



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

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## Memorandum

**DATE:** October 2, 2017  
**TO:** Kentucky Equal Justice Center Board  
**FROM:** Rich Seckel, Director  
**RE:** Financial report through September 30

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The following financial reports are attached:

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

**Profit and Loss through September 30:** shows a gain of \$41,813 compared to the expected loss of \$18,068—a positive variance of \$59,881.

**Balance Sheet as of September 30:** shows Total Current Assets of \$341,756, up from \$304,026 on June 30 and up 9.9% percent from \$310,942 on September 30, 2016.

**Income and Expense Charts:** 80.1% of spending was payroll. 62.9% of income was from grants.

### Carryover Prediction

<b>Total Current Assets December 31, 2016</b>		\$311,418
Budgeted Profit & Loss for the Year	-	\$ 16,273
NHeLP Health Defense Grant		\$ 40,000
<b>Projected Balance December 31, 2017</b>		<b>\$335,145</b>

### Unrestricted Funds

<b>Audited</b>	<b>12/31/12</b>	<b>\$24,254</b>
Audited	12/31/13	\$66,405
Audited	12/31/14	\$87,994
<b>Audited</b>	<b>12/31/15</b>	<b>\$93,513</b>
Estimated	12/31/16	\$55,565
Estimated	3/31/17	\$45,384
Estimated	6/30/17	\$56,534
Estimated	9/30/17	\$41,437

## KEJC Unrestricted Funds Balance

September 30, 2017

	<b>Balance</b>
<b>Total Current Assets</b>	<b>341,756.26</b>

### Restricted Funds

AILA Midsouth	981.62
BGCF Citizenship	11,980.70
BGCF Capacity	202.12
Catholic Diocese of Lexington	1,114.29
CLINIC Fellowship	0.00
Fayette County Bar Foundation	1,101.17
Foundation for a Healthy KY Boots	20,860.46
Health Law Fellowship	32,803.20
Health Law Match Challenge	20,881.59
Health Gains Communications	14,547.55
KCEP New Venture	7,681.92
Kentucky Bar Foundation	8,057.03
LIN CCC	9,310.34
Mason Fund	52,088.52
NHeLP Health Defense	40,000.00
Public Welfare Foundation	70,068.88
United Way of the Bluegrass	12,015.65

<b>Total Restricted</b>	<b>303,695.04</b>
<b>Subtotal Unrestricted</b>	<b>38,061.22</b>

### Obligated Funds

Client Trust	5,911.00
Undistributed Attorneys Fees	3,991.00
<b>Client Funds</b>	<b>1,920.00</b>

<b>Total Unrestricted</b>	<b>42,052.22</b>
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**Kentucky Equal Justice Center**  
**Profit & Loss Budget Overview**  
 January through December 2017

	<b>Jan - Dec 17</b>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Grants	335,800.00
Miscellaneous Income	25,000.00
Other Donations	42,000.00
Program Income	180,000.00
Program Services	37,840.00
<b>Total Income</b>	620,640.00
<b>Expense</b>	
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
<b>Total Expense</b>	637,692.91
<b>Net Ordinary Income</b>	-17,052.91
<b>Other Income/Expense</b>	
<b>Other Income</b>	
Interest Income	780.00
<b>Total Other Income</b>	780.00
<b>Net Other Income</b>	780.00
<b>Net Income</b>	<b>-16,272.91</b>

**Kentucky Equal Justice Center**  
**Profit & Loss**  
January through September 2017

	<u>Jan - Sep 17</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Grants	312,450.00
Miscellaneous Income	698.50
Other Donations	23,079.96
Program Income	135,000.00
Program Services	25,311.67
<b>Total Income</b>	<u>496,540.13</u>
<b>Expense</b>	
Case Management	2,225.00
Consultants	8,750.00
Contract Labor	4,500.00
Dues	3,204.84
Equipment Rental	4,449.54
Insurance	5,364.73
Library	1,873.26
Litigation expense	3,624.92
Miscellaneous	1,076.95
Office Supplies	6,692.07
Payroll Expenses	364,238.06
Postage and Delivery	2,651.73
Printing and Reproduction	821.28
Rent	17,934.68
Repairs	418.75
Task Forces and Meetings	778.59
Telephone	11,313.65
Travel	14,963.27
<b>Total Expense</b>	<u>454,881.32</u>
<b>Net Ordinary Income</b>	41,658.81
<b>Other Income/Expense</b>	
<b>Other Income</b>	
Interest Income	154.43
<b>Total Other Income</b>	<u>154.43</u>
<b>Net Other Income</b>	154.43
<b>Net Income</b>	<u><u>41,813.24</u></u>

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

	<u>Jan - Sep 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Grants</b>				
Blue Grass Community Foundation	13,200.00	12,000.00	1,200.00	110.0%
Catholic Diocese of Lexington	1,750.00	1,450.00	300.00	120.69%
Fayette County Bar Foundation	0.00	0.00	0.00	0.0%
FHKY RHP Boots	50,000.00	50,000.00	0.00	100.0%
Health Gains Communications	20,000.00	10,000.00	10,000.00	200.0%
HFGC Health Law Fellowship	45,000.00	45,000.00	0.00	100.0%
KCEP New Venture	17,500.00			
Kentucky Bar Foundation	11,000.00	8,000.00	3,000.00	137.5%
LIN CCC	16,000.00			
Louisville Bar Foundation	0.00	0.00	0.00	0.0%
NHeLP Health Law Defense	40,000.00			
Public Welfare Foundation	80,000.00	80,000.00	0.00	100.0%
Restricted	0.00	27,000.00	-27,000.00	0.0%
United Way of the Bluegrass	16,000.00	18,000.00	-2,000.00	88.89%
Unrestricted	2,000.00	1,350.00	650.00	148.15%
<b>Total Grants</b>	<u>312,450.00</u>	<u>252,800.00</u>	<u>59,650.00</u>	<u>123.6%</u>
Miscellaneous Income	698.50	25,000.00	-24,301.50	2.79%
Other Donations	23,079.96	9,100.00	13,979.96	253.63%
Program Income	135,000.00	135,000.00	0.00	100.0%
Program Services	25,311.67	28,380.01	-3,068.34	89.19%
<b>Total Income</b>	<u>496,540.13</u>	<u>450,280.01</u>	<u>46,260.12</u>	<u>110.27%</u>
<b>Expense</b>				
Audit	0.00	0.00	0.00	0.0%
Capital Additions	0.00	2,250.00	-2,250.00	0.0%
Case Management	2,225.00	2,720.00	-495.00	81.8%
Consultants	8,750.00	10,207.50	-1,457.50	85.72%
Contract Labor	4,500.00	2,250.00	2,250.00	200.0%
Dues	3,204.84	3,690.00	-485.16	86.85%
Equipment Rental	4,449.54	4,959.42	-509.88	89.72%
Insurance	5,364.73	4,000.00	1,364.73	134.12%
Library	1,873.26	1,575.00	298.26	118.94%
Litigation expense	3,624.92	2,160.00	1,464.92	167.82%
Miscellaneous	1,076.95	1,080.00	-3.05	99.72%
Office Supplies	6,692.07	5,490.00	1,202.07	121.9%
Payroll Expenses	364,238.06	375,030.72	-10,792.66	97.12%
Postage and Delivery	2,651.73	2,857.50	-205.77	92.8%
Printing and Reproduction	821.28	3,465.00	-2,643.72	23.7%
Professional Fees	0.00	225.00	-225.00	0.0%
Rent	17,934.68	17,550.00	384.68	102.19%
Repairs	418.75	630.00	-211.25	66.47%
Task Forces and Meetings	778.59	2,385.00	-1,606.41	32.65%
Telephone	11,313.65	9,757.50	1,556.15	115.95%
Travel	14,963.27	16,650.00	-1,686.73	89.87%
<b>Total Expense</b>	<u>454,881.32</u>	<u>468,932.64</u>	<u>-14,051.32</u>	<u>97.0%</u>
<b>Net Ordinary Income</b>	<u>41,658.81</u>	<u>-18,652.63</u>	<u>60,311.44</u>	<u>-223.34%</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Interest Income	154.43	585.00	-430.57	26.4%
<b>Total Other Income</b>	<u>154.43</u>	<u>585.00</u>	<u>-430.57</u>	<u>26.4%</u>
<b>Net Other Income</b>	<u>154.43</u>	<u>585.00</u>	<u>-430.57</u>	<u>26.4%</u>
<b>Net Income</b>	<u><u>41,813.24</u></u>	<u><u>-18,067.63</u></u>	<u><u>59,880.87</u></u>	<u><u>-231.43%</u></u>

## Kentucky Equal Justice Center

## Balance Sheet

As of September 30, 2017

Sep 30, 17

**ASSETS****Current Assets****Checking/Savings**

Chase Checking

94,685.99

Chase IOLTA

3,620.00

Chase Savings

119,948.24

Vanguard Brokerage

52,088.52

**Total Checking/Savings**

270,342.75

**Accounts Receivable**

Accounts Receivable

71,413.51

**Total Accounts Receivable**

71,413.51

**Total Current Assets**

341,756.26

**Other Assets**

Accumulated Depreciation - Comp

-44,719.97

Computer and Phone Equipment

55,396.80

Rental Deposit

715.00

**Total Other Assets**

11,391.83

**TOTAL ASSETS****353,148.09****LIABILITIES & EQUITY****Liabilities****Current Liabilities****Other Current Liabilities**

Client Trust Funds

5,911.00

Direct Deposit Liabilities

-220.36

Payroll Liabilities

-84.20

**Total Other Current Liabilities**

5,606.44

**Total Current Liabilities**

5,606.44

**Long Term Liabilities**

Accrued leave

25,841.99

**Total Long Term Liabilities**

25,841.99

**Total Liabilities**

31,448.43

**Equity**

Opening Bal Equity

52,900.79

Retained Earnings

-26,871.12

Temporarily Restricted Net Asse

253,856.75

Net Income

41,813.24

**Total Equity**

321,699.66

**TOTAL LIABILITIES & EQUITY****353,148.09**

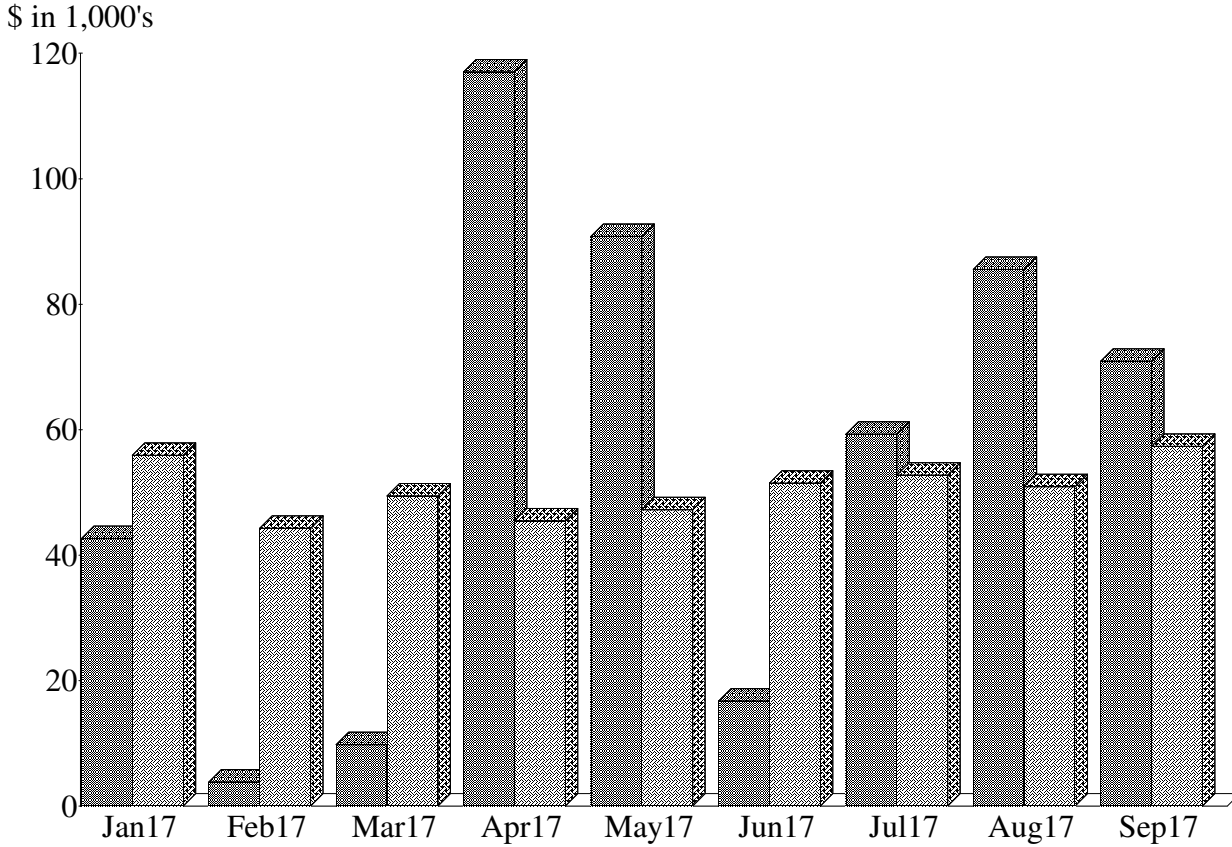
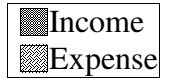
**Kentucky Equal Justice Center**  
**Balance Sheet Prev Year Comparison**  
**As of September 30, 2017**

10/01/17

Accrual Basis

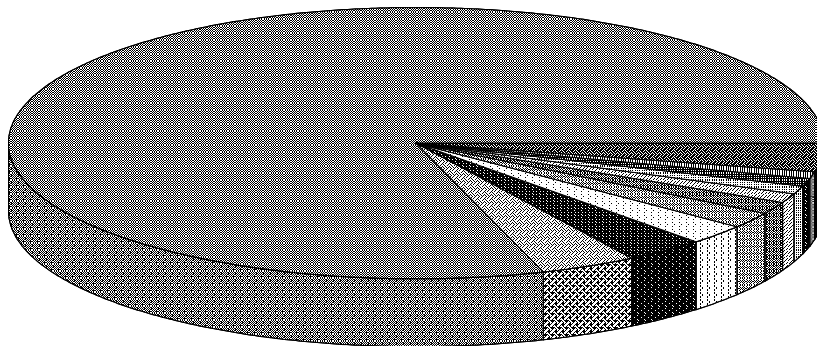
	Sep 30, 17	Sep 30, 16	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
Chase Checking	94,685.99	116,341.46	-21,655.47	-18.6%
Chase IOLTA	3,620.00	3,620.00	0.00	0.0%
Chase Savings	119,948.24	141,854.30	-21,906.06	-15.4%
Vanguard Brokerage	52,088.52	0.00	52,088.52	100.0%
<b>Total Checking/Savings</b>	<b>270,342.75</b>	<b>261,815.76</b>	<b>8,526.99</b>	<b>3.3%</b>
<b>Accounts Receivable</b>				
Accounts Receivable	71,413.51	36,480.00	34,933.51	95.8%
<b>Total Accounts Receivable</b>	<b>71,413.51</b>	<b>36,480.00</b>	<b>34,933.51</b>	<b>95.8%</b>
<b>Other Current Assets</b>				
Undeposited Funds	0.00	12,646.00	-12,646.00	-100.0%
<b>Total Other Current Assets</b>	<b>0.00</b>	<b>12,646.00</b>	<b>-12,646.00</b>	<b>-100.0%</b>
<b>Total Current Assets</b>	<b>341,756.26</b>	<b>310,941.76</b>	<b>30,814.50</b>	<b>9.9%</b>
<b>Other Assets</b>				
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%
Rental Deposit	715.00	715.00	0.00	0.0%
<b>Total Other Assets</b>	<b>11,391.83</b>	<b>18,942.07</b>	<b>-7,550.24</b>	<b>-39.9%</b>
<b>TOTAL ASSETS</b>	<b>353,148.09</b>	<b>329,883.83</b>	<b>23,264.26</b>	<b>7.1%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
Accounts Payable	-1,295.68	161.12	-1,456.80	-904.2%
<b>Total Accounts Payable</b>	<b>-1,295.68</b>	<b>161.12</b>	<b>-1,456.80</b>	<b>-904.2%</b>
<b>Other Current Liabilities</b>				
Client Trust Funds	5,911.00	5,911.00	0.00	0.0%
Direct Deposit Liabilities	-220.36	172.97	-393.33	-227.4%
Payroll Liabilities	-84.20	7,092.00	-7,176.20	-101.2%
<b>Total Other Current Liabilities</b>	<b>5,606.44</b>	<b>13,175.97</b>	<b>-7,569.53</b>	<b>-57.5%</b>
<b>Total Current Liabilities</b>	<b>4,310.76</b>	<b>13,337.09</b>	<b>-9,026.33</b>	<b>-67.7%</b>
<b>Long Term Liabilities</b>				
Accrued leave	25,841.99	26,584.33	-742.34	-2.8%
<b>Total Long Term Liabilities</b>	<b>25,841.99</b>	<b>26,584.33</b>	<b>-742.34</b>	<b>-2.8%</b>
<b>Total Liabilities</b>	<b>30,152.75</b>	<b>39,921.42</b>	<b>-9,768.67</b>	<b>-24.5%</b>
<b>Equity</b>				
Opening Bal Equity	52,900.79	52,900.79	0.00	0.0%
Retained Earnings	-26,871.12	40,612.00	-67,483.12	-166.2%
Temporarily Restricted Net Asse	253,856.75	253,856.75	0.00	0.0%
Net Income	43,108.92	-57,407.13	100,516.05	175.1%
<b>Total Equity</b>	<b>322,995.34</b>	<b>289,962.41</b>	<b>33,032.93</b>	<b>11.4%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>353,148.09</b>	<b>329,883.83</b>	<b>23,264.26</b>	<b>7.1%</b>

Income and Expense by Month  
January through September 2017



Expense Summary  
January through September 2017

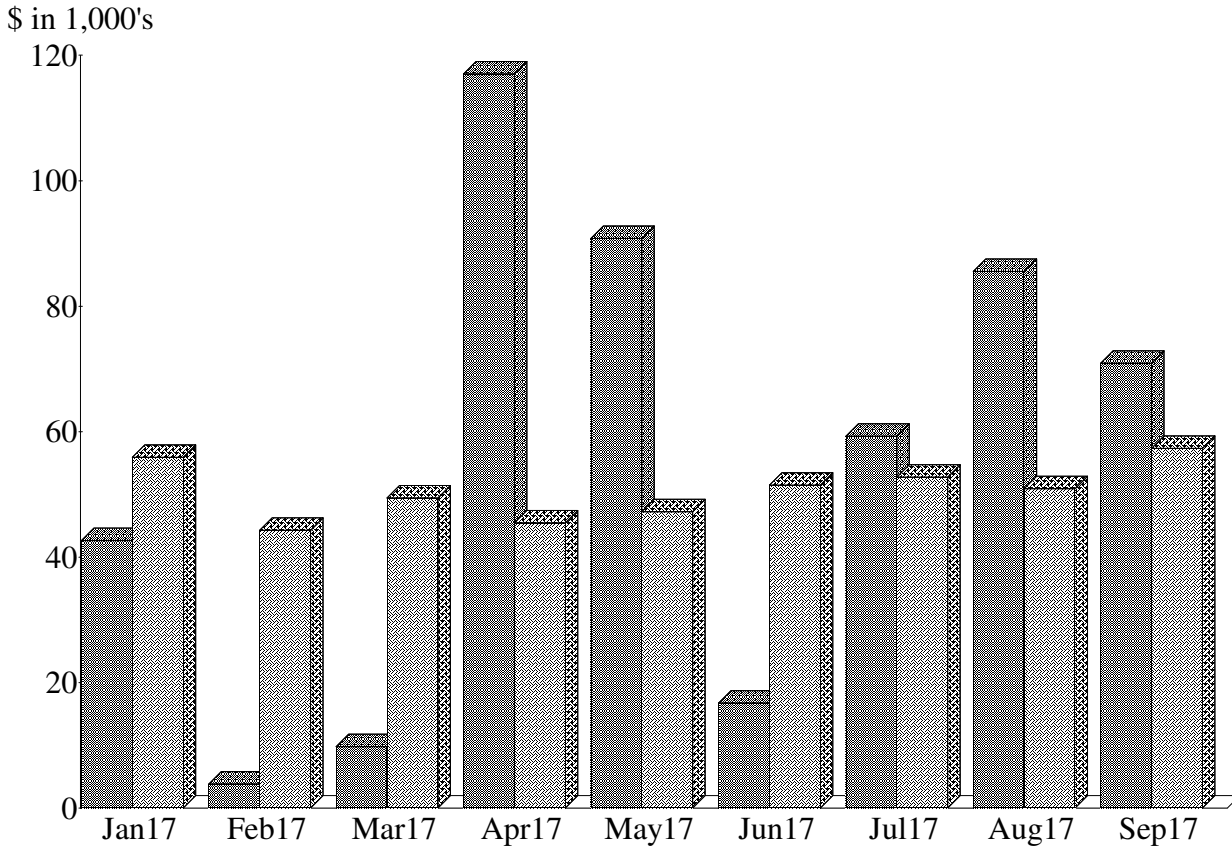
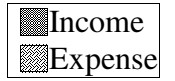
Payroll Expenses	80.07%
Rent	3.94
Travel	3.29
Telephone	2.49
Consultants	1.92
Office Supplies	1.47
Insurance	1.18
Contract Labor	0.99
Equipment Rental	0.98
Litigation expense	0.80
Other	2.87
<b>Total</b>	<b>\$454,881.32</b>



By Account

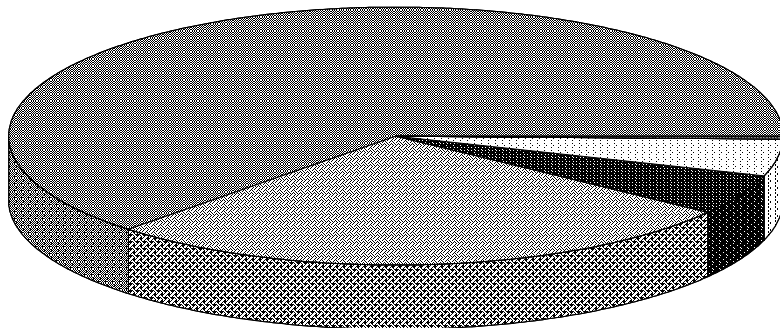


Income and Expense by Month  
January through September 2017



Income Summary  
January through September 2017

Grants	62.91%
Program Income	27.18
Program Services	5.10
Other Donations	4.65
Miscellaneous Income	0.14
Interest Income	0.03
<b>Total</b>	<b>\$496,694.56</b>

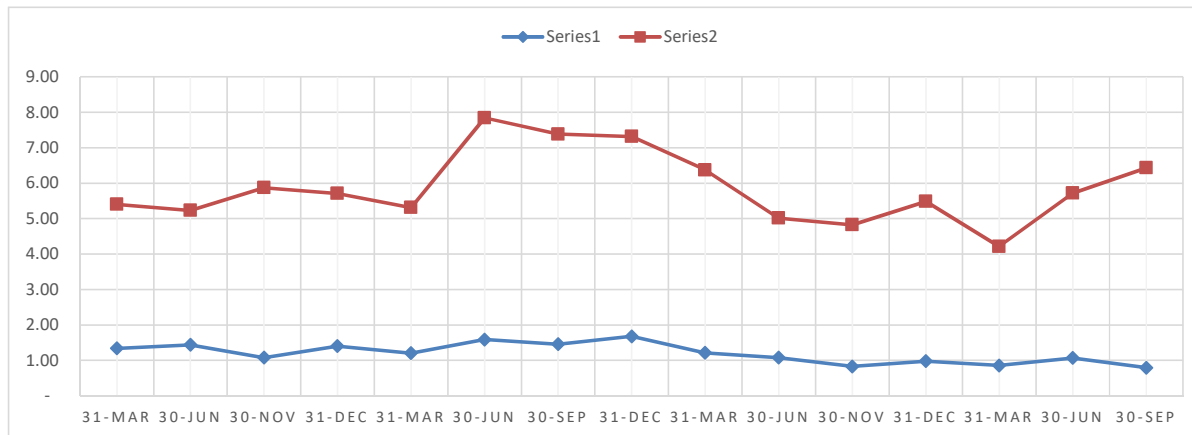


By Account

**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	30-Sep
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	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	42,052
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	341,756
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%	12.30%
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	0.79
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	6.43



## 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%
<b>Subtotal 2016</b>			<b>\$378,401</b>	<b>\$344,344</b>	<b>91%</b>
<b>Total 2011-16</b>			<b>\$2,456,274</b>	<b>\$1,907,521</b>	<b>78%</b>

## KEJC Recent Fundraising Effort

2017

2017 Source	For	Status	Requested	Awarded	% Awarded
AILA Midsouth	Immigration	Pending	5,816	-	0%
Blue Grass Community Foundation	Immigration	Awarded	12,000	13,200	110%
Catholic Diocese of Lexington	Immigration	Pending	11,200	5,000	45%
Fayette County Bar Foundation	Immigration	Pending	7,944	-	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%
Legal Impact Network CCC	Safety Net Advocacy	Awarded	-	16,000	
KCEP New Venture	Safety Net Advocacy	Awarded	-	17,500	
Kentucky Bar Foundation	Immigration	Awarded	28,480	11,000	39%
Kentucky Gives Day	Immigration	Completed	3,000	3,440	115%
NHeLP Health Care Defense	Health Advocacy	Awarded	-	40,000	
United Way of the Bluegrass	Immigration	Pending	36,384	16,000	44%
VOCA *	Immigration	Pending	202,173	-	0%
<b>Subtotal 2017</b>			<b>\$401,997</b>	<b>\$237,140</b>	<b>59%</b>

\* If VOCA is factored out % awarded is 81%

### Coming Up

2017 Source	For	Status	Requested	Awarded	% Awarded
Good Giving Challenge	General Support	Planned	20,000	-	0%
Holiday Letter	General Support	Planned	16,000	-	0%
<b>Subtotal 2017</b>			<b>\$36,000</b>	<b>\$0</b>	<b>0%</b>

My accounts

## Balances and holdings

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Current balances Balances over time Balances compared to year-end Balances by date

Text size: [A](#) [A](#) [A](#)

**\$53,611.29 Total assets**

Data as of 9/29/2017 5:15 p.m.

<b>DJIA</b>	22,405.09	23.89	0.11%	<b>Nasdaq</b>	6,495.96	42.51	0.66%
<b>S&amp;P 500</b>	2,519.36	9.30	0.37%	<b>10-year T-note</b>	2.33%	0.02	0.74%

Office of Kentucky Legal Services Programs Inc dba Kentucky Equal Justice Center—Brokerage Account—85696635

**\$53,611.29**

\* [Registration details](#)

[Discounted trades available](#)  
[Account balance detail](#)

[Buy and sell](#) [Order status](#) [Transaction history](#) [Cost basis](#) [More account information](#)

**Available balance: \$1,160.54**

		Transfer money	
Vanguard Federal Money Market Fund (Settlement fund)	\$1,160.54	<b>Funds available to trade</b>	\$1,160.54
Total credits and debits	\$0.00	<b>Funds available to withdraw</b>	\$1,160.54
<b>Available balance</b>	<b>\$1,160.54</b>		

Symbol	Name	Expense ratio	Quantity	Price as of 09/29/2017	Change	Current balance			
Mutual funds									
VFIAX	Vanguard 500 Index Fund Admiral Class	0.04%	57.731	\$232.57	\$0.86 0.37%	\$13,426.50	Buy	Sell	Exchange
VBIAX	Vanguard Balanced Index Fund Admiral Shares	0.07%	760.947	\$33.58	\$0.07 0.21%	\$25,552.60	Buy	Sell	Exchange
VFTSX	Vanguard FTSE Social Index Fund Investor Shares	0.22%	819.942	\$16.43	\$0.07 0.43%	\$13,471.65	Buy	Sell	Exchange
<b>Total</b>						<b>\$53,611.29</b>			

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