



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

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Memorandum

DATE: July 8, 2018
TO: Kentucky Equal Justice Center Board
FROM: Rich Seckel, Director
RE: Financial Report through 2nd Quarter 2018

The following financial reports are attached:

Profit and Loss Budget Overview FY 2018: anticipates a gain of \$1,633.

Profit and Loss through June 30: shows a loss of \$19,653 compared to the expected loss of \$10,966—a negative variance of \$8,687.

Balance Sheet as of June 30: shows Total Current Assets of \$312,638, down slightly from \$313,143 on March 31 but up 8.76% percent from \$287,467 on June 30, 2017.

Income and Expense Charts: 80.8% of spending was payroll. 63.5% of income was from grants.

Carryover Prediction: As Per Budget

| | |
|---|------------------|
| Total Current Assets December 31, 2017 | \$333,733 |
| Budgeted Profit & Loss for the Year | \$ 1,633 |
| Projected Current Assets December 31, 2018 | \$335,366 |

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 |
| Audited | 12/31/16 | \$103,392 |
| Estimated | 6/30/17 | \$56,534 |
| Estimated | 12/31/17 | \$61,278 |
| Estimated | 3/31/18 | \$105,546 |
| Estimated | 6/30/18 | \$63,228 |

KEJC Unrestricted Funds Balance

June 30, 2018

| | Balance |
|-----------------------------|-------------------|
| Total Current Assets | 312,638.04 |

Restricted Funds

| | |
|-----------------------------------|-----------|
| AILA Midsouth | 269.09 |
| BGCF Citizenship | 0.00 |
| BGCF Capacity | 3,724.91 |
| Catholic Diocese of Lexington | 0.00 |
| Fayette County Bar Foundation | 38.58 |
| Foundation for a Healthy KY Boots | 39,679.62 |
| Health Law Fellowship | 54,092.27 |
| Health Law Match Challenge | 20,881.59 |
| Health Gains Communications | 38,355.33 |
| Kentucky Bar Foundation | 0.00 |
| LIN CCC | 12,623.63 |
| Mason Fund | 57,652.12 |
| NHeLP Health Defense | 10,084.16 |
| Public Welfare Foundation | 0.00 |
| Skadden Fellowship | 0.00 |
| United Way of the Bluegrass | 16,000.00 |

| | |
|------------------------------|-------------------|
| Total Restricted | 253,401.30 |
| Subtotal Unrestricted | 59,236.74 |

Obligated Funds

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

| | |
|---------------------------|------------------|
| Total Unrestricted | 63,227.74 |
|---------------------------|------------------|

Kentucky Equal Justice Center

Profit & Loss Budget Overview

January through December 2018

| | Jan - Dec 18 |
|--------------------------------|---------------------|
| Ordinary Income/Expense | |
| Income | |
| Grants | 429,291.42 |
| In-kind Contributions | 0.00 |
| Miscellaneous Income | 33,000.00 |
| Other Donations | 79,600.00 |
| Program Income | 180,000.00 |
| Program Services | 37,840.00 |
| Total Income | 759,731.42 |
| Expense | |
| Audit | 4,650.00 |
| Capital Additions | 3,900.00 |
| Case Management | 2,940.00 |
| Consultants | 15,840.00 |
| Contract Labor | 9,200.00 |
| Dues | 4,440.00 |
| Equipment Rental | 4,132.56 |
| Insurance | 6,150.00 |
| Library | 2,280.00 |
| Litigation expense | 3,660.00 |
| Miscellaneous | 1,440.00 |
| Office Supplies | 7,440.00 |
| Payroll Expenses | 609,997.92 |
| Postage and Delivery | 3,990.00 |
| Printing and Reproduction | 3,780.00 |
| Professional Fees | 300.00 |
| Rent | 25,500.00 |
| Repairs | 600.00 |
| Task Forces and Meetings | 3,630.00 |
| Telephone | 17,088.00 |
| Travel | 27,820.00 |
| Total Expense | 758,778.48 |
| Net Ordinary Income | 952.94 |
| Other Income/Expense | |
| Other Income | |
| Interest Income | 180.00 |
| Other Income | 500.00 |
| Total Other Income | 680.00 |
| Net Other Income | 680.00 |
| Net Income | 1,632.94 |

Kentucky Equal Justice Center
Profit & Loss
January through June 2018

| | <u>Jan - Jun 18</u> |
|--------------------------------|--------------------------|
| Ordinary Income/Expense | |
| Income | |
| Grants | 240,868.89 |
| In-kind Contributions | 5,912.98 |
| Miscellaneous Income | -97.16 |
| Other Donations | 19,726.13 |
| Program Income | 90,000.00 |
| Program Services | 21,631.33 |
| Total Income | <u>378,042.17</u> |
| Expense | |
| Capital Additions | 3,464.11 |
| Case Management | 4,170.00 |
| Contract Labor | 3,700.00 |
| Dues | 5,449.18 |
| Equipment Rental | 3,031.02 |
| Insurance | 7,097.85 |
| Library | 766.95 |
| Litigation expense | 2,574.44 |
| Miscellaneous | 911.40 |
| Office Supplies | 4,115.23 |
| Payroll Expenses | 322,547.53 |
| Postage and Delivery | 2,294.13 |
| Printing and Reproduction | 1,721.33 |
| Rent | 18,099.98 |
| Repairs | 219.99 |
| Task Forces and Meetings | 343.25 |
| Telephone | 8,418.14 |
| Travel | 10,048.83 |
| Total Expense | <u>398,973.36</u> |
| Net Ordinary Income | <u>-20,931.19</u> |
| Other Income/Expense | |
| Other Income | |
| Interest Income | 64.04 |
| Other Income | 1,214.28 |
| Total Other Income | <u>1,278.32</u> |
| Net Other Income | <u>1,278.32</u> |
| Net Income | <u><u>-19,652.87</u></u> |

Kentucky Equal Justice Center

Profit & Loss Budget vs. Actual

January through June 2018

| | Jan - Jun 18 | Budget | \$ Over Budget | % of Budget |
|--------------------------------|-------------------|-------------------|------------------|----------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Grants | | | | |
| Catholic Diocese of Lexington | 2,500.00 | 2,500.00 | 0.00 | 100.0% |
| FHKY RHP Boots | 50,000.00 | 50,000.00 | 0.00 | 100.0% |
| Health Gains Communications | 40,000.00 | 20,000.00 | 20,000.00 | 200.0% |
| HFGC Health Law Fellowship | 45,000.00 | 45,000.00 | 0.00 | 100.0% |
| Kentucky Bar Foundation | 8,000.00 | 13,000.00 | -5,000.00 | 61.54% |
| LIN CCC | 16,000.00 | 16,000.00 | 0.00 | 100.0% |
| Restricted | 0.00 | 25,000.00 | -25,000.00 | 0.0% |
| Skadden Fellowship | 16,456.19 | 40,994.28 | -24,538.09 | 40.14% |
| United Way of the Bluegrass | 16,000.00 | 0.00 | 16,000.00 | 100.0% |
| Unrestricted | 1,000.00 | 900.00 | 100.00 | 111.11% |
| VOCA Justice Cabinet | 45,912.70 | | | |
| Total Grants | 240,868.89 | 213,394.28 | 27,474.61 | 112.88% |
| In-kind Contributions | 5,912.98 | 0.00 | 5,912.98 | 100.0% |
| Miscellaneous Income | -97.16 | 16,500.00 | -16,597.16 | -0.59% |
| Other Donations | 19,726.13 | 32,300.00 | -12,573.87 | 61.07% |
| Program Income | 90,000.00 | 90,000.00 | 0.00 | 100.0% |
| Program Services | 21,631.33 | 18,920.00 | 2,711.33 | 114.33% |
| Total Income | 378,042.17 | 371,114.28 | 6,927.89 | 101.87% |
| Expense | | | | |
| Capital Additions | 3,464.11 | 1,950.00 | 1,514.11 | 177.65% |
| Case Management | 4,170.00 | 2,340.00 | 1,830.00 | 178.21% |
| Consultants | 0.00 | 7,920.00 | -7,920.00 | 0.0% |
| Contract Labor | 3,700.00 | 4,600.00 | -900.00 | 80.44% |
| Dues | 5,449.18 | 2,160.00 | 3,289.18 | 252.28% |
| Equipment Rental | 3,031.02 | 2,066.28 | 964.74 | 146.69% |
| Insurance | 7,097.85 | 6,150.00 | 947.85 | 115.41% |
| Library | 766.95 | 1,140.00 | -373.05 | 67.28% |
| Litigation expense | 2,574.44 | 1,830.00 | 744.44 | 140.68% |
| Miscellaneous | 911.40 | 720.00 | 191.40 | 126.58% |
| Office Supplies | 4,115.23 | 3,720.00 | 395.23 | 110.62% |
| Payroll Expenses | 322,547.53 | 306,469.81 | 16,077.72 | 105.25% |
| Postage and Delivery | 2,294.13 | 1,995.00 | 299.13 | 114.99% |
| Printing and Reproduction | 1,721.33 | 1,890.00 | -168.67 | 91.08% |
| Professional Fees | 0.00 | 150.00 | -150.00 | 0.0% |
| Rent | 18,099.98 | 12,750.00 | 5,349.98 | 141.96% |
| Repairs | 219.99 | 300.00 | -80.01 | 73.33% |
| Task Forces and Meetings | 343.25 | 1,815.00 | -1,471.75 | 18.91% |
| Telephone | 8,418.14 | 8,544.00 | -125.86 | 98.53% |
| Travel | 10,048.83 | 13,910.00 | -3,861.17 | 72.24% |
| Total Expense | 398,973.36 | 382,420.09 | 16,553.27 | 104.33% |
| Net Ordinary Income | -20,931.19 | -11,305.81 | -9,625.38 | 185.14% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| Interest Income | 64.04 | 90.00 | -25.96 | 71.16% |
| Other Income | 1,214.28 | 250.00 | 964.28 | 485.71% |
| Total Other Income | 1,278.32 | 340.00 | 938.32 | 375.98% |
| Net Other Income | 1,278.32 | 340.00 | 938.32 | 375.98% |
| Net Income | -19,652.87 | -10,965.81 | -8,687.06 | 179.22% |

Kentucky Equal Justice Center

Balance Sheet

As of June 30, 2018

| | <u>Jun 30, 18</u> |
|--|--------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Chase Checking | 25,053.67 |
| Chase IOLTA | 3,620.00 |
| Chase Savings | 100,037.56 |
| Vanguard Brokerage | <u>57,652.12</u> |
| Total Checking/Savings | 186,363.35 |
| Accounts Receivable | |
| Accounts Receivable | <u>126,274.69</u> |
| Total Accounts Receivable | <u>126,274.69</u> |
| Total Current Assets | 312,638.04 |
| Other Assets | |
| Accumulated Depreciation - Comp | -49,502.54 |
| Computer and Phone Equipment | 55,504.78 |
| Rental Deposit | <u>715.00</u> |
| Total Other Assets | <u>6,717.24</u> |
| TOTAL ASSETS | <u><u>319,355.28</u></u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| Client Trust Funds | 5,911.00 |
| Direct Deposit Liabilities | 172.97 |
| Payroll Liabilities | <u>-3.88</u> |
| Total Other Current Liabilities | <u>6,080.09</u> |
| Total Current Liabilities | 6,080.09 |
| Long Term Liabilities | |
| Accrued leave | <u>25,841.99</u> |
| Total Long Term Liabilities | <u>25,841.99</u> |
| Total Liabilities | 31,922.08 |
| Equity | |
| Opening Bal Equity | 52,900.79 |
| Retained Earnings | 77,391.78 |
| Temporarily Restricted Net Asse | 176,793.50 |
| Net Income | <u>-19,652.87</u> |
| Total Equity | <u>287,433.20</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>319,355.28</u></u> |

Kentucky Equal Justice Center

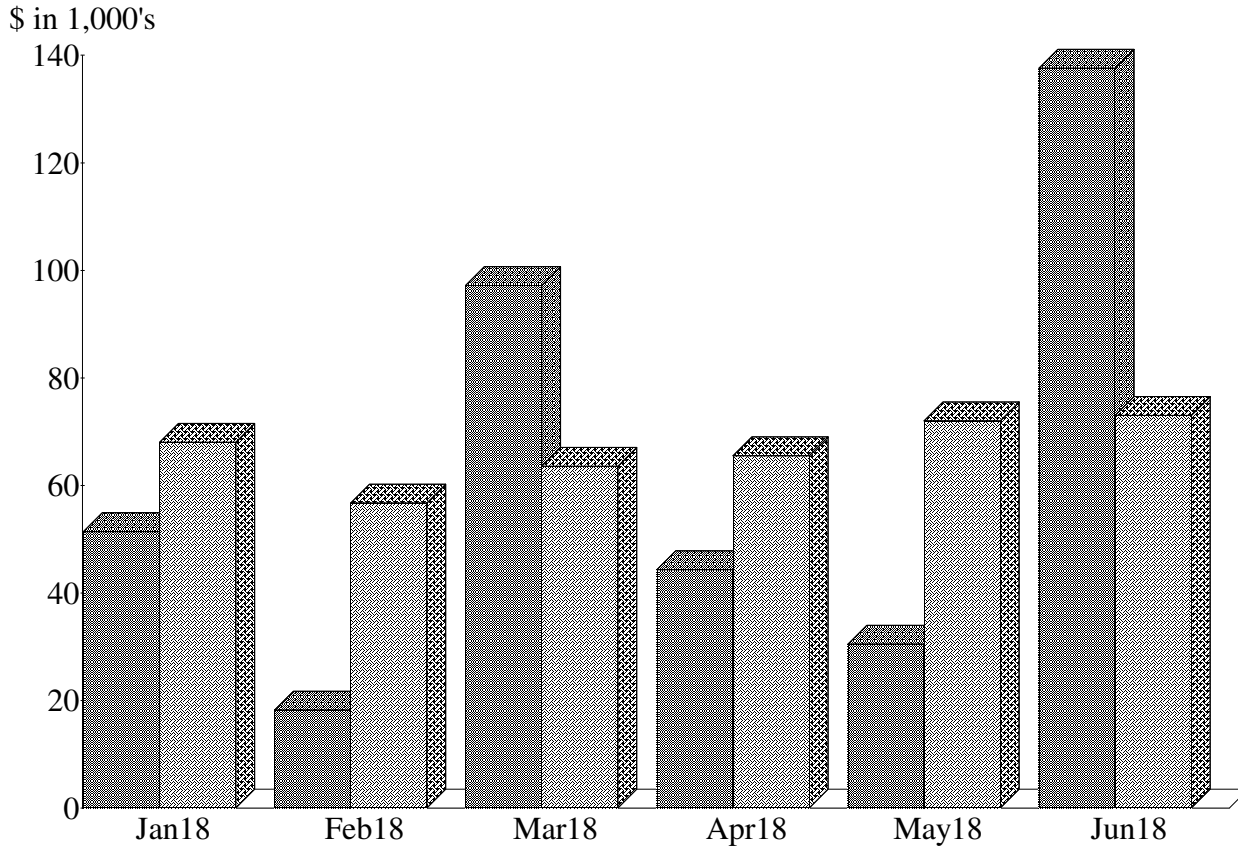
Balance Sheet Prev Year Comparison

As of June 30, 2018

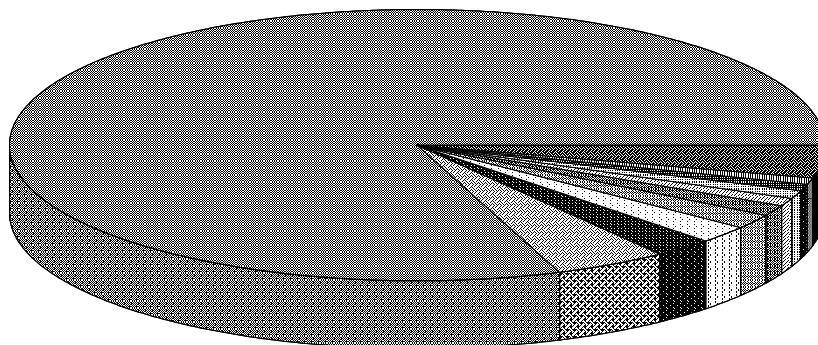
| | <u>Jun 30, 18</u> | <u>Jun 30, 17</u> | <u>\$ Change</u> | <u>% Change</u> |
|--|--------------------------|--------------------------|-------------------------|---------------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| Chase Checking | 25,053.67 | 109,862.20 | -84,808.53 | -77.2% |
| Chase IOLTA | 3,620.00 | 3,620.00 | 0.00 | 0.0% |
| Chase Savings | 100,037.56 | 89,920.29 | 10,117.27 | 11.25% |
| Vanguard Brokerage | 57,652.12 | 52,088.52 | 5,563.60 | 10.68% |
| Total Checking/Savings | <u>186,363.35</u> | <u>255,491.01</u> | <u>-69,127.66</u> | <u>-27.06%</u> |
| Accounts Receivable | | | | |
| Accounts Receivable | 126,274.69 | 31,976.00 | 94,298.69 | 294.91% |
| Total Accounts Receivable | <u>126,274.69</u> | <u>31,976.00</u> | <u>94,298.69</u> | <u>294.91%</u> |
| Total Current Assets | <u>312,638.04</u> | <u>287,467.01</u> | <u>25,171.03</u> | <u>8.76%</u> |
| Other Assets | | | | |
| Accumulated Depreciation - Comp | -49,502.54 | -44,719.97 | -4,782.57 | -10.69% |
| Computer and Phone Equipment | 55,504.78 | 55,396.80 | 107.98 | 0.2% |
| Rental Deposit | 715.00 | 715.00 | 0.00 | 0.0% |
| Total Other Assets | <u>6,717.24</u> | <u>11,391.83</u> | <u>-4,674.59</u> | <u>-41.04%</u> |
| TOTAL ASSETS | <u>319,355.28</u> | <u>298,858.84</u> | <u>20,496.44</u> | <u>6.86%</u> |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts Payable | | | | |
| Accounts Payable | 0.00 | 2,700.00 | -2,700.00 | -100.0% |
| Total Accounts Payable | <u>0.00</u> | <u>2,700.00</u> | <u>-2,700.00</u> | <u>-100.0%</u> |
| 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 | -3.88 | 0.00 | 0.0% |
| Total Other Current Liabilities | <u>6,080.09</u> | <u>6,080.09</u> | <u>0.00</u> | <u>0.0%</u> |
| Total Current Liabilities | <u>6,080.09</u> | <u>8,780.09</u> | <u>-2,700.00</u> | <u>-30.75%</u> |
| Long Term Liabilities | | | | |
| Accrued leave | 25,841.99 | 25,841.99 | 0.00 | 0.0% |
| Total Long Term Liabilities | <u>25,841.99</u> | <u>25,841.99</u> | <u>0.00</u> | <u>0.0%</u> |
| Total Liabilities | <u>31,922.08</u> | <u>34,622.08</u> | <u>-2,700.00</u> | <u>-7.8%</u> |
| Equity | | | | |
| Opening Bal Equity | 52,900.79 | 52,900.79 | 0.00 | 0.0% |
| Retained Earnings | 77,391.78 | 50,192.13 | 27,199.65 | 54.19% |
| Temporarily Restricted Net Asse | 176,793.50 | 176,793.50 | 0.00 | 0.0% |
| Net Income | -19,652.87 | -15,649.66 | -4,003.21 | -25.58% |
| Total Equity | <u>287,433.20</u> | <u>264,236.76</u> | <u>23,196.44</u> | <u>8.78%</u> |
| TOTAL LIABILITIES & EQUITY | <u>319,355.28</u> | <u>298,858.84</u> | <u>20,496.44</u> | <u>6.86%</u> |

Income and Expense by Month January through June 2018

Income
Expense



Expense Summary January through June 2018

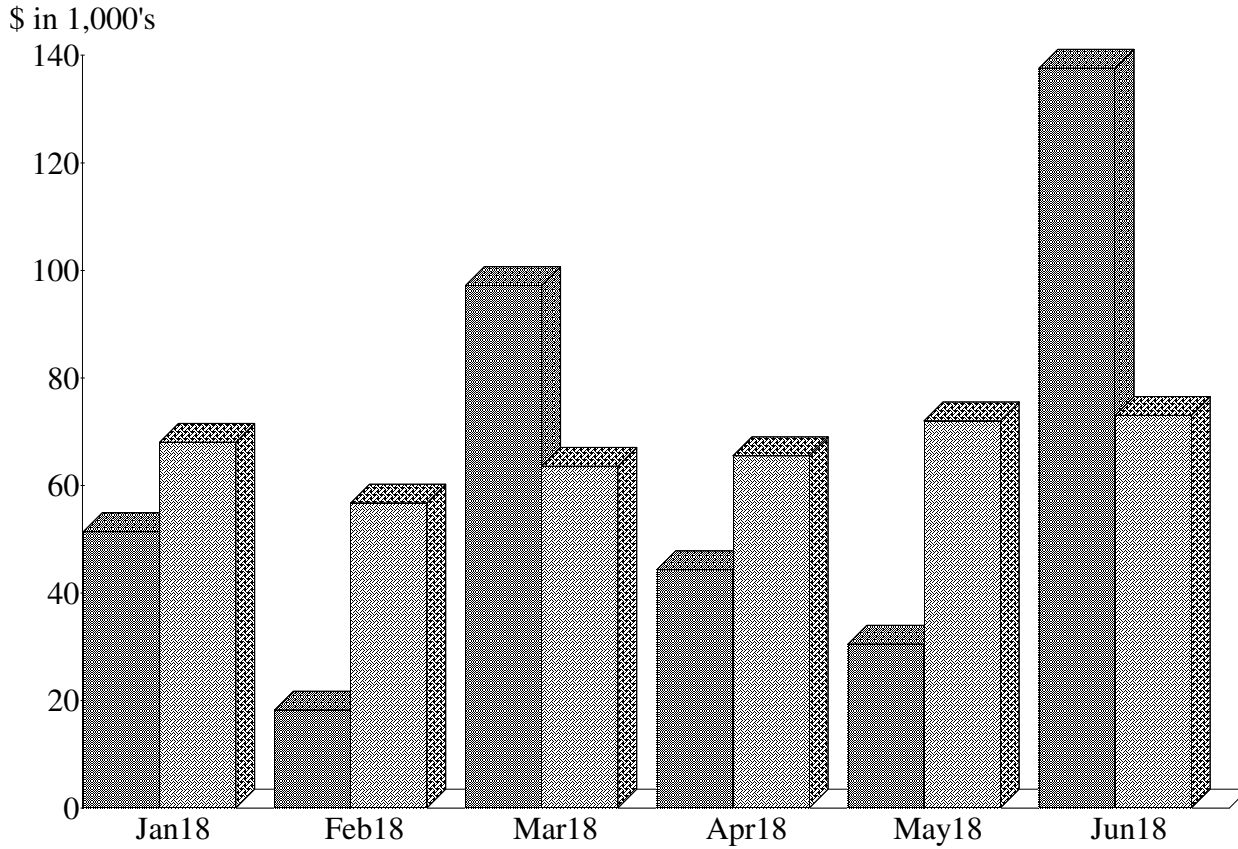


| | |
|-------------------|--------------|
| Payroll Expenses | 80.84% |
| Rent | 4.54 |
| Travel | 2.52 |
| Telephone | 2.11 |
| Insurance | 1.78 |
| Dues | 1.37 |
| Case Management | 1.05 |
| Office Supplies | 1.03 |
| Contract Labor | 0.93 |
| Capital Additions | 0.87 |
| Other | 2.97 |
| Total | \$398,973.36 |

By Account

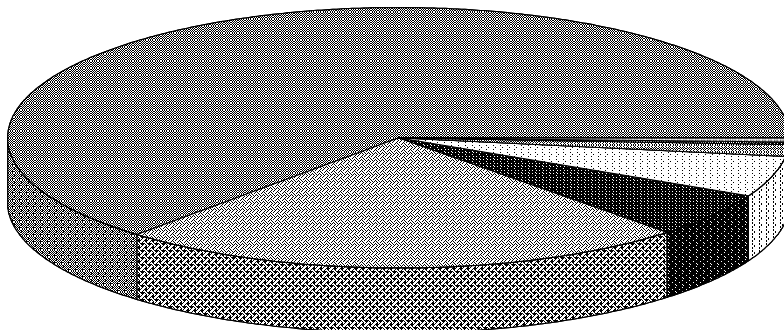
Income and Expense by Month January through June 2018

Income
Expense



Income Summary January through June 2018

| | |
|-----------------------|--------------|
| Grants | 63.48% |
| Program Income | 23.72 |
| Program Services | 5.70 |
| Other Donations | 5.20 |
| In-kind Contributions | 1.56 |
| Other Income | 0.32 |
| Miscellaneous Income | \$-97.16 |
| Interest Income | 0.02 |
| Sub-Total | \$379,320.49 |

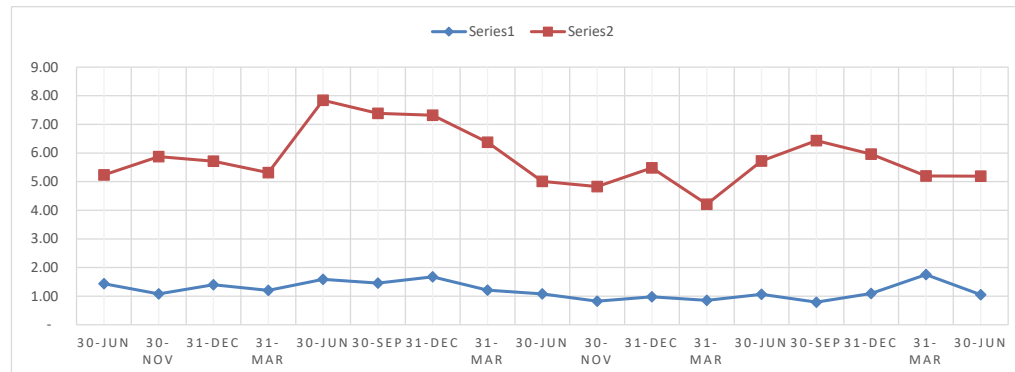


By Account

Months of Reserves 2014-2018

Restricted and Unrestricted

| | 2014 | | | | 2015 | | | | 2016 | | | | 2017 | | | | 2018 | | | |
|------------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|--|--|
| | 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 | 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 | 53,141 | 56,012 | 60,198 | 60,198 | | |
| 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 | 61,278 | 105,546 | 63,228 | | |
| 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 | 333,733 | 313,143 | 312,638 | | |
| 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% | 18.36% | 33.71% | 20.22% | | |
| 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 | 1.09 | 1.75 | 1.05 | | |
| 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 | 5.96 | 5.20 | 5.19 | | |



KEJC Recent Fundraising Effort

2017

| 2017 Source | For | Status | Requested | Awarded | % Awarded |
|--|---------------------|-----------|-------------|-------------|-----------|
| AILA Midsouth | Immigration | Awarded | 5,816 | 2,000 | 0% |
| Blue Grass Community Foundation | Immigration | Awarded | 20,000 | 20,000 | 100% |
| Catholic Diocese of Lexington | Immigration | Awarded | 11,200 | 5,000 | 45% |
| Fayette County Bar Foundation | Immigration | Awarded | 7,944 | 5,000 | 63% |
| Foundation for a Healthy Kentucky Boots | Health Outreach | Awarded | 50,000 | 50,000 | 100% |
| Foundation for a Healthy Kentucky Fellow | Health Advocacy | Awarded | 45,000 | 45,000 | 100% |
| Good Giving Challenge | General Support | Completed | 20,000 | 15,541 | 78% |
| Holiday Letter | General Support | Completed | 16,000 | 24,072 | 150% |
| 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 | |
| Public Welfare Foundation | Worker's Rights | Awarded | 80,000 | 80,000 | 100% |
| United Way of the Bluegrass | Immigration | Awarded | 36,384 | 16,000 | 44% |
| VOCA | Immigration | Awarded | 202,173 | 202,173 | 100% |
| Subtotal 2017 | | | \$570,997 | \$617,725 | 108% |
| Total 2011-17 | | | \$3,027,271 | \$2,525,247 | 83% |

KEJC Recent Fundraising Effort

2018

| 2018 Source | For | Status | Requested | Awarded | % Awarded |
|---|-----------------------|-----------|-----------|-----------|-----------|
| AILA Midsouth | Immigration | Awarded | 5,816 | 1,000 | 17% |
| Catholic Diocese of Lexington | Immigration | Awarded | 6,500 | 6,500 | 100% |
| Foundation for a Healthy Kentucky Boots | Health Outreach | Awarded | 50,000 | 50,000 | 100% |
| Interact for Health | Health Fellowship | Awarded | 45,000 | 65,000 | 144% |
| Interact for Health | Health Communications | Awarded | - | 20,000 | 100% |
| Legal Impact Network CCC | Safety Net Advocacy | Awarded | 16,000 | 16,000 | 100% |
| Kentucky Gives Day | General Support | Completed | 3,000 | 2,607 | 87% |
| Kentucky Bar Foundation | Immigration | Awarded | 12,460 | 8,000 | 64% |
| Public Welfare Foundation | Worker's Rights | Pending | 80,000 | - | 0% |
| United Way of the Bluegrass | Immigration | Awarded | 16,000 | 16,000 | 100% |
| Subtotal 2017 | | | \$234,776 | \$185,107 | 79% |

Coming Up

| 2018 Source | For | Status | Projected | Awarded | % Awarded |
|---------------------------------|-------------|-----------|-----------|---------|-----------|
| Blue Grass Community Foundation | Immigration | Planning | 13,200 | - | 0% |
| Fayette County Bar Foundation | Immigration | Planning | 6,000 | - | 0% |
| VOCA 2018 | Immigration | Preparing | 200,000 | | 0% |
| Subtotal | | | \$219,200 | \$0 | 0% |