

Sample Financial Statements

***Financial Statements
And
Supporting Schedules***



Fiscal Management Associates, LLC
Professional Services to Not-for-Profit Organizations
www.fmaonline.net

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Your Organization
Balance Sheet
All Funds

	<u>Current Year</u> As of 04/09	<u>Prior Year</u> As of 04/08
<u>Assets</u>		
<u>Current Assets</u>		
Cash and cash equivalents	790,424	410,699
Investments	0	6,386
Grants & contributions rcble	93,892	193,136
Gala pledge receivables	0	135,700
Prepaid expenses	23,220	51,381
Prepaid insurance	6,089	4,635
Transit check advance	81	1,608
	<u>913,706</u>	<u>803,545</u>
<u>Fixed Assets</u>		
Fixed assets, net of acc depr	25,221	43,246
	<u>25,221</u>	<u>43,246</u>
<u>Other Assets</u>		
Security deposit	7,977	7,977
	<u>7,977</u>	<u>7,977</u>
 Total Assets	 <u>946,904</u>	 <u>854,768</u>
<u>Liabilities & Fund Balance</u>		
<u>Current Liabilities</u>		
AP and accrued expenses	12,066	15,176
Vacation accrual	14,258	0
Refundable advances	35,000	36,969
	<u>61,324</u>	<u>52,145</u>
<u>Fund Balance</u>		
Unrestricted net assets	504,704	517,239
Temporarily restricted	75,655	101,840
Reserve fund	280,000	140,298
Invested in fixed assets	25,221	43,246
	<u>885,580</u>	<u>802,623</u>
 Total Fund Balance	 <u>885,580</u>	 <u>802,623</u>
 Total Liabilities & Fund Balance	 <u>946,904</u>	 <u>854,768</u>

Your Organization
 Client Aging Summary
 As of 04/30/XX

Fund: Ctrl Acct:

Client Code	Client Name	0 - 30	31 - 60	61 - 90	91 - 120	>120	Total
CITYOFNY	CJC	20,974.91	0.00	0.00	0.00	0.00	20,974.91
DYCD	Dept. of Youth and Commun	22,917.24	0.00	0.00	0.00	0.00	22,917.24
OCA	Office of Court Administrati	50,000.00	0.00	0.00	0.00	0.00	50,000.00
Grand Totals:		<u>93,892.15</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>93,892.15</u>

Your Organization
Vendor Aging Summary
As of 04/30/XX
Fund: Ctrl Acct:

Vendor	Name	0 - 30	31 - 60	61 - 90	91 - 120	> 120	Total
AMERIFUNDS	American Funds	2,571.40	0.00	0.00	0.00	0.00	2,571.40
ARMSTRONG	Armstrong Communications S	120.00	0.00	0.00	0.00	0.00	120.00
FMA	Fiscal Management Associate	6,120.00	0.00	0.00	0.00	0.00	6,120.00
LAMBRIDES	Lambrides, Lamos, Moulthrop	1,800.00	0.00	0.00	0.00	0.00	1,800.00
PAYCHEX	PayChex, Inc.	288.22	0.00	0.00	0.00	0.00	288.22
TASC	Total Administrative Services C	761.49	0.00	0.00	0.00	0.00	761.49
VERWIR7027	Verizon Wireless	224.56	0.00	0.00	0.00	0.00	224.56
VERWIR7048	Verizon Wireless	180.53	0.00	0.00	0.00	0.00	180.53
Grand Totals:		12,066.20	0.00	0.00	0.00	0.00	12,066.20

Temporarily Restricted Net Assets
as of April 30, 20XX

	TYPE	DATE	Beginning Temp Restricted 10/1/2008	CY Temp Restricted Revenue	CY Release from Restriction	Ending Temp Restricted 4/30/20XX	Restriction
Foundation	Foundation	Mar-08	16,983		15,677	1,305	Legal Center
Foundation 2	Foundation	Jun-08	26,031		26,031	-	Legal Center
Charitable Trust	Foundation	Nov-08	-	30,000		30,000	Legal Center
Foundation 3	Foundation	Apr-09	-	5,000		5,000	Legal Center
Total Family Legal Center Temp Restricted			43,014	30,000	41,709	31,305	Legal Center
Foundation 4	Foundation	Dec-07	2,154	-	2,154	-	To measure the efficacy of their programs
Foundation 5	Foundation	Apr-08	9,217	-	9,217	-	Resource Guides
Foundation 6	Foundation	Nov-08	-	15,000	-	15,000	Telephone and/or Computer Server
The Fund	Foundation	Dec-08	-	25,000	5,650	19,350	Will support the implementation of a new performance measurement database.
Foundation 7	Foundation	Jan-09	-	4,000	4,000	-	Education Program
Trust	Foundation	Feb-09	-	10,000	-	10,000	Development Project
Total Temporarily Restricted Net Assets			54,385	84,000	62,729	75,656	

Budget Comparison
All Funds

	Actual Amount 04/09 - 04/09	Budget Amount 04/09 - 04/09	Variance 04/09 - 04/09	YTD Actual 10/08 - 04/09	YTD Budget 10/08 - 04/09	YTD Variance 10/08 - 04/09
<u>Revenue</u>						
<u>Non-Government Funding</u>						
Individual Contributions	705	0	705	70,264	85,000	(14,736)
Foundation/Corporate Support	5,000	35,000	(30,000)	143,000	190,000	(47,000)
Total Non-Government Funding	5,705	35,000	(29,295)	213,264	275,000	(61,736)
<u>Government Funding</u>						
State Funding	0	0	0	70,927	39,583	31,344
City Funding	47,253	59,166	(11,913)	419,484	414,166	5,318
Total Government Funding	47,253	59,166	(11,913)	490,411	453,749	36,662
<u>Miscellaneous Income</u>						
Interest/Dividend Income	522	875	(353)	4,601	6,125	(1,524)
Satisfaction of Restriction	8,992	5,625	3,367	53,080	39,375	13,705
In-Kind Donation	10,418	10,418	0	72,918	72,918	0
Total Miscellaneous Income	19,932	16,918	3,014	130,599	118,418	12,181
<u>Special Events Income</u>						
Special Events	0	0	0	15,000	0	15,000
Total Special Events Income	0	0	0	15,000	0	15,000
Total Revenue	72,890	111,084	(38,194)	849,274	847,167	2,107
<u>Expenses</u>						
<u>Salaries and Wages</u>						
Executive Director	17,882	17,885	3	87,683	89,420	1,737
Deputy Director	9,086	9,087	1	44,115	45,433	1,318
Director of Finance	0	0	0	15,345	16,158	813
Director of Family Legal Prog	8,481	8,481	0	41,839	42,404	565
Dir. of Policy, Educ & Training	8,480	8,484	4	41,840	42,404	564
Social Worker	8,942	8,942	0	43,452	44,712	1,260
Commun. & Dev Coordinator	7,212	7,153	(59)	36,249	35,768	(481)
Dev.elopment Assistant	4,213	4,233	20	20,778	21,207	429
Program Associate	32,957	33,941	984	166,493	169,704	3,211
Total Salaries and Wages	97,253	98,206	953	497,794	507,210	9,416
<u>Fringe Benefits</u>						
Employee FICA	7,045	7,223	178	34,836	36,118	1,282
Employee SUI	(729)	0	729	4,115	3,251	(864)
Employee Medical Benefit	6,800	7,015	215	46,108	49,100	2,992
Employee Dental/Vision	469	536	67	3,585	3,747	162
Employee Flex Spending	0	0	0	140	0	(140)
Employee Workers Comp	176	250	74	1,186	1,750	564
Employee DBL	(257)	0	257	367	0	(367)
Employee Pension Fund	2,339	1,666	(673)	11,544	11,666	122
Total Fringe Benefits	15,843	16,690	847	101,881	105,632	3,751
<u>Consulting Fees</u>						
Payroll Processing Fees	289	250	(39)	1,651	1,750	99
Development/Grantwriting	1,350	1,500	150	1,985	1,500	(485)
Consultants Fees - Others	0	0	0	7,805	5,000	(2,805)
Computer Consulting Fees	0	0	0	1,500	2,001	501
Fiscal Consulting Fees	5,935	5,833	(102)	47,537	40,833	(6,704)
Inkind Legal Consulting	6,251	6,252	1	43,751	43,752	1

Budget Comparison
All Funds

	Actual Amount 04/09 - 04/09	Budget Amount 04/09 - 04/09	Variance 04/09 - 04/09	YTD Actual 10/08 - 04/09	YTD Budget 10/08 - 04/09	YTD Variance 10/08 - 04/09
Total Consulting Fees	13,825	13,835	10	104,229	94,836	(9,393)
<u>Non-Personnel Expenses</u>						
Telephone and Communication	1,129	1,698	569	7,746	11,885	4,139
Dues and Subscriptions	225	125	(100)	897	875	(22)
Postage and Delivery	398	585	187	2,913	4,084	1,171
Printing and Copying	5,215	5,000	(215)	21,254	19,999	(1,255)
Technology	0	320	320	845	2,249	1,404
Travel FLC	0	42	42	840	292	(548)
Supplies - Office	388	915	527	7,489	6,406	(1,083)
Stipend	0	0	0	1,448	1,000	(448)
Food	8	208	200	285	1,458	1,173
Communication Expenses/Tap	4,167	4,167	0	29,167	29,167	0
Total Non-Personnel Expenses	11,530	13,060	1,530	72,884	77,415	4,531
<u>Facility & Equipment</u>						
Computers	0	0	0	3,050	3,000	(50)
Rent and Utilities	8,375	8,375	0	58,619	58,618	(1)
Equip. Repair, Upgrade & Leas	163	43	(120)	424	293	(131)
Repairs and Maintenance	0	43	43	0	293	293
Total Facility & Equipment	8,538	8,461	(77)	62,093	62,204	111
<u>Travel & Meeting Expense</u>						
Training and Conferences	0	834	834	1,969	5,834	3,865
Travel & Meeting Expenses	30	1,250	1,220	3,936	8,749	4,813
Family Ct. Dev. Proj. Expenses	0	0	0	329	500	171
Total Travel & Meeting Expense	30	2,084	2,054	6,234	15,083	8,849
<u>Other Expenses</u>						
Recruitment Fees	0	137	137	229	962	733
Miscellaneous Expenses	48	294	246	1,254	2,059	805
General Liability Insurance	226	415	189	1,583	2,917	1,334
Professional Liability Ins.	314	334	20	2,197	2,333	136
Director & Officers Insurance	84	83	(1)	588	583	(5)
Total Other Expenses	672	1,263	591	5,851	8,854	3,003
Total Expenses	147,691	153,599	5,908	850,966	871,234	20,268
Excess or (Deficiency) of Revenue over Expenditures	(74,801)	(42,515)	(32,286)	(1,692)	(24,067)	22,375

FY 2009 - Cash Flow Projection Statement
10/01/XX TO 09/30/XX

	Projected													FY 2009
	FY20XX	October	November	December	January	February	March	April	May	June	July	August	September	Total Cash
<u>Revenue</u>	Cash Receipts	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Projections	Projections	Projections	Projections	Projections	Receipts
<u>Non-Government Sources</u>														
Individual Contributions	100,000	750	426	48,064	6,403	13,115	507	700	200	200	200	-	35,000	105,565
Foundation/Corporate Support	392,000	-	20,500	63,000	29,000	15,500	10,000	5,000	55,000	55,000	100,000	-	39,000	392,000
Gross: Revenue from Non-Government Sources	492,000	750	20,926	111,064	35,403	28,615	10,507	5,700	55,200	55,200	100,200	-	74,000	497,565
Less: Funding to be used in Subsequent Year	-													-
Add: Revenue received in previous FY for use in current FY - NON-CASH	67,500													-
Net: Revenue from Non-Government Sources	559,500	750	20,926	111,064	35,403	28,615	10,507	5,700	55,200	55,200	100,200	-	74,000	497,565
<u>Government Sources</u>														
State Funding	95,000	-	-	-	-	-	20,927	-	50,000	-	-	-	-	70,927
City Funding	500,000	-	-	-	-	-	-	272,986	45,402	45,402	45,402	45,402	45,406	500,000
DYCD	210,000	-	-	21,141	19,089	28,270	17,672	16,434	17,500	18,828	17,500	35,000	17,500	208,934
Federal	50,000	-	-	-	-	-	-	-	-	-	-	-	50,000	50,000
Revenue from Government Sources	855,000	-	-	21,141	19,089	28,270	38,599	289,420	112,902	64,230	62,902	80,402	112,906	829,861
Interest/Dividend Income	10,500	802	708	764	769	604	481	522	875	875	875	875	875	9,024
<u>In-Kind Donations</u>														
In-Kind Donation (Taproot) - NON-CASH	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-
In-Kind Legal - NON-CASH	75,000	-	-	-	-	-	-	-	-	-	-	-	-	-
In-Kind Donations	125,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Events	350,000	-	-	-	5,000	-	10,000	-	-	100,000	-	-	-	115,000
Prior Year Receivables received in Fiscal Year 2009	-	42,826	92,500	5,000	10,000	-	6,596	146,901	-	-	-	-	-	303,823
Total Revenue	1,900,000	44,378	114,134	137,968	70,261	57,489	66,183	442,543	168,977	220,305	163,977	81,277	187,781	1,755,273
<u>Expenses</u>														
Salaries and Wages	867,310	65,750	74,463	66,436	64,836	64,330	64,735	97,312	65,371	65,371	65,827	65,827	98,480	858,738
Employee Fringe Benefits	179,139	15,149	22,992	3,818	16,007	20,098	21,153	1,605	13,499	13,499	13,593	13,593	20,336	175,343
Consulting Fees (Note 1)	230,125	-	8,694	6,686	1,324	16,581	8,334	12,452	18,250	23,250	18,250	11,250	21,250	146,322
Non-Personnel Expenses (Note 2)	122,025	1,500	14,600	3,285	9,540	2,770	2,304	8,624	3,781	8,581	3,281	4,335	3,281	65,882
Facility & Equipment	104,487	19,842	43	8,417	8,417	8,417	8,417	8,417	8,417	9,542	8,417	8,542	8,417	105,306
Travel & Meeting Expense	27,149	2,057	280	968	1,196	80	1,312	138	8,500	12,000	2,000	2,000	2,000	32,530
Other Expenses	15,180	2,757	418	3,899	136	310	33	43	325	325	325	325	325	9,222
Special Events Expenses	100,000	-	-	-	17,550	-	4,513	1,157	-	-	-	-	-	23,220
Depreciation & Amortization - NON-CASH	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenses	103,000	-	-	-	-	-	-	-	-	70,000	-	-	-	70,000
Prior Year Expenses Paid in Fiscal Year 2009	-	66,745	10,688	13,906	-	4,700	4,600	-	-	-	-	-	-	100,638
Total Expenses	1,788,415	173,800	132,179	107,415	119,007	117,285	115,401	129,748	118,143	202,568	111,693	105,872	154,089	1,587,201
Increase / (Decrease) In Cash	111,585	(129,422)	(18,045)	30,553	(48,746)	(59,796)	(49,218)	312,795	50,834	17,737	52,284	(24,595)	33,692	168,072
CASH														
Beginning Period Balance		752,304	622,882	604,837	635,390	586,644	526,848	477,630	790,425	841,259	858,996	911,280	886,685	
Ending Period Balance		622,882	604,837	635,390	586,644	526,848	477,630	790,425	841,259	858,996	911,280	886,685	920,376	

(1) Includes \$75,000 non-cash in-kind legal

(2) Includes \$50,000 non-cash expenses regarding Taproot.