

# Idaho Guardian ad Litem Reports to the Legislature

Fiscal Year 2018

## **First Judicial District Guardian *ad Litem* (GAL) Program**

### **Report to the Idaho Legislature for FY2018**

#### **CASES**

Number of NEW Child Protective Act petitions filed: 166

#### **CHILDREN**

Number of TOTAL children served by program during FY18: 440

Number of TOTAL children served by a GAL program volunteer during FY18: 433

Total number of TOTAL children appointed to the GAL program during FY18: 441

Number of NEW children subject to proceedings in the district: 257

Number of NEW children subject to proceeding appointed to the program: 235

Number of NEW children subject to proceeding NOT *appointed* to the program: 22 (all over age 12)

#### **SERVICES**

Nature of services provided by GAL program volunteers:

Mission: To recruit, train and support a diverse network of Court Appointed Special Advocates to represent and advocate for abused and neglected child victims (age 0-18) in North Idaho.

Vision: That every child victim (age 0-18) in the five northern counties under the purview of the Child Protective Act is appointed a CASA who will advocate for and represent the best interests of the child for the entirety of their child protection case.

Number of hours of service by GAL program volunteers: 10,777

Number of hours of service by attorneys: 0

Number of *new* GAL program volunteers trained: 55

#### **FINANCIAL**

Complete Board of Director's approved audited financials for the First Judicial District Guardian *ad Litem* (GAL) program's FY18 fiscal year are attached to this report.

**First District Additional Optional Information**  
**to include in the Legislative Report**

**CHILDREN SERVED**

Number of children served *only* by GAL program *staff*: Only 7 children were served by staff only for the duration of their cp case.

Number of children *appointed to but unserved* by GAL program: 1- child “aged-out” (turned 18) within a week of appointment

GAL Program highlights including strengths, successes and challenges. *Strengths:* operational, leadership (16 Board of Directors) and compliance. *Successes:* Served all children. Met fiscal-year budget through SC allocation, grants, fundraising and contributions. *Challenges:* Train and recruit enough Advocates to increase the baseline pool of Advocates to serve the ever-growing caseload.

**FISCAL YEAR 19 VOLUNTEER RECRUITMENT AND RETENTION PROJECT**

Brief project description: Increase both the baseline Advocate pool (through new Advocates and higher retention rate) and training/supervisory FTE’s to meet compliance standards while serving the best interest of every child appointed to the program.

Project Goals: Graduate 48 new Advocates. Strengthen Pre-Service training. Increase reporting of volunteer hours and mileage. Implement the Peer Coordinator program (Volunteer Supervisors). Strengthen In-Service training. Increase Advocate support. Increase Advocate appreciation.

Project Outcomes: Graduated 55 new Advocates. Increased quality and hours of Pre-service training. Volunteers reported 10,777 hours and 46,285 miles through CASACConnect. Ended year with 15 Peer Coordinators supervising 29 Advocates serving 42 cases for 61 children. Offered 174.25 training hours. Hired a Rural Trainer and an Advocate Supervisor. Held 10 Advocate appreciation/recognition events.



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## First Judicial District CASA Program, Inc.

Audited Financial Statements

June 30, 2018

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INDEPENDENT AUDITOR'S REPORT

To: The Board of Directors  
First Judicial District CASA Program, Inc.  
Coeur d'Alene, ID

I have audited the accompanying financial statements of First Judicial District CASA Program, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2018, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

**Opinion**

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of First Judicial District CASA Program, Inc., and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

*Ben Johnston, CPA*

Coeur d'Alene, ID

September 24, 2018

**First Judicial District CASA Program, Inc.**  
**Statement of Financial Position**  
**June 30, 2018**

**Assets**

Current assets:

Cash and cash equivalents, unrestricted	\$ 199,864
Receivable - unconditional promises to give, fundraisers	9,708
Inventory	28,413
Security deposits	1,800
Prepaid insurance	<u>2,476</u>
Total current assets	<u>242,261</u>

**Total assets**

\$ 242,261

**Liabilities and net assets**

Current liabilities:

Accounts payable	\$ 3,057
Payroll taxes payable	2,333
Accrued wages	4,358
Compensated absences payable	<u>7,491</u>
Total liabilities	<u>17,239</u>

Net assets:

Unrestricted	219,522
Temporarily restricted	<u>5,500</u>
Total net assets	<u>225,022</u>

**Total liabilities and net assets**

\$ 242,261

See accompanying notes to financial statements

**First Judicial District CASA Program, Inc.  
Statement of Activities  
For the Year Ended June 30, 2018**

**Change in unrestricted net assets:**

Revenues and other support:

Fundraising	\$ 284,927
Grants & contributions released from restriction	153,420
State of Idaho, Idaho Law Foundation Grant	106,117
Contributions	31,597
In-kind contributions - CASA Kidz Closet (goods)	20,686
In-kind contributions - services	<u>1,200</u>
Total revenue and other support	<u>597,947</u>

Functional expenses:

Program services	266,196
Fundraising	100,447
Management & General	<u>119,347</u>
Total functional expenses	<u>485,991</u>

Total change in unrestricted net assets	111,956
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**Change in temporarily restricted net assets:**

Revenues and other support:

Other grants	<u>110,970</u>
Total revenues and other support	<u>110,970</u>

Net assets released from restriction	<u>(153,420)</u>
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Net change in temporarily restricted net assets	(42,450)
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**Changes in net assets:**

Beginning net assets	145,895
Current year change in net assets	69,506
Prior period adjustment	<u>9,621</u>
Ending net assets	<u><u>\$ 225,022</u></u>

See accompanying notes to financial statements



**First Judicial District CASA Program, Inc.  
Statement of Functional Expenses  
For the Year Ended June 30, 2018**

	Program Services	Fundraising	Management & General	Total
Salaries	\$ 159,380	\$ 43,467	\$ 86,934	\$ 289,781
Fundraising expense - events	-	38,302	-	38,302
Rent	14,787	4,033	8,066	26,886
In-kind expenses - CASA Kidz Closet supplies	24,661	-	-	24,661
Payroll taxes	11,630	3,172	6,344	21,145
Professional fees	9,886	2,696	5,393	17,975
Volunteer expense - cash	12,904	-	-	12,904
Technology	7,028	1,917	3,833	12,778
Telephone	2,840	774	1,549	5,163
Program expenses	5,022	-	-	5,022
Internet	2,673	729	1,458	4,860
Insurance	2,254	615	1,229	4,098
Mileage	3,167	-	-	3,167
Supplies	1,562	426	852	2,840
Utilities	1,547	422	844	2,813
Advertising & promotion	-	2,772	-	2,772
Staff conference	2,451	-	-	2,451
Printing	1,128	308	615	2,051
Dues & subscriptions	970	265	529	1,764
Bank charges	810	221	442	1,473
Benefits	657	179	359	1,195
Meals	289	-	289	577
Miscellaneous	265	72	145	482
Postage	241	66	131	438
Repairs & maintenance	-	-	162	162
Contract labor	-	-	150	150
Interest expense	45	12	24	81
Total functional expenses	<u>\$ 266,196</u>	<u>\$ 100,447</u>	<u>\$ 119,347</u>	<u>\$ 485,991</u>

See accompanying notes to financial statements.

**First Judicial District CASA Program, Inc.**  
**Statement of Cash Flows**  
**For the Year Ended June 30, 2018**

Cash flows from operating activities:	
Cash received from donors & others	\$ 550,719
Cash (paid) to suppliers	(169,332)
Cash (paid) to employees	(293,907)
Cash (paid) - interest	(81)
Net cash provided (used) by operating activities	<u>87,399</u>
Net increase (decrease) in cash	87,399
Cash at beginning of year	<u>112,465</u>
Cash at end of year	<u><u>\$ 199,864</u></u>

Reconciliation of change in net assets to net cash provided by operating activities:

Current year change in net assets	\$ 69,506
Change in:	
Assets:	
Receivable - unconditional promises to give, fundraisers	15,908
Inventory	3,975
Prepaid insurance	1,688
Liabilities:	
Accounts payable	448
Payroll taxes payable	(1,504)
Accrued wages	(258)
Compensated absences payable	(2,364)
Net cash provided (used) by operating activities	<u><u>\$ 87,399</u></u>
In-kind donations*	<u><u>\$ 21,886</u></u>

\* In-kind donations were provided for programs, events support services, and equipment.

See accompanying notes to financial statements.

**First Judicial District CASA Program, Inc.**  
**Notes to the Financial Statements**  
**For the Year Ended June 30, 2018**

**NOTE 1— NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

**Organization and Nature of Activities:**

The First Judicial District CASA Program, Inc. (the Organization) is a nonprofit organization organized and operated to provide Guardian Ad Litem services for all child protection proceedings within the First Judicial District of the State of Idaho. These services are provided pursuant to the requirements of the Idaho Child Protection Act. Funding is provided primarily from grants and fundraising activities. The organization commenced operations August 25, 1992.

**Summary of Significant Accounting Policies:**

- a. Basis of accounting and presentation — The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America and the American Institute of Certified Public Accountants' Audit and Accounting Guide for Not-for-Profit Organization, and accordingly, reflect all significant receivables, payables, and other liabilities. Revenues are recognized when they are earned, and expenses are recognized as incurred.

ASC Topic 605, Revenue Recognition, requires that unconditional promises to give (i.e., pledges) be recorded as receivables and revenue and requires the organizations to distinguish between contributions received for each net asset category in accordance with donor-imposed restrictions.

ASC Topic 958-205, Not-For-Profit Entities-Presentation of Financial Statements, establishes standards for external financial statements of not-for-profit organizations. These standards require classification of net assets and revenues, expenses, gains and losses into three categories, based on the existence or absence of donor-imposed restrictions. The Organization records all revenues and gains that are received and spent in the same fiscal year as unrestricted revenue. Any amounts not spent within the same fiscal year are recorded as temporarily restricted revenue if donor restrictions exist. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

Unrestricted net assets — Net assets that are not subject to donor-imposed stipulations.

Temporarily restricted net assets — Net assets subject to donor-imposed stipulation that may or will be met either by actions of the Organization and/or the passage of time.

Permanently restricted net assets — Net assets subject to donor-imposed stipulations that they be maintained permanently by the Organization. Generally, the donors of these assets permit the Organization to use all or part of the income earned on related investments for general or specific purposes.

**First Judicial District CASA Program, Inc.**  
**Notes to the Financial Statements**  
**For the Year Ended June 30, 2018**

**NOTE 1— NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):**

**Summary of Significant Accounting Policies (continued):**

- b. Cash and cash equivalents — The Organization considers all unrestricted highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.
- c. Inventory — Inventory is stated at market value. Inventory consists of items donated to the Organization.
- d. Fixed assets and depreciation — Depreciation is charged as an expense against operations and accumulated depreciation is recorded on the statement of financial position. Purchased furniture and equipment are recorded at cost. Donated assets are recorded at fair market value at the date of donation. Depreciation is computed on the straight-line basis over the estimated useful lives of the assets, which range from 5-7 years. The Organization follows the practice of capitalizing all expenditures for furniture and equipment more than \$1500. The cost of normal repairs and maintenance that do not add to the assets utility or materially extend an assets useful life are not capitalized. Currently no assets meet the criteria for capitalization.
- e. Compensated absences — All Organization full-time and part-time employees who have completed three months of continuous service accumulate time off with pay for vacation. Pay for illness begins accruing with the first workday. Sick and vacation hours are accrued at a uniform rate among all eligible employees, based on length of service. Hours are accrued per pay period hour worked. Rates are as follows:

<u>Length of Service</u>	<u>Vacation</u>	<u>*Sick Leave</u>
1st and 2nd year	0.0385	0.0308
3rd through 9th year	0.0577	0.0308
10th year and after	0.0769	0.0308

\*Full time is defined as regularly scheduled for 30 hours or more per week. Part-time is defined as 15 to 30 hours per week. Those regularly scheduled for less than 15 hours per week are not eligible for sick leave benefits.

Vacation carryover is limited to 2 weeks of scheduled hours for the next consecutive calendar year only. If the carryover remains unused in that time, the carryover expires at the end of that calendar year.

Eligible employees may accrue unused sick time for a total of 160 hours of sick time. Unused sick time is not paid out upon separation of employment.

**First Judicial District CASA Program, Inc.  
Notes to the Financial Statements  
For the Year Ended June 30, 2018**

**NOTE 1— NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):**

**Summary of Significant Accounting Policies (continued):**

- f. Donated services — Donated services are recognized at market value.
- g. Unconditional promises to give — Contributions are recognized when the donor makes a promise to give to the Organization that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.  
  
The Organization uses the allowance method to determine uncollectible unconditional promises to give. The allowance is based on management's analysis of specific promises made. An allowance was deemed necessary as of June 30, 2018 of \$625.
- h. Use of estimates — The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.
- i. Deferred revenue — Deferred revenue arises when assets are recognized before revenue recognition criteria have been satisfied.
- j. Functional allocation of expenses — The costs of providing the various programs have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Costs which cannot be specifically identified with a function have been allocated based on the relative percentage of salary cost incurred within each program.
- k. Credit risk— The Organization maintains its cash balance at a local bank. Accounts are insured by the Federal Depository Insurance Corporation (FDIC) up to \$250,000. Cash and cash equivalents were entirely covered by the FDIC as of June 30, 2018.
- l. Income tax — The Organization is a nonprofit corporation exempt from federal income tax under Internal Revenue Code Section 501 (c)(3) and, therefore, has no provision for federal income taxes. However, the Internal Revenue Code may subject an organization to tax on unrelated business taxable income. It is management's opinion that the Organization had no unrelated business taxable income activity during the year ended June 30, 2018. Tax years that remain open to examination by taxing authorities are 2018, 2017, 2016 and 2015.

**First Judicial District CASA Program, Inc.**  
**Notes to the Financial Statements**  
**For the Year Ended June 30, 2018**

**NOTE 1 — NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
**(Continued):**

**Summary of Significant Accounting Policies (continued):**

In accordance with generally accepted accounting principles, the Organization is required to disclose certain information regarding potential liabilities regarding its tax positions it currently takes or has taken in prior years. Currently, there are no unrecognized tax benefits or liabilities that need to be recognized during the current year or due to a tax position taken in a prior year. If the Organization were to have a potential liability for such taxes, it would also accrue interest and penalties as a liability in the financial statements. The Organization expects no recognized tax benefits that will be incurred within the next year of the date of these financial statements. There are no tax years that are currently under examination by federal or state tax authorities. Management has evaluated the tax positions reflected in the Organization's tax filings and does not believe that any material uncertain tax positions exist.

m. Support and revenue:

Contributions — Contributions are recognized when the donor makes a promise to give to the Organization that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All donor-restricted contributions are reported as increases in temporarily or permanently restricted assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets. The Organization had no permanently restricted contributions as of June 30, 2018.

Donor imposed restrictions — All contributions are available for unrestricted use unless specifically restricted by the donor. Amounts received that are designated for future periods or are restricted by the donor for specific purposes are reported as temporarily restricted support that increases those net asset classes.

Contributed property and equipment — Contributed property and equipment is recorded at fair value at the date of donation. If donors stipulate how long the assets must be used, the contributions are recorded as restricted support. In the absence of such stipulations, contributions of property and equipment are recorded as unrestricted support.

n. Financial instruments — As of June 30, 2018, the carrying values of financial instruments, such as receivables, accounts payable and accrued liabilities, approximated their fair values, based on the short-term maturities of these instruments.

**First Judicial District CASA Program, Inc.**  
**Notes to the Financial Statements**  
**For the Year Ended June 30, 2018**

**NOTE 2 — COMMITMENT AND CONTINGENCIES:**

The Organization leases its administrative office under month to month operating leases. The lease for the Sandpoint office requires \$300 per month. The lease of the Coeur d'Alene office requires monthly payments of \$1,720 per month. The lease for the Kellogg office requires monthly payments of \$200. The organization has equipment leases of approximately \$600 per month.

Future minimum lease payments are as follows:

Year Ending June 30:	
2019	\$ 33,840
2020	33,840
2021	33,840
2022	33,840
2023	33,840
	<u>\$ 101,520</u>

**NOTE 3 — EVALUATION OF SUBSEQUENT EVENTS:**

The Organization has evaluated subsequent events through September 24, 2018, the date which the financial statements were available to be issued.

**NOTE 4 — PRIOR PERIOD ADJUSTMENT:**

The prior period adjustment of \$9,621 represents grant revenue earned in the fiscal ending June 30, 2017 which was not included in receivables.

**2nd Judicial District Guardian *ad Litem* (GAL) Program**  
**Report to the Idaho Legislature for FY2019**

**CASES**

Number of Child Protective Act petitions filed: 40

**CHILDREN**

Number of children served by a GAL program volunteer: 81

Total number of children appointed to the GAL program: 53

Number of children subject to proceedings in the district: 69

**SERVICES**

Nature of services provided by GAL program volunteers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Number of hours of service by GAL program volunteers: 1539

Number of hours of service by attorneys: unknown

Number of *new* GAL program volunteers trained: 19

**FINANCIAL**

A complete financial statement for the 2nd Judicial District Guardian *ad Litem* (GAL) program's preceding fiscal year is attached to this report.



**Additional Optional Information**  
**to include in the Legislative Report**

**CHILDREN SERVED**

Number of children served by GAL program *staff*: 58

Number of children *appointed to but unserved* by GAL program: 0

GAL Program highlights including strengths, successes and challenges. With the additional funding from the legislature we were able to hire a part-time trainer/recruiter who was able to devote 20 hours per week toward just recruitment of volunteers and training of volunteers.

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**FISCAL YEAR 2018 VOLUNTEER RECRUITMENT AND RETENTION PROJECT**

Brief project description: Our program's project included recruiting volunteers in the outlying areas.

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Project Goal: The goal was to serve at least 53% of the children appointed to us by a volunteer.

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Project Outcome: We were able to meet the goal of serving 53% of the children appointed to us by a volunteer GAL.

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**2ND JUDICIAL DISTRICT CASA PROGRAM**

07/10/18

**Profit & Loss**

Accrual Basis

July 2017 through June 2018

Jul '17 - Jun 18

**Ordinary Income/Expense****Income**

43400 · Direct Public Support	
43410 · Idaho GAL	90,823.87
43440 · ICDVVA	51,832.00
43450 · Individ, Business Contributions	6,606.22
43460 · Non-Cash In Kind - Goods	1,982.88
43470 · Non-Cash In Kind - Services	22,792.00
43480 · Businesses, Individuals	614.00
<b>Total 43400 · Direct Public Support</b>	<b>174,650.97</b>
44800 · Indirect Public Support	
44810 · Twin County United Way - Idaho	18,096.48
44830 · Moscow/Latah County UW	2,500.00
<b>Total 44800 · Indirect Public Support</b>	<b>20,596.48</b>
45000 · Investments	
45030 · Interest-Savings, Short-term CD	20.71
<b>Total 45000 · Investments</b>	<b>20.71</b>
46400 · Other Types of Income	
46430 · Miscellaneous Revenue	192.00
<b>Total 46400 · Other Types of Income</b>	<b>192.00</b>
47200 · Program Income	
47250 · Fund Raising Income - ID	2,640.00
47260 · Promotional Product Sales	180.00
<b>Total 47200 · Program Income</b>	<b>2,820.00</b>
<b>Total Income</b>	<b>198,280.16</b>

**Expense**

60900 · Business Expenses	
60940 · Interest Expense	659.62
<b>Total 60900 · Business Expenses</b>	<b>659.62</b>
62100 · Contract Services	
62110 · Auditing Accounting Fees	2,205.00
62120 · Contract Bookkeeping	1,600.00
<b>Total 62100 · Contract Services</b>	<b>3,805.00</b>
62800 · Facilities and Equipment	
62850 · Rent - Building	11,175.00
62860 · Office Equipment	1,081.92
<b>Total 62800 · Facilities and Equipment</b>	<b>12,256.92</b>
64000 · Programs & Promotions	
64010 · Advertising	1,399.08
64020 · Promotions Expense	679.74
64050 · Fund Raising Expenses	1,290.76
<b>Total 64000 · Programs &amp; Promotions</b>	<b>3,369.58</b>
65000 · Operations	
65010 · Dues & Publications	1,382.25
65020 · Postage, Delivery Service	160.70
65030 · Printing and Copying	77.10
65040 · Office Supplies	2,172.19
65050 · Telephone, Telecommunications	3,331.23
<b>Total 65000 · Operations</b>	<b>7,123.47</b>
65100 · Other Types of Expenses	

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## 2ND JUDICIAL DISTRICT CASA PROGRAM

07/10/18

## Profit &amp; Loss

Accrual Basis

July 2017 through June 2018

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	Jul '17 - Jun 18
65120 · Insurance - Liability, D and O	4,266.75
65160 · Other Costs	750.00
65170 · Non-Cash In Kind - Goods	1,982.88
65180 · Non-Cash In Kind - Services	22,792.00
<b>Total 65100 · Other Types of Expenses</b>	<b>29,791.63</b>
66000 · Salaries	113,065.19
66100 · Payroll Burden	
66102 · Employer FICA/Medicare Expense	8,599.80
66120 · Employer SUTA Expense	1,224.86
66140 · Workman Comp Insurance Expense	565.00
66100 · Payroll Burden - Other	57.07
<b>Total 66100 · Payroll Burden</b>	<b>10,446.73</b>
68300 · Staff Travel & Training	
68310 · Staff Travel & Training	1,399.67
68320 · Staff Mileage	5,033.23
68330 · Staff Recognition & Expenses	1,104.44
<b>Total 68300 · Staff Travel &amp; Training</b>	<b>7,537.34</b>
68400 · Volunteer Travel & Training	
68410 · Volunteer Training	681.71
68420 · Volunteer Mileage	446.96
68430 · Volunteer Recognition	697.87
68440 · Volunteer Screening	462.20
68400 · Volunteer Travel & Training - Other	20.00
<b>Total 68400 · Volunteer Travel &amp; Training</b>	<b>2,308.74</b>
68500 · Board Expenses	70.58
70000 · VOID Check	0.00
<b>Total Expense</b>	<b>190,434.80</b>
<b>Net Ordinary Income</b>	<b>7,845.36</b>
<b>Net Income</b>	<b><u>7,845.36</u></b>

## **Third Judicial District Guardian *ad Litem* (GAL) Program**

### **Report to the Idaho Legislature for FY2018**

#### **CASES**

Number of Child Protective Act petitions filed: 184 cases

#### **CHILDREN**

Number of children served by a GAL program volunteer: 112

Total number of children appointed to the GAL program: 315

Number of children subject to proceedings in the district: 319

#### **SERVICES**

Nature of services provided by GAL program volunteers:

Third District Guardian ad Litem volunteers investigate the circumstances that bring a child into care, as well as the continuing circumstances of the child throughout the case. Volunteers maintain regular contact (at least monthly) with the children in care and, whenever possible, their biological parents, foster parents, service providers, as well as any additional interested parties in the case. Volunteers get to know the children well so that they can better advocate for them, in addition to providing those children with several protective factors and supports simply by being a caring adult in their lives. Our volunteer guardians monitor services being offered to participants in the case and make suggestions regarding what additional services might be in the child's best interest. Additionally, volunteer guardians attend proceedings, meetings, and hearings, making recommendations based on facts to the Court. Volunteers are required to attend at least 30 hours of pre-service training and an additional 12 continuing education hours each year. They are asked to attend at least 8 of the 12 offered monthly training opportunities. Lastly, volunteers support our program through volunteering for non-case related duties

such as administrative support and community outreach.

Number of hours of service by GAL program volunteers: 4087

Number of hours of service by attorneys: N/A

Number of *new* GAL program volunteers trained: 38

## FINANCIAL

A complete financial statement for the 3rd Judicial District Guardian *ad Litem* (GAL) Program's preceding fiscal year is attached to this report.

### **Additional Optional Information** **to include in the Legislative Report**

## CHILDREN SERVED

Number of children served by GAL program *staff*: 211

Number of children *appointed to but unserved* by GAL program: 0

GAL Program highlights including strengths, successes and challenges.

The Program was founded in November, 2016. In November 2017, the first Executive Director was hired. In turn she hired the current staff, including the Volunteer and Community Outreach Manager (VCOM), staffing has increased from 2.5 to 4. The additional staffing has allowed us to take on a much higher percentage of cases using a volunteer guardian, as opposed to staff working cases. However, due to the additional expense of additional staffing we have no money in our budget at this time for staff training, necessary office supplies, or even the ability to pay market value rent. The VCOM was able to increase the number of volunteers from the previously reported 23 to 59. Though we continue to be Provisional Members of the National CASA Association (NCASAA), we are now

working towards full membership (we only lack two items from an extensive list of requirements to complying with all NCASAA standards). The Program now uses NCASAA pre-service training curriculum and has developed a Training Program for on-going required Continuing Education Units. The Program is now more of a presence in our communities; we are members of 6 chambers of commerce, presented at 2 conferences, 6 community events, and participated as speakers at community organizations and colleges whenever possible during the last fiscal year. In order to collect and disseminate accurate data, we have purchased a case and volunteer database developed specifically for CASA/GAL Programs, Optima Case Management & Volunteer Software for CASA Programs. We now have a new Board of Directors (increasing in membership from 4 to 6), headed by the only previous Board Member who still serves with us. The Board is now working towards fundraising and community outreach. Amongst all of those amazing accomplishments in the last half of fiscal year 2018, we worked through many challenges. Some of our continuing challenges include: a lack of financial support from the communities in which we serve. This lack of financial support means that our Program is in a precarious financial position; unable to afford staff training, continuing membership to chambers of commerce, volunteer appreciation (retention) events, or fundraisers. The executive director regularly applies for grants and works with partnering agencies in order to increase our community support and revenues.

## **FISCAL YEAR 2018 VOLUNTEER RECRUITMENT AND RETENTION PROJECT**

Brief project description: Our stated goal for last year was to increase our number of volunteers. The stated challenges at that time was the impossibility of recruiting due to our vast rural geographical area, as well as the high poverty and crime rates in our district. Our new VCOM has not found that to be the case. It has taken herculean efforts on our part, but we have been able to increase our number of volunteers by over 152%. We expect to be able to continue to grow the program at a similar rate (if we have staff to

supervise and support additional volunteers), our goal is to have 100 volunteers by end of fy 2019. We have increased our percentage of children served by a volunteer by over 83%. Our other goal for this fiscal year is to have accurate verifiable data, thus our purchase, training for, and use of the Optima system.

Project Goal:

Last fiscal year's goal was not stated in objective terms - no number was stated as the goal for "increasing" the number of volunteers. Though it was reported that there were approximately 53 volunteers at the end of fiscal year 2016, we have found no evidence that substantiates that claim, it seems that the number of volunteers that moved from the 4th district to the 3rd district when the Programs split was closer to 11. By the end of fiscal year 2017 it was reported that we had 23 volunteers workings cases - this seems like a much more accurate number. Thanks to our ongoing recruitment, training, supervising, supporting, and retaining efforts in conjunction with the database providing us with a way to store, find, and use data we can now confidently say that we had 59 volunteer guardians who worked a case during fiscal year 2017.

Project Outcome:

The goal of increasing the number of volunteers was met. This fiscal year we have operationalized our goal. Our goal for this fiscal year is to have 100 volunteers serving a case, in order to serve more of the children under 12 in care in the Third Judicial District.

Representative King Spreadsheet FY18		
	2017	2018
Date: 10-30-2017	3rd District	3rd District
Children served by GAL Volunteers 1	203	112
Under 12	163	79
12 and Older	40	33
Number of Active Volunteers 2	29	59
Children served by Staff GAL 3	363	470
Under 12	284	385
12 and Older	79	85
Children Monitored by Staff 4	0	5
Under 12	0	0
12 and Older	0	5
Unserved by program volunteers or staff	0	0
Under 12	0	0
Age 12 and over	0	0
Total Children Appointed to the program	566	582
% of total children served by a GAL volunteer	35.87%	19%
% of total children under 12 served by a GAL volunteer	28.80%	17%
% of total children 12 and over served by a GAL volunteer	7.07%	30%
Total unserved by GAL volunteers	363	470
% of total children unserved by GAL volunteers	64.13%	81%
% of children served by a GAL volunteer compared to FY 2017	8.57 % fewer children served by a volunteer in FY 2017	17% fewer



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Accrual Basis

## 3rd District Guardian ad Litem Program

**Balance Sheet**

As of June 30, 2018

	Jun 30, 18
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
ICCU Business Checking	23,073.73
ICCU Payroll Checking	840.06
ICCU Savings	32,237.54
PayPal	115.62
Petty Cash	18.95
Total Checking/Savings	56,285.90
Other Current Assets	
Prepaid Expenses	971.98
Total Other Current Assets	971.98
Total Current Assets	57,257.88
Fixed Assets	
Fixed Assets	
Machinery & Equipment	
Equipment - Capital	5,546.51
Machinery & Equipment - Other	2,480.33
Total Machinery & Equipment	8,026.84
Furniture & Fixtures	
Furnitures	300.00
Office Donated	5,699.93
Total Furniture & Fixtures	5,999.93
Total Fixed Assets	14,026.77
Total Fixed Assets	14,026.77
<b>TOTAL ASSETS</b>	<b>71,284.65</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	426.30
Total Accounts Payable	426.30
Other Current Liabilities	
Deferred Revenue	14,388.00
Payroll Liabilities	
Fed WH Payable	705.00
FICA Payable	519.06
Medicare Payable	121.37
State WH Payable	149.00
Payroll Liabilities - Other	407.19
Total Payroll Liabilities	1,901.62
Total Other Current Liabilities	16,289.62
Total Current Liabilities	16,715.92
Total Liabilities	16,715.92
Equity	
Unrestricted Net Assets	20,932.45
Net Income	33,636.28
Total Equity	54,568.73
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>71,284.65</b>

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Accrual Basis

## 3rd District Guardian ad Litem Program

## Profit &amp; Loss

July 2017 through June 2018

	Jul '17 - Jun 18
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Contributions	
Contributions - Individual	2,411.33
Contributions - Other	600.00
<b>Total Contributions</b>	<b>3,011.33</b>
Grants	
ISC Grants - unrestricted	196,424.45
Other Grants	3,000.00
<b>Total Grants</b>	<b>199,424.45</b>
Fundraising	42.38
Interest Income	15.39
<b>Total Income</b>	<b>202,493.55</b>
<b>Expense</b>	
Payroll Expenses	
Salaries & Wages	106,887.59
Payroll Taxes	
FICA	5,588.39
Medicare	1,306.95
SUTA	901.34
<b>Total Payroll Taxes</b>	<b>7,796.68</b>
Health Insurance	8,769.00
Worker's Comp Insurance	350.00
<b>Total Payroll Expenses</b>	<b>123,803.27</b>
Staff Development	
Conferences, Conventions, Mtgs	2,240.44
Staff Training	74.82
Travel Costs	
Airfare	990.30
Auto Rental/Taxi	18.77
Lodging	2,176.82
Meals Expenses	1,035.00
Mileage/Parking	6,536.55
<b>Total Travel Costs</b>	<b>10,757.44</b>
<b>Total Staff Development</b>	<b>13,072.70</b>
Contract Services	
Accounting Fees	31.79
Internet Expenses	1,209.99
Office Equipment Lease	2,132.81
Web/Technology Services	3,309.47
<b>Total Contract Services</b>	<b>6,684.06</b>
Facility & Equipment	
Rent	5,572.80
Repairs & Maintenance - Bldg	40.23
Utilities	
Gas & Power	605.00
Telephone Expenses	1,560.71
Other Utility Charges	22.50
<b>Total Utilities</b>	<b>2,188.21</b>
<b>Total Facility &amp; Equipment</b>	<b>7,801.24</b>

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Accrual Basis

## 3rd District Guardian ad Litem Program

## Profit &amp; Loss

July 2017 through June 2018

	Jul '17 - Jun 18
<b>Administrative</b>	
Computer Supplies	329.25
Office Equipment	1,220.89
Office Supplies	2,815.32
Postage & Shipping	461.29
Printing & Reproduction	180.94
Shredding & Recycling	20.00
Software and Licenses	130.00
<b>Total Administrative</b>	<b>5,157.69</b>
<b>Program Expenses</b>	
Bank Charges & Fees	60.40
Insurance Expense	
D & O Insurance	726.00
Property & Liability Insurance	738.00
<b>Total Insurance Expense</b>	<b>1,464.00</b>
<b>Program Expenses - Other</b>	<b>759.00</b>
<b>Total Program Expenses</b>	<b>2,283.40</b>
<b>Community Outreach</b>	
Advertising and Marketing	4,674.36
Craft Service	307.26
Dues & Subscriptions	1,042.00
Events	183.87
<b>Total Community Outreach</b>	<b>6,207.49</b>
<b>Volunteer Development</b>	
Background Checks/Fingerprints	2,846.79
Volunteer Expenses	1,911.27
Volunteer Training	1,662.39
<b>Total Volunteer Development</b>	<b>6,420.45</b>
<b>Total Expense</b>	<b>171,430.30</b>
<b>Net Ordinary Income</b>	<b>31,063.25</b>
<b>Other Income/Expense</b>	
Other Income	
In-Kind Income	
In-Kind Contributions - Goods	2,551.05
In Kind Contributions - Svcs	21.98
<b>Total In-Kind Income</b>	<b>2,573.03</b>
<b>Total Other Income</b>	<b>2,573.03</b>
<b>Other Expense</b>	
Other Expenses	
VOID Check	0.00
<b>Total Other Expenses</b>	<b>0.00</b>
<b>Total Other Expense</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>2,573.03</b>
<b>Net Income</b>	<b>33,636.28</b>

## **Fourth Judicial District Guardian *ad Litem* (GAL) Program**

### **Report to the Idaho Legislature for FY2018**

#### **CASES**

Number of Child Protective Act petitions filed: 234

#### **CHILDREN**

Number of children served by a GAL program volunteer: 319

Total number of children appointed to the GAL program: 409

Number of children subject to proceedings in the district: 400

#### **SERVICES**

Nature of services provided by GAL program volunteers: Services provided were in accordance with I.C. §16-1632, §16-1633, §16-1634, and Idaho Juvenile Rule 35.

Number of hours of service by GAL program volunteers: 7,619 hours

Number of hours of service by attorneys: 1,288 hours

Number of *new* GAL program volunteers trained: 72

#### **FINANCIAL**

A complete financial statement for the Fourth Judicial District Guardian *ad Litem* (GAL) program's preceding fiscal year is attached to this report.

**Additional Optional Information**  
**to include in the Legislative Report**

## **CHILDREN SERVED**

Number of children served by GAL program *staff*: 36

Number of children *appointed to but unserved* by GAL program: 54

### **GAL Program highlights including strengths, successes and challenges:**

#### **Strengths:**

- In FY18, the percentage of children (under 12 years of age) served by a GAL volunteer increased by 23.3%
- GAL volunteers reported 3,178 more hours of services provided in FY18.
- Volunteer attorneys reported 47% more hours of service in FY18.
- In FY18, the percentage of not served children dropped from 19% to 14%.
- Most importantly, the 4<sup>th</sup> Judicial District was able to serve 12% more children with a volunteer Guardians ad Litem than in the year prior!

#### **Successes:**

- The 4<sup>th</sup> Judicial District CASA Program met its goal of adding 71 new GALs in FY18! In fact, it added 72! To put that into perspective, we not only doubled our number of active GAL volunteers but we also graduated 440% more GAL volunteers this year than FY17 (graduated 16). We are thrilled with the progress our program made this year in training new GALs.
- A CASA Trainer and a fourth Advocate Coordinator were added to the staff of the 4<sup>th</sup> Judicial District CASA Program in FY18.
- The 4<sup>th</sup> Judicial District CASA Program exceeded its goal on soliciting 158 inquiries for FY18. In fact, the program was able to solicit at least 158 inquiries per quarter. This exceeds the program's goal. The program is grateful for their partnership with the marketing firm DaviesMoore. That partnership was critical to this surge in volunteer inquiries! The program went on to convert 45% of those inquiries into trainees.
- The 4<sup>th</sup> Judicial District CASA Program hosted 4 volunteer appreciation opportunities and participated in 19 outreach events in the community in FY18 to build awareness and showcase their amazing volunteers.
- Six new pro-bono volunteer attorneys were acquired to serve Ada County.
- Positive Peer Culture, which is a support group for volunteers, is once again being offered by the 4<sup>th</sup> Judicial District CASA Program.
- In response to an Office of Performance Evaluation finding, and as requested by one of our local judges, the 4<sup>th</sup> Judicial District CASA Program will now motion the court to rescind the GAL appointment if we don't have a GAL available to take the case and request the court

appoint legal counsel for the child as envisioned by Idaho Code § 16-1614(1). Likewise, if a GAL is available but we cannot find a pro bono attorney from our volunteer pool, we will motion the Ada County court to appoint counsel to the GAL. These motions will be filed, via iCourts, by the 4<sup>th</sup> Judicial District CASA Program on the fourteenth day prior to the scheduled Case Plan Hearing. While we hope to someday have enough volunteers to meet the 4<sup>th</sup> Judicial District's needs, the intent of these motions is to assist the courts in providing all children with legal representation when we cannot.

#### Challenges:

- More volunteer Guardians ad Litem needed in every county. Based off of FY17 number of children in out of home placements (710), the 4<sup>th</sup> Judicial District CASA Program would need ~300 volunteers to affectively served all the children in its jurisdictional footprint.
- More pro-bono attorneys and/or funding to contract legal representation need in Ada County (estimate \$170,000 needed).
- Additional and sustainable funding to hire more volunteer managers (Advocate Coordinators) to support the increase in volunteer numbers. If the program was able to serve all the children in the 4<sup>th</sup> Judicial District with volunteers (~300) then the program would need 10 Advocate Coordinators. Currently, there are four. Our estimated cost to operate CASA and serve all children is \$1.5 million, our FY2019 budget is \$456,346.

## **FISCAL YEAR 2018 VOLUNTEER RECRUITMENT AND RETENTION PROJECT**

### **Brief project description:**

The team at Family Advocates/ the 4<sup>th</sup> Judicial District CASA Program begun address the issue of volunteer recruitment through a partnership with the marketing firm DaviesMoore. A volunteer recruitment campaign was kicked off in June 2017 focusing on CASA Guardians ad Litem. In just four short weeks, we were able to attract 66 new interest submissions. Our current conversion rate from initial inquiry to active volunteer (accepting their first case) is 45%. This is important because when we are looking at recruiting 71 volunteers that number tells us that we actually need to recruit 158 volunteers in order to fill the 71 slots necessary. Based off of the success of the past pulse marketing efforts we are hopeful that the use of mixed marketing will assist us in generating the 158 volunteers needed.

With the additional funding, the 4<sup>th</sup> Judicial District CASA Program was able to advertise and recruit a CASA Trainer. This person will provide a consistent training to all of our volunteers. This will eliminate the requirement for all staff to act as trainer, teacher, and presenter of training materials so they can focus on National CASA standards, implementation of an annual performance evaluation process for volunteers, standardization of policies and procedures, edification on why volunteer hours are so key for the program's success, and a volunteer re-activation plan. All these functions are key to volunteer retention. The program has a goal of retaining 85% of their current volunteer pool.

### **Project Goals:**

- Recruitment

- 158 new volunteer inquiries. Our current conversion rate is 45% from initial inquiry to participants starting training.
- Training
  - 71 new volunteer Guardians ad Litem to take a minimum of one case.
- Retention
  - Retain a minimum of 85% of our current Guardians ad Litem and pro-bono attorneys.

**Project Outcome:**

The project outcomes are reflected in the above GAL Program highlights including strengths, successes and challenges. In FY18, the 4<sup>th</sup> Judicial District CASA Program met or significantly exceeded their project goals.

**Family Advocates  
Profit and Loss  
July 2017 - June 2018**

	<u>Total</u>
<b>Income</b>	
<b>4000 Revenue from Direct Contributions</b>	
4020 Private Foundation	2,500.00
<b>Total 4000 Revenue from Direct Contributions</b>	<b>\$ 2,500.00</b>
4540 VOCA - State of Idaho Grant	159,355.67
4542 VOCA Prior Year	21,598.25
4550 Idaho Supreme Court Grant Revenue	208,753.08
<b>Total 4520 State / County Grants</b>	<b>\$ 389,707.00</b>
4530 Local Government Grants	62,000.00
<b>Total 4500 Revenue from government grants</b>	<b>\$ 451,707.00</b>
5420 Reimbursement Background Check	1,155.00
<b>Total 5400 Revenue from Other Sources</b>	<b>\$ 1,155.00</b>
<b>Total Income</b>	<b>\$ 455,362.00</b>
<b>Expenses</b>	
<b>7200 Salaries &amp; Related Expenses</b>	
7220 Salaries & Wages	223,320.64
7230 Pension Plan Contributions	3,626.30
7240 Employee Benefits - Not Pension	13,510.84
7250 Payroll Taxes, etc.	18,506.60
<b>Total 7200 Salaries &amp; Related Expenses</b>	<b>\$ 258,964.38</b>
<b>7500 Contract Service Expenses</b>	
7520 Accounting fees	4,523.60
7540 Professional fees - other	780.00
7555 Design/Maintenance	1,505.85
7560 Professional Contract Web/IT	2,920.20
<b>Total 7500 Contract Service Expenses</b>	<b>\$ 9,729.65</b>
<b>8100 Nonpersonnel expenses</b>	
8110 General (nonprogram) Supplies	905.94
8130 Telephone & telecommunications	4,479.07
8140 Postage & shipping	721.44
8150 Computer Software	886.34
8170 Printing & copying	68.50
8180 Books, subscriptions, references	139.17
8190 Internet/Web/Hosting fees	938.51
<b>Total 8100 Nonpersonnel expenses</b>	<b>\$ 8,138.97</b>
<b>8200 Facility &amp; Equipment Expenses</b>	
8210 Mortgage & other occupancy	85.65
8215 Building improvement & remodel	504.58
8220 Utilities	2,879.63
8225 Insurance-Building	380.28
8230 Equipment rental & maintenance	6,184.21
<b>Total 8200 Facility &amp; Equipment Expenses</b>	<b>\$ 10,034.35</b>



<b>8300 Travel &amp; Meeting Expenses</b>		
8310 Transportation		14.75
8320 Meals-nonprogram related		1,046.57
8345 Auto Reimbursement		6,103.17
<b>Total 8300 Travel &amp; Meeting Expenses</b>	<b>\$</b>	<b>7,164.49</b>
<b>8400 Program Exp (Food, Supplies, Backg)</b>		
8410 Program Specific Supplies & Costs		496.55
8425 Staff Development/Training		843.00
8430 Program Food and Meals		587.34
8435 Background Checks		6,311.38
8440 Program Assistance		500.00
8445 Volunteer Development/Training		20.00
8450 Volunteer Recognition		514.91
8455 Volunteer Recruitment		11,746.98
8470 Program Promotion & Advertising		9,292.23
<b>Total 8400 Program Exp (Food, Supplies, Backg)</b>	<b>\$</b>	<b>30,312.39</b>
<b>8500 Insurance, Bank Fees, Dues, Other expenses</b>		
8510 Directors & Officers Lia Insurance		205.44
8520 Membership dues - organization		626.50
8545 Donor/Partner Recognition		330.39
8550 Bank & Merchant Fees		834.52
<b>Total 8500 Insurance, Bank Fees, Dues, Other expenses</b>	<b>\$</b>	<b>1,996.85</b>
<b>Total Expenses</b>	<b>\$</b>	<b>326,341.08</b>
<b>Net Income</b>	<b>\$</b>	<b>129,020.92</b>

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# **Fifth Judicial District Guardian *ad Litem* (GAL) Program**

## **Report to the Idaho Legislature for FY2018**

### **CASES**

Number of Child Protective Act petitions filed: 104

### **CHILDREN**

Number of children served by a GAL program volunteer: 258

Total number of children appointed to the GAL program: 463

Number of children subject to proceedings in the district: 205

### **SERVICES**

Nature of services provided by GAL program volunteers: Our volunteer and staff  
Guardian ad Litem conduct an independent factual investigation of an appointed case.  
Our GAL's file a report with the court containing their findings of the investigation and  
make a recommendation to the best interest of the child involved. Gals's continue to  
facilitate resources and relationships and monitor services ordered. An appointed GAL  
will stay on a case until closure when the child has a safe permanent and permanent  
home.

Number of hours of service by GAL program volunteers: 2177

Number of hours of service by attorneys: Unable to track. Gal attorneys in our district are  
paid through the county.

Number of *new* GAL program volunteers trained: 26

### **FINANCIAL**

A complete financial statement for the Fifth Judicial District Guardian *ad Litem* (GAL) program's preceding fiscal year is attached to this report

**Additional Optional Information**  
**to include in the Legislative Report**

**CHILDREN SERVED**

Number of children served by GAL program *staff*: \_\_\_\_\_ 205 \_\_\_\_\_

Number of children *appointed to but unserved* by GAL program: \_\_\_\_\_ 0 \_\_\_\_\_

GAL Program highlights including strengths, successes and challenges. We were able to recruit and train 26 new volunteers during this fiscal year. That is a record number for our program with the average being 10-15. We have enriched our trainings and feel we have a robust training program. Volunteers are better prepared to take on the challenges they are presented with while working on a child protection case.

Due to the vast area Fifth Judicial District covers, over 11,000 miles, it is a challenge when recruiting, training, visiting children and attending court. Last year, our volunteers turned in 9,492 reimburseable miles to our program. Staff most likely matched that number in their travel.

**FISCAL YEAR 17/18 VOLUNTEER RECRUITMENT AND RETENTION PROJECT**

Brief project description: We have hired a new trainer during this fiscal year. She has saturated our small communities with posters, brochures, table tents and fliers targeting recruitment. We held 5 trainings over this fiscal year, each time enhancing the content. We held 10 inservice trainings for all GALs that have enriched their skills when working a case. We have used data gathered more strategically to analyze our efforts and effectiveness. We continue to identify data that is needed in order to have a baseline moving forward. We have increased the number of children served by volunteer GALs.

Project Goal: Our goal was to recruit and train an additional 15 volunteer Gals in the upcoming fiscal year.

Project Outcome:       We surpassed our goal and recruited an additional 26 volunteer GAL! We have increased the children we serve with a volunteer GAL by 10% from the previous fiscal year. This is a wonderful outcome for our program and the children we serve in our district.

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➤ **Representative King data for FY 2017/18**

- Number of children served by your program- 463
- Total number of active volunteers- 66
- Number of children served by a GAL volunteer
  - Under 12-177
  - 12 and over- 81
- Number of children served by staff GAL
  - Under 12-149
  - 12 and over- 56
- Children not served by a volunteer or staff
  - Under 12- 0
  - 12 and over- 0
- % of children served by a GAL volunteer
  - Under 12- 68.6 %
  - 12 and over- 31.39 %
- % of children not served by a GAL volunteer
  - Under 12- 31.4%
  - 12 and over- 68.6 %

## FIFTH JUDICIAL DISTRICT CASA PROGRAM, INC.

## Balance Sheet

As of June 30, 2018

07/08/18

Accrual Basis

	Jun 30, 18
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Bank Acct - CD <1 year	19,711.43
1010 · Bank Acct - Checking	80,020.59
1020 · Bank Acct - Savings	67.23
1030 · Petty Cash	100.00
<b>Total Checking/Savings</b>	99,899.25
<b>Accounts Receivable</b>	
1130 · Pledges Rec - Fundraising	10,775.00
<b>Total Accounts Receivable</b>	10,775.00
<b>Other Current Assets</b>	
1230 · Prepaid Insurance	868.23
160 · Computer Equipment	
160.04 · Computer Equipment - Exp Grant	5,543.04
160 · Computer Equipment - Other	29,180.52
<b>Total 160 · Computer Equipment</b>	34,723.56
161 · Accum Depr Comp Equipment	-29,348.00
162 · Vehicles	5,000.00
163 · Accum Depr - Vehicles	-833.00
165 · Office Equipment	19,724.70
166 · Accum Depr Office Equipment	-15,936.00
167 · Leasehold Improvements	186.54
168 · Accum Depr Leasehold Improve	-141.00
169 · Organization Expenses	495.00
170 · Accum Amort - Organiz	-495.00
<b>Total Other Current Assets</b>	14,245.03
<b>Total Current Assets</b>	124,919.28
<b>Fixed Assets</b>	
NCASA Grant - Furniture/Equipmt	97.00
<b>Total Fixed Assets</b>	97.00
<b>Other Assets</b>	
1420 · Long Term Investments	20,425.27
<b>Total Other Assets</b>	20,425.27
<b>TOTAL ASSETS</b>	<b>145,441.55</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	452.37
<b>Total Accounts Payable</b>	452.37
<b>Other Current Liabilities</b>	
2120 · F.I.C.A. & Medicare Payable	2,928.84
2140 · Payroll Liabilities	
FSA Deduction	400.00
ID Unemployment Tax	1,714.53
Idaho State Tax Commission	-33.73
IRA - DL Evans Bank	400.00
Medical Insurance - Dependent	-1,000.14
Pre tax Medical Insurance	-3,148.58
ROTH IRA - DL Evans Bank	375.00
Twin Falls County Sheriff	258.09
2140 · Payroll Liabilities - Other	-2,244.28

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Accrual Basis

**FIFTH JUDICIAL DISTRICT CASA PROGRAM, INC.**

**Balance Sheet**

**As of June 30, 2018**

	<u>Jun 30, 18</u>
Total 2140 · Payroll Liabilities	-3,279.11
2150 · State Withholding Payable	220.39
24000 · *Payroll Liabilities	881.98
Total Other Current Liabilities	752.10
Total Current Liabilities	1,204.47
Total Liabilities	1,204.47
Equity	
3300 · Retained Earnings	105,610.11
3900 · Fund Balance	-3,389.30
701 · Unrealized gains/losses	-1,289.32
Net Income	43,305.59
Total Equity	144,237.08
TOTAL LIABILITIES & EQUITY	<u>145,441.55</u>

## FIFTH JUDICIAL DISTRICT CASA PROGRAM, INC.

## Profit &amp; Loss

June 2018

07/08/18

Accrual Basis

	Jun 18
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4100 · Contributions - Individual	40.09
4130 · Contributions - Other	60.00
4200 · Fundraising	
411.03 · Noncommitted Fundraising	10,625.00
4200 · Fundraising - Other	27,160.00
<b>Total 4200 · Fundraising</b>	<b>37,785.00</b>
<b>Total Income</b>	<b>37,885.09</b>
<b>Gross Profit</b>	<b>37,885.09</b>
<b>Expense</b>	
6220 · Background Checks/ Fingerprint	627.00
6230 · Bank Charges & Fees	22.00
6320 · Credit Card Processing Fees	7.00
6370 · Equipment Rental & Maintenance	13.44
6400 · Fundraiser Expenses	10,377.94
6440 · Internet Expenses	267.95
6540 · Mileage/ Parking	1,037.36
6560 · Office Rental	2,000.00
6560*OE · Payroll Expenses	
Taxes	1,120.92
Wages	15,211.94
<b>Total 6560*OE · Payroll Expenses</b>	<b>16,332.86</b>
6592 · Other Supplies	100.00
6630 · Property & Liability Insurance	682.67
6660 · Repair & Maintenance Services	50.00
6750 · Health Insurance	2,596.15
6830 · Telephone Expenses	461.00
6880 · Volunteer Expenses	331.47
6890 · Volunteer Training	36.11
6891 · Printing & Reproduction	200.26
<b>Total Expense</b>	<b>35,143.21</b>
<b>Net Ordinary Income</b>	<b>2,741.88</b>
<b>Net Income</b>	<b>2,741.88</b>

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## FIFTH JUDICIAL DISTRICT CASA PROGRAM, INC.

07/07/18

## Profit &amp; Loss Detail

Accrual Basis

June 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
<b>4100 · Contributions - Individual</b>									
Deposit	06/01/2018	155456	Poppino, Stephen	Deposit	ncc		1010 · Bank Ac...	25.00	25.00
Deposit	06/20/2018		Misc	Deposit	ncc		1010 · Bank Ac...	15.09	40.09
Total 4100 · Contributions - Individual								40.09	40.09
<b>4130 · Contributions - Other</b>									
Deposit	06/22/2018		Fifth District BAR As...	Deposit	ncc		1010 · Bank Ac...	60.00	60.00
Total 4130 · Contributions - Other								60.00	60.00
<b>4200 · Fundraising</b>									
<b>411.03 · Noncommitted Fundraising</b>									
Invoice	06/30/2018	2020	Snake River Scramble	Rain Guard te...	SRS		1130 · Pledges...	600.00	600.00
Invoice	06/30/2018	2020	Snake River Scramble	Surefire Clean...	SRS		1130 · Pledges...	250.00	850.00
Invoice	06/30/2018	2020	Snake River Scramble	Stotz Equipm...	SRS		1130 · Pledges...	500.00	1,350.00
Invoice	06/30/2018	2020	Snake River Scramble	Beem/Glanbia...	SRS		1130 · Pledges...	250.00	1,600.00
Invoice	06/30/2018	2020	Snake River Scramble	Mr. Gas/Jim L...	SRS		1130 · Pledges...	6,275.00	7,875.00
Invoice	06/30/2018	2020	Snake River Scramble	Jackson - auct...	SRS		1130 · Pledges...	1,250.00	9,125.00
Invoice	06/30/2018	2020	Snake River Scramble	Dalton/Glanbi...	SRS		1130 · Pledges...	200.00	9,325.00
Invoice	06/30/2018	2020	Snake River Scramble	Watkins - auct...	SRS		1130 · Pledges...	400.00	9,725.00
Invoice	06/30/2018	2020	Snake River Scramble	ICCU - team ...	SRS		1130 · Pledges...	750.00	10,475.00
Invoice	06/30/2018	2020	Snake River Scramble	Belcher/Ande...	SRS		1130 · Pledges...	150.00	10,625.00
Total 411.03 · Noncommitted Fundraising								10,625.00	10,625.00
<b>4200 · Fundraising - Other</b>									
Deposit	06/01/2018		Jackson, Corey	3 players	SRS		1010 · Bank Ac...	450.00	450.00
Deposit	06/01/2018		Western Fire Equip...	team, Mull, IP	SRS		1010 · Bank Ac...	750.00	1,200.00
Deposit	06/01/2018		Deagle, Ames & Co....	team, Mull, IP	SRS		1010 · Bank Ac...	700.00	1,900.00
Deposit	06/01/2018		RWP West	team	SRS		1010 · Bank Ac...	600.00	2,500.00
Deposit	06/04/2018		Hayden Beverage	team, tee	SRS		1010 · Bank Ac...	750.00	3,250.00
Deposit	06/04/2018		Core-Mark	team, tee	SRS		1010 · Bank Ac...	750.00	4,000.00
Deposit	06/04/2018		Capitol Distributing	team, tee	SRS		1010 · Bank Ac...	750.00	4,750.00
Deposit	06/04/2018		SOLV Group	team, Mull, IP	SRS		1010 · Bank Ac...	725.00	5,475.00
Deposit	06/05/2018	9632	Profit Concepts	Deposit	SRS		1010 · Bank Ac...	600.00	6,075.00
Deposit	06/06/2018	6138	Pro West Engineering	VIP table - Bo...	BB		1010 · Bank Ac...	300.00	6,375.00
Deposit	06/06/2018	42543	Rich Thompson Truc...	2 teams, Mulli...	SRS		1010 · Bank Ac...	1,600.00	7,975.00
Deposit	06/06/2018	7141	Giltner	part of RTTI	SRS		1010 · Bank Ac...	700.00	8,675.00
Deposit	06/15/2018	11100...	Glanbia Nutritionals	team, tee, tkts	SRS		1010 · Bank Ac...	900.00	9,575.00
Deposit	06/15/2018	118692	DL Evans Bank	team, radio, tkts	SRS		1010 · Bank Ac...	900.00	10,475.00
Deposit	06/15/2018	64349	First Federal Saving...	team, tkts	SRS		1010 · Bank Ac...	750.00	11,225.00
Deposit	06/15/2018	1015	KNA Malone	player, tkts	SRS		1010 · Bank Ac...	175.00	11,400.00
Deposit	06/15/2018	3069	Wilde, Nancy	player, tkts	SRS		1010 · Bank Ac...	175.00	11,575.00
Deposit	06/15/2018	82066	Watkins Distributing	team, sponsor	SRS		1010 · Bank Ac...	900.00	12,475.00
Deposit	06/15/2018		Lynch, Nick	team Mull, IP	SRS		1010 · Bank Ac...	900.00	13,375.00
Deposit	06/18/2018		Russell Girdler	team, Mull IP	SRS		1010 · Bank Ac...	900.00	14,275.00
Deposit	06/18/2018		Westmark Credit Uni...	team, dinner	SRS		1010 · Bank Ac...	630.00	14,905.00



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## FIFTH JUDICIAL DISTRICT CASA PROGRAM, INC.

07/07/18

## Profit &amp; Loss Detail

Accrual Basis

June 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Deposit	06/20/2018		Lynch, Scott	team	SRS		1010 - Bank Ac...	600.00	15,505.00
Deposit	06/20/2018		Lytle Signs	team	SRS		1010 - Bank Ac...	600.00	16,105.00
Deposit	06/20/2018		Parrish, Ray	auction	SRS		1010 - Bank Ac...	32.50	16,137.50
Deposit	06/20/2018		SOLV Group	auction	SRS		1010 - Bank Ac...	500.00	16,637.50
Deposit	06/20/2018		Jenkins, Shane	auction	SRS		1010 - Bank Ac...	225.00	16,862.50
Deposit	06/20/2018		Idaho Central Credit ...	auction	SRS		1010 - Bank Ac...	400.00	17,262.50
Deposit	06/20/2018		Henry, Daniel	auction - Pete ...	SRS		1010 - Bank Ac...	150.00	17,412.50
Deposit	06/20/2018		Idaho Central Credit ...	auction - Ace ...	SRS		1010 - Bank Ac...	275.00	17,687.50
Deposit	06/20/2018		Misc	tkts	SRS		1010 - Bank Ac...	80.00	17,767.50
Deposit	06/20/2018		Floyd, Catherine	Deposit	SRS		1010 - Bank Ac...	10.00	17,777.50
Deposit	06/20/2018		Misc	tkts	SRS		1010 - Bank Ac...	150.00	17,927.50
Deposit	06/20/2018		Misc	tkts	SRS		1010 - Bank Ac...	200.00	18,127.50
Deposit	06/20/2018		Misc	tkts	SRS		1010 - Bank Ac...	200.00	18,327.50
Deposit	06/20/2018		Misc	tkts	SRS		1010 - Bank Ac...	190.00	18,517.50
Deposit	06/20/2018		Misc	tkts	SRS		1010 - Bank Ac...	85.00	18,602.50
Deposit	06/20/2018		Misc	tkts	SRS		1010 - Bank Ac...	75.00	18,677.50
Deposit	06/20/2018		Misc	tkts	SRS		1010 - Bank Ac...	75.00	18,752.50
Deposit	06/20/2018		Misc	tkts	SRS		1010 - Bank Ac...	80.00	18,832.50
Deposit	06/20/2018		Misc	tkts	SRS		1010 - Bank Ac...	45.00	18,877.50
Deposit	06/20/2018		Floyd, Catherine	Deposit	SRS		1010 - Bank Ac...	10.00	18,887.50
Deposit	06/21/2018		Core-Mark	Mull, IP,	SRS		1010 - Bank Ac...	185.00	19,072.50
Deposit	06/22/2018		Floyd, Catherine	auction	SRS		1010 - Bank Ac...	200.00	19,272.50
Deposit	06/22/2018	1884	Prater, Ed	Deposit	SRS		1010 - Bank Ac...	500.00	19,772.50
Deposit	06/22/2018		Lynch, Nick	auction	SRS		1010 - Bank Ac...	900.00	20,672.50
Deposit	06/22/2018		Nelson, Ron	auction	SRS		1010 - Bank Ac...	1,425.00	22,097.50
Deposit	06/22/2018		Floyd, Catherine	auction	SRS		1010 - Bank Ac...	200.00	22,297.50
Deposit	06/22/2018		Floyd, Catherine	misc	SRS		1010 - Bank Ac...	10.00	22,307.50
Deposit	06/22/2018		Parrish, Ray	auction	SRS		1010 - Bank Ac...	292.50	22,600.00
Deposit	06/26/2018	1322	Idaho Nonprofit Center	GoldenTicket	Idaho Gives		1010 - Bank Ac...	1,000.00	23,600.00
Deposit	06/26/2018		CASH	petty cash of ...	SRS		1010 - Bank Ac...	300.00	23,900.00
Deposit	06/26/2018		Misc	cash from Mul...	SRS		1010 - Bank Ac...	390.00	24,290.00
Deposit	06/26/2018		Misc	50/50 - \$150 ...	SRS		1010 - Bank Ac...	640.00	24,930.00
Deposit	06/26/2018		CASH	flowers	SRS		1010 - Bank Ac...	80.00	25,010.00
Deposit	06/26/2018	289	Murray, Ann	auction	SRS		1010 - Bank Ac...	150.00	25,160.00
Deposit	06/26/2018	2194	Allen, Celia	auction	SRS		1010 - Bank Ac...	75.00	25,235.00
Deposit	06/26/2018	1712	Cooper Construction	auction	SRS		1010 - Bank Ac...	650.00	25,885.00
Deposit	06/30/2018	12931	Westfall & Westfall	auction	SRS		1010 - Bank Ac...	775.00	26,660.00
Deposit	06/30/2018	3516	Yore, Pam	auction	SRS		1010 - Bank Ac...	500.00	27,160.00
Total 4200 - Fundraising - Other								27,160.00	27,160.00
Total 4200 - Fundraising								37,785.00	37,785.00
Total Income								37,885.09	37,885.09
Gross Profit								37,885.09	37,885.09
Expense									
6220 - Background Checks/ Fingerprint									
Check	06/22/2018	9424	Idaho Supreme Court		gal		1010 - Bank Ac...	537.00	537.00

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## FIFTH JUDICIAL DISTRICT CASA PROGRAM, INC.

07/07/18

## Profit &amp; Loss Detail

Accrual Basis

June 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Check	06/23/2018	9426	Sara Baldwin	fingerprint rei...	icf		1010 · Bank Ac...	10.00	547.00
Check	06/23/2018	9433	Idaho Department of...	Longden, Wat...	MPOG		1010 · Bank Ac...	80.00	627.00
Total 6220 · Background Checks/ Fingerprint								627.00	627.00
<b>6230 · Bank Charges &amp; Fees</b>									
Check	06/23/2018	9434	VISA		gal		1010 · Bank Ac...	22.00	22.00
Total 6230 · Bank Charges & Fees								22.00	22.00
<b>6320 · Credit Card Processing Fees</b>									
Check	06/05/2018	EFT	American Express		ncc		1010 · Bank Ac...	7.00	7.00
Total 6320 · Credit Card Processing Fees								7.00	7.00
<b>6370 · Equipment Rental &amp; Maintenance</b>									
Check	06/23/2018	9434	VISA	Trimmer rental	gal		1010 · Bank Ac...	13.44	13.44
Total 6370 · Equipment Rental & Maintenance								13.44	13.44
<b>6400 · Fundraiser Expenses</b>									
Check	06/15/2018	9287	CASH	\$300 petty ca...	SRS		1010 · Bank Ac...	400.00	400.00
Check	06/29/2018	9463	Blue Lakes Country ...	Dinner	SRS		1010 · Bank Ac...	3,129.44	3,529.44
Check	06/29/2018	9463	Blue Lakes Country ...	Beverage	SRS		1010 · Bank Ac...	324.10	3,853.54
Check	06/29/2018	9463	Blue Lakes Country ...	Water	SRS		1010 · Bank Ac...	461.20	4,314.74
Check	06/29/2018	9463	Blue Lakes Country ...	Green Fees	SRS		1010 · Bank Ac...	3,858.40	8,173.14
Check	06/29/2018	9463	Blue Lakes Country ...	Cart Rental	SRS		1010 · Bank Ac...	2,204.80	10,377.94
Total 6400 · Fundraiser Expenses								10,377.94	10,377.94
<b>6440 · Internet Expenses</b>									
Check	06/23/2018	9434	VISA	Intuit	gal		1010 · Bank Ac...	16.00	16.00
Check	06/23/2018	9434	VISA	Internet, partia...	gal		1010 · Bank Ac...	54.95	70.95
Check	06/23/2018	9434	VISA	Townesquare	gal		1010 · Bank Ac...	197.00	267.95
Total 6440 · Internet Expenses								267.95	267.95
<b>6540 · Mileage/ Parking</b>									
Check	06/06/2018	9410	Carol Robertson		MPOG		1010 · Bank Ac...	121.93	121.93
Check	06/06/2018	9401	Jane Hall	18 mies	TFHIT		1010 · Bank Ac...	12.96	134.89
Check	06/06/2018	9402	Kay Johnson	48.5 miles	icf		1010 · Bank Ac...	26.04	160.93
Check	06/06/2018	9403	Martin, Denise	117 miles	TFHIT		1010 · Bank Ac...	63.18	224.11
Check	06/06/2018	9404	Alicia Malone	290 miles	icf		1010 · Bank Ac...	156.60	380.71
Check	06/06/2018	9405	Torrero, Alicia	staff car fuel	TFHIT		1010 · Bank Ac...	30.00	410.71
Check	06/06/2018	9406	Utahna Barton	Boise, ED and...	gal		1010 · Bank Ac...	129.60	540.31
Check	06/22/2018	9421	Alicia Malone		icf		1010 · Bank Ac...	113.00	653.31
Check	06/22/2018	9422	Kristina Lanp	79 miles	icf		1010 · Bank Ac...	42.66	695.97
Check	06/22/2018	9423	Kay Johnson	95 mile	icf		1010 · Bank Ac...	51.30	747.27
Check	06/22/2018	9425	Datha Cook	55 mies	icf		1010 · Bank Ac...	29.70	776.97
Check	06/23/2018	9426	Sara Baldwin	83 miles, cc- ...	icf		1010 · Bank Ac...	44.82	821.79
Check	06/23/2018	9427	Jones, Elizabeth	42 miles, cc- ...	TFHIT		1010 · Bank Ac...	22.68	844.47

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## FIFTH JUDICIAL DISTRICT CASA PROGRAM, INC.

07/07/18

## Profit &amp; Loss Detail

Accrual Basis

June 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Check	06/23/2018	9428	Pamela McClain	184 miles cc- ...	MPOG		1010 · Bank Ac...	99.36	943.83
Check	06/23/2018	9429	Smith, Lori	42 miles, CC-...	MPOG		1010 · Bank Ac...	22.68	966.51
Check	06/23/2018	9430	Fenton, Becki	50 miles- hard...	icf		1010 · Bank Ac...	27.00	993.51
Check	06/26/2018	9411	Mr. Gas	staff car - fuel	TFHIT		1010 · Bank Ac...	43.85	1,037.36
Total 6540 · Mileage/ Parking								1,037.36	1,037.36
<b>6560 · Office Rental</b>									
Check	06/06/2018	9400	Ken or Catherine Flo...	June 2018	gal		1010 · Bank Ac...	2,000.00	2,000.00
Total 6560 · Office Rental								2,000.00	2,000.00
<b>6560*OE · Payroll Expenses</b>									
<b>Taxes</b>									
Paycheck	06/08/2018	9390	Barton, Utahna C.		gal		1010 · Bank Ac...	0.00	0.00
Paycheck	06/08/2018	9390	Barton, Utahna C.		gal		1010 · Bank Ac...	103.46	103.46
Paycheck	06/08/2018	9390	Barton, Utahna C.		gal		1010 · Bank Ac...	24.20	127.66
Paycheck	06/08/2018	9390	Barton, Utahna C.		gal		1010 · Bank Ac...	0.00	127.66
Paycheck	06/08/2018	9391	Jensen, Karlan K.		gal		1010 · Bank Ac...	0.00	127.66
Paycheck	06/08/2018	9391	Jensen, Karlan K.		gal		1010 · Bank Ac...	20.15	147.81
Paycheck	06/08/2018	9391	Jensen, Karlan K.		gal		1010 · Bank Ac...	4.71	152.52
Paycheck	06/08/2018	9391	Jensen, Karlan K.		gal		1010 · Bank Ac...	0.00	152.52
Paycheck	06/08/2018	9392	Johnson, Kay F.		gal		1010 · Bank Ac...	0.00	152.52
Paycheck	06/08/2018	9392	Johnson, Kay F.		gal		1010 · Bank Ac...	24.99	177.51
Paycheck	06/08/2018	9392	Johnson, Kay F.		gal		1010 · Bank Ac...	5.84	183.35
Paycheck	06/08/2018	9393	Lamp, Kristina		gal		1010 · Bank Ac...	0.00	183.35
Paycheck	06/08/2018	9393	Lamp, Kristina		gal		1010 · Bank Ac...	74.40	257.75
Paycheck	06/08/2018	9393	Lamp, Kristina		gal		1010 · Bank Ac...	17.40	275.15
Paycheck	06/08/2018	9394	Martin, Denise		gal		1010 · Bank Ac...	0.00	275.15
Paycheck	06/08/2018	9394	Martin, Denise		gal		1010 · Bank Ac...	34.41	309.56
Paycheck	06/08/2018	9394	Martin, Denise		gal		1010 · Bank Ac...	8.05	317.61
Paycheck	06/08/2018	9394	Martin, Denise		gal		1010 · Bank Ac...	0.00	317.61
Paycheck	06/08/2018	9395	Pereyra-Malone, Alicia		gal		1010 · Bank Ac...	37.20	354.81
Paycheck	06/08/2018	9395	Pereyra-Malone, Alicia		gal		1010 · Bank Ac...	8.70	363.51
Paycheck	06/08/2018	9396	Puente, Mary		gal		1010 · Bank Ac...	0.00	363.51
Paycheck	06/08/2018	9396	Puente, Mary		gal		1010 · Bank Ac...	39.77	403.28
Paycheck	06/08/2018	9396	Puente, Mary		gal		1010 · Bank Ac...	9.30	412.58
Paycheck	06/08/2018	9396	Puente, Mary		gal		1010 · Bank Ac...	0.00	412.58
Paycheck	06/08/2018	9397	Torrero, Alicia		gal		1010 · Bank Ac...	0.00	412.58
Paycheck	06/08/2018	9397	Torrero, Alicia		gal		1010 · Bank Ac...	75.97	488.55
Paycheck	06/08/2018	9397	Torrero, Alicia		gal		1010 · Bank Ac...	17.77	506.32
Paycheck	06/08/2018	9397	Torrero, Alicia		gal		1010 · Bank Ac...	0.00	506.32
Paycheck	06/22/2018	9412	Barton, Utahna C.		gal		1010 · Bank Ac...	0.00	506.32
Paycheck	06/22/2018	9412	Barton, Utahna C.		gal		1010 · Bank Ac...	103.46	609.78
Paycheck	06/22/2018	9412	Barton, Utahna C.		gal		1010 · Bank Ac...	24.19	633.97
Paycheck	06/22/2018	9412	Barton, Utahna C.		gal		1010 · Bank Ac...	0.00	633.97
Paycheck	06/22/2018	9413	Jensen, Karlan K.		gal		1010 · Bank Ac...	0.00	633.97
Paycheck	06/22/2018	9413	Jensen, Karlan K.		gal		1010 · Bank Ac...	25.19	659.16
Paycheck	06/22/2018	9413	Jensen, Karlan K.		gal		1010 · Bank Ac...	5.89	665.05
Paycheck	06/22/2018	9413	Jensen, Karlan K.		gal		1010 · Bank Ac...	0.00	665.05

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Accrual Basis

**FIFTH JUDICIAL DISTRICT CASA PROGRAM, INC.**  
**Profit & Loss Detail**  
**June 2018**

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Paycheck	06/22/2018	9414	Johnson, Kay F.		gal		1010 - Bank Ac...	0.00	665.05
Paycheck	06/22/2018	9414	Johnson, Kay F.		gal		1010 - Bank Ac...	24.58	689.63
Paycheck	06/22/2018	9414	Johnson, Kay F.		gal		1010 - Bank Ac...	5.75	695.38
Paycheck	06/22/2018	9415	Lamp, Kristina		gal		1010 - Bank Ac...	0.00	695.38
Paycheck	06/22/2018	9415	Lamp, Kristina		gal		1010 - Bank Ac...	59.52	754.90
Paycheck	06/22/2018	9415	Lamp, Kristina		gal		1010 - Bank Ac...	13.92	768.82
Paycheck	06/22/2018	9416	Martin, Denise		gal		1010 - Bank Ac...	0.00	768.82
Paycheck	06/22/2018	9416	Martin, Denise		gal		1010 - Bank Ac...	48.13	816.95
Paycheck	06/22/2018	9416	Martin, Denise		gal		1010 - Bank Ac...	11.25	828.20
Paycheck	06/22/2018	9416	Martin, Denise		gal		1010 - Bank Ac...	0.00	828.20
Paycheck	06/22/2018	9417	Pereyra-Malone, Alicia		gal		1010 - Bank Ac...	41.39	869.59
Paycheck	06/22/2018	9417	Pereyra-Malone, Alicia		gal		1010 - Bank Ac...	9.68	879.27
Paycheck	06/22/2018	9418	Puente, Mary		gal		1010 - Bank Ac...	0.00	879.27
Paycheck	06/22/2018	9418	Puente, Mary		gal		1010 - Bank Ac...	44.54	923.81
Paycheck	06/22/2018	9418	Puente, Mary		gal		1010 - Bank Ac...	10.42	934.23
Paycheck	06/22/2018	9418	Puente, Mary		gal		1010 - Bank Ac...	0.00	934.23
Paycheck	06/22/2018	9419	Seaver, Amy L.		gal		1010 - Bank Ac...	0.00	934.23
Paycheck	06/22/2018	9419	Seaver, Amy L.		gal		1010 - Bank Ac...	75.33	1,009.56
Paycheck	06/22/2018	9419	Seaver, Amy L.		gal		1010 - Bank Ac...	17.61	1,027.17
Paycheck	06/22/2018	9420	Torrero, Alicia		gal		1010 - Bank Ac...	0.00	1,027.17
Paycheck	06/22/2018	9420	Torrero, Alicia		gal		1010 - Bank Ac...	75.98	1,103.15
Paycheck	06/22/2018	9420	Torrero, Alicia		gal		1010 - Bank Ac...	17.77	1,120.92
Paycheck	06/22/2018	9420	Torrero, Alicia		gal		1010 - Bank Ac...	0.00	1,120.92
Total Taxes								1,120.92	1,120.92
<b>Wages</b>									
Paycheck	06/08/2018	9390	Barton, Utahna C.		gal		1010 - Bank Ac...	1,923.08	1,923.08
Paycheck	06/08/2018	9390	Barton, Utahna C.		gal		1010 - Bank Ac...	25.38	1,948.46
Paycheck	06/08/2018	9391	Jensen, Karlan K.		gal		1010 - Bank Ac...	325.00	2,273.46
Paycheck	06/08/2018	9392	Johnson, Kay F.		gal		1010 - Bank Ac...	403.00	2,676.46
Paycheck	06/08/2018	9393	Lamp, Kristina		gal		1010 - Bank Ac...	1,200.00	3,876.46
Paycheck	06/08/2018	9394	Martin, Denise		gal		1010 - Bank Ac...	555.00	4,431.46
Paycheck	06/08/2018	9395	Pereyra-Malone, Alicia		gal		1010 - Bank Ac...	600.00	5,031.46
Paycheck	06/08/2018	9396	Puente, Mary		gal		1010 - Bank Ac...	616.00	5,647.46
Paycheck	06/08/2018	9396	Puente, Mary		gal		1010 - Bank Ac...	25.38	5,672.84
Paycheck	06/08/2018	9397	Torrero, Alicia		gal		1010 - Bank Ac...	1,200.00	6,872.84
Paycheck	06/08/2018	9397	Torrero, Alicia		gal		1010 - Bank Ac...	25.38	6,898.22
Paycheck	06/22/2018	9412	Barton, Utahna C.		gal		1010 - Bank Ac...	1,923.08	8,821.30
Paycheck	06/22/2018	9412	Barton, Utahna C.		gal		1010 - Bank Ac...	25.38	8,846.68
Paycheck	06/22/2018	9413	Jensen, Karlan K.		gal		1010 - Bank Ac...	406.25	9,252.93
Paycheck	06/22/2018	9414	Johnson, Kay F.		gal		1010 - Bank Ac...	396.50	9,649.43
Paycheck	06/22/2018	9415	Lamp, Kristina		gal		1010 - Bank Ac...	960.00	10,609.43
Paycheck	06/22/2018	9416	Martin, Denise		gal		1010 - Bank Ac...	776.25	11,385.68
Paycheck	06/22/2018	9417	Pereyra-Malone, Alicia		gal		1010 - Bank Ac...	667.50	12,053.18
Paycheck	06/22/2018	9418	Puente, Mary		gal		1010 - Bank Ac...	605.00	12,658.18
Paycheck	06/22/2018	9418	Puente, Mary		gal		1010 - Bank Ac...	88.00	12,746.18
Paycheck	06/22/2018	9418	Puente, Mary		gal		1010 - Bank Ac...	25.38	12,771.56
Paycheck	06/22/2018	9419	Seaver, Amy L.		gal		1010 - Bank Ac...	1,215.00	13,986.56

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## FIFTH JUDICIAL DISTRICT CASA PROGRAM, INC.

07/07/18

## Profit &amp; Loss Detail

Accrual Basis

June 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Paycheck	06/22/2018	9420	Torrero, Alicia		gal		1010 · Bank Ac...	1,200.00	15,186.56
Paycheck	06/22/2018	9420	Torrero, Alicia		gal		1010 · Bank Ac...	25.38	15,211.94
Total Wages								15,211.94	15,211.94
Total 6560*OE · Payroll Expenses								16,332.86	16,332.86
<b>6592 · Other Supplies</b>									
Check	06/23/2018	9434	VISA	Gift Cards for ...	ncc		1010 · Bank Ac...	100.00	100.00
Total 6592 · Other Supplies								100.00	100.00
<b>6630 · Property &amp; Liability Insurance</b>									
Check	06/04/2018	EFT	AMS		gal		1010 · Bank Ac...	682.67	682.67
Total 6630 · Property & Liability Insurance								682.67	682.67
<b>6660 · Repair &amp; Maintenance Services</b>									
Check	06/06/2018	9409	Jordan Oliver	5/29 and 6/6/1...	gal		1010 · Bank Ac...	50.00	50.00
Total 6660 · Repair & Maintenance Services								50.00	50.00
<b>6750 · Health Insurance</b>									
Liability Check	06/05/2018	EFT	Montana Health Co...	200000000000...	gal		1010 · Bank Ac...	2,596.15	2,596.15
Total 6750 · Health Insurance								2,596.15	2,596.15
<b>6830 · Telephone Expenses</b>									
Check	06/06/2018	9402	Kay Johnson	48.5 miles	gal		1010 · Bank Ac...	25.00	25.00
Check	06/06/2018	9403	Martin, Denise	June Phone	gal		1010 · Bank Ac...	25.00	50.00
Check	06/06/2018	9404	Alicia Malone	June phone	gal		1010 · Bank Ac...	25.00	75.00
Check	06/06/2018	9405	Torrero, Alicia	June phone	gal		1010 · Bank Ac...	25.00	100.00
Check	06/06/2018	9406	Utahna Barton	June phone	gal		1010 · Bank Ac...	60.00	160.00
Check	06/06/2018	9407	Jensen, Karlan K.	June phone	gal		1010 · Bank Ac...	25.00	185.00
Check	06/06/2018	9408	Kristina Lanp	June Phone	gal		1010 · Bank Ac...	25.00	210.00
Check	06/23/2018	9434	VISA	Tech Strategies	gal		1010 · Bank Ac...	251.00	461.00
Total 6830 · Telephone Expenses								461.00	461.00
<b>6880 · Volunteer Expenses</b>									
Check	06/22/2018	9422	Kristina Lanp		icf		1010 · Bank Ac...	23.30	23.30
Check	06/23/2018	9434	VISA	Volunteer rec...	gal		1010 · Bank Ac...	19.08	42.38
Check	06/23/2018	9434	VISA	training snacks	gal		1010 · Bank Ac...	16.93	59.31
Check	06/29/2018	9463	Blue Lakes Country ...	Volunteer App...	SRS		1010 · Bank Ac...	272.16	331.47
Total 6880 · Volunteer Expenses								331.47	331.47
<b>6890 · Volunteer Training</b>									
Check	06/07/2018	9398	Wal-Mart		ncc		1010 · Bank Ac...	17.90	17.90
Check	06/23/2018	9434	VISA	training lunch	gal		1010 · Bank Ac...	18.21	36.11

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## FIFTH JUDICIAL DISTRICT CASA PROGRAM, INC.

07/07/18

## Profit &amp; Loss Detail

Accrual Basis

June 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Total 6890 · Volunteer Training								36.11	36.11
6891 · Printing & Reproduction									
Check	06/23/2018	9431	Integrated Technolo...		gal		1010 · Bank Ac...	111.30	111.30
Check	06/23/2018	9432	Integrated Technolo...		gal		1010 · Bank Ac...	88.96	200.26
Total 6891 · Printing & Reproduction								200.26	200.26
Total Expense								35,143.21	35,143.21
Net Ordinary Income								2,741.88	2,741.88
Net Income								2,741.88	2,741.88

## **Sixth Judicial District Guardian *ad Litem* (GAL) Program**

### **Report to the Idaho Legislature for FY2018**

#### **CASES**

Number of Child Protective Act petitions filed: 87

#### **CHILDREN**

Number of children served by a GAL program volunteer: 243

Total number of children appointed to the GAL program: 352

Number of children subject to proceedings in the district: 172

#### **SERVICES**

Nature of services provided by GAL program volunteers: The 6<sup>th</sup> Judicial District volunteers provided several services to the children and families we serve. Volunteers were able to advocate, investigate and provide case management. Volunteers also made referrals to several different agencies for different services, provided the court with reports, records, and offered each child educational support. Volunteers were able to monitor and interact with families and children through the year and build strong relationships.

Number of hours of service by GAL program volunteers: 3,499

Number of hours of service by attorneys: 1,409

Number of *new* GAL program volunteers trained: 27

#### **FINANCIAL**

A complete financial statement for the Sixth Judicial District Guardian *ad Litem* (GAL) program's preceding fiscal year is attached to this report.

**Additional Optional Information**  
**to include in the Legislative Report**

**CHILDREN SERVED**

Number of children served by GAL program *staff*: 109

Number of children *appointed to but unserved* by GAL program: 0

GAL Program highlights including strengths, successes and challenges. In FY2018, the money that the program received was extremely beneficial and helped out in several different areas. It helped supply the funding to hire a training and recruiting coordinator, expand our programs outreach, and helped train 27 new volunteers, which we were able to assign cases. We had several accomplishments, some challenges, and a few lessons learned. This was a great opportunity for the program, as it was already going through an identity change. Following are accomplishments, challenges and lessons learned:

Accomplishments in FY2018- The program was able to recruit and train 27 new volunteers who all took cases and served children in our district, we exceeded our goal of 12. We served 352 children in the fiscal year and in less than a year were able to increase the number of children served by a volunteer by 50. We were able to get approximately 3,500 hours of time served to children by our 48 volunteers throughout the year, ultimately providing them with better representation in court proceedings. We were able to hire a training and recruiting coordinator who, through her hard work and diligence, made our program more visible in the community. We updated our CASA Manager system and created documents that help our program better track data required by AOC and NCASA. The program was able host quarterly pre-service trainings and at least one monthly in-service training, most months we were able to host more than one. The Executive Director was granted the funds and time to get out to every rural county the program serves to recruit new volunteers. The program was able to make some much-needed updates to training equipment to help ease the process of moving volunteers through training. Overall, the program had many accomplishments throughout the year and was able to become stronger and make more of a presence in all the communities it



serves. Although we enjoyed several accomplishments, we faced a few challenges throughout the year. Challenges in FY2018- The program attended a curriculum training that was ultimately not beneficial for any of those who attended. We were not able to use or designate any of the funds to find, train, and/or appreciate new volunteer attorneys which the program found challenging. The Executive Director found it challenging to recruit in each county when he was there, because the CASA supervisor and current volunteers in those counties demanded so much of his time during visits. The program had a hard time getting the new paperwork required for CASA Manager back from some of the existing volunteers, to make sure all the data was accurate. Although we had these challenges, I feel like they helped us look at our processes and fine-tune what we needed to do to make things work. Lessons learned in FY2018 - We now see the need to give each class some time to acclimate and make sure the fit is right before we send off for a background check. The program needs to use its training and recruiting coordinator for all events instead of trying to spread those responsibilities across management. The Directors time is more properly utilized providing support for retention rather than recruitment.

## **FISCAL YEAR 2018 VOLUNTEER RECRUITMENT AND RETENTION PROJECT**

Brief project description: The 6<sup>th</sup> Judicial District CASA Program spent the last fiscal year working on obtaining and retaining volunteer advocates. The program wanted to increase children served by a volunteer, provide training to current volunteers, and make some much-needed upgrades to the program.

Project Goal: The programs project goal was to serve more children by a volunteer advocate. We needed to make some much-needed updates to forms that the program was using, update equipment, appreciate current volunteers, beef up and provide more training to program participants.

Project Outcome: The program was able to meet all its goals in FY2018. The program hired a new Training and Recruiting Coordinator and created much-needed documents to

help track important information for its updated CASA Manager system. The program was able to offer several different in-service

**CASA**  
**Balance Sheet**  
As of June 30, 2018

	Jun 30, 18
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Petty Cash	149.03
Certificate of Deposit	45,671.80
Citizens Community Bank - Check	33,513.42
Citizens Community Bank - MM	154,260.14
Potelco UCU-checking	33,172.43
Potelco United Credit Union-sav	63,098.51
Total Checking/Savings	329,865.33
Total Current Assets	329,865.33
Fixed Assets	
Less Accumulated Dep	-118,173.58
Office Furniture & Equip	64,066.66
Office Building	148,995.70
Total Fixed Assets	94,888.78
Other Assets	
Prepaid Expenses	1,000.00
Total Other Assets	1,000.00
<b>TOTAL ASSETS</b>	<b>425,754.11</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Taxes Payable	1,152.54
Total Other Current Liabilities	1,152.54
Total Current Liabilities	1,152.54
Total Liabilities	1,152.54
Equity	
Retained Earnings- Restricted	48,000.00
Retained Earnings-Unrestricted	375,725.33
Net Income	876.24
Total Equity	424,601.57
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>425,754.11</b>

**CASA**  
**Profit & Loss**  
 July 2017 through June 2018

	Jul '17 - Jun 18
Ordinary Income/Expense	
Income	
CONTRIBUTIONS	
Individual Donations	1,418.74
Foundations/Organizations	24,513.32
Total CONTRIBUTIONS	25,932.06
GRANTS	
United Way	23,052.30
Counties	45,500.00
State GAL Funding	87,850.03
State (Additional) Grant	35,076.00
Unrestricted	250.00
GRANTS - Other	500.00
Total GRANTS	192,228.33
FUNDRAISING	
Golf Tournament	6,294.90
Guns & Hoses	4,032.33
Grape Van Gogh	805.00
FUNDRAISING - Other	1,317.14
Total FUNDRAISING	12,449.37
OTHER INCOME	
Interest - Contingency Fund	63.06
Interest - Money Market	307.34
OTHER INCOME - Other	219.00
Total OTHER INCOME	589.40
Total Income	231,199.16
Expense	
Interest Expense	18.15
Golf Tournament Fundraiser	3,982.87
RENT & OPERATING LEASES	
Soda Springs Office	2,500.00
Total RENT & OPERATING LEASES	2,500.00
OFFICE & ADMIN SUPPLIES	
Printing and Reproduction	241.72
Supplies-Office	5,764.60
Supplies - Other	1,340.73
Board Expenses	283.89
Supplies	11.59
Postage and Delivery	804.50
OFFICE & ADMIN SUPPLIES - Other	1,143.61
Total OFFICE & ADMIN SUPPLIES	9,590.64
COMMUNICATION COSTS	
Telephone/Internet	7,978.35
Total COMMUNICATION COSTS	7,978.35
TRAVEL COSTS	
Meals	435.54
Lodging	1,750.36
Airfare	623.60
Training/Recruitment Mileage	1,609.76
Staff Mileage	5,317.49
Total TRAVEL COSTS	9,736.75
EMPLOYEE DEVELOPMENT	

**CASA**  
**Profit & Loss**  
 July 2017 through June 2018

	Jul '17 - Jun 18
Dues and Subscriptions	605.00
Staff Training Expense	189.66
Staff Training	2,538.61
EMPLOYEE DEVELOPMENT - Other	50.00
<b>Total EMPLOYEE DEVELOPMENT</b>	<b>3,383.27</b>
<b>VOLUNTEER SERVICES</b>	
Fingerprints/Background Checks	2,454.85
Volunteer Expenses	898.46
Volunteer Mileage	58.50
Volunteer Recognition	1,957.64
Volunteer Training	195.38
<b>Total VOLUNTEER SERVICES</b>	<b>5,564.83</b>
<b>OPERATING EXPENSES</b>	
<b>OTHER SERVICES</b>	
Lawn Mowing & Snow Removal	318.13
Maintenance and Repair	1,548.99
Building Repairs	105.00
OTHER SERVICES - Other	130.00
<b>Total OTHER SERVICES</b>	<b>2,102.12</b>
<b>PROFESSIONAL SERVICES</b>	
Auditing	0.00
Accounting	1,004.00
<b>Total PROFESSIONAL SERVICES</b>	<b>1,004.00</b>
<b>Total OPERATING EXPENSES</b>	<b>3,106.12</b>
<b>PAYROLL EXPENSES</b>	
<b>EMPLOYEE BENEFITS</b>	
Workmen's Comp	1,606.00
Health Insurance	2,906.04
Retirement Benefits	3,405.12
<b>Total EMPLOYEE BENEFITS</b>	<b>7,917.16</b>
<b>SALARIES &amp; WAGES.</b>	
Salaries & Wages-Employees	139,950.55
<b>Total SALARIES &amp; WAGES.</b>	<b>139,950.55</b>
<b>PAYROLL TAXES</b>	
FICA & MC	10,608.68
SUTA	1,233.90
PAYROLL TAXES - Other	709.00
<b>Total PAYROLL TAXES</b>	<b>12,551.58</b>
<b>Total PAYROLL EXPENSES</b>	<b>160,419.29</b>
<b>OTHER SERVICES</b>	<b>133.50</b>
<b>UTILITIES</b>	
Gas and Electric	2,798.38
Water/Sewer/Garbage	837.03
<b>Total UTILITIES</b>	<b>3,635.41</b>
<b>MISCELLANEOUS EXPENSES</b>	
Depreciation Expense	7,257.00
Insurance	
Directors & Officers	1,418.00
Position Bond	60.00
Property & Liability	2,303.00

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09/10/18

Accrual Basis

**CASA**  
**Profit & Loss**  
July 2017 through June 2018

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	Jul '17 - Jun 18
Total Insurance	3,781.00
Reconciliation Discrepancies	-200.00
Fundraiser Expense	
Golf Tournament	103.17
Grape VanGough	202.32
Guns & Hoses	50.00
Fundraiser Expense - Other	201.67
Total Fundraiser Expense	557.16
Advertising & Program Promotion	5,692.02
Various Misc Expenses	1,666.38
MISCELLANEOUS EXPENSES - Other	1,520.18
Total MISCELLANEOUS EXPENSES	20,273.74
Total Expense	230,322.92
Net Ordinary Income	876.24
Net Income	876.24

## **7<sup>th</sup> Judicial District Guardian *ad Litem* (GAL) Program**

### **Report to the Idaho Legislature for FY2019**

#### **CASES**

Number of Child Protective Act petitions filed: 102

#### **CHILDREN**

Number of children served by a GAL program volunteer: 298

Total number of children appointed to the GAL program: 333

Number of children subject to proceedings in the district: 219

#### **SERVICES**

Nature of services provided by GAL program volunteers:

16-1633. GUARDIAN AD LITEM – DUTIES. Subject to the direction of the court, the guardian ad litem shall advocate for the best interests of the child and shall have the following duties which shall continue until resignation of the guardian ad litem or until the court removes the guardian ad litem or no longer has jurisdiction, whichever first occurs:

(1) To conduct an independent factual investigation of the circumstances of the child including, without limitation, the circumstances described in the petition.

(2) To file with the court prior to any adjudicatory, review or permanency hearing a written report stating the results of the investigation, the guardian ad litem's recommendations and such other information as the court may require. In all post-adjudicatory reports, the guardian ad litem shall inquire of any child capable of expressing his or her wishes regarding permanency and, when applicable, the transition from foster care to independent living and shall include the child's express wishes in the report to the court. The guardian ad litem's written report shall be delivered to the court, with copies to all parties to the case at least five (5) days before the date set for the hearing. The report submitted prior to the adjudicatory hearing shall not be admitted into evidence at the hearing and shall be used by the court only for disposition if the child is found to be within the purview of the act.

(3) To act as an advocate for the child for whom appointed at each stage of proceedings under this chapter. To that end, the

guardian ad litem shall participate fully in the proceedings and to the degree necessary to adequately advocate for the child's best interests, and shall be entitled to confer with the child, the child's siblings, the child's parents and any other individual or entity having information relevant to the child protection case.

(4) To monitor the circumstances of a child and to assure that the terms of the court's orders are being fulfilled and remain in the best interest of the child.

(5) To maintain all information regarding the case confidential and to not disclose the same except to the court or to other parties to the case.

(6) Such other and further duties as may be expressly imposed by the court order.

Number of hours of service by GAL program volunteers: 3,131

Number of hours of service by attorneys: (1.25 hours per case) 2,430

Number of *new* GAL program volunteers trained: 25

## **FINANCIAL**

A complete financial statement for the 7th Judicial District Guardian *ad Litem* (GAL) program's preceding fiscal year is attached to this report.



**Additional Optional Information**  
**to include in the Legislative Report**

**CHILDREN SERVED**

Number of children served by GAL program *staff*: 35

Number of children *appointed to but unserved* by GAL program: 0

GAL Program highlights including strengths, successes and challenges.

25 new volunteers were recruited and trained in FY18, compared to the 12 that were recruited and trained in FY17. 182 new children were appointed to the program, 95% of them were served by a CASA volunteer. We struggle with having a sufficient amount of staff to meet the needs of the additional volunteers that are trained. Providing sufficient support and mentoring for new volunteers is crucial for us so we are to be able to retain them, at this time all volunteer supervision is being completed by the Case Manager and the Executive Director.

**FISCAL YEAR 18 VOLUNTEER RECRUITMENT AND RETENTION PROJECT**

Brief project description: Our program hired a full time Volunteer Coordinator to assist with volunteer recruitment, training and retention.

Project Goal: To increase recruitment, training and retention of volunteers.

Project Outcome: The Volunteer Coordinator trained 25 new CASA volunteers. Swearing-in ceremonies for new volunteers have been held in Bonneville, Fremont, Bingham and Jefferson Counties. This is the first time we have been able to provide this acknowledgement to our volunteers. New volunteers trainings have been held in the outer lying counties of Fremont County and Madison County.

➤ **Representative King data for FY 2018**

- Number of children served by your program in FY 2018 **333**
- Total number of active volunteers in FY 2018 **63**
- Number of children served by a GAL volunteer **298**
  - Under 12 **224**
  - 12 and over **74**
- Number of children served by staff GAL **35**
  - Under 12 **18**
  - 12 and over **17**
- Children monitored by staff **0**
  - Under 12
  - 12 and over
- Children not served by a volunteer or staff **0**
  - Under 12
  - 12 and over
- % of children served by a GAL volunteer **89%**
  - Under 12 **75%**
  - 12 and over **25%**
- % of children served by staff GAL **11%**
  - Under 12 **51%**
  - 12 and over **49%**

## Profit &amp; Loss

09/26/18

Accrual Basis

July 2017 through June 2018

Jul '17 - Jun 18

<b>Ordinary Income/Expense</b>	
<b>Income</b>	
GAL - Supreme Court Allocation	131,725.35
Realized gain of securities	12,216.64
Counties	13,700.00
Reimbursements	60.17
Contributions	29,898.28
Fundraising	23,421.05
Grants	
Restricted	5,500.00
Unrestricted	11,000.00
Total Grants	16,500.00
Refunds	48.67
Total Income	227,570.16
Gross Profit	227,570.16
<b>Expense</b>	
<b>Office Expense</b>	
Licenses, Permits and Software	1,161.59
Printing and Reproduction	1,113.80
Postage and Delivery	319.05
Dues and Subscriptions	828.65
Supplies	1,195.73
Total Office Expense	4,618.82
<b>Communication Costs</b>	
Telephone/Internet	3,241.05
Total Communication Costs	3,241.05
<b>Program Expense</b>	
<b>Mileage Reimbursement</b>	
Staff Mileage	6,269.41
Volunteer Mileage	471.73
Total Mileage Reimbursement	6,741.14
Staff Training	5,244.52
Fundraising Expense	234.72
Volunteer Training	6,680.17
Volunteer Recognition	2,320.06
Program Promotion	928.29
Background Check	1,949.25
Total Program Expense	24,098.15
Contingency Fund	203.93
Bank Service Charges	97.50
Board Expense	55.29
Depreciation Expense	1,342.20
Insurance	4,094.04
Miscellaneous	162.05
Professional Fees	
Audit - Accounting	900.00
Total Professional Fees	900.00
Rent	14,850.00
Salaries and Wages	
Payroll Taxes	9,816.59
GAL Grant	112,524.55

	Jul '17 - Jun 18
Salaries and Wages - Other	2,942.71
Total Salaries and Wages	125,283.85
Total Expense	178,946.88
Net Ordinary Income	48,623.28
Other Income/Expense	
Other Income	
Unrealized Investment Gain	4,228.22
Interest Income	14.52
Total Other Income	4,242.74
Other Expense	
Other Expenses	
Investment Fees	2,974.86
Total Other Expenses	2,974.86
Total Other Expense	2,974.86
Net Other Income	1,267.88
Net Income	49,891.16