

COMMITTEE OF BAR EXAMINERS

OPEN SESSION AGENDA ITEM

AGENDA ITEM: August 2018 – O-300

DATE: August 13, 2018

TO: Committee of Bar Examiners

FROM: Tammy Campbell, Program Manager, Operations and Management

SUBJECT: FINANCIAL ANALYSIS REPORT AS OF May 31, 2018

The following is a summary of the revenue and expense figures for the Admissions Fund, as of May 31, 2018. Actual Revenues and expenses for the same period in 2017 were \$17,523,727 and 6,084,490 respectively.

	YTD thru 05/31/2018		
	Budget	Actual	Variance to Budget Fav/(Unfav)
Revenues	\$17,497,014	\$17,200,032	\$(296,983)
Expenses	\$7,933,682	\$7,227,575	\$706,113

Year-to-date expenses are under budget due to vacant staff positions that are available within the Office of Admissions. There is also a difference in expenses for outside printing, professional services and temporary outside help that is due to the timing of invoices being received and paid.

Below is a summary of the May 2018 YTD budget and actual expenses for key functions within Admissions. In 2018, the interfund allocation is being charged to each cost center vs. at the fund level so the 2018 numbers below will be higher than 2017's.

Cost Centers	2018 YTD Budget	2018 YTD Actual	Variance to Budget Fav/(Unfav)
Admissions Overhead	\$580,535	\$418,960	\$161,575
Admissions Administration	\$588,351	\$496,252	\$92,100
Examination Development	\$392,496	\$394,409	\$(1,913)
Admissions Operations	\$3,749,704	\$3,559,614	\$190,093
Examination Grading	\$1,195,023	\$1,048,190	\$146,833
Moral Character Determinations	\$1,122,124	\$991,438	\$130,687
Law School Regulation	\$305,449	\$318,712	\$(13,262)