

# NAHAC



## FINANCE SUMMARY

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1. **Summary**

E&S is in the process of completing the internal compliance reviews for Q1 through Q3 of FY17.

2. **Finance Report Discussion**

Balance Sheet

- The bank balance shows as negative in August due to a large number of wires paid out on August 31st. The investment sweep was done the next day on 09/01/2017, transferring over \$500,000 to arrive back at a positive balance.
- September balance for other current assets represents former employee bonus deemed unallowable to be paid from Culinary unrestricted funds account to NAHAC HHF account to be transferred in October.
- Software increased due to implementation fees from Sperdian for Phase one go live and data migration as well as the regular contract in place for NMAS.
- The other current liabilities amount is due to unrestricted funds deposited into NAHAC HHF account to reimburse the culinary account for legal fees paid previously for a previous employee before a settlement was reached.

Income Statement

- **NAHAC hit the \$1 million mark again and higher than before!!!!**
- Invoices not yet received for current month expenses

<u>Account</u>	<u>Vendor</u>
Business Partners	Community services, CPLC, Financial Guidance Center
Statistical Data	Corelogic
Legal	Fennemore Craig
Consulting	G2 Consulting
IT Services	Springboard
- Wages and Salaries decreased from prior month due to there being 3 pay periods in the previous month.
- The negative legal fees for August and September are due to credit memos from Fennemore Craig to correct over billings to NAHAC in previous months.
- Depreciation increased due to implementation fees for Phase 1 and data migration for NMAS being capitalized in the current month and being amortized.

3. **Actions & Recommendations**

**Nevada Affordable Housing Assistance Corporation**  
**Balance Sheet**

	9/30/2017	8/31/2017	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
10100 - Checking - Operating (BNY 9079)	449,737	(153,098)	602,835
10200 - Checking - ACH Txfr (BNY 6666)	15,611	15,611	-
10300 - Investment Account - BNY Sweep	17,739,980	19,857,698	-2,117,718
<b>Total Checking/Savings</b>	<b>18,205,327</b>	<b>19,720,211</b>	<b>-1,514,883</b>
<b>Accounts Receivable</b>			
11100 - Funds Receivable B-4 Client	63,458	64,817	-1,359
<b>Total Accounts Receivable</b>	<b>63,458</b>	<b>64,817</b>	<b>-1,359</b>
<b>Other Current Assets</b>			
13000 - Prepaid Expenses	45,557	49,770	-4,213
14200 - Other Current Assets	3,644	5,990	-2,346
<b>Total Other Current Assets</b>	<b>49,201</b>	<b>55,760</b>	<b>(6,559)</b>
<b>Total Current Assets</b>	<b>18,317,987</b>	<b>19,840,788</b>	<b>-1,522,801</b>
<b>Fixed Assets</b>			
<b>15000 - Fixed Assets</b>			
15100 - Office Equipment	112,457	112,457	-
15200 - Software	221,074	174,184	46,890.05
15300 - Furniture and Fixtures	24,742	24,742	-
<b>Total 15000 - Fixed Assets</b>	<b>358,273</b>	<b>311,383</b>	<b>46,890.05</b>
16000 - Accumulated Depreciation	(195,143)	(188,954)	-6,189
<b>Total Fixed Assets</b>	<b>163,130</b>	<b>122,429</b>	<b>40,701</b>
<b>Other Assets</b>			
17000 - Refundable Deposits	14,837	14,837	-
<b>Total Other Assets</b>	<b>14,837</b>	<b>14,837</b>	<b>-</b>
<b>TOTAL ASSETS</b>	<b>18,495,954</b>	<b>19,978,054</b>	<b>-1,482,100</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
20000 - Accounts Payable	27,421	110,724	-83,303
21100 - Funds Payable B1-B3	-	-	0
<b>Total Accounts Payable</b>	<b>27,421</b>	<b>110,724</b>	<b>(83,303)</b>
<b>Credit Cards</b>			
22000 - Nevada State Bank Credit Card	-	990	(989.88)
<b>Total Credit Cards</b>	<b>-</b>	<b>990</b>	<b>(989.88)</b>
<b>Other Current Liabilities</b>			
23000 - Accrued Expenses	-	-	-
25000 - Deferred Revenue	18,412,601	19,862,964	-1,450,363
26000 - Other Current Liabilities	52,555	-	52,555
<b>Total Other Current Liabilities</b>	<b>18,465,156</b>	<b>19,862,964</b>	<b>-1,397,808</b>
<b>Total Current Liabilities</b>	<b>18,492,577</b>	<b>19,974,677</b>	<b>-1,482,100</b>
<b>Long Term Liabilities</b>			
27000 - Unclaimed Property	3,377	3,377	-
<b>Total Long Term Liabilities</b>	<b>3,377</b>	<b>3,377</b>	<b>-</b>
<b>Total Liabilities</b>	<b>18,495,954</b>	<b>19,978,054</b>	<b>-1,482,100</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>18,495,954</b>	<b>19,978,054</b>	<b>-1,482,100</b>

**NAHAC Income Statement  
September 2016**

INCOME	Budget	2017	2017	Current 2017	2016	2016	2016	2017	2017	2017	2017	2017	2017	YTD Actual	% of Budget
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	w/ Budget	
<b>Total Program Contract Revenue</b>	28,015,270	1,165,715	862,588	1,450,363	411,274	1,008,731	360,555	611,068	730,842	902,809	1,001,640	618,842	1,246,057	10,370,483	37%
<b>Other Revenues</b>															
41000 Lien Satisfaction Recoveries	100,000	13,694	5,999	10,697	19,392	12,997	15,087	14,932	8,511	9,829	2,603	3,300	12,450	129,491	129%
42000 Interest Income	75,000	9,823	11,014	10,491	32	29	36	407	2,203	2,032	3,870	5,108	13,737	58,783	78%
<b>Total Other Revenues</b>	175,000	23,517	17,013	21,188	19,424	13,026	15,123	15,339	10,714	11,861	6,473	8,408	26,187	188,273	108%
<b>TOTAL INCOME</b>	28,190,270	1,189,232	879,601	1,471,551	430,698	1,021,757	375,677	626,407	741,556	914,670	1,008,113	627,250	1,272,244	10,558,757	37%
<b>Direct Program Funding Costs</b>															
50100 B1 Principal Reduction	21,947,394	931,379	518,973	1,222,601	259,576	615,554	193,492	241,977	399,588	543,667	751,011	375,146	873,506	6,926,470	32%
50200 B2 SMRP	1,406,913	33,936	40,015	38,983	-	243,877	46,784	49,639	115,327	73,320	-	30,412	81,393	753,686	54%
50300 B4 MAP	-	-	5,508	-	-	-	-	-	-	-	-	-	-	5,508	0%
50400 B4 MAP (UMA)	1,025,476	39,133	50,510	64,896	30,318	-	3,856	6,001	6,759	35,112	25,828	-	33,675	296,088	29%
55000 B5 MAPA	-	-	-	-	-	-	-	-	-	-	(7,109)	-	-	(7,109)	0%
50800 B8 MRAP (MRP)	893,288	31,275	66,974	13,823	-	-	-	45,524	26,463	68,605	69,549	1,709	52,138	376,060	42%
<b>TOTAL DIRECT PROGRAM FUNDING COSTS</b>	25,273,070	1,035,723	681,980	1,340,303	289,894	859,431	244,132	343,141	548,137	720,704	839,279	407,267	1,040,712	8,350,703	33%
<b>GROSS EARNINGS</b>	2,917,200	153,509	197,621	131,248	140,804	162,326	131,545	283,266	193,419	193,966	168,834	219,983	231,532	2,208,053	76%
<b>EXPENSES</b>															
<b>Transaction Related Expenses 60000</b>															
61000 Recording Fees	60,000	1,387	1,596	1,885	5,329	4,022	4,268	10,559	8,670	4,697	2,839	2,413	3,034	50,699	84%
62000 Appraisal Fees	-	-	-	-	400	-	-	-	-	-	-	-	-	400	0%
63000 Bank Fees	12,000	1,050	853	1,219	837	998	948	-	2,032	908	816	913	971	11,545	96%
<b>Counseling Expenses 64000:</b>															
64100 Business Partners	90,000	3,150	5,550	1,250	-	-	8,800	5,100	1,300	3,500	9,700	8,200	3,967	50,517	56%
64200 Statistical Data	23,000	710	1,102	-	-	4,500	5,601	473	781	638	634	1,440	759	16,638	72%
64300 File Intake Costs	2,000	452	485	568	104	106	105	362	162	142	175	327	228	3,216	161%
<b>Total Counseling Expenses</b>	115,000	4,312	7,137	1,818	104	4,606	14,506	5,935	2,243	4,280	10,509	9,967	4,954	70,371	61%
<b>Total Transaction Related Expenses</b>	187,000	6,749	9,586	4,922	6,670	9,625	19,722	16,494	12,945	9,885	14,164	13,293	8,959	133,015	71%
<b>General and Administrative Expenses 70000</b>															
<b>Compensation Expenses 71000</b>															
<b>Salaries and Wages 71100:</b>															
71110 Operations	238,000	17,841	25,236	20,917	19,068	19,248	21,825	19,370	20,527	25,288	16,851	16,753	13,229	236,153	99%
71120 Accounting	41,000	3,924	4,709	3,140	3,924	3,139	3,139	3,139	3,139	4,741	3,139	3,139	3,139	42,411	103%
71130 Underwriting	120,000	9,061	14,480	9,460	10,111	10,318	10,494	9,311	9,216	13,806	9,603	9,246	9,043	124,149	103%
71140 Closing and Recon	102,000	12,093	12,231	8,263	14,686	16,062	12,080	12,689	12,957	18,636	10,368	11,963	13,263	155,291	152%
71150 Call Center	42,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
71160 IT Department	85,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
71170 Temporary Labor	419,000	17,255	26,846	16,347	-	-	527	5,386	11,374	9,687	18,882	9,338	17,803	133,445	32%
<b>Total Salaries and Wages</b>	1,047,000	60,174	83,502	58,127	47,789	48,767	48,065	49,896	57,213	72,158	58,843	50,439	56,477	691,450	66%
71200 Payroll Tax Expenses	53,000	4,966	5,101	3,462	4,974	3,845	3,704	4,803	5,223	7,109	4,238	4,349	4,264	56,038	106%
<b>Employee Benefits and Other HR 71300</b>															
71310 Medical and Dental	97,000	5,325	4,811	7,384	5,445	11,675	6,044	6,044	(1,182)	5,478	5,456	4,821	5,325	66,626	69%
71320 Workers' Compensation	1,400	-	-	-	1,381	-	(287)	-	-	-	-	-	-	1,094	78%
71330 Employee Training	3,500	-	45	-	-	-	-	-	-	-	-	-	-	45	1%
71340 Payroll Processing Charges	14,000	947	982	982	1,035	1,619	1,006	978	1,438	978	946	2,278	948	14,136	101%
71300 Other Employee Benefits and HR	500	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
71000 Compensation Expenses - Other	-	320	25	-	-	309	-	-	-	29	-	-	-	683	0%
<b>Total Employee Benefits and Other HR</b>	116,400	6,592	5,863	8,366	7,861	13,603	6,763	7,022	256	6,485	6,402	7,099	6,273	82,584	71%
<b>Total Compensation Expenses</b>	1,216,400	71,732	94,466	69,955	60,624	66,215	58,532	61,720	62,692	85,752	69,483	61,887	67,014	830,072	68%

**NAHAC Income Statement**  
**September 2016**

	Budget	2017												YTD Actual	
		Jul	Aug	Current 2017 Sep	2016 Oct	2016 Nov	2016 Dec	2017 Jan	2017 Feb	2017 Mar	2017 Apr	2017 May	2017 Jun	w/ Budget	% of Budget
<b>Advertising, Marketing and PR 72000</b>															
72100 Website Expenses	6,000	300	-	-	-	-	-	-	1,091	914	-	-	-	2,305	38%
72200 Marketing Expenses	60,000	10,680	9,090	9,055	-	-	-	-	417	1,388	10,000	10,000	20,000	70,630	118%
72300 Marketing Campaigns	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
72400 Dues, Subscriptions, & Recruitment	500	122	122	141	-	-	-	-	-	-	-	-	122	507	101%
72500 Marketing Collateral	2,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Advertising, Marketing and PR</b>	<b>118,500</b>	<b>11,102</b>	<b>9,212</b>	<b>9,196</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,508</b>	<b>2,302</b>	<b>10,000</b>	<b>10,000</b>	<b>20,122</b>	<b>73,442</b>	<b>62%</b>
<b>Professional Services 73000</b>															
73100 Accounting and Audit Services	240,000	24,583	22,747	17,083	3,500	8,000	3,500	20,583	17,083	17,083	17,583	19,883	19,583	191,211	80%
73200 Legal Services	263,000	(42,518)	(5,870)	(8,570)	22,993	329	23,361	48,309	34,513	16,980	-	51,954	49,080	190,561	72%
73300 Consulting Services	97,000	13,300	599	-	14,101	35,902	7,459	30,440	9,562	13,603	13,751	13,982	9,612	162,311	167%
73400 Other Professional Services	-	198	-	-	-	945	1,449	229	44	-	300	525	52	3,742	0%
<b>Total Professional Services</b>	<b>600,000</b>	<b>(4,437)</b>	<b>17,476</b>	<b>8,513</b>	<b>40,594</b>	<b>45,176</b>	<b>35,769</b>	<b>99,561</b>	<b>61,202</b>	<b>47,666</b>	<b>31,634</b>	<b>86,344</b>	<b>78,327</b>	<b>547,825</b>	<b>91%</b>
<b>Building, Leases and Equipment 74000</b>															
74100 Rent - Office	87,000	7,186	7,186	7,591	8,170	8,170	5,863	8,170	6,870	7,202	6,980	7,281	7,186	87,855	101%
74200 Rent - Equipment	3,000	358	361	361	377	361	-	358	361	-	358	367	45	3,307	110%
74300 Building Repairs and Maintenance	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
74400 Equipment Repairs and Maintenance	2,000	148	-	-	-	144	-	288	144	144	207	114	118	1,307	65%
74500 Utilities Expense	2,500	54	54	-	27	88	284	-	353	246	247	54	54	1,461	58%
74600 Janitorial Expense	4,500	720	-	-	360	360	360	360	360	360	360	360	360	3,960	88%
<b>Total Building, Leases and Equipment</b>	<b>100,000</b>	<b>8,466</b>	<b>7,601</b>	<b>7,952</b>	<b>8,934</b>	<b>9,123</b>	<b>6,507</b>	<b>9,176</b>	<b>8,088</b>	<b>7,952</b>	<b>8,152</b>	<b>8,176</b>	<b>7,763</b>	<b>97,890</b>	<b>98%</b>
<b>Insurance Expense 75000</b>															
75100 Directors & Officers Insurance	20,000	1,882	1,460	1,460	1,563	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,965	19,997	100%
75200 Property and General Liability Insurance	3,700	79	79	79	301	301	301	301	301	301	301	(215)	301	2,431	66%
75300 Crime Insurance	2,500	206	206	206	484	484	484	440	412	206	206	206	206	3,745	150%
75500 Cyber Insurance	2,500	-	-	-	329	329	329	241	-	-	-	-	-	1,227	49%
75500 Professional Liability Insurance	15,300	1,275	1,275	1,275	900	900	900	817	2,550	1,275	1,275	1,275	1,275	14,991	98%
<b>Total Insurance Expense</b>	<b>44,000</b>	<b>3,442</b>	<b>3,020</b>	<b>3,020</b>	<b>3,576</b>	<b>3,680</b>	<b>3,680</b>	<b>3,466</b>	<b>4,930</b>	<b>3,449</b>	<b>3,449</b>	<b>2,933</b>	<b>3,747</b>	<b>42,391</b>	<b>96%</b>
<b>Office Expenses 76000</b>															
75100 Supplies	12,000	330	1,742	311	593	75	480	729	393	613	1,926	652	696	8,540	71%
75200 Postage and Freight	4,500	182	33	230	556	506	403	540	437	461	349	172	34	3,903	87%
75400 Office Furniture and Equipment	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
75500 Dues and Subscriptions	500	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
76500 Document Storage & Destruction	1,000	50	-	85	97	122	25	25	25	25	25	60	-	539	54%
<b>Total Office Expenses</b>	<b>23,000</b>	<b>562</b>	<b>1,775</b>	<b>626</b>	<b>1,246</b>	<b>703</b>	<b>908</b>	<b>1,294</b>	<b>855</b>	<b>1,099</b>	<b>2,300</b>	<b>884</b>	<b>730</b>	<b>12,982</b>	<b>56%</b>
<b>Information, Tech and Communications 77000</b>															
77100 Technology Hardware	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
77200 Software Expense	22,000	(3)	-	-	491	509	275	275	-	-	-	-	1,304	2,851	13%
77300 Telephone / Internet / Security	20,000	772	1,272	1,239	370	1,765	1,139	1,666	1,008	1,373	1,887	1,221	1,666	15,378	77%
77400 IT Services	476,000	49,622	47,144	19,295	14,062	22,251	2,250	87,177	37,516	32,253	24,496	32,259	38,262	406,587	85%
<b>Total Information, Tech and Communications</b>	<b>548,000</b>	<b>50,391</b>	<b>48,416</b>	<b>20,534</b>	<b>14,923</b>	<b>24,525</b>	<b>3,664</b>	<b>89,118</b>	<b>38,524</b>	<b>33,626</b>	<b>26,383</b>	<b>33,480</b>	<b>41,232</b>	<b>424,816</b>	<b>78%</b>
<b>Travel Expenses 78000</b>															
78100 Airfare	5,000	-	945	-	1,198	528	-	116	-	-	795	-	-	3,582	72%
78200 Accomodations	2,500	-	-	-	743	285	-	-	259	-	-	-	1,383	2,670	107%
78300 Auto and Parking	2,500	-	10	16	93	307	571	67	242	4	46	8	105	1,469	59%
78400 Travel - Meals & Entertainment	2,500	166	186	-	112	27	218	-	-	157	353	29	-	1,248	50%
78500 Non-Employee Travel	250	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
78000 Other Travel	250	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
<b>Total Travel Expenses</b>	<b>13,000</b>	<b>166</b>	<b>1,141</b>	<b>16</b>	<b>2,146</b>	<b>1,147</b>	<b>789</b>	<b>183</b>	<b>501</b>	<b>161</b>	<b>1,194</b>	<b>37</b>	<b>1,488</b>	<b>8,969</b>	<b>69%</b>
<b>Other General and Administrative 79000</b>															
79100 Depreciation Expense	60,000	4,886	4,886	6,189	1,932	1,932	1,932	1,932	1,932	1,932	1,933	1,932	2,107	33,524	56%
79300 Taxes and Licenses	2,000	-	-	80	-	-	-	-	-	-	-	-	-	80	4%
79500 Board Expenses	6,000	320	-	200	160	200	-	260	200	100	100	460	-	2,000	33%
79000 Other General and Administrative	-	130	42	45	-	-	42	62	42	42	42	60	43	550	0%
<b>Total Other General and Administrative</b>	<b>68,000</b>	<b>5,336</b>	<b>4,928</b>	<b>6,514</b>	<b>2,092</b>	<b>2,132</b>	<b>1,974</b>	<b>2,254</b>	<b>2,174</b>	<b>2,074</b>	<b>2,075</b>	<b>2,452</b>	<b>2,150</b>	<b>36,154</b>	<b>53%</b>
<b>Total General and Administrative Expenses</b>	<b>2,730,900</b>	<b>146,760</b>	<b>188,035</b>	<b>126,326</b>	<b>134,134</b>	<b>152,701</b>	<b>111,823</b>	<b>266,772</b>	<b>180,474</b>	<b>184,081</b>	<b>154,670</b>	<b>206,192</b>	<b>222,573</b>	<b>2,074,541</b>	<b>76%</b>

**NAHAC Income Statement**  
**September 2016**

	Budget	2017	2017	Current 2017	2016	2016	2016	2017	2017	2017	2017	2017	2017	YTD Actual	% of Budget
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	w/ Budget	
<b>TOTAL EXPENSES</b>	2,917,900	153,509	197,621	131,248	140,804	162,326	131,545	283,266	193,419	193,966	168,834	219,485	231,532	<b>2,207,556</b>	76%
<b>Other Income (Expense)</b>															
81000 Other Income	100	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
82000 Other Expense	100	-	-	-	-	-	-	-	-	-	-	(498)	-	(498)	-498%
Total Other Income (Expense)	700	-	-	-	-	-	-	-	-	-	-	(498)	-	(498)	-71%
<b>NET INCOME</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%

**NAHAC Funding Details**

**Cumulative Funds Available and Used through September 30, 2017**

	<b>(a) HHF Participation Cap (from the current HPA Amendment)</b>	<b>Cumulative used through 9.30.2017</b>	<b>Available funds</b>
Principal Reduction Program (B1)	\$96,447,398.00	\$59,888,100.52	\$36,559,297.48
Second Lien Relief Program (B2)	\$16,495,339.00	\$6,592,472.30	\$9,902,866.70
Short Sale Acceleration Program (B3)	\$289,179.00	\$289,179.12	\$0.00
Mortgage Assistance Program (MAP) (B4)	\$47,707,641.00	\$31,282,483.00	\$16,425,158.00
MAPA (B5)	\$1,613,451.00	\$1,606,718.01	\$6,732.99
Reinstatement (B8)	\$15,111,197.00	\$376,060.99	\$14,735,136.01
Admin	\$25,247,676.00	\$19,543,174.51	\$5,704,501.49
<b>Total</b>	<b>\$202,911,881.00</b>	<b>\$119,578,188.45</b>	<b>\$83,333,692.67</b>

Estimated months of funding remaining through Dec. 31, 2020

39

Average monthly funding to use funds by Dec. 31, 2020

2,136,761

**Treasury Draws Taken through September 30, 2017**

<u>Date</u>	<u>Amount</u>
9/23/2010	2,600,000.00
4/25/2011	4,851,000.00
12/28/2011	4,851,000.00
5/31/2012	5,620,000.00
8/30/2012	14,170,000.00
12/26/2012	21,950,000.00
3/4/2013	20,000,000.00
5/6/2013	24,800,000.00
6/27/2014	13,207,869.00
12/27/2016	24,385,727.00
<b>Total</b>	<b>136,435,596.00</b>