



Management Report

Kentucky Equal Justice Center
June 2023

Basis of Preparation

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Executive Summary

Statement of Financial Position

This statement is often referred to as the *Balance Sheet*, and it is designed to represent an organization's total assets available to meet its obligations (liabilities) as of a specific point in time. The difference between total assets and total liabilities is referred to as *Net Assets*, or *Equity*.

- During the month of June 2023, cash increased by \$87,422, leaving an ending cash balance of \$227,364.
- Accounts receivable is \$657,347 as of June 2023.
- The fixed assets balance of \$5,415 is current as of June 2023. Depreciation is recorded on a monthly basis over the course of the assets' useful life.
- Accounts payable is \$449,818 as of June 2023.

Statement of Activities

This statement is often referred to as the *Income Statement* or *Profit and Loss*, and it is designed to represent an organization's accrual-basis revenue and expenses over the course of a specified period. The difference between total revenue and total expenses is referred to as *Net Income*, or *Earnings*.

- Total operating revenue for the month of June 2023 was \$136,809, compared with \$512,284 in May 2023. This flux is mostly due to an decrease in grant revenue during June.
- Year-to-date operating revenue is \$1,397,053, representing 45% of the annual budget of \$3,080,112. During the same period in the prior year, year-to-date operating revenue was \$644,164.
- Total operating expenses for the month of June 2023 were \$121,776, compared with \$229,357 in May 2023. This decrease is mostly due to less consultant fees during June.
- Year-to-date operating expenses are \$1,226,972, representing 38% of the annual budget of \$3,256,333. During the same period in the prior year, year-to-date operating expenses were \$556,045.
- After accounting for non-operating activity, the organization has recognized net income of \$24,194 for the month of June 2023, and year-to-date net income of \$205,024.

Statement of Financial Position

BALANCE SHEET (\$)	Jun 2023	May 2023
ASSETS		
Cash & Equivalents		
Chase Checking	158,185	70,764
Chase IOLTA	3,903	3,903
Chase Savings	65,277	65,275
Total Cash & Equivalents	227,364	139,943
Accounts Receivable		
Accounts Receivable	657,347	724,545
Other Current Assets		
Prepaid Expenses	10,076	11,388
Vanguard Brokerage	157,751	148,590
Total Other Current Assets	167,827	159,978
Total Current Assets	1,052,538	1,024,466
Fixed Assets		
Accumulated Depreciation - Comp	(59,249)	(59,073)
Computer and Phone Equipment	64,664	64,664
Total Fixed Assets	5,415	5,591
Total Non-Current Assets	5,415	5,591
Total Assets	1,057,953	1,030,057
LIABILITIES		
Accounts Payable		
Accounts Payable	449,818	448,163
Other Current Liabilities		
CERS Employer Contribution	18,233	16,560
Client Trust Funds	5,911	5,911
Payroll Liabilities	5,916	5,541
LAB Deferred Revenue	12,371	12,371
Total Other Current Liabilities	42,431	40,383
Total Current Liabilities	492,248	488,546
Other Non-Current Liabilities		
Accrued leave	35,467	35,467
Total Non-Current Liabilities	35,467	35,467
Total Liabilities	527,716	524,014
EQUITY		
Retained Earnings		
Unrestricted Net Assets	(21,776)	97,820
Temporarily Restricted Net Asse	346,989	227,393
Total Retained Earnings	325,213	325,213
Current Earnings		
Net Revenue	205,024	180,831
Total Equity	530,237	506,044
Total Liabilities & Equity	1,057,953	1,030,057

Statement of Activities

PROFIT & LOSS (\$)	Jun 2023	2023 (YTD)	YTD last year
Revenue			
Contributions Revenue			
Contributions - Unrestricted			
Contributions - Unrestricted	153	14,021	72,189
Grants			
Blue Grass Community Foundation	0	1,250	0
Catholic Diocese of Lexington	3,125	6,250	4,500
Community Farm Alliance EFA	0	0	15,000
Families and Workers Fund UI	0	0	100,000
Fayette County Bar Foundation	0	0	5,000
FHKY RHP Boots	0	0	50,000
HFGC Health Law Fellowship	0	0	45,000
KCET	0	22,972	0
Kentucky Bar Foundation	0	10,000	11,000
KHC Housing Stability	0	856,411	0
LABG Housing	0	16,734	32,724
MAZON Food Justice	125,000	125,000	70,000
MAZON Rapid Response	0	0	10,000
NLIHC OSAH	0	0	50,000
Other Grants - Restricted	0	1,000	0
Other Grants - Unrestricted	0	3,000	1,457
VOCA Justice Cabinet	8,531	72,082	82,581
Total Grants	136,656	1,114,699	477,262
In-kind Contributions	0	500	0
Total Contributions Revenue	136,809	1,129,220	549,452
Program Revenue			
Attorneys Fees	0	0	1,000
Client Fees	0	1,825	3,712
Other Program Revenue			
Other Program Revenue	0	1,009	0
Services	0	75,000	0
State Support Services			
State Support Services	0	180,000	90,000
Total Program Revenue	0	257,834	94,712
Humana	0	10,000	0
Total Revenue	136,809	1,397,053	644,164
Expenses			
Facilities & Equipment			
Depreciation Expense	176	1,287	0
Equipment Rental	99	3,074	1,552
Rent	1,800	15,700	15,000
Total Facilities & Equipment	2,075	20,062	16,552
General Expenses			
Bank Service Charges	0	0	150
Dues	0	1,978	2,974
Insurance - Liability and Property	149	632	1,768
Insurance - Malpractice	486	1,944	5,388
Miscellaneous			
Miscellaneous	0	3,463	(2,181)
Office Supplies	0	234	0
Office Supplies - Computer	593	2,823	2,130
Office Supplies - General Supplies	913	4,905	3,924
Postage and Delivery - General	450	2,244	1,583
Postage and Delivery - Other Delivery	0	38	275
Printing and Reproduction - General			

	Jun 2023	2023 (YTD)	YTD last year
Printing and Reproduction - General	27	622	2,025
Printing and Reproduction - Outside Copyi...	0	21	0
Telecommunications			
Conference Calls	72	1,382	0
CRM Data Management	175	195	0
Internet / Email	232	1,766	1,488
Telecommunications	1,341	7,793	6,355
Total Telecommunications	1,820	11,136	7,843
Travel - Conference	650	13,285	6,204
Travel - Local	2,796	8,662	1,404
Total General Expenses	7,885	51,987	33,486
Personnel & Payroll			
CERS Employer	18,233	98,293	75,949
Dental Insurance	1,158	6,110	4,190
Health Insurance	9,958	57,168	37,672
KY Unemployment Company	0	0	2,202
Life and Disability	1,003	5,082	4,237
Medicare Company	0	0	4,667
Payroll Service Fees	0	523	0
Salaries	69,297	387,484	323,959
Social Security Company	0	0	19,958
Workers Comp	86	259	1,134
Total Personnel & Payroll	99,735	554,919	473,968
Professional & Contract Services			
Accounting Services	3,775	22,650	0
Consulting Services	0	22,317	0
Total Professional & Contract Services	3,775	44,967	0
Program Expenses			
Case Management	280	840	5,420
Consultants	2,050	516,162	18,000
Contract Labor			
Contract Labor	563	2,313	1,750
Library - Publications	0	0	1,088
Library - Subscriptions	0	499	0
Litigation expense	126	2,758	5,781
Task Forces and Meetings			
Task Forces and Meetings	107	2,758	0
Total Program Expenses	3,126	525,330	32,039
ER Taxes	5,171	29,698	0
QuickBooks Payments Fees	10	10	0
Total Expenses	121,776	1,226,972	556,045
Operating Profit	15,032	170,081	88,119
Other Income			
Dividend Revenue	458	1,286	0
Interest Income	1	8	12
Other Income (deleted)			
Other Income (deleted)	0	0	(31,354)
Realized Gain/Loss on Investments	0	127	0
Unrealized Gain/Loss on Investments	8,703	33,522	0
Earnings Before Interest & Tax	24,194	205,024	56,776
Net Income	24,194	205,024	56,776

Budget Summary

PROFIT & LOSS (\$)	2023 (YTD)	Budget (full FY)	This year vs budget (\$)	This year vs budget (%)
Revenue				
Contributions Revenue				
Contributions - Restricted	0	57,000	(57,000)	-100.00%
Contributions - Unrestricted	14,021	108,000	(93,979)	-87.02%
Grants	1,114,699	2,645,712	(1,531,013)	-57.87%
In-kind Contributions	500	20,400	(19,900)	-97.55%
Miscellaneous Revenue	0	12,000	(12,000)	-100.00%
Total Contributions Revenue	1,129,220	2,843,112	(1,713,892)	-60.28%
Program Revenue				
Attorneys Fees	0	45,000	(45,000)	-100.00%
Client Fees	1,825	12,000	(10,175)	-84.79%
Other Program Revenue	1,009	0	1,009	-
Services	75,000	0	75,000	-
State Support Services	180,000	0	180,000	-
Total Program Revenue	257,834	57,000	200,834	352.34%
Contributions Revenue	0	180,000	(180,000)	-100.00%
Humana	10,000	0	10,000	-
Total Revenue	1,397,053	3,080,112	(1,683,059)	-54.64%
Expenses				
Facilities & Equipment				
Depreciation Expense	1,287	4,600	(3,313)	-72.02%
Equipment Rental	3,074	5,328	(2,254)	-42.30%
Rent	15,700	42,000	(26,300)	-62.62%
Repairs	0	720	(720)	-100.00%
Total Facilities & Equipment	20,062	52,648	(32,586)	-61.89%
General Expenses				
Dues	1,978	5,580	(3,602)	-64.55%
Insurance - Liability and Property	632	7,260	(6,628)	-91.30%
Insurance - Malpractice	1,944	0	1,944	-
Miscellaneous	3,463	1,680	1,783	106.13%
Office Supplies	234	10,080	(9,846)	-97.68%
Office Supplies - Computer	2,823	0	2,823	-
Office Supplies - General Supplies	4,905	0	4,905	-
Postage and Delivery - General	2,244	4,440	(2,196)	-49.46%
Postage and Delivery - Other Delivery	38	0	38	-
Printing and Reproduction - General	622	7,656	(7,034)	-91.88%
Printing and Reproduction - Outside Copyi...	21	0	21	-
Telecommunications	11,136	35,280	(24,144)	-68.44%
Travel - Conference	13,285	27,644	(14,359)	-51.94%
Travel - Local	8,662	0	8,662	-
Total General Expenses	51,987	99,620	(47,633)	-47.81%
Personnel & Payroll				
CERS Employer	98,293	215,682	(117,389)	-54.43%
Dental Insurance	6,110	11,697	(5,587)	-47.76%
Health Insurance	57,168	161,675	(104,507)	-64.64%
KY Unemployment Company	0	2,387	(2,387)	-100.00%
Life and Disability	5,082	11,774	(6,693)	-56.84%
Medicare Company	0	68,653	(68,653)	-100.00%
Payroll Service Fees	523	0	523	-
Salaries	387,484	888,783	(501,299)	-56.40%
Workers Comp	259	1,705	(1,447)	-84.84%
Total Personnel & Payroll	554,919	1,362,357	(807,438)	-59.27%
Professional & Contract Services				
Accounting Services	22,650	45,300	(22,650)	-50.00%
Audit Services	0	4,920	(4,920)	-100.00%
Consulting Services	22,317	0	22,317	-

	2023 (YTD)	Budget (full FY)	This year vs budget (\$)	This year vs budget (%)
Total Professional & Contract Services	44,967	50,220	(5,253)	-10.46%
Program Expenses				
Case Management	840	8,252	(7,412)	-89.82%
Consultants	516,162	25,896	490,266	1,893.21%
Contract Labor	2,313	6,000	(3,688)	-61.46%
Library - Subscriptions	499	2,600	(2,101)	-80.81%
Litigation expense	2,758	4,920	(2,162)	-43.93%
Task Forces and Meetings	2,758	5,820	(3,062)	-52.61%
Total Program Expenses	525,330	53,488	471,842	882.15%
ER Taxes	29,698	0	29,698	-
Subgrants	0	1,638,000	(1,638,000)	-100.00%
QuickBooks Payments Fees	10	0	10	-
Total Expenses	1,226,972	3,256,333	(2,029,360)	-62.32%
Operating Profit	170,081	(176,221)	346,302	196.52%
Other Income				
Dividend Revenue	1,286	0	1,286	-
Interest Income	8	180	(172)	-95.53%
Realized Gain/Loss on Investments	127	0	127	-
Unrealized Gain/Loss on Investments	33,522	0	33,522	-
Earnings Before Interest & Tax	205,024	(176,041)	381,065	216.46%
Net Income	205,024	(176,041)	381,065	216.46%