

COMMUNITY ACTION ASSOCIATION OF PA
FINANCE COMMITTEE CONFERENCE CALL
JULY 8, 2016 CONFERENCE CALL 11 AM

The Finance Committee including Ken Heilman, Treasurer, and Frank Gatti along with staff Susan Moore, CEO, and Jane Knott, CFO, met to review the 6/30/2015 CAAP Financials, the proposed FY 2016 CAAP Total Agency Budget, and the CAAP Vanguard Investments.

The committee reviewed and recommends the 6/30/15 CAAP Financials as presented. On motion of Ken Hielman, seconded by Frank Gatti, the committee recommended approval of the proposed FY 2016 CAAP Total Agency Budget which includes a 3% COLA for staff salaries.

The committee reviewed the CAAP Vanguard Investment funds compositions, asset mix, and detail since inception, along with the CAAP Investment Policy and is satisfied with the current investments as is.

Submitted by Jane Knott, CFO

COMMUNITY ACTION ASSOCIATION OF PA
FINANCE COMMITTEE CONFERENCE CALL
JULY 8, 2016 CONFERENCE CALL 11 AM

COMMUNITY ACTION ASSOCIATION OF PA
REVENUE BUDGET PROJECTION
7/1/15 - 6/30/16
FINANCE CMTE RECOMMENDED

	PROPOSED 2016 BUDGET	2015 BUDGET	CHANGE
<u>Grants Income:</u>			
CSBG - Base -2015 Balance	125,000	151,065	(26,065)
2015 Contract \$ 250,000			
CSBG - Base -2016	125,000	151,065	(26,065)
Corporation for National Cmty Svc	12,000	12,000	0
OCS - Regional CAA 9/30/14-9/29/15	15,625	15,625	0
OCS - Regional CAA 9/30/15-9/29/16	46,875	46,875	0
CCS - R3PIC Admin Regional	337,500	252,840	84,660
Subtotal - Grants	662,000	629,470	32,530
<u>Dues Income -</u>			
Per Finance Committee	135,600	135,600	0
Rebate	0	(13,560)	
<u>Conferences - Registrations</u>			
April Conference	43,350	41,800	1,550
<u>Training Fees/Other</u>			
VISTA Agency Costshare	52,000	62,085	(10,085)
Contribution (\$6,500 x 8 Vistas)			
Needs Assesment Tool Fees	13,750	0	13,750
Subtotal Training Fees/Other	65,750	62,085	3,665
<u>Interest Income -</u>			
Savings \$60,000 @ .5%	300	100	200
CAAP Money Mkt Savings			
Unrealized Gain on Investments 3.5%	18,000	18,000	0
TOTAL REVENUE	\$ 925,000	\$ 873,495	\$ 37,945
% Increase	5.9%		

CAAP OPERATING REVENUE:

	2016 BUDGET	2015 BUDGET
Dues Income	135,600	135,600
Less Dues Rebate	0	(13,560)
Training Fees/Other	13,750	0
Interest Income	300	100
Unrealized Gain on Investments	18,000	18,000
Total CAAP Revenue	\$ 167,650	\$ 140,140

ASSUMPTIONS:

CAAP Dues and CSBG Funding remain at 2015 Level
Grants Income - Full year of OCS R3PIC Regional Administration Contract \$400,000
Needs Assessment Tool fees billed to CAA's for use of the tool- Univ of Missouri Maint/Spt \$10,000;
PA State Data Ctr - data files \$3,750.

FY 2016 CAAP DUES SCHEDULE

FY 2016 Dues Recommendation
FINANCE COMMITTEE RECOMMENDS

Agency	2013	2013 & 2014	2014	Board	Increase/ (Decrease) Over 2014
	Annualized CSBG Allocation		Dues Amounts	Annualized CSBG Allocation	
1 Armstrong	252,988	1,755	302,131	2,100	345
2 Blair	252,988	1,755	302,131	2,100	345
3 Butler	252,988	1,755	302,131	2,100	345
4 Cambria	252,988	1,755	302,131	2,100	345
5 Carbon	252,988	1,755	302,131	2,100	345
6 Center for Community Action	252,988	1,755	302,131	2,100	345
7 Indiana Co.	252,988	1,755	302,131	2,100	345
8 Lawrence	252,988	1,755	302,131	2,100	345
9 Lebanon	252,988	1,755	302,131	2,100	345
10 Mercer Co.	252,988	1,755	302,131	2,100	345
11 Northern Tier	252,988	1,755	302,131	2,100	345
12 Pathstone	252,988	1,755	302,131	2,100	345
13 Schuylkill	252,988	1,755	302,131	2,100	345
14 Somerset	252,988	1,755	302,131	2,100	345
15 Warren-Forest	252,988	1,755	302,131	2,100	345
16 Beaver	306,580	2,230	348,922	2,100	(130)
17 Venango Co.	333,796	2,580	364,733	2,100	(480)
18 Lycoming-Clinton	334,756	2,635	365,595	2,100	(535)
19 South Central	366,080	2,055	396,372	2,100	45
20 Fayette Co.	382,288	2,795	413,153	3,600	805
21 Monroe Co.	386,028	2,170	416,291	3,600	1,430
22 Central Susquehanna Oppor	388,252	2,870	418,845	3,600	730
23 Scranton-Lackawanna	429,064	3,255	459,439	3,600	345
24 Union-Snyder	429,764	2,160	461,795	3,600	1,440
25 Comm. Action Southwest	441,676	3,170	471,987	3,600	430
26 TREHAB	469,800	3,505	500,194	3,600	95
27 Central PA	489,260	3,555	519,733	3,600	45
28 Chester Co.	533,488	4,375	562,655	3,600	(775)
29 Westmoreland	609,296	3,970	638,717	3,600	(370)
30 Greater Erie	622,132	4,280	651,900	3,600	(680)
31 Comm. Progress Council	676,828	4,695	705,601	5,100	405
32 Luzerne	683,752	4,475	713,034	5,100	625
33 Bucks	688,780	4,875	716,584	5,100	225
34 Berks	777,152	5,295	805,973	5,100	(195)
35 Lancaster Co.	793,252	5,405	821,850	5,100	(305)
36 Tri-County Comm. Action	828,232	5,495	856,548	5,100	(395)
37 Montgomery Co	855,444	5,685	882,468	5,100	(585)
38 Pittsburgh	1,093,872	4,980	1,121,668	5,100	120
39 Lehigh Valley	1,110,428	6,310	1,137,304	5,100	(1,210)
40 Allegheny	1,140,692	4,115	1,168,278	5,100	985
41 Mayor's Office	4,789,312	5,605	4,807,291	5,100	(505)
Totals:	\$ 23,754,824	\$ 128,865	\$ 25,258,895	\$ 135,600	
Budgeted Less CA, Inc & Del Co			ok		

Information, questions:

1 Range of the base CSBG -

2010, 2011	1,755
2012	1,755
2013	1,755
2014	1,755
2015	2,100

2 Dues increases @ CSBG Base over \$399,999 to \$3,600

3 Dues increases @ CSBG Base over \$699,999 to \$5,100

4 Total Dues for budget \$135,600.

Community Action Association of PA
 Total Agency Budget
 For the Period 7/1/15 - 6/30/16
 FINANCE CMTE RECOMMENDED

	1	2	3	4	5	6	7	8	9
TOTAL	BUDGET	CHANGE	FY 2015	CSBG	RPIC	RPIC ADMIN	VISTA	CONFERENCE	CAAP
FY 2016	873,495	51,505	873,495	250,000	62,500	337,500	64,000	43,350	167,650
REVENUE	925,000	51,505	873,495	250,000	62,500	337,500	64,000	43,350	167,650
% Increase	5.9%								

I. PERSONNEL

A. WAGES (3% Annual Increase)	340,455	45,665	294,790	135,990	36,775	40,260	35,490	0	91,940
BENEFITS % OF SALARIES 38.7%									
B. BENEFITS	125,430	11,440	113,990	51,440	16,595	19,365	9,510	0	28,520
SOCIAL SECURITY	26,045	3,485	22,550	10,400	2,815	3,080	2,715		7,035
HEALTH / LIFE INSURANCE	71,760	3,515	68,245	30,450	10,795	13,125	3,010		14,380
RETIREMENT	17,025	2,285	14,740	6,800	1,840	2,015	1,775		4,595
PAUC	4,900	1,200	3,700	1,755	535	565	835		1,210
WC INSURANCE	1,500	(255)	1,755	600	165	180	155		400
PARKING	4,200	1,200	3,000	1,435	445	400	1,020		900

C. CONTRACT SERVICES

PUBLIC POLICY CONSULTANT	6,000	0	6,000	0	0	0	0	0	6,000
PROFESSIONAL FEES	55,050	9,725	45,325	1,000		23,300	17,000		13,760
CONTRACT SERVICES	187,500	46,875	140,625			187,500			0
SPEAKER HONORARIA	7,130	(750)	7,880				6,380		750
LEGAL	500	0	500						500
WEB PAGE SUPPORT	2,340	580	1,760	1,750				250	340
ACCTG SYSTEM SUPPORT	1,300	60	1,240	600	100	300			300
TEMPORARY STAFFING SVCS	0	(750)	750				0		0
TOTAL CONTRACT SERVICE	259,820	55,740	204,080	3,350	100	211,100	17,000	6,630	21,640
TOTAL PERSONNEL	725,705	112,845	612,860	190,780	53,470	270,725	62,000	6,630	142,100

II. OPERATING

A. TRAVEL

STAFF TRAVEL/PER DIEM/ LODGE	17,895	3,845	13,850	4,850	1,895	9,200	750		1,000
CONSULTANT TRAVEL/LODGE	10,150	2,625	7,525	1,500		7,550		750	350
PARTICIPANT TRAVEL	1,000	(2,000)	3,000	1,000					
PARTICIPANT LODGING	975	(4,325)	5,300	0					975
CONFERENCE REGISTRATIONS	14,655	(9,830)	24,485	1,150		11,505	2,000		
TOTAL TRAVEL	44,475	(9,685)	54,160	8,500	1,895	28,255	2,000	1,500	2,325

B. SPACE COSTS

UTILITIES	12,075	2,290	9,785	6,420	1,560	1,180			2,915
BUILDING MAINTENANCE	2,500	(2,255)	4,755	750	800	250			700
TOTAL SPACE COSTS	14,575	35	14,540	7,170	2,360	1,430	0	0	3,615

Community Action Association of PA
 Total Agency Budget
 For the Period 7/1/15 - 6/30/16
 FINANCE CMTE RECOMMENDED

	1	2	3	4	5	6	7	8	9
TOTAL	CHANGE	BUDGET	CSBG	RPIC	RPIC	VISTA	CONFERENCE	CAAP	
FY 2016		FY 2015							
C. CONSUMABLE SUPPLIES									
OFFICE SUPPLIES	2,000	(790)	2,790	1,005	350	400			245
PROGRAM SUPPLIES	2,665	(1,850)	4,495	865			1,400		400
TOTAL SUPPLIES	4,665	(2,620)	7,285	1,870	350	400	1,400		645

D. AUDIT COSTS	9,250	0	9,250	6,750	1,000	1,500	0	0	0
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E. OTHER COSTS

TELEPHONE/COMMUNICATIONS	11,995	(3,430)	15,425	5,955	1,300	2,740			2,000
PUBLICATIONS	2,420	415	2,005	1,200	200	520			500
ADVERTISING	0	0	0						0
OUTSIDE PRINTING	2,800	0	2,800	500			2,300		0
STAFF DEVELOPMENT	285	(750)	1,035	285					0
INSURANCE	3,275	(1,410)	4,685	1,500	100	1,090			585
POSTAGE	1,320	(3,930)	5,250	800	100	100	320		0
MEMBERSHIPS AND DUES	15,350	5,740	9,610	14,000	500	600			250
MEETING/CONF/WORKSH	52,530	(4,800)	57,330	3,315	29,365	0	16,000		3,850
EQUIP MAINT/RENT	6,900	(875)	7,775	2,175	250	250	3,200		1,025
COMPUTER/NETWORK MAINT	10,000	(910)	10,910	3,500	975	525			5,000
DONATION - NCAF	1,080	0	1,080	0	0	0	0		1,080
DEPRECIATION	25,900	14,105	11,795	0	0	0	0		25,900
INTEREST - LOC	500	0	500	0	0	0	0		500
TOTAL OTHER COSTS	134,355	4,155	130,200	33,230	3,425	35,190	21,820		40,690

SUBTOTAL OPERATIONS	207,320	(5,530)	215,435	57,520	9,030	66,775	2,000	24,720	47,275
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III. EQUIPMENT

COMPUTER/WEB PAGE	3,040	1,040	2,000		0				3,040
TRAINING EQUIPMENT	2,400	1,000	1,400	1,700					700
SUBTOTAL EQUIPMENT	5,440	2,040	3,400	1,700	0	0	0	0	3,740

IV. TOTAL PROGRAM	938,465	109,355	831,695	250,000	62,500	337,500	64,000	31,350	193,115
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% Increase
12.8%

V. EXCESS	(13,465)	(57,850)	41,800	0	(0)	0	(0)	12,000	(25,485)
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VI. XFER RESERVES	13,465	0	0	0	0	0	0	0	13,465
BALANCE AFTER XFERS	0	0	0	0	(0)	0	(0)	12,000	(12,000)

COMMUNITY ACTION ASSOCIATION OF PA
7/1/2015 - 6/30/2016
TOTAL AGENCY BUDGET
NOTES - EXPENSES

I. PERSONNEL

A. WAGES

3% salary increase budgeted. Special Projects Coordinator position added at 9/1/14.
Salary and Benefits Detail worksheet is attached.

B. BENEFITS

Benefits are allocated based on full time equivalency percentage; 36.8% of salary; worksheet attached.

C. CONTRACT SERVICES

Professional Fees: RPIC Admin- SFW and ROMA Trainers; VISTA CAAP pays salary for 2 VISTAS, 12 VISTAS are available to our 41 agencies.
Contract Services: \$187,500 or \$62,500 pass thru to VA, MD, and WVA state Associations.

II. OPERATING

Travel - increases for full year RPIC Admin
Conference Registrations - RPIC Admin, for participants for SFW and ROMA trainings; staff for NCAF and CAP conferences

III. SPACE COSTS

Increase projected for utilities and building maintenance.

IV. OTHER COSTS:

Postage - reduced cost for postage machine lease.
Memberships/Dues - increased cost for PANO membership for CAA's
Meeting/Conf/Workshops - RPIC Admin per grant requirements.
Depreciation -additional cost for Needs Assessment Tool at \$16,000/year.

III. EQUIPMENT

Computer/Webpage - new website purchase \$3,040.

VI. TRANSFER RESERVES

\$13,465 reduces CAAP Reserves - additional revenue recognized \$48,000 in FY 2014 for the Needs Assessment Tool, adding an additional depreciation \$16,000/year for FY 2015, and FY 2016; and \$8,000 in FY 2017.

COMMUNITY ACTION ASSOCIATION OF PA
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2015

		COMPARISON 6/30/2014
ASSETS		
CASH - OPERATING	51,427	
MONEY MARKET SAVINGS	71,683	
VANGUARD INVESTMENTS	506,692	
PREPAID EXPENSES	18,837	
ACCOUNTS RECEIVABLE	240	
GRANTS RECEIVABLE	96,919	
EQUIPMENT	90,781	
ACCUM DEPR-EQUIPMENT	(65,913)	
BUILDING	94,271	
ACCUM DEPR-BUILDING	(63,261)	
BUILDING IMPROVEMENTS	80,993	
ACCUM DEPR-BUILDING IMPROVEMENTS	(49,415)	
LAND	50,000	
TOTAL ASSETS	<u>\$ 883,254</u>	<u>\$ 823,854</u>
LIABILITIES		
ACCOUNTS PAYABLE	7,479	
ACCRUED SALARIES	9,948	
PAYROLL TAXES WITHHELD AND ACCRUED	5,831	
LINE OF CREDIT	0	
ACCRUED EXPENSE	59,334	
DEFERRED REVENUE	41,130	
TOTAL LIABILITIES	<u>123,722</u>	<u>92,821</u>
NET ASSETS		
CURRENT YEAR -CAAP OPERATIONS	28,497	
CAPITAL RESERVE	15,635	
UNRESTRICTED NET ASSETS	407,799	
INVEST. IN FIXED ASSETS	307,600	
TOTAL NET ASSETS	<u>759,531</u>	<u>731,033</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 883,254</u>	<u>\$ 823,854</u>

COMMUNITY ACTION ASSOCIATION OF PA
 NOTES TO FINANCIAL STATEMENTS
 JUNE 30, 2015

Statement of Financial Position

Cash in Checking		\$	51,427
Money Market Savings, current annual rate @ .5%		\$	71,683
Vanguard Investments	Year to date Gain	\$	12,624
	2.6% Return		\$ 506,692

Prepaid Expenses:

Emplee Health/Life Insurance		5,091	
D&O/ Liability/WC Ins		745	
CAPLAW, CA Ptrnship, PANO		5,882	
Accounting Sfwe Support, equipment maintenance		818	
Needs Assessment Tool Maint		0	
CAP-FACTS, Capitolwire, Newsletter		1,138	
Website; office equipment		4,856	
Other		<u>305</u>	
		\$	18,837

Accounts Receivable			
CAAP Dues		\$	240

Grants Receivable			
CSBG		44,034	
R3PIC		<u>52,885</u>	
		\$	96,919

$$\frac{\text{Current Ratio} = \text{Current Assets (with Investments)} \quad \$745,798}{\text{Current Liabilities} \quad \$123,722} = 6.03$$

$$\frac{\text{Current Ratio} = \text{Current Assets (without Investments)} \quad \$239,106}{\text{Current Liabilities} \quad \$123,722} = 1.93$$

The ratio is mainly used to give an idea of the company's ability to pay back its short term debt and payables with its short term assets. The higher the current ratio, the more capable the company is of paying its obligations. Even without the investments, which can be converted to cash almost immediately, we have 1.93 times the cash to pay our current debt.

Line of Credit - Mid Penn Bank \$0

Accrued Expense			
Accrued Audit	\$	9,350	
Accrued R3PIC MD, VA, WVA		42,271	
Unbilled VISA Charges		<u>7,713</u>	
		\$	59,334

Deferred Revenue			
CAA VISTA Costshare Payments		\$	41,130

Year to Date Excess:			
	CAAP Operations	4,908	
	CAAP Spring Conference	18,832	
	Supercircular Training	<u>4,757</u>	
	Total Excess	\$	28,497

COMMUNITY ACTION ASSOCIATION OF PA
STATEMENT OF REVENUE AND EXPENDITURES
FOR THE PERIOD ENDED JUNE 30, 2015

	TOTAL AGENCY BUDGET	CURRENT PERIOD ACTUAL	JUNE 30, 2015 YTD ACTUAL	BUDGET BALANCE AVAILABLE	YTD % OF BUDGET
<u>REVENUES</u>					
1 GRANTS INCOME	629,470	56,368	590,709	38,761	93.8%
2 DUES INCOME	122,040	7,025	118,895	3,145	97.4%
3 REGISTRATION FEES	41,800	0	73,286	(31,486)	175.3%
4 TRAINING FEES / OTHER	62,085	7,901	68,298	(6,213)	110.0%
5 INTEREST INCOME	100	30	607	(507)	607.0%
6 UNREALIZED GAIN ON INVESTMENTS	18,000	(10,290)	12,634	5,366	70.2%
7 MISCELLANEOUS INCOME	<u>0</u>	<u>833</u>	<u>13,995</u>	<u>(13,995)</u>	0.0%
8 TOTAL REVENUES	\$ 873,495	61,867	\$ 878,424	\$ (4,929)	100.6%
<u>EXPENDITURES</u>					
9 SALARIES & WAGES	294,790	29,007	325,428	(30,638)	110.4%
10 FRINGE BENEFITS	113,990	8,666	116,518	(2,528)	102.2%
11 PUBLIC POLICY CONSULTANT	6,000	500	6,000	0	100.0%
12 PROFESSIONAL FEES	45,325	0	59,964	(14,639)	132.3%
13 CONTRACT SERVICES	140,625	11,021	140,625	0	100.0%
14 SPEAKER/HONORARIA	7,880	0	5,300	2,580	67.3%
15 LEGAL	500	0	0	500	0.0%
16 WEB PAGE SUPPORT	1,760	91	2,345	(585)	133.2%
17 FISCAL/ACCTG SUPPORT	1,240	104	1,088	152	87.7%
18 TEMP STAFFING SERVICES	750	0	0	750	0.0%
19 STAFF TRAVEL	13,850	2,986	19,229	(5,379)	138.8%
20 CONSULTANT TRAVEL	7,525	485	3,114	4,411	41.4%
21 PARTICIPANT TRAVEL	3,000	0	1,394	1,606	46.5%
22 PARTICIPANT LODGING	5,300	0	2,048	3,252	38.6%
23 CONFERENCE REGISTRATIONS	24,485	10,611	16,081	8,404	65.7%
24 UTILITIES	9,785	623	10,594	(809)	108.3%
25 BUILDING MAINTENANCE	4,755	86	2,451	2,304	51.5%
26 OFFICE SUPPLIES	2,790	61	2,025	765	72.6%
27 PROGRAM SUPPLIES	4,495	1,620	8,460	(3,965)	188.2%
28 AUDIT	9,250	5,625	9,250	0	100.0%
29 TELEPHONE/COMMUNICATIONS	15,425	558	9,614	5,811	62.3%
30 PUBLICATIONS	2,005	166	2,107	(102)	105.1%
31 ADVERTISING	0	0	939	(939)	0.0%
32 PRINTING	2,800	0	1,894	906	67.6%
33 INSURANCE	4,685	249	3,574	1,111	76.3%
34 POSTAGE	5,250	119	3,060	2,190	58.3%
35 STAFF DEVELOPMENT	1,035	0	274	761	26.5%
36 MEMBERSHIPS AND DUES	9,610	1,208	13,425	(3,815)	139.7%
37 CONF/WORKSHOP/MEETINGS	57,330	21	37,888	19,442	66.1%
38 EQUIPMENT MAINT / RENTAL	7,775	885	4,993	2,782	64.2%
39 COMPUTER/NETWORK MAINT	10,910	1,063	9,740	1,170	89.3%
40 DONATION - NCAF	1,080	0	1,080	0	100.0%
41 DEPRECIATION	11,795	1,318	27,214	(15,419)	230.7%
42 INTEREST EXPENSE/LOC/BANK FEES	500	250	295	205	59.0%
43 EQUIPMENT PURCHASE	<u>3,400</u>	<u>0</u>	<u>1,916</u>	<u>1,484</u>	<u>56.4%</u>
44 TOTAL EXPENDITURES	\$ 831,695	77,323	\$ 849,927	\$ (18,232)	102.2%
45 EXCESS	\$ 41,800	\$ (15,456)	\$ 28,497	\$ 13,303	68%

COMMUNITY ACTION ASSOCIATION OF PA
 NOTES TO FINANCIAL STATEMENTS
 JUNE 30, 2015

Agencywide Statement of Revenue and Expenses:

Revenue/Expense over budget line items:

- 2 Dues Income - Write-off TREHAB \$3,145 unpaid dues
- 6 Budgeted gain on investments \$5,366 under budget at year end; FY 2014 return was \$62,012 or 14.35% annual return.
- 7 Miscellaneous Income - Needs Assessment Tool Fee to CAAs
- 9 Salaries - addition of Special Projects Coordinator position, \$40,000 annual cost;
- 12 Professional Fees - unbudgeted R3PIC Regional Grant training
- 16 Web Page Support - added costs for membership database;
- 19 Staff Travel - Leppo training for PA ROMA
- 27 Program Supplies - training for PA ROMA
- 31 Advertising - employment advertising Communications Dir position;
- 36 Memberships and Dues - addition of PANO membership for CAA agencies, \$7,000 annual cost;
- 41 Depreciation - addition of unbudgeted capitalization of Needs Assessment Tool, \$16,000 annual expense.

<u>GRANT EXPENDITURES:</u>	<u>CONTRACT AMOUNT</u>	<u>7/1/14-6/30/15 BUDGET</u>	<u>6/30/15 YTD ACTUAL</u>	<u>YTD COMPARED TO BUDGET</u>
CSBG 1/14 - 12/14	\$ 302,131	177,724	174,670	98.3%
CSBG 1/15 - 6/15	\$ 125,000	124,406	126,927	102.0%
Highmark Foundation	\$ 45,000	0	3,250	0.0%
RPIC - PA	\$ 62,500	62,500	56,560	90.5%
RPIC Regional	\$ 337,500	252,840	220,552	87.2%
CNCS VISTA /SUPV-TRAINING	\$ 12,000	74,085	63,706	86.0%
CONFERENCE/TRAINING		31,800	56,604	178.0%
OTHER		0	13,911	0.0%
CAAP		108,340	133,747	123.5%
TOTAL		\$ 831,695	\$ 849,927	102.2%

COMMUNITY ACTION ASSOCIATION OF PA
STATEMENT OF REVENUES AND EXPENDITURES

CAAP OPERATING 7/1/14 - 6/30/15

	BUDGET ANNUAL	6/1 - 6/30/15 CURRENT PERIOD	YTD 6/30/2015	YTD %	BUDGET BALANCE
REVENUE:					
DUES INCOME	122,040	7,025	118,895	97.4%	3,145
INTEREST INCOME	100	30	607	607.0%	(507)
GAIN ON INVESTMENTS	18,000	(10,290)	12,634	70.2%	5,366
OTHER (TRAINING)	0	794	6,518	0.0%	(6,518)
CONFERENCE EXCESS	10,000	(735)	23,589	235.9%	(13,589)
TOTAL REVENUE	150,140	(3,174)	162,243	108.1%	(12,103)
EXPENDITURES:					
I PERSONNEL					
A. WAGES	52,865	7,254	58,774	111.2%	(5,909)
B. BENEFITS	13,190	1,963	20,014	151.7%	(6,824)
C. CONTRACT SERVICES					
PUBLIC POLICY CONSULTANT	6,000	500	6,000	100.0%	-
SHARED SERVICES	0	0	4,440	100.0%	(4,440)
SPEAKER HONORARIA	1,500	0	0	0.0%	1,500
WEB PAGE SUPPORT	750	1	130	17.3%	620
LEGAL	500	0	0	0.0%	500
TEMPORARY STAFFING	750	0	0	0.0%	750
TOTAL CONTRACT SERVICES	9,500	500	10,570	111.3%	(1,070)
TOTAL PERSONNEL	75,555	9,717	89,358	118.3%	(13,803)
II OPERATIONS					
A. TRAVEL					
STAFF	1,000	0	2,660	266.0%	(1,660)
CONSULTANT TRAVEL/LODGING	250	0	350	140.1%	(100)
BOARD LODGING	3,300	0	866	26.2%	2,434
CONFERENCE REGISTRATIONS	250	0	0	0.0%	250
TOTAL TRAVEL	4,800	0	3,876	80.7%	924
B. SPACE COSTS					
UTILITIES	2,865	0	1,919	67.0%	946
BUILDING MAINTENANCE	700	38	569	81.3%	131
TOTAL SPACE COSTS	3,565	38	2,488	69.8%	1,077
C. OTHER COSTS					
OFFICE/PROGRAM SUPPLIES	1,100	50	447	40.6%	653
TELEPHONE/COMMUNICATIONS	1,000	171	1,172	117.2%	(172)
INSURANCE	0	0	235	0.0%	(235)
POSTAGE	400	0	321	80.4%	79
STAFF DEVELOPMENT	750	0	0	0.0%	750
PUBLICATIONS	500	0	0	0.0%	500
ADVERTISING	0	0	142	0.0%	
MEMBERSHIPS/DUES	250	65	70	28.0%	180
MEETING/CONFERENCE/WKSHPS	3,820	21	3,846	100.7%	(26)
EQUIP MAINT/RENT	1,025	152	1,120	109.2%	(95)
COMPUTER/NETWORK MAINT	500	0	905	181.0%	(405)
DEPRECIATION	11,795	1,818	27,714	235.0%	(15,919)
INTEREST/BANK FEES - LOC	500	250	295	59.0%	205
SOFTWARE	700	0	0	0.0%	700
EQUIPMENT	1,000	0	677	67.7%	323
DONATIONS	1,080	0	1,080	100.0%	-
TOTAL OTHER COSTS	24,420	2,527	38,024	155.7%	(13,604)
SUBTOTAL OPERATIONS	32,785	2,565	44,389	135.4%	(11,603)
IV TOTAL EXPENDITURES	108,340	12,282	133,747	123.5%	(25,407)
EXCESS	\$ 41,800	(15,456)	28,497		

FY 2015 CAAP DUES SCHEDULE

Payments as of 7/8/15

Agency	2015 CAAP		Balance Due
	Dues	Payment	
1 Allegheny	5,100	5,100	-
1 Armstrong	2,100	2,100	-
2 Beaver	2,100	2,100	-
3 Berks	5,100	5,100	-
4 Blair	2,100	2,100	-
5 Bucks	5,100	5,100	-
6 Butler	2,100	2,100	-
7 Cambria	2,100	2,100	-
8 Carbon	2,100	2,100	-
9 Center for Community Action	2,100	2,100	-
10 Central PA	3,600	3,600	-
11 Central Susquehanna Oppor	3,600	3,600	-
12 Chester Co.	3,600	3,600	-
13 Comm. Action Southwest	3,600	3,600	-
14 Comm. Progress Council	5,100	5,100	-
15 Fayette Co.	3,600	3,000	600
16 Greater Erie	3,600	3,600	-
17 Indiana Co.	2,100	2,100	-
18 Lancaster Co.	5,100	5,100	-
19 Lawrence	2,100	2,100	-
20 Lebanon	2,100	2,100	-
21 Lehigh Valley	5,100	5,100	-
22 Luzerne	5,100	5,100	-
23 Lycoming-Clinton	2,100	2,100	-
24 Mayor's Office	5,100	5,100	-
25 Mercer Co.	2,100	2,100	-
26 Monroe Co.	3,600	3,600	-
27 Montgomery Co	5,100	5,100	-
28 Northern Tier	2,100	2,100	-
29 Pathstone	2,100	2,100	-
30 Pittsburgh	5,100	5,100	-
31 Schuylkill	2,100	2,100	-
32 Scranton-Lackawanna	3,600	3,600	-
33 Somerset	2,100	2,100	-
34 South Central	2,100	2,100	-
35 TREHAB	3,600	95	3,505
36 Tri-County Comm. Action	5,100	5,100	-
37 Union-Snyder	3,600	3,600	-
38 Venango Co.	2,100	2,100	-
39 Warren-Forest	2,100	2,100	-
40 Westmoreland	3,600	3,600	-
Totals:	\$ 135,600	\$ 131,495	4,105