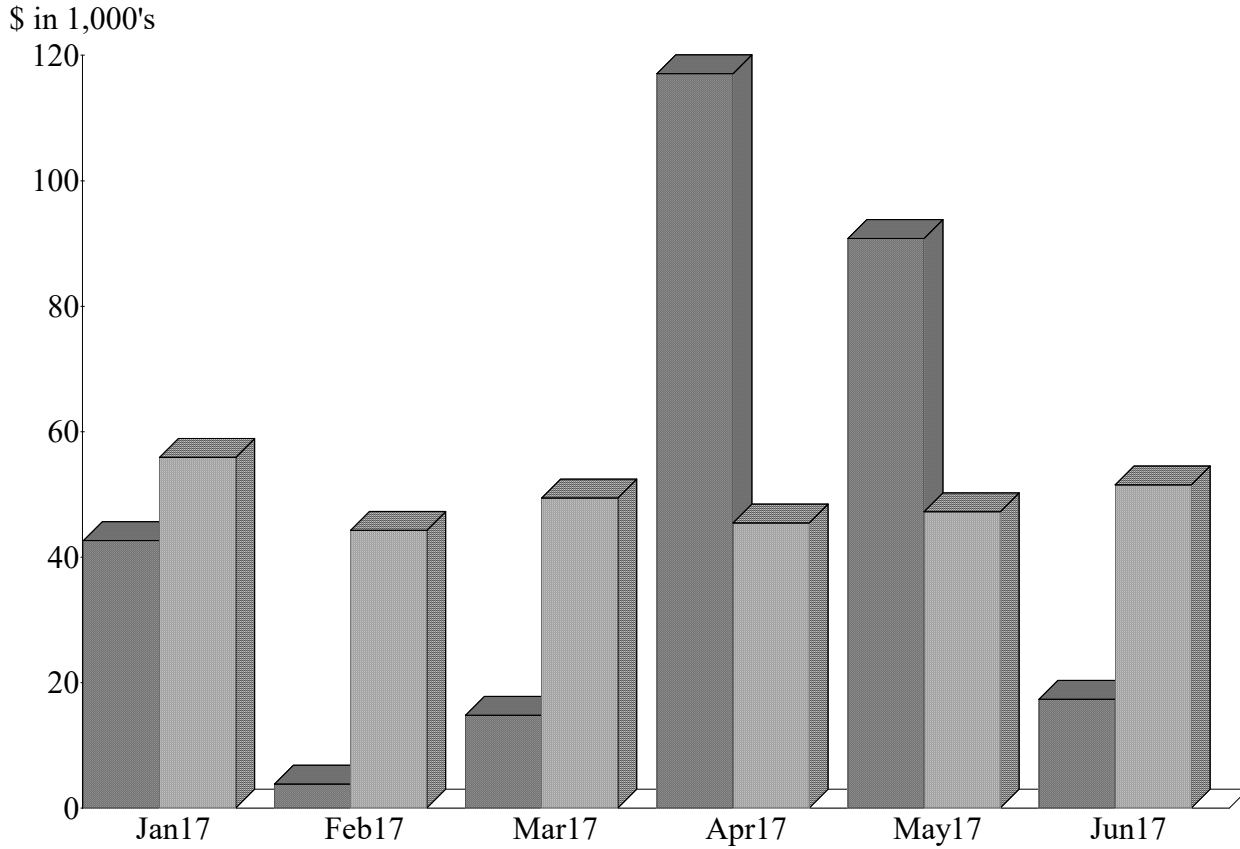
	<u>Jun 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
Chase Checking	109,862.20
Chase Savings	89,920.29
Chase IOLTA	3,620.33
KEJC Endowment Fund	16,558.99
Vanguard Brokerage	52,088.52
Total Checking/Savings	<u>272,050.33</u>
Accounts Receivable	
Accounts Receivable	31,976.00
Total Accounts Receivable	<u>31,976.00</u>
Total Current Assets	304,026.33
Other Assets	
Rental Deposit	715.00
Accumulated Depreciation - Comp	-44,719.97
Computer and Phone Equipment	55,396.80
Total Other Assets	<u>11,391.83</u>
TOTAL ASSETS	<u><u>315,418.16</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Client Trust Funds	5,911.00
Direct Deposit Liabilities	172.97
Payroll Liabilities	-3.88
Total Other Current Liabilities	<u>6,080.09</u>
Total Current Liabilities	6,080.09
Long Term Liabilities	
Accrued leave	26,584.33
Total Long Term Liabilities	<u>26,584.33</u>
Total Liabilities	32,664.42
Equity	
Temporarily Restricted Net Asse	253,856.75
Opening Bal Equity	62,900.79
Retained Earnings	-26,629.52
Net Income	-7,374.28
Total Equity	<u>282,753.74</u>
TOTAL LIABILITIES & EQUITY	<u><u>315,418.16</u></u>

Kentucky Equal Justice Center
Balance Sheet Prev Year Comparison
As of June 30, 2017

	Jun 30, 17	Jun 30, 16	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Chase Checking	109,862.20	50,890.86	58,971.34	115.9%
Chase Savings	89,920.29	141,818.67	-51,898.38	-36.6%
Chase IOLTA	3,620.33	3,620.00	0.33	0.0%
KEJC Endowment Fund	16,558.99	10,000.00	6,558.99	65.6%
Vanguard Brokerage	52,088.52	0.00	52,088.52	100.0%
Total Checking/Savings	272,050.33	206,329.53	65,720.80	31.9%
Accounts Receivable				
Accounts Receivable	31,976.00	77,094.75	-45,118.75	-58.5%
Total Accounts Receivable	31,976.00	77,094.75	-45,118.75	-58.5%
Other Current Assets				
Undeposited Funds	0.00	1,191.94	-1,191.94	-100.0%
Total Other Current Assets	0.00	1,191.94	-1,191.94	-100.0%
Total Current Assets	304,026.33	284,616.22	19,410.11	6.8%
Other Assets				
Rental Deposit	715.00	715.00	0.00	0.0%
Accumulated Depreciation - Comp	-44,719.97	-37,169.73	-7,550.24	-20.3%
Computer and Phone Equipment	55,396.80	55,396.80	0.00	0.0%
Total Other Assets	11,391.83	18,942.07	-7,550.24	-39.9%
TOTAL ASSETS	315,418.16	303,558.29	11,859.87	3.9%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	0.00	191.22	-191.22	-100.0%
Total Accounts Payable	0.00	191.22	-191.22	-100.0%
Other Current Liabilities				
Client Trust Funds	5,911.00	5,911.00	0.00	0.0%
Direct Deposit Liabilities	172.97	172.97	0.00	0.0%
Payroll Liabilities	-3.88	414.61	-418.49	-100.9%
Total Other Current Liabilities	6,080.09	6,498.58	-418.49	-6.4%
Total Current Liabilities	6,080.09	6,689.80	-609.71	-9.1%
Long Term Liabilities				
Accrued leave	26,584.33	26,584.33	0.00	0.0%
Total Long Term Liabilities	26,584.33	26,584.33	0.00	0.0%
Total Liabilities	32,664.42	33,274.13	-609.71	-1.8%
Equity				
Temporarily Restricted Net Asse	253,856.75	253,856.75	0.00	0.0%
Opening Bal Equity	62,900.79	62,900.79	0.00	0.0%
Retained Earnings	-26,629.52	40,612.00	-67,241.52	-165.6%
Net Income	-7,374.28	-87,085.38	79,711.10	91.5%
Total Equity	282,753.74	270,284.16	12,469.58	4.6%
TOTAL LIABILITIES & EQUITY	315,418.16	303,558.29	11,859.87	3.9%

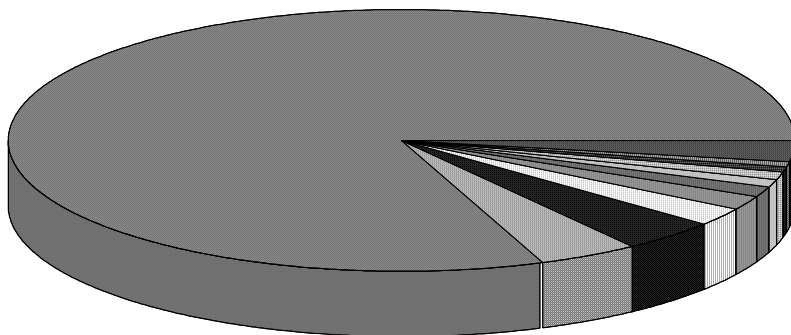
Income and Expense by Month
January through June 2017

Income
Expense



Expense Summary
January through June 2017

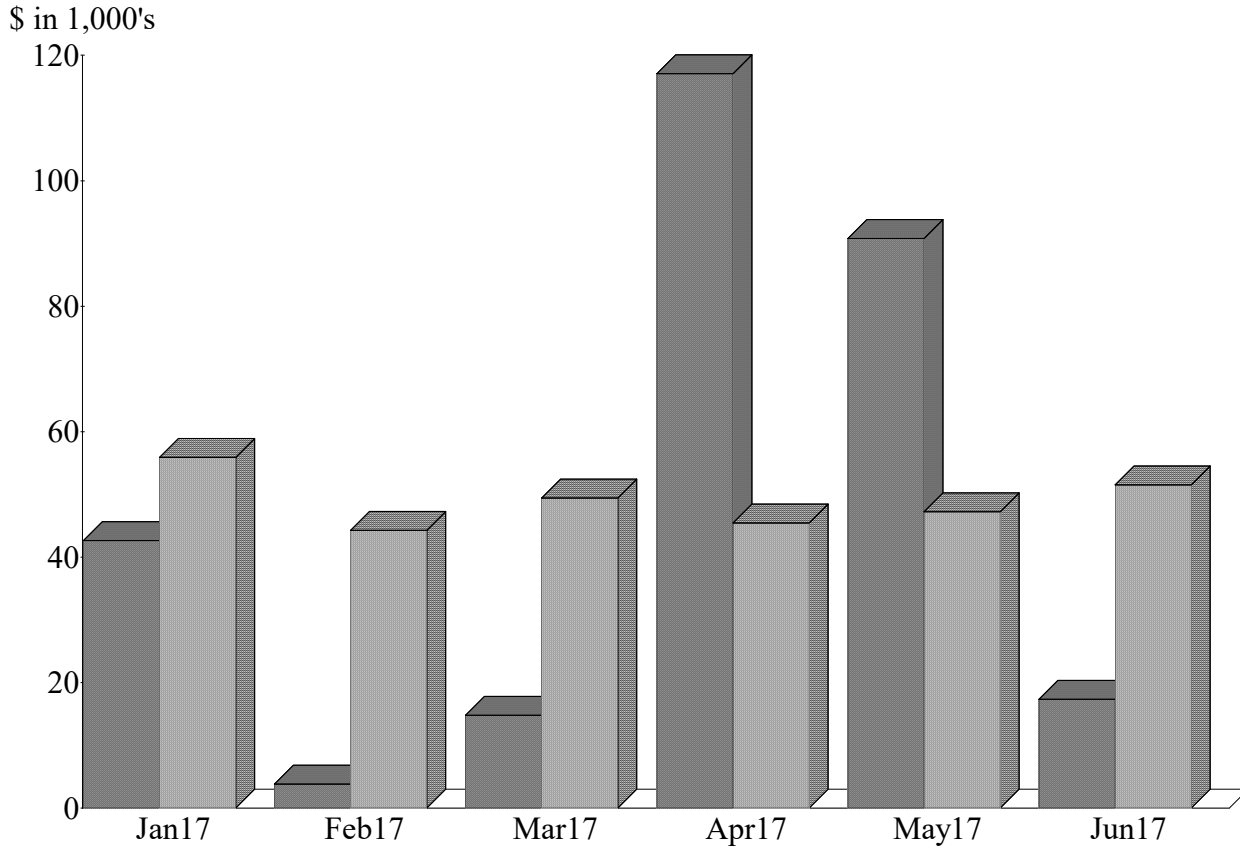
Payroll Expenses	80.86%
Rent	4.19
Travel	4.02
Telephone	2.26
Insurance	1.78
Office Supplies	1.43
Equipment Rental	1.00
Dues	0.96
Case Management	0.76
Postage and Delivery	0.73
Other	2.02
Total	\$293,903.70



By Account

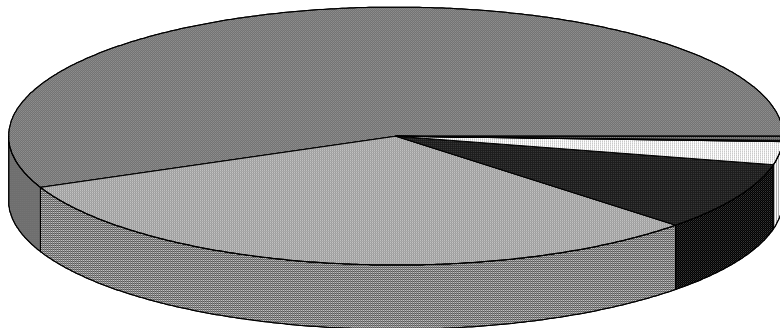
Income and Expense by Month
January through June 2017

Income
Expense



Income Summary
January through June 2017

Grants	56.54%
Program Income	31.41
Other Donations	8.62
Program Services	2.93
Interest Income	0.25
Miscellaneous Income	0.24
Total	\$286,529.42

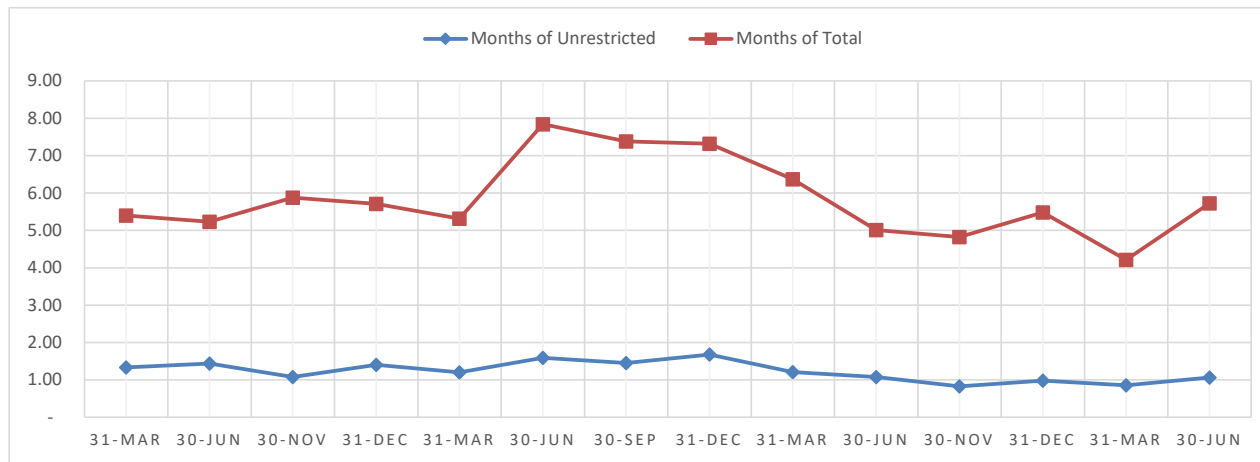


By Account

Months of Reserves 2014-2017

Restricted and Unrestricted

	2014				2015				2016				2017	
	31-Mar	30-Jun	30-Nov	31-Dec	31-Mar	30-Jun	30-Sep	31-Dec	31-Mar	30-Jun	30-Nov	31-Dec	31-Mar	30-Jun
Monthly Total Budget	47,409	47,409	47,409	47,409	47,409	47,409	49,458	49,458	56,807	56,807	56,807	56,807	53,141	53,141
Unrestricted Assets	63,348	68,183	51,012	66,389	56,935	75,220	71,899	82,925	68,665	61,201	46,944	55,565	45,384	56,524
Total Current Assets	256,039	248,017	278,423	270,772	251,850	371,785	365,221	361,976	361,976	284,755	274,084	311,418	223,867	304,026
Percent Unrestricted	24.74%	27.49%	18.32%	24.52%	22.61%	20.23%	19.69%	22.91%	18.97%	21.49%	17.13%	17.84%	20.27%	18.59%
Months of Unrestricted	1.34	1.44	1.08	1.40	1.20	1.59	1.45	1.68	1.21	1.08	0.83	0.98	0.85	1.06
Months of Total	5.40	5.23	5.87	5.71	5.31	7.84	7.38	7.32	6.37	5.01	4.82	5.48	4.21	5.72



KEJC Recent Fundraising Effort

2016

2016 Source	For	Status	Requested	Awarded	% Awarded
Foundation for a Healthy Kentucky Boots	Health Outreach	Awarded	50,000	50,000	100%
Public Welfare Foundation	Employment	Awarded	80,000	80,000	100%
Kentucky Bar Foundation	Immigration	Awarded	10,200	10,000	98%
Kentucky Gives Day	General Support	Completed	2,500	3,038	122%
Catholic Diocese of Lexington	Immigration	Awarded	8,500	1,000	12%
Foundation for a Healthy Kentucky Fellow	Health Advocacy	Awarded	45,000	45,000	100%
Interact for Health Fellow	Health Advocacy	Awarded	45,000	45,000	100%
Interact for Health Communications	Health Communications	Awarded	20,000	20,000	100%
Foundation Healthy KY Rapid Response	Health Communications	Awarded	10,000	10,000	100%
United Way of the Bluegrass (renewal)	Immigration	Renewed	16,200	16,200	100%
Blue Grass Community Foundation	Immigration	Renewed	12,000	12,000	100%
AILA Midsouth	Immigration	Awarded	6,369	2,000	31%
Lexington ESR	Health Outreach	Denied	37,732	-	0%
Good Giving Challenge 2016	General Support	Completed	18,000	19,186	107%
Holiday Letter and Seasonal Donations	As Designated	Completed	10,000	25,919	259%
Fayette County Bar Foundation	Immigration	Pending	6,900	5,000	72%
Subtotal 2016			\$378,401	\$344,344	91%
Total 2011-16			\$2,456,274	\$1,907,521	78%

KEJC Recent Fundraising Effort

2017

2017 Source	For	Status	Requested	Awarded	% Awarded
AILA Midsouth	Immigration	Pending	5,816	-	0%
Catholic Diocese of Lexington	Immigration	Pending	11,200	-	0%
Foundation for a Healthy Kentucky Boots	Health Outreach	Awarded	50,000	50,000	100%
Interact for Health Fellow	Health Advocacy	Awarded	45,000	65,000	144%
Kentucky Bar Foundation	Immigration	Awarded	28,480	11,000	39%
Kentucky Gives Day	Immigration	Completed	3,000	3,440	115%
United Way of the Bluegrass	Immigration	Pending	36,384	16,200	45%
VOCA *	Immigration	Pending	202,173	-	0%
Subtotal 2017			\$382,053	\$145,640	38%

* If VOCA is factored out % awarded is 81%

Coming Up

2017 Source	For	Status	Requested	Awarded	% Awarded
Public Welfare Foundation (renewal)	Workers' Rights	Planned	80,000	-	0%
Blue Grass Community Foundation	Immigration	Planned	12,000	-	0%
Subtotal 2017			\$92,000	\$0	0%