

COMMITTEE OF BAR EXAMINERS OPEN SESSION AGENDA ITEM

AGENDA ITEM: October 2013 – O-300

DATE: November 18, 2013

TO: Subcommittee on Operations and Management

FROM: Greg Shin - Director, Operations and Management

SUBJECT: 2013 YEAR-TO-DATE FINANCIAL ANALYSIS REPORT

The following is a summary of the year-to-date (YTD) revenue and expense figures for the Admissions Fund:

	YTD thru 9/30/2013		
	Actual	Budget	Variance to Budget
Revenues	\$18,463,462	\$14,472,603	\$3,990,859
Expenses	\$14,136,252	\$14,743,322	\$607,070

These variances are due primarily to the way the State Bar allocates the funds, which is to equally distribute the annual budget over twelve months.

The activities associated with the Admissions Fund, however, occur unevenly throughout the course of the year and revenues are recognized based on examination deadlines. Similarly, expenses are recognized as they are paid which typically occur following administration of each examination.

Below is a summary of 2013 and 2012 YTD expenses for key functions within Admissions.

	2013 YTD	2012 YTD
Sections	Actual	Actual
Admissions Overhead	\$365,208	\$432,084
Admissions Operations	\$5,375,797	\$5,300,905
Admissions Administration *	\$499,781	\$397,416
Law School Regulation	\$207,060	\$178,941
Application Processing	\$1,001,177	\$789,105
Examination Development	\$713,405	\$639,288
Examination Grading	\$1,809,552	\$1,660,880
Moral Character Determinations	\$1,036,568	\$1,072,222

* This number previously included "Admissions Overhead" which is now being reported separately.

If you have any questions, please let me know.