

**Background:**

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

- FY 2009 & FY 2010 Expense Budgets – Summary reports of expenditures are included for FY 2009 and FY 2010. Staff anticipate this to be the final summary provided for FY 2009. Expenses reported on the FY 2010 summary included amounts vouchered from October 1, 2009, thru January 12, 2010. All expenses are reported by expense category and by type of staff activity, and are compared to the amounts budgeted for the fiscal year.
- Summary of Funds FY 2007-2010 – Revenues and expenditures budgeted and expended/projected for each fiscal year are summarized, with a projected year end balance.
- Grants/Contracts Projections 2007-2010 – Reports expenditures/anticipated awards for each grant project by the funding fiscal year for federal fiscal years 2007 through 2010. Totals summarized on the final page reflect funds remaining for each fiscal year. Balances may not reflect remaining final expenditures in prior years. Funds available for FY 2009 and future years are generally available for re-obligation to other projects.
- Stipends Expenditures – Provides a summary of funds awarded or expended for each stipend grant award, the number of individuals receiving a stipend from each grant, and how many of the individuals also received 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 VIII.**

**Expected Action:**

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

**Council**

**Agenda Item XIII. C.**

**Expected Action:**

The Council will receive a report from the Executive Committee about the Committee’s review of the Quarterly Financial Report.

# Texas Council for Developmental Disabilities

Rev. Jan 2010

## FY 09 Expense Budget

Oct. 1, 2008  
thru Sept. 30,  
2009

Revenues	Budget			
Federal Allotment <sup>1</sup>	\$ 5,035,766			
<b>Expenses (Council Operations)</b>				
<b>Personnel (18 FTEs)</b>		<b>Year to Date Budgeted</b>	<b>Actual</b>	<b>Variance</b>
Salaries	\$ 956,045	\$ 956,045	\$ 878,315	77,730
Benefits	259,920	\$ 259,920	250,264	9,656
<b>Total Personnel</b>	<b>\$ 1,215,965</b>	<b>\$ 1,215,965</b>	<b>\$ 1,128,579</b>	<b>87,386</b>
<b>Operating</b>				
Professional Services <sup>2</sup>	\$ 77,500	\$ 77,500	\$ 76,335	\$ 1,165
Travel - Council <sup>3</sup>	55,000	\$ 55,000	50,952	4,048
Travel - Staff <sup>3</sup>	37,500	\$ 37,500	17,586	19,914
Supplies	13,000	\$ 13,000	11,874	1,126
Utilities	36,520	\$ 36,520	36,065	455
Rent - Building - Space	53,950	\$ 53,950	61,438	-7,488
Rent - Computers - Equip <sup>4</sup>	40,100	\$ 40,100	39,699	401
Capital Expenditures	-	-	-	-
Other OE <sup>5</sup>	74,536	\$ 74,536	78,713	-4,177
<b>Total Operating</b>	<b>\$ 388,106</b>	<b>\$ 388,106</b>	<b>\$ 372,663</b>	<b>15,443</b>
<b>Total Expenses</b>	<b>Budget</b>	<b>YTD Budgeted</b>	<b>Actual</b>	<b>Variance</b>
	\$ 1,604,071	\$ 1,604,071	\$ 1,501,241	\$ 102,830
<b>Admin Reim to TEA</b>	50,000	100.0%	93.6%	
<b>Grants</b>	3,381,695			
<b>TOTAL</b>	<b>\$ 5,035,766</b>			

### Expenditures by Function

Council Support	Public Policy	Public Info	Projects Mgmt	Staff Support
\$ 156,858	\$ 296,355	\$ 125,008	\$ 524,018	\$ 399,002

### NOTES:

<sup>1</sup> 2009 Allotment per final notice from the Administration on Developmental Disabilities April 24, 2009.

<sup>2</sup> Originally budgeted \$4,861,891; difference of \$173,875 added to Grants.

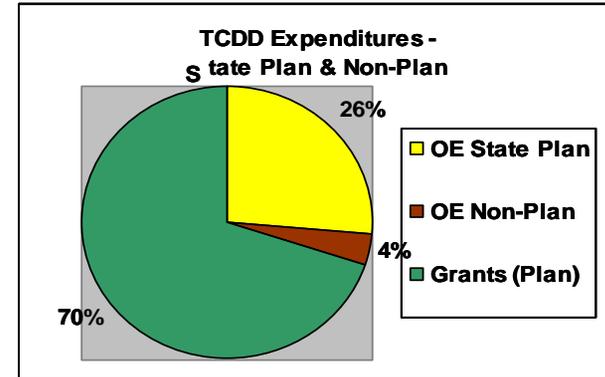
<sup>3</sup> Auditor - \$20,000/\$23,116; CPA Desk Reviews - \$7,000/\$5,250; Legal Svcs - \$500/\$975

<sup>4</sup> Travel - In-State Council - \$39,000/\$43,044 ; Out-of-State Council - \$16,000/\$7,908

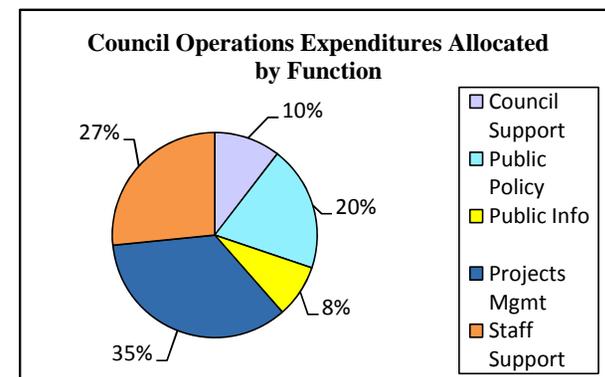
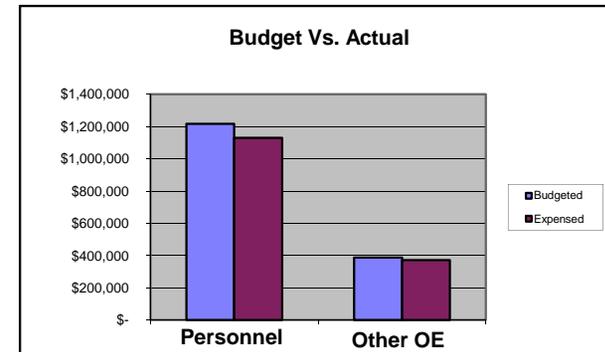
Travel - In -State Staff - \$18,500/\$9,307; Out-of-State Staff - \$19,000/\$8,279

<sup>5</sup> Computer lease - \$20,400/\$19,210

<sup>6</sup> Other OE - NACDD Dues - \$18,617, interpreter svcs, registration fees, other training, maintenance, advertising, postage, printing, software, furniture, non-cap equip, security, and janitorial services.



**Note:** OE State Plan = 88% of Council and Staff  
OE Non-Plan = 12%



# Texas Council for Developmental Disabilities

## FY 10 Expense Budget

Oct. 1, 2009  
thru Jan. 12,  
2010

Revenues	Budget			
Federal Allotment <sup>1</sup>	\$ 5,035,766			
Expenses (Council Operations)	Budget	Year to Date Budgeted	Actual	Variance
Personnel (18 FTEs)				
Salaries	\$ 1,028,000	\$ 257,000	\$ 238,355	18,646
Benefits	278,100	69,525	66,273	3,252
<b>Total Personnel</b>	<b>\$ 1,306,100</b>	<b>\$ 326,525</b>	<b>\$ 304,627</b>	<b>21,898</b>
Operating				
Professional Services <sup>2</sup>	\$ 94,000	\$ 23,500	\$ 5,315	\$ 18,185
Travel - Council <sup>3</sup>	62,000	15,500	14,709	791
Travel - Staff <sup>3</sup>	26,000	6,500	8,018	(1,518)
Supplies	12,000	3,000	1,074	1,926
Utilities	38,750	9,688	7,101	2,586
Rent - Building - Space	63,200	21,067	13,132	7,935
Rent - Computers - Equip <sup>4</sup>	53,300	13,325	5,834	7,492
Capital Expenditures	-	-	-	-
Other OE <sup>5</sup>	97,900	38,818	41,887	(3,069)
<b>Total Operating</b>	<b>\$ 447,150</b>	<b>\$ 131,397</b>	<b>\$ 97,070</b>	<b>34,327</b>
Total Expenses	Budget	YTD Budgeted	Actual	Variance
	\$ 1,753,250	\$ 457,922	\$ 401,697	\$ 56,225
Admin Reim to TEA	50,000	26.1%	22.9%	
Grants	3,232,516			
TOTAL	\$ 5,035,766			

### Expenditures by Function

Council Support	Public Policy	Public Info	Projects Mgmt	Staff Support
\$ 56,828	\$ 75,918	\$ 50,227	\$ 123,748	\$ 94,899

### NOTES:

<sup>1</sup> Allotment per ADD notice 4/24/09. TCDD estimates increase of \$50,000+.

<sup>2</sup> Auditor -\$25,000/ \$1,519; CPA Desk Reviews -\$10,000/ 0; Legal Svs -\$3,000/ \$0

<sup>3</sup> Other Professional Services (Web Hosting) -\$12,000/ \$421; Data Center Services -\$13,000/ \$3,375

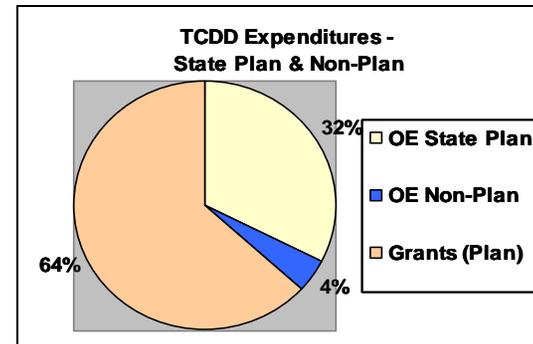
<sup>3</sup> Travel -In -State Council -\$48,000/ \$9,507; Out-of-State Council -\$14,000/ \$5,203

<sup>3</sup> Travel -In -State Staff -\$15,000/ \$1,463; Out-of-State Staff -\$11,000/ \$6,555

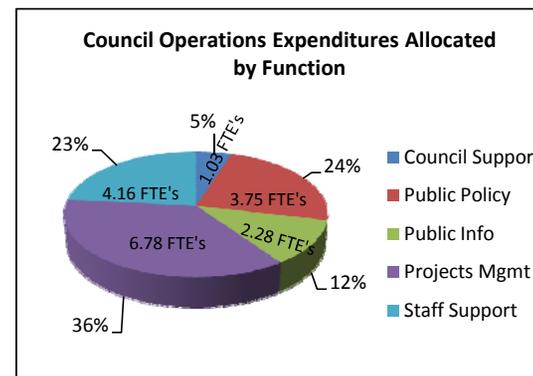
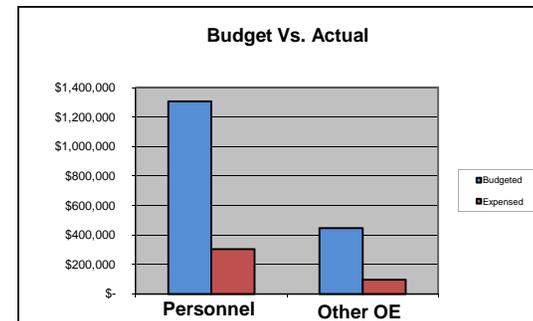
<sup>4</sup> Computer lease -\$22,100/ \$5,834; AV Equipment -\$25,000/ 0; Copier -\$6,200/ 996

<sup>5</sup> Other OE -N ACDD Dues -\$19,124, in terpreter svs, registration fees, other training, maintenance, advertising,

postage, printing, software, furniture, non-cap equip, security, and janitorial services.



**Note:** OE State Plan = 88% of Council and Staff  
OE Non-Plan = 12%



**Texas Council for Developmental Disabilities**  
**Summary of Funds FY 2007 - 2010**  
**January 2010**

<b>Model Key</b>
Numbers in black represent budget numbers or actuals for the current or prior years.
Numbers in blue represent forecast numbers

Line Item	FY 2007	FY 2008	FY 2009	FY 2010
<b>REVENUES</b>				
<b>Federal Allotment</b>				
Budgeted	\$4,672,079	\$4,813,753	\$5,035,766	\$5,035,766
Actual/Projected	\$4,672,079	\$4,813,753	\$5,035,766	\$5,035,766
Budget variance (Budget - Actual)	\$0	\$0	\$0	\$0
Prior year variance	(\$12,196)	\$141,674	\$222,013	\$0
<b>EXPENDITURES</b>				
<b>Operating Expenses</b>				
Budgeted	\$1,479,500	\$1,562,545	\$1,654,071	\$1,803,250
Actual/Projected	\$1,394,864	\$1,497,430	\$1,530,071	\$1,803,250
Balance Available for Grants (Budget - Actual)	\$84,636	\$65,115	\$124,000	\$0
<b>Grants and Projects Expenses</b>				
Budgeted	\$3,277,215	\$3,316,323	\$3,381,695	\$3,232,516
Actual/Projected	\$3,277,209	\$3,316,323	\$3,140,267	\$3,075,000
Budget variance (Budget - Actual)	\$6	\$0	\$241,428	\$157,516
<b>Total Expenditures</b>	<b>\$4,672,073</b>	<b>\$4,813,753</b>	<b>\$4,670,338</b>	<b>\$4,878,250</b>
<b>BALANCE/DEFICIT</b>	<b>\$6</b>	<b>\$0</b>	<b>\$365,428</b>	<b>\$157,516</b>

## GRANTS/CONTRACTS PROJECTIONS

Grantee Name	Project Title	2007		2008		2009		2010
		Budget/Expenses	Budget/Expenses	Budget/Expenses	Budget/Expenses	Budget/Expenses	Budget/Expenses	
<b>Advocacy, Inc</b>	Texas Community Integration Project (TCIP)	<b>255,997</b>	<b>255,997</b>	<b>67,500</b>	<b>67,500</b>			
<b>Baylor College of Medicine</b>	Transition Medicine Program	<b>100,000</b>	<b>100,000</b>	100,000	83,330			100,000
<b>Biennial Report</b>	Biennial Report-Printing & Production	<b>40,158</b>	<b>40,158</b>	<b>94,567</b>	<b>79,486</b>	<b>15,500</b>	<b>7,000</b>	125,000
<b>Brighton School, Inc.</b>	L&A Specialized Advocacy Training 1			<b>56,250</b>	<b>54,945</b>	75,000	45,248	75,000
<b>College Education Program Project</b>	College Education Program Project					75,000		75,000
<b>Community Healthcare (formerly Sabine Valley Center)</b>	Local Advocacy Training Project 8	<b>30,214</b>	<b>24,877</b>					
<b>Community Healthcare (formerly Sabine Valley Center)</b>	Peer to Peer Self-Advocacy Training: Self-Advocates Working All Together	<b>133,816</b>	<b>133,757</b>	<b>82,913</b>	<b>82,913</b>	<b>31,072</b>	<b>9,137</b>	
<b>Community Healthcare (formerly Sabine Valley Center)</b>	Self-Employment 1	<b>133,277</b>	<b>133,277</b>	69,007	65,189	171,600	8,175	125,000
<b>Enabling Technologies</b>	Enabling Technologies							200,000
<b>EveryChild, Inc.</b>	Family Based Alternatives Expansion Project II	<b>157,340</b>	<b>157,340</b>	96,848	80,697			
<b>Faith Based Communities</b>	Faith Based Communities							100,000
<b>Family to Family Network Inc</b>	L&A Local Basic Advocacy Training 1					75,000	34,728	75,000
<b>Goodwill Industries of Central East Texas</b>	Youth Leadership Training 2	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	34,088	14,805	50,000
<b>Healthy Relationships</b>	Healthy Relationships							125,000
<b>Imagine Enterprises Inc</b>	Self-Determination	<b>94,578</b>	<b>94,578</b>	<b>175,000</b>	<b>175,000</b>	70,768	70,768	
<b>Imagine Enterprises Inc</b>	Youth Leadership Training 3	<b>100,000</b>	<b>100,000</b>			50,000	26,817	50,000
<b>Knowbility, Inc</b>	Field-Initated Employment 1	<b>100,496</b>	<b>100,496</b>	<b>129,967</b>	<b>129,967</b>	198,082	80,096	
<b>Lower Rio Grande Valley Workforce Development Board</b>	Field-Initated Employment 2	<b>184,052</b>	<b>135,736</b>	<b>120,147</b>	<b>105,516</b>	70,222	8,700	
<b>Marketing Plan</b>	Marketing Plan					100,000		

Grantee Name	Project Title	2007		2008		2009		2010
		Budget/Expenses	Budget/Expenses	Budget/Expenses	Budget/Expenses	Budget/Expenses	Budget/Expenses	
<b>NAMI Texas</b>	L&A Specialized Advocacy Training 2			<b>67,550</b>	<b>64,162</b>	75,000	46,847	75,000
<b>Outreach Consultant Activities</b>	Outreach							400,000
<b>Outreach Training Activities</b>	Outreach Training Activities					15,000		
<b>Parents Anonymous, Inc.</b>	Statewide Advocacy Network			175,000	122,155			100,000
<b>Paso del Norte Children's Development Center aka (El Paso Rehabilitation Center)</b>	Peer to Peer Self-Advocacy Training: Training Tomorrow's Mentors Today	<b>79,175</b>	<b>79,175</b>	<b>71,178</b>	<b>70,762</b>	19,275	3,486	
<b>Project DOCC, Inc.</b>	Houston Project DOCC II			<b>52,000</b>	<b>52,000</b>	52,000	27,605	
<b>Region 17 ESC</b>	PBS-HS	<b>60,000</b>	<b>60,000</b>	<b>61,000</b>	<b>56,729</b>	120,000	64,283	120,000
<b>Region 17 ESC</b>	PBS-ID			<b>115,000</b>	<b>109,058</b>	115,000	38,087	115,000
<b>Region 17 ESC</b>	Positive Behavioral Supports Project (Lubbock)	<b>69,998</b>	<b>69,998</b>	<b>58,995</b>	<b>58,995</b>			
<b>Region 19 ESC</b>	Youth Leadership Training 5	<b>10,172</b>	<b>8,492</b>	<b>50,000</b>	<b>47,813</b>	50,000	26,498	50,000
<b>SER Jobs for Progress</b>	L&A Local Basic Advocacy Training 2			<b>56,249</b>	<b>51,185</b>	75,000	19,533	75,000
<b>Special Olympics of Texas</b>	PPA-Strategic Communications-Texas Special Olympics	<b>15,000</b>	<b>15,000</b>					
<b>State School Capacity Building</b>	PPA-State School Capacity Building-Balance					63,557		50,000
<b>Strategic Communications</b>	PPA-Strategic Communications-Website (Waiting List)							
<b>Syracuse University</b>	L&A Advocacy U			131,250	66,154			75,000
<b>TACCRRRA (Texas Association for Child Care Resource and Referral Agencies)</b>	Positive Behavioral Supports (San Antonio)	<b>20,000</b>	<b>20,000</b>	<b>100,000</b>	<b>100,000</b>			
<b>TDHCA/TCDD Trng on Accessibility Issues</b>	TDHCA Trng on Accessibility Issues							50,000
<b>Texana MHMR Center</b>	Positive Behavioral Supports Project (Rosenberg)	<b>88,149</b>	<b>88,149</b>	<b>11,851</b>	<b>11,851</b>			

Grantee Name	Project Title	2007		2008		2009		2010
		Budget/Expenses	Budget/Expenses	Budget/Expenses	Budget/Expenses	Budget/Expenses	Budget/Expenses	
Texas A&M Research Foundation	Field-Initiated Employment 3	225,000	224,101	25,000	25,000	125,000	29,247	
Texas A&M Research Foundation	Youth Leadership Training Statewide	93,254	93,250	18,746	18,746	75,000	9,643	75,000
Texas A&M University	L&A Statewide Advanced Training	112,500	112,500			150,000	24,643	150,000
Texas Advocates	Peer to Peer Self-Advocacy Training: Led by People with Disabilities	79,161	77,428	200,000	200,000	199,949		
Texas Center for Disability Studies	CDS Video (Medicaid 101)			24,931	19,926			
Texas Center for Disability Studies	PPA-State School Capacity Building-Moving Out of Institutions Video			23,281	21,443			
Texas Center for Disability Studies	Support for Advisory Committee Member Travel			29,825	21,917	27,908	4,961	
Texas Citizen Fund	Para-Transit Transportation Activities	87,686	87,686	212,314	164,860			
Texas Department of Aging and Disability Services	Autism	75,000	74,270					
Texas Department of Aging and Disability Services	Website	99,154	84,880	30,846				
Texas Tech University	Teacher Preparation for Inclusive Education Project	249,376	247,152	149,953	149,953	399,918	10,185	
The Arc of Greater Tarrant County	L&A Local Basic Advocacy Training 3			55,598	55,598	74,961	40,140	75,000
The Arc of Texas	L&A Specialized Advocacy Training 3			56,251	52,739	75,000	28,716	75,000
The Arc of Texas	Texas Microboard Collaboration	51,112	51,112	51,112	9,462	133,650	18,022	115,000
The HALI Project, Inc.	Local Advocacy Training Project 6	60,725	60,725					
TIRR/Independent Living Research Utilization (ILRU)	Accessible New Housing Project	209,628	209,338	265,609	143,909	77,922		
United Cerebral Palsy of Texas	ASSET	50,000	50,000	100,000	71,034	50,000		100,000
United Cerebral Palsy of Texas	TX Disability Policy Consortium	117,053	117,053	111,953	53,444	138,509	31,431	
Volunteer Advocate Pilot Projects	Volunteer Advocate Pilot Program							150,000

Grantee Name	Project Title	2007		2008		2009		2010	
		Budget/Expenses							
VSA Arts of Texas	Self-Employment 2	<b>80,042</b>	<b>58,670</b>	143,341	110,704	51,617		125,000	
<b>KEY: Budget/Expenses in Bold = Grant Closed</b>	Sub Totals	3,312,113	3,215,195	3,491,032	2,904,142	3,130,598	728,801	3,075,000	
	Stipends	75,000	62,014	75,000	61,889	75,000	41,797	75,000	0
	Total Grants	3,387,113	3,277,209	3,566,032	2,966,031	3,205,598	770,598	3,150,000	

	2007	2008	2009	2010
Federal Allotment:	<b>\$4,672,079</b>	<b>\$4,813,753</b>	<b>\$5,035,766</b>	<b>\$5,035,766</b>
Operating Expenses:	<b>1,394,864</b>	<b>1,497,430</b>	<b>1,654,071</b>	<b>1,803,250</b>
Available for Grants:	3,202,215	3,241,323	3,306,695	3,157,516
Available for Stipends:	75,000	75,000	75,000	75,000
Total Available Funds:	3,277,215	3,316,323	3,381,695	3,232,516
Grants/Stipends Awarded/ Final Obligations:	3,277,209	3,316,323	3,140,267	3,075,000
Stipends Balance:	12,986	13,111	33,203	75,000
Grants Balance:	-12,980	-13,111	208,225	82,516
Balance/Deficit:	<b>\$6</b>	<b>\$0</b>	<b>\$241,428</b>	<b>\$157,516</b>
Est Available for Reobligation-OE	0	0	124,000	0
Projected Balance/Deficit	<b>\$6</b>	<b>\$0</b>	<b>\$365,428</b>	<b>\$157,516</b>
<p>Note: Obligations of federal funds must be completed within 24 months of beginning of fiscal year. Funds may be expended during 36 months from beginning of fiscal year. 08 balance will be obligated by Sept 09.</p>				

**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
<b>FYE 9-30-09</b>					
da Vinci Academy	Oct-2006				EVENT CANCELLED <input checked="" type="checkbox"/>
The Arc of Texas	Oct-2006	2,565	13	3	<input checked="" type="checkbox"/>
VSA Arts of Texas	Jan-2007	5,789	16	6	<input checked="" type="checkbox"/>
ADDA-SR	Feb-2007	5,985	28	0	<input checked="" type="checkbox"/>
Texas A&M University	Feb-2007	808			<input checked="" type="checkbox"/>
Texas Advocates	Feb-2007	3,000	164	0	<input checked="" type="checkbox"/>
The Arc of Texas	Feb-2007	3,000	179	0	<input checked="" type="checkbox"/>
Technology and Inclusion	Feb-2007				Event was cancelled. <input checked="" type="checkbox"/>
Texas State Independent Living Council	Mar-2007	4,311	15	4	<input checked="" type="checkbox"/>
SW Chapter Autism Society of America	Apr-2007	1,080	20	4	<input checked="" type="checkbox"/>
Department of Assistive and Rehabilitative Services, Division for Blind Services	Apr-2007	6,000	153	58	<input checked="" type="checkbox"/>
Texas Coalition of Texans with Disabilities	Apr-2007	3,000	16	9	<input checked="" type="checkbox"/>
Partners Resource Network	Jun-2007	6,000	24	1	<input checked="" type="checkbox"/>
Texas Parent to Parent	Jun-2007	6,000	45	4	<input checked="" type="checkbox"/>
Texas Advocates	Jul-2007				paid from The Arc of Texas (Self- Determination) grant, RAR#7 for \$7,221 grant #03159b <input checked="" type="checkbox"/>
<b>TOTALS:</b>		\$47,538	673	89	

**FYE 9-30-10**

The Arc of Texas	Oct-2009	5,950			<input type="checkbox"/>
NAMI Texas	Oct-2009	5,980	52	3	<input checked="" type="checkbox"/>
Volar Center for Independent Living	Dec-2009	5,955			<input type="checkbox"/>
Texas A&M University	Feb-2010	6,000			<input type="checkbox"/>
ADDA-SR	Feb-2010	5,950			<input type="checkbox"/>
<b>TOTALS:</b>		\$29,835	52	3	

**NOTE: Budgeted amount  
used if stipend not closed.**