

<b>Element</b>	<b>FY18 Budget (\$000s)</b>	<b>FY18 Budget YTD May (\$000s)</b>	<b>Variance Actual to Budget (\$000s)</b>	<b>FY18 YTD May Actual (\$000s)</b>
<b>Revenue</b>	\$ 6,569	\$ 6,022	\$ (335)	\$ 5,687
<b>Expense</b>				
Personnel Expense	3,407	3,123	(176)	2,947
Medicity	1,061	973	(24)	948
Information Technology	1,070	981	(487)	494
Consultants	141	129	(50)	80
Occupancy	211	193	13	206
Legal & Accounting	110	101	1	102
All Other	419	384	(81)	303
<b>Total Expense</b>	<b>6,419</b>	<b>5,884</b>	<b>(806)</b>	<b>5,079</b>
<b>Change in Net Assets</b>	<b>\$ 150</b>	<b>\$ 137</b>	<b>\$ 471</b>	<b>\$ 608</b>

	FY16 Audited	FY17 Audited	FY18 Budget	FY18 Budget YTD May Annualized	Variance between YTD May Budget and Actual	FY18 YTD May 2018	FY19 Budget
Core Grant	\$ 3,010,201	\$ 4,125,156	\$ -	\$ -	\$ -	\$ -	
Core Contract	-	-	3,973,471	3,642,348	(333,683)	3,308,665	3,801,044
APD Contract	1,233,498	744,332	1,471,529	1,348,902	(11,361)	1,337,541	1,143,956
<u>Other State Contracts</u>	<u>1,388,568</u>	<u>862,173</u>	<u>-</u>	<u>-</u>	<u>147,000</u>	<u>147,000</u>	<u>42,000</u>
State/Federal Grants & Contracts	5,632,267	5,731,661	5,445,000	4,991,250	(198,044)	4,793,206	4,987,000
Program Service Fees	1,478,391	1,194,640	1,124,000	1,030,333	(137,703)	892,630	1,018,760
Conference Fees	62,668	208,218	-	-	-	-	-
All Other Revenue	885	43	-	-	771	771	-
<b>Total Revenue</b>	<b>7,174,211</b>	<b>7,134,562</b>	<b>6,569,000</b>	<b>6,021,583</b>	<b>(334,976)</b>	<b>5,686,607</b>	<b>6,005,760</b>

**Revenue variance of (-\$335K) due primarily to:  
timing of interface projects (-\$266K) & TBD task orders (-\$45K) on Core Contract, OCV  
projects (-\$71K), change in BPCR workscope (-173K) offset by  
carryover of FY17 APD project (+\$147K) & services fees (+\$110K) not in budget**

	FY16 Audited	FY17 Audited	FY18 Budget	FY18 Budget YTD May Annualized	Variance between YTD May Budget and Actual	FY18 YTD May 2018	FY19 Budget
Labor Cost	\$ 2,592,416	\$ 2,588,565	\$ 2,227,040	\$ 2,041,453	\$ (47,538)	\$ 1,993,915	\$ 2,079,523
<u>Fringe Related Costs</u>	<u>1,289,135</u>	<u>1,274,580</u>	<u>1,179,842</u>	<u>1,081,522</u>	<u>(128,349)</u>	<u>953,173</u>	<u>863,864</u>
Personnel Related Expenses	3,881,551	3,863,145	3,406,882	3,122,975	(175,887)	2,947,088	2,943,387
Medicity	1,011,586	1,153,885	1,061,000	972,583	(24,456)	948,127	1,071,954
Information Technology	611,382	777,121	1,070,222	981,037	(487,131)	493,906	1,019,921
Consultants	262,913	197,953	141,250	129,479	(49,846)	79,633	74,780
Occupancy	227,800	216,805	210,563	193,016	12,527	205,543	196,564
Legal & Accounting	212,920	184,207	110,372	101,174	633	101,807	174,399
Education & Outreach	128,316	102,843	21,000	19,250	(8,811)	10,439	14,642
Insurance	87,600	97,530	104,763	96,033	(4,100)	91,933	104,100
EE Recruiting, Prof. Dev. & Travel	146,374	124,651	89,428	81,976	(22,049)	59,927	33,185
Telecommunications	62,810	64,285	87,000	79,750	(22,723)	57,027	64,857
All Other	132,273	125,032	116,780	107,048	(23,656)	83,392	116,435
Contingency	-	-	-	-	-	-	100,000
<b>Total All Expenses</b>	<b>6,765,525</b>	<b>6,907,457</b>	<b>6,419,260</b>	<b>5,884,322</b>	<b>(805,500)</b>	<b>5,078,822</b>	<b>5,914,224</b>

**Primary drivers in lower FY18 expenses are:  
lower personnel expense (-\$176K) and  
lower IT expenses (-\$487K) than budget**

	FY16 Audited	FY17 Audited	FY18 Budget	FY18 Budget YTD May Annualized	Variance between YTD May Budget and Actual	FY18 YTD May 2018	FY19 Budget
Total Salaries & Wages	2,914,887	2,917,720	2,561,819	2,348,334	(173,641)	2,174,693	2,359,982
Severance	-	29,578	-	-	49,174	49,174	10,000
<u>Less PTO (Vacation/Holidays)</u>	<u>(322,471)</u>	<u>(358,734)</u>	<u>(334,779)</u>	<u>(306,881)</u>	<u>76,929</u>	<u>(229,952)</u>	<u>(290,459)</u>
Total Labor Cost	2,592,416	2,588,564	2,227,040	2,041,453	(47,538)	1,993,915	2,079,523
Employee Benefits	500,660	528,604	478,910	439,001	(119,611)	319,390	337,684
Payroll Taxes	241,585	238,146	195,646	179,342	5,140	184,482	171,165
Performance Incentives	-	(64,589)	-	-	15,000	15,000	-
PTO Expense	322,471	358,734	334,779	306,881	(76,929)	229,952	290,459
Retirement Contributions	219,187	192,325	170,507	156,298	(18,292)	138,006	64,556
Accrued Vacation/PTO	-	21,360	-	-	66,342	66,342	-
All Other	5,232	-	-	-	-	-	-
Total Fringe Expense	1,289,135	1,274,580	1,179,842	1,081,522	(128,350)	953,172	863,864
Total Personnel Expense	3,881,551	3,863,144	3,406,882	3,122,975	(175,888)	2,947,087	2,943,387

**Primary drivers in lower FY18 actual personnel expense are:  
lower headcount (-\$178K), lower medical benefits expense (-\$120K)  
offset by accrued vacation/PTO (+\$66K) and severance (+\$49K)**

Total Salaries & Wages by Department	FY18 Budget FTEs	FY18 Budget Salary Total Year	FY18 Budget Salary YTD May Annualized	Variance between YTD May Budget and Actual	FY18 Salaries YTD May	Average FTEs	Headcount 5/31/18
1. Client Services	5.0	369,684	338,877	(66,755)	272,122	3.8	4.0
2. Operations	7.6	753,941	691,113	108,089	799,201	8.4	8.6
3. Technology	7.0	718,373	658,509	(72,461)	586,048	7.0	6.3
4. Administration	7.0	719,984	659,985	(147,064)	512,921	5.5	5.0
<b>Grand Total</b>	<b>26.6</b>	<b>2,561,982</b>	<b>2,348,484</b>	<b>(178,192)</b>	<b>2,170,292</b>	<b>24.7</b>	<b>23.9</b>

**Primary driver in lower FY18 salary cost is  
reduction in VITL headcount (-3 FTEs)**

	FY16 Audited	FY17 Audited	FY18 Budget	FY18 Budget YTD May Annualized	Variance between YTD May Budget and Actual	FY18 YTD May 2018	FY19 Budget
<b>Information Technology</b>							
Data Security	112,079	100,629	63,200	57,933	20,885	78,818	110,736
Data Security New Projects	-	-	-	-	-	-	52,698
Network Srv/Maint	295,125	497,541	489,622	448,820	(184,949)	263,871	111,284
Network Srv/Maint New Projects	-	-	-	-	-	-	375,400
SW Srv/Maint	204,179	178,951	184,400	169,033	(17,816)	151,217	179,803
SW Srv/Maint New Projects	-	-	333,000	305,250	(305,250)	-	190,000
<b>Total Information Technology</b>	<b>611,383</b>	<b>777,121</b>	<b>1,070,222</b>	<b>981,036</b>	<b>(487,130)</b>	<b>493,906</b>	<b>1,019,921</b>
Total New Projects	-	-	333,000	305,250	(305,250)	-	618,098

**Primary drivers in lower FY18 IT expense are:  
new projects not undertaken (-\$305K) and reduction in Rackspace costs due to change  
in BPCR workscope (-\$128K)**

	FY16 Audited	FY17 Audited	FY18 Budget	FY18 Budget YTD May Annualized	FY18 YTD May 2018	FY19 Budget
<b>Assets</b>						
Cash	410,787	883,850	647,328	593,384	1,331,560	1,246,369
Accounts and grants receivable	1,624,895	1,052,872	1,749,535	1,603,740	1,152,216	1,310,963
Prepaid expenses	219,277	241,922	148,988	136,572	175,571	87,389
Property and Equipment(net of Accumulated Depreciation)	87,945	49,540	109,866	100,711	64,216	137,525
Security Deposits	12,531	11,281	11,281	10,341	11,281	11,281
<b>Total Assets</b>	<b>2,355,435</b>	<b>2,239,465</b>	<b>2,666,998</b>	<b>2,444,748</b>	<b>2,734,844</b>	<b>2,793,527</b>
<b>Liabilities and Net Assets</b>						
Accounts payable	391,487	355,745	246,800	226,233	246,036	387,153
Accrued salaries and related taxes	189,639	20,180	-	-	-	-
Accrued vacation	166,123	156,045	150,807	138,240	163,523	168,099
Deferred revenue	107,558	12,910	12,910	11,834	22,911	12,910
Refundable advances	164,335	131,187	122,653	112,432	131,187	-
<b>Total Liabilities</b>	<b>1,019,142</b>	<b>676,067</b>	<b>533,170</b>	<b>488,739</b>	<b>563,657</b>	<b>568,162</b>
<b>Net Assets - Unrestricted</b>	<b>1,336,293</b>	<b>1,563,398</b>	<b>2,133,828</b>	<b>1,956,009</b>	<b>2,171,187</b>	<b>2,225,365</b>
<b>Total Liabilities and Net Assets</b>	<b>2,355,435</b>	<b>2,239,465</b>	<b>2,666,998</b>	<b>2,444,748</b>	<b>2,734,844</b>	<b>2,793,527</b>

	FY16 Audited	FY17 Audited	FY18 Budget	FY18 Budget YTD May Annualized	FY18 YTD May 2018	FY19 Budget
Cash flows from operating activities						
Cash received from grants	5,353,144	6,175,888	4,841,369	4,437,922	4,793,206	5,462,407
Cash received from fees and services	1,541,059	1,402,858	1,031,105	945,180	892,797	1,101,164
Interest received	885	43	500	458	604	-
Cash paid for personnel	(3,968,783)	(4,042,682)	(3,143,339)	(2,881,394)	(2,947,087)	(2,943,384)
Cash paid for goods and services	(3,608,152)	(3,061,208)	(2,966,156)	(2,718,976)	(2,291,810)	(3,021,147)
Cash paid for interest	(1,273)	(1,836)	-	-	-	-
Increase(Decrease) in Cash	(683,120)	473,063	(236,521)	(216,811)	447,710	599,040
Beginning Cash	1,093,907	410,787	883,850	810,196	883,850	647,329
Ending Cash	410,787	883,850	647,329	593,385	1,331,560	1,246,369