

Background:

The **Quarterly Financial Report** is included for review by the Executive Committee and Council and includes the following information:

- **Summary of Funds FY 2011-2014** – Revenues budgeted from the federal allotment for each fiscal year are summarized as well as the actual or projected expenditures for each of those years. From those amounts, a projected balance of funds available for each year is shown. Note that these expenditures are tied to the federal fiscal year grant awarded to TCDD regardless of whether those funds are expended during the 1st, 2nd, or 3rd year when they are available. As a reminder, we are continuing to expense current year (FY 13) operating expenses to federal funds from (FY 12) so that those funds are fully liquidated. Staff will review this funds management strategy in more detail during the Committee meeting. Also note a small amount of FY 11 funds lapsed. (\$1,120)
- **FY 2012 Expense Budgets** – Approved budget for fiscal year (October 1, 2011, thru September 30, 2012) reflects expenses spent during that 12-month period. The final column shows the variance from the amount budgeted for the year. All expenses are reported by expense category and by type of staff activity. Savings occurred last year from staff vacancies as well as other expense categories. Staff will review some of those items with Committee members during the meeting.
- **FY 2013 Expense Budgets** – Approved budget for fiscal year (October 1, 2012, thru September 30, 2013) reflects expenses spent to date (October 1, 2012 thru December 31, 2012) with a column of year-to-date projections per category that would be expended thus far if expenses were evenly distributed during the year. All expenses are reported by expense category and by type of staff activity, and show that expenses remain within approved budget for the fiscal year.
- **2011 and 2012 Grants & Contracts Awards Report** – These reports replace the Grants/ Contracts Projections document. The Grants and Contracts Awards Reports provide simplified information for active Grantees in a funding year. The report includes budget period for the award; approved RFP amounts; awarded amounts (regardless of what year of funds used); expended amounts to date; and balances to be spent before budget period ends. Staff are continuing to refine this report format and encourage suggestions from Committee members.
- **Stipends Expenditures** – Provides a summary of funds awarded or expended for each stipend grant recipient, the number of individuals attending the conference or seminar who benefited from those stipend funds, and how many of those participants also received TCDD stipend support previously from that organization.

Notes:

- ◆ The TCDD fiscal year is the federal fiscal year: October 1 through September 30.
- ◆ The DD Act allows two full federal fiscal years for initial awards/obligations of funds, and allows three federal fiscal years for final expenditure/liquidation of funds.

Executive Committee

Agenda Item 10.

Expected Action:

The Committee will review the Quarterly Financial Report and may provide additional guidance to staff.

Council

Agenda Item 12. C.

Expected Action:

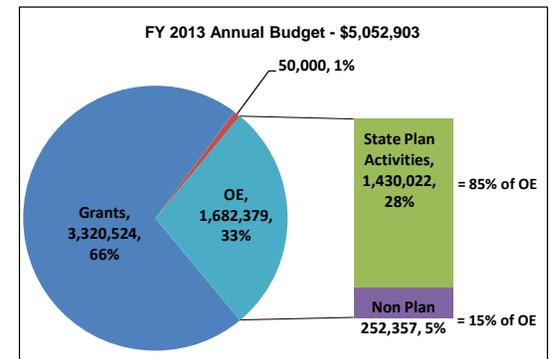
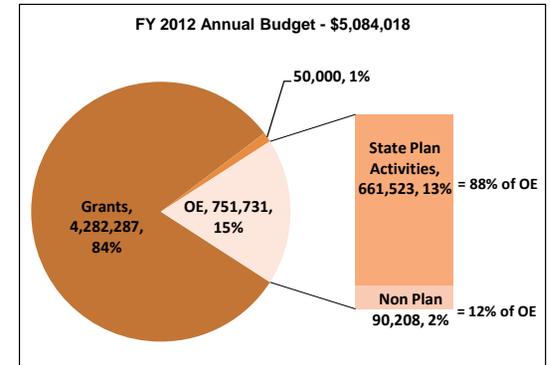
The Council will receive a report from the Executive Committee about the Committee’s review of the Quarterly Financial Report and may also provide additional guidance.

Texas Council for Developmental Disabilities
 Summary of Funds FY 2011 - 2014
 January 2013

Model Key				
Numbers in black represent budget numbers or actuals for the current or prior years.				
Numbers in blue represent forecast numbers.				
	10/1/2009-9/30/2012	10/1/2010-9/30/2013	10/1/2011-9/30/2014	10/1/2012-9/30/2015
Line Item	FY 2011	FY 2012	FY 2013	FY 2014
REVENUES				
Federal Funds				
Estimate of budget award	\$5,095,817	\$5,084,018	\$5,052,903	\$5,052,903
Award amount	\$5,095,817	\$5,084,018	\$5,052,903	\$5,052,903
Budget difference (Estimate of budget award - Award amount)	\$0	\$0	\$0	\$0
Prior year difference (Current FY Award - Prior FY Award)	(\$10,213)	(\$11,799)	(\$31,115)	\$0
EXPENDITURES				
Operating Expenses				
Approved Budget	\$1,813,039	\$1,788,829	\$1,788,829	\$1,867,900
Expenses	\$1,440,554	\$801,731	\$1,732,379	\$1,867,900
Balance for Grants (Budget - Expenses)	\$372,485	\$987,098	\$56,450	\$0
Grants and Projects Expenses				
Available	\$3,655,263	\$4,282,287	\$3,320,524	\$3,185,003
Actual	\$3,654,143	\$3,855,453	\$3,639,910	\$2,813,323
Current Projects Difference (Available - Actual)	\$1,120	\$426,834	(\$319,386)	\$371,680
Planned	\$0	\$75,000	\$1,140,000	\$1,275,000
Current & Planned Projects Difference (Available - Actual - Planned)	\$1,120	\$351,834	(\$1,459,386)	(\$903,320)
Total Expenditures	\$5,094,697	\$4,732,184	\$6,512,289	\$5,956,223
BALANCE AVAILABLE FOR FUTURE YEARS & PROJECTS	\$1,120	\$351,834	(\$1,459,386)	(\$903,320)

NOTES:

- 1) Partial Allotment per ADD Notice dated October 26, 2012 for FY13 is \$2,478,836.
- 2) 2012 Balance will be fully obligated by the end of Sept. 2013.
- 3) Funds awarded or anticipated to be awarded for authorized projects are included in projections of Grants and Project Expenses.
- 4) Remaining balance of funds is available for award in subsequent year.
- 5) FY2011 balance lapsed by grantee, not available for future years.
- 6) Grants - When OE expended is less than OE budgeted, the funds available for grants will increase; a negative variance represents an increase in funds for grants.
- 7) Funds awarded each Fiscal Year (FY) can be expended within 3 FY periods.
- 8) Planned Grants & Projects Expenses include projects planned and approved but not initiated. Total amounts authorized are reflected although actual awards approved may be less.



Texas Council for Developmental Disabilities

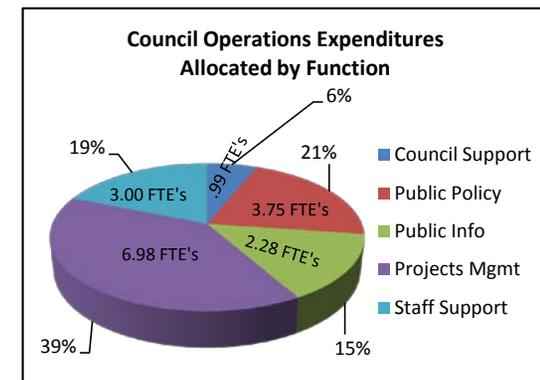
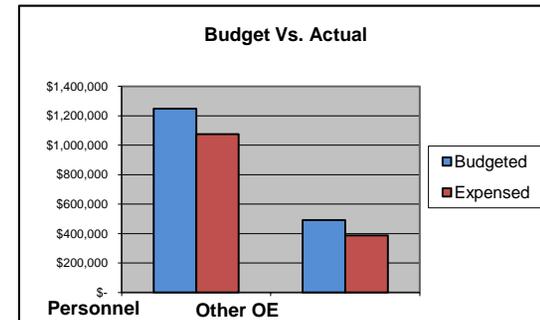
FY 12 Admin & Expense Budget

Oct. 1, 2011 thru
Sep. 30, 2012

Expenses (Council Operations)	Budget	Year to Date Projected	Expended	Variance
Personnel (17 FTEs)				
Salaries	960,403	960,403	852,044	108,359
Benefits	287,138	287,138	223,451	63,687
Total Personnel	\$ 1,247,541	\$ 1,247,541	\$ 1,075,495	\$ 172,046
Operating				
Professional Services ¹	97,000	97,000	100,241	(3,241)
Out-of-State Travel ²	18,500	18,500	25,225	(6,725)
In-State Travel ³	62,000	62,000	50,490	11,510
Supplies	10,000	10,000	10,692	(692)
Utilities	41,700	41,700	30,869	10,831
Rent - Building - Space	79,618	79,618	62,325	17,293
Rent - Computers - Equip ⁴	64,220	64,220	46,529	17,691
Capital Expenditures	-	-	-	-
Other OE ⁵	118,250	118,250	62,511	55,739
Total Operating	\$ 491,288	\$ 491,288	\$ 388,881	\$ 102,407
Total Expenses	Budget	YTD Budgeted	Actual	Variance
	1,738,829	1,738,829	1,464,376	274,453
Admin Reim to TEA	50,000	100.0%	84.2%	
TOTAL	\$ 1,788,829		\$ 1,514,376	
Expenditures by Function				
Council Support	Public Policy	Public Info	Projects Mgmt	Staff Support
\$ 156,618	\$ 295,024	\$ 205,501	\$ 540,935	\$ 266,298

NOTES:

- 1 Auditor - \$25,000/\$22,688; CPA Desk Reviews - \$10,000/\$4,650; Legal Svs - \$3,000/\$0
 Other Professional Services (Web Hosting) - \$2,000/\$1,800; Data Center Services - \$22,380/\$23,814
 Other Professional Services (Mass DD Council) - \$3,000/\$3,000; Reviewers - \$8,000/\$10,603; Temp. Services - \$20,111/\$28,667
² Travel - Out-of-State Council - \$11,500 /\$18,121 (\$2,468.02 for PAS) ; Travel - Out-of-State Staff - \$7,000 /\$7,104 (\$873 from FY 11)
³ Travel - In-State Council - \$50,000 /\$38,978; Travel - In-State Staff - \$12,000 /\$11,512;
⁴ Computer lease - \$22,800/\$14,583; AV Equipment - \$35,000/\$27,274; Copier - \$6,420/\$4,672
⁵ Other OE - NACDD Dues - \$20,945, interpreter svs, registration fees, other training, maintenance, advertising, postage, printing, software, furniture, non-cap equip, security, and janitorial services.



Texas Council for Developmental Disabilities

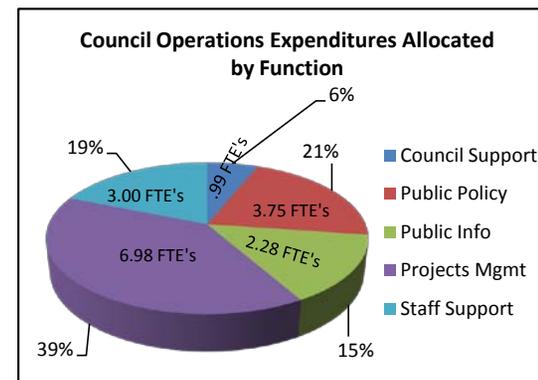
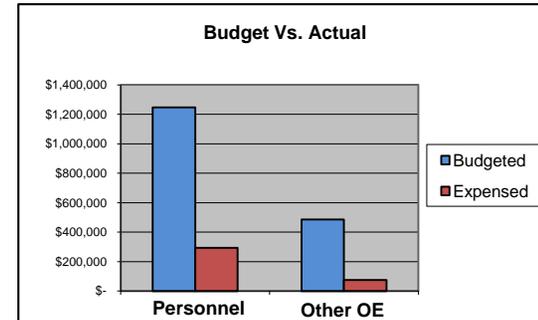
FY 13 Admin & Expense Budget

Oct. 1, 2012 thru
Dec. 31, 2012

Expenses (Council Operations)	Budget	Year to Date Projected	Expended	Variance
Personnel (17 FTEs)				
Salaries	960,403	240,101	227,225	12,876
Benefits	287,138	71,785	64,867	6,918
Total Personnel	\$ 1,247,541	\$ 311,885	\$ 292,092	\$ 19,793
Operating				
Professional Services ¹	82,000	20,500	9,590	10,910
Out-of-State Travel ²	26,050	6,513	2,223	4,290
In-State Travel ³	63,000	15,750	11,132	4,618
Supplies	10,000	2,500	2,807	(307)
Utilities	41,700	10,425	5,414	5,011
Rent - Building - Space	79,618	19,905	13,926	5,978
Rent - Computers - Equip ⁴	64,220	16,055	5,204	10,851
Capital Expenditures	-	-	-	-
Other OE ⁵	118,250	29,563	25,327	4,235
Total Operating	\$ 484,838	\$ 121,210	\$ 75,624	\$ 45,585
Total Expenses	Budget	YTD Budgeted	Actual	Variance
	1,732,379	433,095	367,716	65,379
Admin Reim to TEA	50,000	25.0%	21.2%	
TOTAL	\$ 1,782,379		\$ 417,716	
Expenditures by Function				
Council Support				
\$ 28,860	\$ 65,248	\$ 48,222	\$ 137,574	\$ 66,977

NOTES:

- 1 Auditor - \$25,000/\$1,463; CPA Desk Reviews - \$8,000/\$1,575; Legal Svs - \$3,000/\$0
 Other Professional Services (Web Hosting) - \$2,000/\$300; Data Center Services - \$15,000/\$1,431
 Other Professional Services (Mass DD Council) - \$3,000/\$0; Reviewers - \$10,000/\$1,080;
² Travel - Out-of-State Council - \$14,200 /\$0; Travel - Out-of-State Staff - \$13,050 /\$1,084
³ Travel - In-State Council - \$45,000 /\$10,048; Travel - In-State Staff - \$18,000 /\$2,223;
⁴ Computer lease - \$22,800/\$196; AV Equipment - \$35,000/\$4,620; Copier - \$6,420/\$389
⁵ Other OE - NACDD Dues - \$20,834, interpreter svs, registration fees, other training, maintenance, advertising, postage, printing, software, furniture, non-cap equip, security, and janitorial services.



2011 GRANTS & CONTRACTS AWARDS REPORT

Budget Period	RFP Amount	Awarded Amount	YTD Expended Amount	Balance
A Circle of Ten		Capacity Building		
1/2/2012 - 12/31/2012	\$25,000	\$25,000	\$24,996	\$4
Any Baby Can of San Antonio, Inc		Health & Fitness 1		
3/1/2012 - 2/28/2013	\$250,000	\$228,610	\$157,667	\$70,943
Austin Travis County Integral Care		Central Texas African American Family Support Conference		
9/1/2012 - 8/31/2013	\$6,060	\$6,060	\$0	\$6,060
Austin Travis County Integral Care		Central Texas African American Family Support Conference		
11/1/2011 - 8/31/2012	\$6,355	\$6,355	\$300	\$6,055
Barbara Jordan Endeavors Corp		Outreach & Development 4		
8/1/2011 - 7/31/2012	\$10,000	\$9,855	\$8,919	\$936
Centro di Mi Salud		Outreach & Development 6		
9/1/2012 - 8/31/2013	\$10,000	\$10,000	\$0	\$10,000
Community Healthcore		Self-Employment 1		
9/1/2012 - 11/30/2012	\$37,635	\$37,635	\$17,886	\$19,749
Community Healthcore		Self-Employment 1		
8/1/2012 - 8/31/2012	\$125,000	\$112,704	\$112,704	\$0
Department of Assistive and Rehabilitative Services		Higher Education 3		
1/1/2012 - 11/30/2012	\$225,000	\$225,000	\$125,586	\$99,414
Educational Programs Inspiring Communities, Inc.		Enabling Technology 1		
4/1/2012 - 12/31/2012	\$225,000	\$225,000	\$73,694	\$151,306
Epilepsy Foundation Texas		Health & Fitness 2		
4/1/2012 - 9/30/2012	\$250,000	\$249,538	\$85,899	\$163,639
Family to Family Network Inc		L&A Local Basic Advocacy Training 1		
1/1/2012 - 5/31/2012	\$75,000	\$75,000	\$75,000	\$0

Budget Period	RFP Amount	Awarded Amount	YTD Expended Amount	Balance
Helpful Interventions		Gulf Coast African American Family Support Conference		
9/1/2012 - 8/31/2013	\$35,000	\$33,687	\$10,002	\$23,685
Jewish Family Service of Dallas		Inclusive Faith-Based Symposium 3		
3/1/2012 - 2/28/2013	\$75,000	\$75,000	\$25,093	\$49,907
Morningside Research and Consulting, Inc.		Biennial Report		
3/1/2012 - 12/31/2012	\$25,000	\$24,960	\$24,960	\$0
NAMI Texas		New Leadership Development & Advocacy Skills Trng (NLDAST 3)		
2/1/2012 - 3/31/2013	\$75,000	\$75,000	\$33,160	\$41,840
2/1/2012 - 1/31/2013	\$75,000	\$71,453	\$25,718	\$45,735
6/1/2012 - 5/31/2013	\$120,000	\$120,000	\$45,289	\$74,711
6/1/2012 - 5/31/2013	\$115,000	\$115,000	\$52,198	\$62,802
5/1/2012 - 5/31/2012	\$120,000	\$120,000	\$120,000	\$0
3/16/2012 - 5/31/2012	\$115,000	\$115,000	\$115,000	\$0
5/1/2012 - 4/30/2013	\$125,000	\$117,022	\$68,509	\$48,513
12/1/2011 - 11/30/2012	\$40,000	\$40,000	\$36,993	\$3,007
4/1/2012 - 3/31/2013	\$225,000	\$224,967	\$152,250	\$72,717

Budget Period	RFP Amount	Awarded Amount	YTD Expended Amount	Balance
Texas A&M University		Higher Education 1		
1/1/2012 - 1/31/2013	\$225,000	\$225,000	\$175,264	\$49,736
Texas A&M University		L&A Statewide Advanced Training		
3/16/2012 - 6/30/2012	\$150,000	\$150,000	\$111,226	\$38,774
Texas A&M University		L&A Statewide Advanced Training		
7/1/2012 - 12/1/2012	\$150,000	\$214,742	\$55,042	\$159,700
Texas A&M University		New Leadership Development & Advocacy Skills Trng (NLDAST 2)		
6/1/2012 - 12/31/2012	\$75,000	\$75,000	\$19,320	\$55,680
Texas Advocates		New Leadership Development & Advocacy Skills Trng (NLDAST 1)		
3/1/2012 - 4/30/2013	\$75,000	\$75,000	\$42,992	\$32,008
Texas Center for Disability Studies		Support for Advisory Committee Member Travel		
11/1/2011 - 10/31/2012	\$38,546	\$38,546	\$34,977	\$3,569
Texas Parent to Parent		Public Policy Collaboration Activities		
3/1/2012 - 2/28/2013	\$0	\$61,780	\$47,904	\$13,876
Texas State Independent Living Council		Health & Fitness 3		
4/1/2012 - 3/31/2013	\$250,000	\$219,472	\$134,046	\$85,426
Texas State Independent Living Council		New Leadership Development & Advocacy Skills Trng (NLDAST 7)		
2/1/2012 - 1/31/2013	\$75,000	\$75,000	\$69,191	\$5,809
Texas Tech University		Teacher Preparation for Inclusive Education Project		
12/1/2011 - 9/30/2012	\$200,000	\$199,999	\$199,915	\$84
Texas Tech University		Higher Education 2		
10/1/2011 - 11/30/2012	\$225,000	\$209,384	\$143,943	\$65,441
The Arc of Dallas		New Leadership Development & Advocacy Skills Trng (NLDAST 4)		
4/1/2012 - 3/31/2013	\$75,000	\$75,000	\$58,260	\$16,740

Budget Period	RFP Amount	Awarded Amount	YTD Expended Amount	Balance
The Arc of Greater Tarrant County		Inclusive Faith-Based Symposium 2		
5/1/2012 - 4/30/2013	\$75,000	\$75,000	\$12,500	\$62,500
The Arc of San Angelo		Alternatives to Guardianship-Volunteer Advocate Pilot Program		
5/1/2012 - 4/30/2013	\$75,000	\$73,941	\$35,304	\$38,637
The Arc of Texas		New Leadership Development & Advocacy Skills Trng (NLDAST 5)		
3/1/2012 - 2/28/2013	\$75,000	\$75,000	\$33,632	\$41,368
The Arc of Texas		Texas Microboard Collaboration		
10/1/2011 - 9/30/2012	\$0	\$76,834	\$76,834	\$0
The Sower Foundation		Outreach & Development 7		
9/1/2012 - 8/31/2013	\$10,000	\$10,000	\$2,410	\$7,590
VSA Arts of Texas		Self-Employment 2		
6/1/2012 - 7/31/2012	\$25,000	\$25,000	\$25,000	\$0
West Central Texas Regional Foundation		Inclusive Faith-Based Symposium 4		
2/1/2012 - 1/31/2013	\$75,000	\$74,894	\$40,442	\$34,452
Totals:	\$4,263,596	\$4,372,438	\$2,710,025	\$1,662,413

2012 GRANTS & CONTRACTS AWARDS REPORT

Budget Period	RFP Amount	Awarded Amount	YTD Expended Amount	Balance
A Circle of Ten		Building Community Capacity through Collaboration Projects-1		
1/1/2013 - 9/30/2013	\$75,000	\$75,000	\$6,206	\$68,794
Advocacy for Living in Mainstream America (ALMA)		Outreach & Development 8		
12/1/2012 - 11/30/2013	\$10,000	\$10,000	\$0	\$10,000
Brighton School, Inc.		Exp of Existing Leadership Development & Advocacy Skills Trng Projects (ELDAST 2)		
10/1/2012 - 9/30/2013	\$20,000	\$20,000	\$4,809	\$15,191
Community Healthcore		Building Community Capacity through Collaboration Projects-2		
1/1/2013 - 6/30/2014	\$75,000		\$0	
Department of Assistive and Rehabilitative Services		Higher Education 3		
12/1/2012 - 1/31/2013	\$225,000	\$225,000	\$125,586	\$99,414
Department of Assistive and Rehabilitative Services		Higher Education 3		
1/1/2013 - 12/31/2013	\$225,000	\$225,000	\$0	\$225,000
East Texas Center for Independent Living		Building Community Capacity through Collaboration Projects-3		
1/1/2013 - 12/31/2013	\$75,000	\$74,640	\$0	\$74,640
Educational Programs Inspiring Communities, Inc.		Enabling Technology 1		
1/1/2013 - 3/31/2013	\$225,000	\$225,000	\$73,694	\$151,306
Epilepsy Foundation Texas		Health & Fitness 2		
10/1/2012 - 5/31/2013	\$250,000	\$249,538	\$85,899	\$163,639
Imagine Enterprises Inc		Exp of Existing Leadership Development & Advocacy Skills Trng Projects (ELDAST 3)		
1/1/2013 - 9/30/2013	\$20,000	\$20,000	\$0	\$20,000
OneStar Foundation		Inclusive Faith-Based Symposium 1		
2/1/2013 - 1/31/2014	\$75,000	\$64,833	\$0	\$64,833
Paso del Norte Children's Development Center		Exp of Existing Leadership Development & Advocacy Skills Trng Projects (ELDAST 1)		
10/1/2012 - 9/30/2013	\$20,000	\$20,000	\$4,679	\$15,321

Region 19 ESC		Exp of Existing Leadership Development & Advocacy Skills Trng Projects (ELDAST 4)		
10/1/2012 - 9/30/2013	\$20,000	\$20,000	\$2,797	\$17,203
SER Jobs for Progress		Exp of Existing Leadership Development & Advocacy Skills Trng Projects (ELDAST 5)		
12/1/2012 - 11/30/2013	\$20,000	\$20,000	\$0	\$20,000
Texas A&M University		New Leadership Development & Advocacy Skills Trng (NLDAST 2)		
1/1/2013 - 5/31/2013	\$75,000	\$75,000	\$19,320	\$55,680
Texas A&M University		Higher Education 1		
1/1/2013 - 12/31/2013	\$225,000	\$225,000	\$0	\$225,000
Texas A&M University		L&A Statewide Advanced Training		
1/1/2013 - 8/31/2013	\$150,000	\$214,742	\$55,042	\$159,700
Texas Center for Disability Studies		Support for Advisory Committee Member Travel		
11/1/2012 - 10/31/2013	\$45,747	\$45,747	\$0	\$45,747
Texas State Independent Living Council		New Leadership Development & Advocacy Skills Trng (NLDAST 7)		
2/1/2013 - 1/31/2014	\$75,000	\$75,000	\$0	\$75,000
Texas Tech University		Project SEARCH		
10/1/2012 - 9/30/2013	\$175,000	\$174,854	\$0	\$174,854
Texas Tech University		Building Community Capacity through Collaboration Projects-4		
1/1/2013 - 12/31/2013	\$75,000	\$74,996	\$0	\$74,996
The Arc of Texas		Texas Microboard Collaboration		
10/1/2012 - 8/31/2013	\$62,596	\$62,596	\$11,438	\$51,158
Volar Center for Independent Living		Building Community Capacity through Collaboration Projects-5		
1/1/2013 - 6/30/2014	\$75,000	\$75,000	\$0	\$75,000
West Central Texas Regional Foundation		Inclusive Faith-Based Symposium 4		
2/1/2013 - 1/31/2014	\$74,000	\$74,322	\$0	\$74,322
Totals:	\$2,367,343	\$2,346,268	\$389,470	\$1,956,798

PLANNED GRANTS/CONTRACTS

Budget Period	RFP Amount	Awarded Amount	YTD Expended Amount	Balance
Transportation		Transportation		
8/1/2012 - 7/31/2013	\$75,000	\$0	\$0	\$0
Totals:	\$75,000	\$0	\$0	\$0

S T I P E N D E X P E N D I T U R E S

ORGANIZATION	MONTH OF EVENT	EXPENDED	NUMBER SERVED	PREVIOUSLY SERVED	COMMENTS/CLOSED
FYE 9-30-12					
Volar Center for Independent Living	Oct-2011	6,000	73	5	<input checked="" type="checkbox"/>
Partners Resource Network	Dec-2011	5,998	22	0	<input checked="" type="checkbox"/>
Texas A&M University	Feb-2012	3,794	16	0	<input checked="" type="checkbox"/>
ADDA-SR	Feb-2012	6,000	30	0	<input checked="" type="checkbox"/>
The Arc of Texas	Feb-2012	3,036	38	0	<input checked="" type="checkbox"/>
SW Chapter Autism Society of America	Mar-2012	1,200	20	6	<input checked="" type="checkbox"/>
Texas Parent to Parent	Jun-2012	6,000	29	9	<input checked="" type="checkbox"/>
American Association on Intellectual & Developmental Disabilities Texas Chapter (AAIDD-TX)	Jul-2012	5,352	13	4	<input checked="" type="checkbox"/>
Texas Advocates	Jul-2012	5,988	54	21	<input checked="" type="checkbox"/>
Coalition of Texans with Disabilities	Sep-2012	4,880	22	5	<input checked="" type="checkbox"/>
TOTALS:		\$48,248	317	50	

FYE 9-30-13

ADTRC	Oct-2012	4,566	19	1	<input checked="" type="checkbox"/>
Volar Center for Independent Living	Oct-2012	6,000			<input type="checkbox"/>
NAMI Texas	Nov-2012	5,890	62	0	<input checked="" type="checkbox"/>
Community Options, Inc.	Nov-2012	6,000			<input type="checkbox"/>
Austin Travis County Integral Care	Feb-2013	6,000			<input type="checkbox"/>
ADDA-SR	Feb-2013	6,000			<input type="checkbox"/>
The Arc of Texas	Feb-2013	5,852			<input type="checkbox"/>
Texas A&M University	Feb-2013	6,000			<input type="checkbox"/>
Jewish Family Service of Dallas	Feb-2013	5,000			<input type="checkbox"/>
Austin Travis County Integral Care	Feb-2013	6,000			<input type="checkbox"/>
Coalition of Texans with Disabilities	Mar-2013	3,000			<input type="checkbox"/>
TOTALS:		\$60,308	81	1	

NOTE: Budgeted amount used if stipend not closed.