

NORTH PENN LEGAL SERVICES
OPERATING BUDGET (see assumptions)
FOR THE FISCAL YEAR ENDED 6/30/2020

| | <u>Budget</u> <u>6/30/2020</u> | <u>Budget</u> <u>6/30/2019</u> | <u>\$</u> <u>Variance</u> | <u>%</u> <u>Variance</u> |
|-------------------------------------|-----------------------------------|-----------------------------------|------------------------------|-----------------------------|
| REVENUES | | | | |
| Legal Services Corporation: | | | | |
| Basic Field | 2,062,365 | 2,005,908 | 56,457 | 2.8% |
| PLAN: | | | | |
| Title XX | 636,063 | 652,570 | (16,507) | -2.5% |
| DAP | 115,000 | 116,172 | (1,172) | -1.0% |
| IOLTA | 326,240 | 257,224 | 69,016 | 26.8% |
| State | 303,334 | 315,788 | (12,454) | -3.9% |
| Access to Justice | 2,127,152 | 1,691,890 | 435,262 | 25.7% |
| MLK Fellowship | 27,667 | - | 27,667 | 100.0% |
| MLK | 5,000 | 5,000 | - | 0.0% |
| Aging | 507,450 | 425,000 | 82,450 | 19.4% |
| Special IOLTA | 540,000 | 94,500 | 445,500 | 471.4% |
| Miscellaneous Grants | 65,500 | 159,000 | (93,500) | -58.8% |
| Domestic Violence | 166,000 | 127,850 | 38,150 | 29.8% |
| Bar Association Grants | 142,000 | 150,000 | (8,000) | -5.3% |
| Medical Legal Partnership | 125,000 | 130,000 | (5,000) | -3.8% |
| Fair Housing Grant | 112,000 | 87,000 | 25,000 | 28.7% |
| United Way | 32,500 | 31,500 | 1,000 | 3.2% |
| Juvenile Dependency | 15,000 | 15,000 | - | 0.0% |
| Arbitration fees | 2,000 | 2,500 | (500) | -20.0% |
| AIDS Net | 1,500 | 1,250 | 250 | 20.0% |
| Subtotal | 7,311,771 | 6,268,152 | 1,043,619 | 14.3% |
| Other operating revenues | | | | |
| Miscellaneous income | 450 | 450 | - | 0.0% |
| Total operating revenues | 7,312,221 | 6,268,602 | 1,043,619 | 14.3% |
| NON-OPERATING REVENUES | | | | |
| In-kind contributions | - | - | - | 0.0% |
| Other contributions | 35,000 | 30,000 | 5,000 | 16.7% |
| Interest income | 750 | 750 | - | 0.0% |
| Total non-operating revenues | 35,750 | 30,750 | 5,000 | 14.0% |
| TOTAL REVENUES | 7,347,971 | 6,299,352 | 1,048,619 | 14.3% |

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OPERATING BUDGET (see assumptions)
FOR THE FISCAL YEAR ENDED 6/30/2020

| | <i>Budget</i> | <i>Budget</i> | <i>\$</i> | <i>%</i> |
|------------------------------------|---------------|---------------|-----------|----------|
| EXPENSES | | | | |
| Salaries | 4,008,199 | 3,667,837 | 340,362 | 9.3% |
| Fringe Benefits | 2,059,875 | 1,522,927 | 536,948 | 35.3% |
| Total salaries & fringe benefits | 6,068,074 | 5,190,764 | 877,310 | 16.9% |
| Consultants & contractors | 54,070 | 60,000 | (5,930) | -9.9% |
| Audit | 20,000 | 18,500 | 1,500 | 8.1% |
| Judicare | 72,000 | 35,000 | 37,000 | 105.7% |
| Employee travel | 14,600 | 11,124 | 3,476 | 31.2% |
| Travel - Client related | 33,014 | 28,583 | 4,432 | 15.5% |
| Travel - Training | 19,100 | 10,750 | 8,350 | 77.7% |
| Travel - Board Members | 2,200 | 1,000 | 1,200 | 120.0% |
| Rent | 391,216 | 353,558 | 37,658 | 10.7% |
| Utilities | 22,200 | 20,081 | 2,119 | 10.6% |
| Storage & other space costs | 4,925 | 6,523 | (1,598) | -24.5% |
| Maintenance Services | 16,200 | 17,610 | (1,410) | -8.0% |
| Parking | 19,200 | 13,854 | 5,347 | 38.6% |
| Office supplies | 30,850 | 33,970 | (3,120) | -9.2% |
| Minor office accessories | 64,700 | 33,712 | 30,988 | 91.9% |
| Computer updates & software | 3,000 | 3,225 | (225) | -7.0% |
| Lease - Furniture & equipment | 3,030 | - | 3,030 | 100.0% |
| Maintenance agreements | 77,900 | 78,713 | (813) | -1.0% |
| Repairs & maintenance - equipment | 2,800 | 1,000 | 1,800 | 180.0% |
| Contracted services - equipment | - | 250 | (250) | -100.0% |
| Insurance | 35,000 | 38,342 | (3,342) | -8.7% |
| Printing costs | 10,950 | 5,181 | 5,769 | 111.3% |
| Dues | 25,395 | 26,523 | (1,128) | -4.3% |
| Conferences | 7,050 | 4,012 | 3,038 | 75.7% |
| Staff Training & development | 20,000 | 2,500 | 17,500 | 700.0% |
| Staff & board meetings | 2,750 | 2,975 | (225) | -7.6% |
| Client training | 1,000 | 2,500 | (1,500) | -60.0% |
| Payroll Processing Fees | 22,000 | 1,415 | 20,585 | 1454.8% |
| Law Library | 60,500 | 50,386 | 10,114 | 20.1% |
| Reference Materials & publications | - | 775 | (775) | -100.0% |
| Connectivity | 103,250 | 100,472 | 2,778 | 2.8% |
| Telephone | 58,250 | 53,478 | 4,772 | 8.9% |
| Advertising | 5,000 | - | 5,000 | 100.0% |
| Postage | 18,250 | 13,153 | 5,097 | 38.8% |
| Court Costs | 4,170 | 5,500 | (1,330) | -24.2% |
| Miscellaneous | 2,400 | 2,976 | (576) | -19.3% |
| Fundraising | 8,000 | 8,600 | (600) | -7.0% |
| Total other operating expenses | 1,234,970 | 1,046,238 | 188,732 | 18.0% |
| Depreciation | 36,590 | 12,350 | 24,240 | 196.3% |
| TOTAL EXPENSES | 7,339,634 | 6,249,352 | 1,090,282 | 17.4% |
| SURPLUS (DEFICIT) | 8,337 | 50,000 | (41,664) | -83.3% |