

Management Report

Public Affairs Research Council of Alabama
For the period ended May 30, 2025



**Public Affairs
Research Council
of Alabama®**

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Finance Committee Monthly Report

May 2025

1. Summary Financial Position

- **Net YTD:** -\$82,252 vs. budget projection of -\$64,311
- **Accounts Receivable:** \$84,647.20, only \$15,000 is uncertain
- **Cash on Hand:** \$276,355, 58 days operating expenses
- **Executed Contracts:** \$882,073, 87.4% of goal

2. Profit & Loss

	May 2025	2025 YTD	2024 YTD
Revenue	\$74,336	\$578,683	\$377,875
Expenses	\$108,691	\$660,935	\$474,686
Net	<u>-\$34,355</u>	<u>-\$82,252</u>	<u>-\$96,813</u>

3. Cash Position

- Cash on hand peaked in mid-2024 following a \$116,000 prepayment from Aspen Institute.
- Cash declined to \$170,000 in April before recovering to \$276,355 by May 31 with incoming payments.

4. Revenue Goals Progress

- **Contributed:** \$173,660 57.1% of YTD goal
- **Earned:** \$439,488 97.6% of YTD goal
- **Total:** \$578,683 76.6% of YTD goal

5. Contract Status

- **Executed Contracts:** \$882,073 87.4% of goal
- **Realized Revenue** \$327,641
- **Backlog:** \$554,432
 - Q2: \$ 105,792
 - Q3: \$269,942
 - Q4: \$ 178,698
 - \$505,932
- **Pending:** \$197,500

PARCA Financial Summary:

2025-05-30

Cash on Hand

\$276,355

58 days operating expenses

Receivables

\$84,647

Current Liabiltiies

(\$163)

Last 12 Months Cash



Profit & Loss

	May 2025	2025 YTD	2024 YTD	Year End Projection
Revenue	\$74,336	\$578,683	\$377,875	
Expenses	\$108,691	\$660,935	\$474,686	
Net	(\$34,355)	(\$82,252)	(\$96,813)	\$22,708

Progress Toward YTD Revenue Goals

Contributed \$173,660 57.1%	Earned \$439,487.61 97.6%	Total \$578,682.56 76.6%
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Contracts

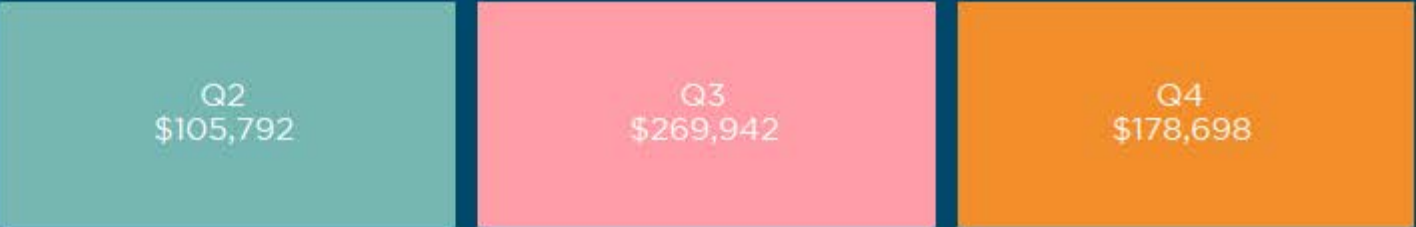
Executed & Pending



Contract Revenue Timing

2025 Amount	\$882,073
Realized Revenue	\$327,641
Backlog	\$554,432

Projected Timing of the \$554,432 Backlogged Revenue



Budget vs. Actuals

January 1 - May 30, 2025

				Total
	Actual	Budget	over Budget	% of Budget
REVENUE				
43400 Direct Public Support				
43410 Contributions				
43411 Corporations	15,000.00	62,500.00	-47,500.00	24.00 %
43412 Corporate Foundations	17,500.00	60,416.65	-42,916.65	28.97 %
43413 Charitable Foundations	41,557.00	62,500.00	-20,943.00	66.49 %
43414 Individuals	30,353.00	33,333.35	-2,980.35	91.06 %
43415 Professional Associations/NPOs	500.00	4,166.65	-3,666.65	12.00 %
Total 43410 Contributions	104,910.00	222,916.65	-118,006.65	47.06 %
43440 Gifts in Kind				
43441 Donated Facilities and Services	25,000.00	31,250.00	-6,250.00	80.00 %
Total 43440 Gifts in Kind	25,000.00	31,250.00	-6,250.00	80.00 %
43450 Sponsorships				
43451 Annual Forum Sponsorships	17,500.00	25,000.00	-7,500.00	70.00 %
43452 Speaker Series Sponsorships	20,000.00	20,000.00	0.00	100.00 %
Total 43450 Sponsorships	37,500.00	45,000.00	-7,500.00	83.33 %
Total 43400 Direct Public Support	167,410.00	299,166.65	-131,756.65	55.96 %
45000 Investments				
45030 Interest-Savings, Short-term CD	2,038.40	1,200.00	838.40	169.87 %
Total 45000 Investments	2,038.40	1,200.00	838.40	169.87 %
46400 Other Types of Income	2,597.33		2,597.33	
47200 Program Income				
47220 Public Agency Dues	1,250.00	0.00	1,250.00	
47230 Roundtable Dues	150.00	1,125.00	-975.00	13.33 %
47240 Registration Fees				
47241 Annual Forum	35,400.00	25,000.00	10,400.00	141.60 %
Total 47240 Registration Fees	35,400.00	25,000.00	10,400.00	141.60 %
47250 Contract Revenue	363,155.48	420,646.65	-57,491.17	86.33 %
Total 47200 Program Income	399,955.48	446,771.65	-46,816.17	89.52 %
Total Revenue	572,001.21	747,138.30	-175,137.09	76.56 %
GROSS PROFIT	572,001.21	747,138.30	-175,137.09	76.56 %
EXPENDITURES				
62800 Facilities and Equipment				
62830 Donated Facilities	15,000.00	18,750.00	-3,750.00	80.00 %
62840 Equip Rental and Maintenance	7,820.36		7,820.36	
62850 IT Services	10,000.00	12,500.00	-2,500.00	80.00 %
Total 62800 Facilities and Equipment	32,820.36	31,250.00	1,570.36	105.03 %
65000 Program Expenses				

				Total
	Actual	Budget	over Budget	% of Budget
60900 Business Expenses				
60910 Board Expenses	1,552.68	2,350.00	-797.32	66.07 %
60930 Business Meals	81.66	333.35	-251.69	24.50 %
60940 Licenses and Permits	139.00	139.00	0.00	100.00 %
60950 D&O Insurance	922.00	904.00	18.00	101.99 %
Total 60900 Business Expenses	2,695.34	3,726.35	-1,031.01	72.33 %
62100 Contract Services	2,040.82		2,040.82	
62110 Accounting Fees	148.03	0.00	148.03	
62120 Contract Research	12,500.00	15,000.00	-2,500.00	83.33 %
62130 Design Services	1,218.75	2,000.00	-781.25	60.94 %
62140 Editing Services	390.00	300.00	90.00	130.00 %
62170 Contract Services	26,685.68	52,500.00	-25,814.32	50.83 %
62175 Communications		2,500.00	-2,500.00	
Total 62100 Contract Services	42,983.28	72,300.00	-29,316.72	59.45 %
62200 Development	832.16	7,500.00	-6,667.84	11.10 %
62300 Conferences and Meetings				
60320 Catering	23,089.02	17,500.00	5,589.02	131.94 %
60330 Facility	2,788.67	5,000.00	-2,211.33	55.77 %
60340 Speaker Expenses	2,163.73	3,000.00	-836.27	72.12 %
60350 Speaker Fees		37,500.00	-37,500.00	
Total 62300 Conferences and Meetings	28,041.42	63,000.00	-34,958.58	44.51 %
62400 Research Materials				
62410 Books		208.35	-208.35	
62430 Other Research Materials		4,000.00	-4,000.00	
Total 62400 Research Materials		4,208.35	-4,208.35	
65005 Bank fees	1,839.98	1,100.00	739.98	167.27 %
65010 Dues, Subscriptions	2,063.80	1,721.00	342.80	119.92 %
65020 Postage, Mailing Service	596.96	3,365.00	-2,768.04	17.74 %
65030 Printing and Copying	3,371.20	3,299.00	72.20	102.19 %
65040 Supplies	646.14	416.65	229.49	155.08 %
65045 Software	43,109.72	44,025.00	-915.28	97.92 %
65050 Telephone, Telecommunications	878.00	1,541.65	-663.65	56.95 %
65070 Marketing Expense	5,597.98	5,090.00	507.98	109.98 %
65080 Memorials and Gifts		135.00	-135.00	
65090 Miscellaneous Expenses	2,496.33		2,496.33	
65095 Staff Development	2,067.92	5,370.00	-3,302.08	38.51 %
68300 Travel and Meetings				
68310 Food	87.54	125.00	-37.46	70.03 %
68320 Lodging	119.90	150.00	-30.10	79.93 %
68330 Transportation	1,766.59	1,250.00	516.59	141.33 %

				Total
	Actual	Budget	over Budget	% of Budget
68340 Meeting Fees	180.00	100.00	80.00	180.00 %
Total 68300 Travel and Meetings	2,154.03	1,625.00	529.03	132.56 %
Total 65000 Program Expenses	139,374.26	218,423.00	-79,048.74	63.81 %
66000 Payroll Expenses				
66010 Salaries and Wages	381,645.91	417,885.40	-36,239.49	91.33 %
66100 Benefits	67,378.84	109,538.75	-42,159.91	61.51 %
66150 Payroll Taxes	30,293.96	31,858.75	-1,564.79	95.09 %
66200 Payroll Service Fee	2,025.00	2,193.75	-168.75	92.31 %
Total 66000 Payroll Expenses	481,343.71	561,476.65	-80,132.94	85.73 %
QuickBooks Payments Fees	1,146.65	300.00	846.65	382.22 %
Total Expenditures	654,684.98	811,449.65	-156,764.67	80.68 %
NET OPERATING REVENUE	-82,683.77	-64,311.35	-18,372.42	128.57 %
NET REVENUE	\$ -82,683.77	\$ -64,311.35	\$ -18,372.42	128.57 %

Statement of Financial Position

As of May 30, 2025

	As of May 30, 2025	As of May 30, 2024 (PY)	Total
ASSETS			
Current Assets			
Bank Accounts			
11010 Checking - Main	112,360.04		283,375.56
11020 Money Market	163,090.54		
11050 Savings	0.00		149,894.33
11060 Checking - Business Secondary	904.23		1,000.00
11070 CD	0.00		50,000.00
Total Bank Accounts	276,354.81		484,269.89
Accounts Receivable			
11000 Accounts Receivable	84,647.20		75,500.00
Total Accounts Receivable	84,647.20		75,500.00
Other Current Assets			
12000 Undeposited Funds	0.00		19.52
12020 Prepaid Expenses	55,900.62		3,500.00
Total Other Current Assets	55,900.62		3,519.52
Total Current Assets	416,902.63		563,289.41
TOTAL ASSETS	\$416,902.63		\$563,289.41
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
22100 Regions Credit Card	302.03		5,684.88
28010 Due to Samford	-464.87		0.00
Total Credit Cards	-162.84		5,684.88
Other Current Liabilities			
27100 Deferred Revenue	4,999.96		102,083.33
Total Other Current Liabilities	4,999.96		102,083.33
Total Current Liabilities	4,837.12		107,768.21
Total Liabilities	4,837.12		107,768.21
Equity			
32000 Retained Earnings	194,521.35		194,117.08
32005 Fund Balances			
32010 Net Assets Fund	184,556.15		184,556.15
32050 Board Restricted Fund	115,671.78		115,671.78
Total 32005 Fund Balances	300,227.93		300,227.93
Net Revenue	-82,683.77		-38,823.81
Total Equity	412,065.51		455,521.20

		Total
	As of May 30, 2025	As of May 30, 2024 (PY)
TOTAL LIABILITIES AND EQUITY	\$416,902.63	\$563,289.41

Statement of Cash Flows

January 1 - May 30, 2025

	Total
OPERATING ACTIVITIES	
Net Revenue	-82,683.77
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
11000 Accounts Receivable	80,100.00
20000 Accounts Payable	-2,048.16
22100 Regions Credit Card	-3,191.59
28010 Due to Samford	-464.87
27100 Deferred Revenue	6,249.99
Unearned Revenue	-32,916.67
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	47,728.70
Net cash provided by operating activities	-34,955.07
NET CASH INCREASE FOR PERIOD	-34,955.07
Cash at beginning of period	311,309.88
CASH AT END OF PERIOD	\$276,354.81

Contract Revenue Report

May 30, 2025

2025 Budget

\$1,009,552

	<u>Number</u>	<u>Revenue</u>	<u>Percent of Budget</u>
Executed Contracts	25	\$ 882,073	87.4%
Booked Revenue		\$ 327,642	32.5%
Backlogged Revenue		\$ 554,431	54.9%
Remaining Goal		\$ 127,479	12.6%
		\$ 1,009,552	100.0%

Revenue Timing

Q2 **Q3** **Q4**
 \$105,792 \$269,942 \$178,698

Project	Client	Business Line	Contract	Realized	Backlog
Justice Collaborative	Aspen Institute	Policy and Data	\$ 45,000	\$ 45,000	\$ -
Justice Collaborative	Aspen Institute	Policy and Data	\$ 155,000	\$ -	\$ 155,000
Literacy Act Evaluation	ALSDE	Program Evaluation	\$ 246,125	\$ 82,042	\$ 164,083
Literacy Act Evaluation	ALSDE	Program Evaluation	\$ 64,698	\$ -	\$ 64,698
Data Support	Birmingham City Schools	Technical Assistance	\$ 75,000	\$ 37,500	\$ 37,500
ESL Delivery	UAH	Program Evaluation	\$ 43,350	\$ 25,950	\$ 17,400
Economic Impact Retainer	City of Anniston	Economic Analysis	\$ -	\$ -	\$ -
Compensation Study	Alexander City	Policy and Data	\$ 30,000	\$ 15,000	\$ 15,000
Economic Impact Retainer	Alabama Mountain Lakes Tourism Association	Technical Assistance	\$ 12,500	\$ -	\$ 12,500
Post Partum Depression Econo	Peritus	Economic Analysis	\$ 20,000	\$ 20,000	\$ -
EMS White Paper	Calhoun County Commission	Economic Analysis	\$ 7,500	\$ 3,750	\$ 3,750
Recreation Analysis	Elmore County EDA	Economic Analysis	\$ 30,000	\$ 15,000	\$ 15,000
Data Crosswalk	A+ Education Partnership	Policy and Data	\$ 22,500	\$ 11,250	\$ 11,250
Literacy Act Evaluation	VOICES for Alabama's Children	Policy and Data	\$ 15,000	\$ 15,000	\$ -
Vocabby Evaluation	UAB ArtPlay	Program Evaluation	\$ 2,400	\$ 2,400	\$ -
Data Analysis	Children's Hospital of Alabama	Policy and Data	\$ 37,000	\$ 18,500	\$ 18,500
Data Analysis	Alabama Association of Nonprofits	Technical Assistance	\$ -	\$ -	\$ -
Data Analysis	Alabama Association of Nonprofits	Technical Assistance	\$ -	\$ -	\$ -
Research Study	Alabama City County Managers Association	Policy and Data	\$ 25,000	\$ 12,500	\$ 12,500
Data Mapping	Alabama Hummanities Alliance	Technical Assistance	\$ -		\$ -
Economic Impact Study	Owenton Hill	Economic Analysis	\$ 15,000	\$ 15,000	\$ -
Economic Impact Study	Huntsville/Madison County CVB	Economic Analysis	\$ 10,000	\$ 5,000	\$ 5,000
Jefferson County Fees and Fin	Data Analysis	Policy and Data	\$ 15,000	\$ -	\$ 15,000
Diversion Program Impact Ana	Data Analysis	Policy and Data	\$ 500	\$ -	\$ 500
Data Analysis	PACA	Technical Assistance	\$ 3,000	\$ -	\$ 3,000
Data Analysis	Solihten Institute Questionnai	Technical Assistance	\$ 7,500	\$ 3,750	\$ 3,750