

COMMITTEE OF BAR EXAMINERS OPEN SESSION AGENDA ITEM

AGENDA ITEM: December 2014 – O-302

DATE: November 25, 2014

TO: Subcommittee on Operations and Management

FROM: Greg Shin, Director, Operations and Management

SUBJECT: 2014 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. Both actual revenues and expenses are very similar compared to the same period in 2013: \$18,463,462 and \$14,136,252 respectively.

	YTD thru 9/30/2014		
	Actual	Budget	Variance to Budget Fav/(Unfav)
Revenues	\$18,064,929	\$14,632,200	\$3,432,729
Expenses	\$14,677,785	\$15,627,696	\$949,911

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 2014 and 2013 September YTD expenses for key functions within Admissions.

Sections	2014 YTD	2013 YTD
	Actual	Actual
Admissions Overhead	\$428,334	\$365,208
Admissions Operations	\$5,702,148	\$5,375,797
Admissions Administration	\$617,461	\$499,781
Law School Regulation	\$208,260	\$207,060
Application Processing	\$1,010,105	\$1,001,177
Examination Development	\$700,896	\$713,405
Examination Grading	\$1,732,852	\$1,809,552
Moral Character Determinations	\$1,025,448	\$1,036,568