

COMMITTEE OF BAR EXAMINERS

OPEN SESSION AGENDA ITEM

AGENDA ITEM: April 2016 – O-302

DATE: April 11, 2016

TO: Subcommittee on Operations and Management

FROM: Greg Shin, Director, Operations and Management

SUBJECT: FINANCIAL ANALYSIS REPORT AS OF FEBRUARY 29, 2016

The following is a summary of the revenue and expense figures for the Admissions Fund, as of February 29, 2016. Revenues and expenses for the same period in 2015 were \$6,721,040 and \$2,314,225 respectively.

	YTD thru 2/29/2016		
	Actual	Budget	Variance to Budget Fav/(Unfav)
Revenues	\$6,889,235	\$3,526,796	\$3,362,439
Expenses	\$2,137,825	\$3,515,058	\$1,377,233

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 2016 and 2015 February YTD expenses for key functions within Admissions. The indirect costs allocations are currently not being shown in the 2016 figures so they are artificially low.

Cost Centers	2016 YTD Actual	2015 YTD Actual
Admissions Overhead	\$97,317	\$149,647
Admissions Operations	\$459,808	\$800,787
Admissions Administration	\$99,798	\$162,087
Law School Regulation	\$47,467	\$81,536
Application Processing*	\$	\$
Examination Development	\$109,280	\$147,142
Examination Grading	\$56,690	\$84,961
Moral Character Determinations	\$226,257	\$396,632

* Consolidated into Admissions Operations starting in 2016