



# March 2022 Executive Committee Meeting

## Minutes

March 31<sup>st</sup> 2022

9:00-10:00 pm ET

### 1. Opening

Mr. Paul Tobin called the meeting to order at 9:00 am ET. A quorum was established.

Members Present: Mr. Eddie Hall, Mr. Paul Tobin, Ms. Kailey Medlock, Ms. Janet Good, Ms. Genevieve English-Charles

Staff Present: Ms. Whitney Doyle

Members of the Public: None

### 2. Approval of Agenda

No members of the public commented. No modifications were made to the agenda. No comments were made. The agenda was approved as presented by acclamation without any objection.

### 3. Approval of Minutes

The January 2022 Executive Committee meeting minutes were approved as presented by acclamation without objection. Mr. Hall made the motion to accept the January 2022 Executive Committee Minutes.

### 4. Financial Statements | Eddie Hall

Ms. Whitney Doyle presented the February 2022 Balance Sheet and explains that January and February were the first two months that FAAST worked with the new independent CPA, Adam Watson. The total liabilities and equity are a little off and she is working with Adam to correct the issue. The accounts payable line will continue to be high due to the CPA entering expenses as bills. We have been unable to close the Chase credit card account. Our attorneys have sent a certified letter to Michael Daniels asking him to do so. Ms. Doyle is looking into different law



firms due to Pennington fees being so high, but would like to stay with them for NHLP separation related legal questions.

Ms. Kailey Medlock made the motion to accept the January and February 2022 financial reports as presented. Mr. Eddie Hall seconded the motion. The January and February 2022 financial statements are approved by acclamation without any objection.

#### 5. ATAC Member Self Evaluation Results | Whitney Doyle

Ms. Doyle explains the use Google forms for the survey for the first time. So, the results are summarized. She did receive a higher response rate. This year the ATAC knowledge is higher than the previous year. Attendance has improved.

#### 6. AHCA Technology Proposal Update | Whitney Doyle

FAAST has not heard anything from AHCA. At this point Mr. Tobin feels it is unfair to Whitney and FAAST to have to implement a \$60 million program at any time without having a set start date. He would like to discuss this now and with the full ATAC. He would like the Committee to consider drafting a letter to AHCA withdrawing FAAST from consideration. Ms. Janet Good is in support of sending a letter to AHCA. Ms. Doyle is frustrated that she hasn't gotten an update from ACHA and feels like they may not be the best communicators if FAAST was awarded the grant. Mr. Eddie Hall is in support of withdrawing FAAST from the grant. Ms. Genevieve English-Charles feels that FAAST should wait before withdrawing our name. Ms. Kaylee Medlock feels that if we don't hear anything within the two-month timeframe we should withdraw our name.

#### 7. Closing

Next Meeting- April 28th, 2022, at 9:00 am. No public comment was made. The meeting was adjourned at 9:30 am.

	A	AJ	AK	AL	AM	AN
1	<b>Florida Alliance for Assistive Services and Technology, Inc.</b>					
2	<b>Unaudited Financials - FY 2022</b>					
3	<b>Balance Sheet - Accrual Basis</b>					
4						
5	<b>As of: 3/31/2022</b>					
6						
7		<b>Operating</b>	<b>Delta Operating Inc/(Dec)</b>	<b>Board Designated Operating Reserve</b>	<b>Delta Reserve Inc/(Dec)</b>	<b>Total</b>
8	Cash - Unrestricted	\$ 165,007.86	\$ (177,550.20)	\$ 31,035.00	\$ (1,310.00)	\$ 196,042.86
9	Cash - Restricted	\$ 260,137.58	\$ 13,988.42	\$ -	\$ -	\$ 260,137.58
10	<b>Total Cash</b>	<b>\$ 425,145.44</b>	<b>\$ (163,561.78)</b>	<b>\$ 31,035.00</b>	<b>\$ (1,310.00)</b>	<b>\$ 456,180.44</b>
11						
12	A/R - Unrestricted	\$ 339,247.35	\$ 334,421.36	\$ -	\$ -	\$ 339,247.35
13	A/R - Restricted	\$ -	\$ -	\$ -	\$ -	\$ -
14	<b>Total Accounts Receivable</b>	<b>\$ 339,247.35</b>	<b>\$ 334,421.36</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 339,247.35</b>
15						
16	Interfund	\$ 1,310.00	\$ 1,310.00	\$ -	\$ -	\$ 1,310.00
17	Prepaid Expenses - Unrestricted	\$ -	\$ -	\$ -	\$ -	\$ -
18	Undeposited Funds	\$ 8,775.71	\$ 7,191.12	\$ -	\$ -	\$ 8,775.71
19	AFP Direct Loans	\$ 436,030.71	\$ (13,142.80)	\$ -	\$ -	\$ 436,030.71
20	TW Direct Loans	\$ 151,925.55	\$ (5,903.05)	\$ -	\$ -	\$ 151,925.55
21	Credit Builders Alliance Loan	\$ -	\$ -	\$ -	\$ -	\$ -
22	Allowance for Doubtful Accounts	\$ (17,061.00)	\$ -	\$ -	\$ -	\$ (17,061.00)
23	<b>Total Other Current Assets</b>	<b>\$ 580,980.97</b>	<b>\$ (10,544.73)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 580,980.97</b>
24						
25	<b>Total Fixed Assets</b>	<b>\$ 47,577.36</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 47,577.36</b>
26						
27	Other Assets - AFP	\$ 1,613,118.29	\$ (213.42)	\$ -	\$ -	\$ 1,613,118.29
28	Other Assets - Unrestricted	\$ -	\$ -	\$ 389,868.54	\$ 487.66	\$ 389,868.54
29	Other Assets - Telework	\$ 483,348.43	\$ 142.19	\$ -	\$ -	\$ 483,348.43
30	<b>Total Other Assets</b>	<b>\$ 2,096,466.72</b>	<b>\$ (71.23)</b>	<b>\$ 389,868.54</b>	<b>\$ 487.66</b>	<b>\$ 2,486,335.26</b>
31						
32	<b>Total Assets</b>	<b>\$ 3,489,417.84</b>	<b>\$ 160,243.62</b>	<b>\$ 420,903.54</b>	<b>\$ (822.34)</b>	<b>\$ 3,910,321.38</b>
34						
35	A/P	\$ 29,305.38	\$ (62,525.84)	\$ -	\$ -	\$ 29,305.38
36	Chase Credit Card	\$ -	\$ -	\$ -	\$ -	\$ -
38	First Federal Credit Card	\$ 3,720.20	\$ (6,865.27)	\$ -	\$ -	\$ 3,720.20
40	Other Current Liabilities	\$ 52,342.41	\$ 0.06	\$ -	\$ -	\$ 52,342.41
41	<b>Total Current Liabilities</b>	<b>\$ 85,367.99</b>	<b>\$ (69,391.05)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 85,367.99</b>
42						
43	Unrestricted Net Assets	\$ -	\$ -	\$ 420,415.88	\$ 210.60	\$ 420,415.88
44	Restricted Net Assets	\$ 3,422,746.79	\$ (210.60)	\$ -	\$ -	\$ 3,422,747
45	Net Income	\$ (18,209.28)	\$ 228,812.33	\$ -	\$ -	\$ (18,209)
46	<b>Total Equity</b>	<b>\$ 3,404,537.51</b>	<b>\$ 228,601.73</b>	<b>\$ 420,415.88</b>	<b>\$ 210.60</b>	<b>\$ 3,824,953.39</b>
47						
48	<b>Total Liabilities &amp; Equity</b>	<b>\$ 3,489,905.50</b>	<b>\$ 159,210.68</b>	<b>\$ 420,415.88</b>	<b>\$ 210.60</b>	<b>\$ 3,910,321.38</b>
49						
50	Notes:					
51						
52						
53						

	C	D										E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ
1	Florida Alliance for Assistive Services and Technology, Inc.																																										
2	Unaudited Financials - FY 2022																																										
3	Profit & Loss by Account Number and Month																																										
4																																											
5																																											
6																																											
7																																											
8	ACCT	DESCRIPTION	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	Actual YTD Total	PROJECTED YEAR-END	BUDGET	% BUDGET																									
9		Revenue																																									
10		Grants and Contracts																																									
11	4001	HHS Grant-Voc Rehab	\$ -	\$ -	\$ 208,685.00	\$ -	\$ -	\$ 208,685.00	\$ -	\$ -	\$ 208,685.00	\$ -	\$ -	\$ 208,685.00	\$ 417,370.00	\$ 834,740.00	\$ 834,740.00	100.00%																									
12	4002	Florida General Revenue	\$ -	\$ -	\$ 111,103.75	\$ -	\$ -	\$ 111,103.75	\$ -	\$ -	\$ 111,103.75	\$ -	\$ -	\$ 111,103.75	\$ 222,207.50	\$ 444,415.00	\$ 444,415.00	100.00%																									
13	4006	Step Up Grant	\$ 14,549.94	\$ 815.39	\$ 833.06	\$ 802.18	\$ 823.14	\$ 14,632.61	\$ 2,982.53	\$ 2,982.53	\$ 2,982.53	\$ 2,982.53	\$ 2,982.53	\$ 2,982.53	\$ 32,456.32	\$ 50,351.49	\$ 35,790.34	140.68%																									
14		Subtotal - Revenue from Grants and Contracts	\$ 14,549.94	\$ 815.39	\$ 320,621.81	\$ 802.18	\$ 823.14	\$ 334,421.36	\$ 2,982.53	\$ 2,982.53	\$ 322,771.28	\$ 2,982.53	\$ 2,982.53	\$ 322,771.28	\$ 672,033.82	\$ 1,329,506.49	\$ 1,314,945.34	101%																									
15																																											
16		Donations																																									
17	4007	Donations																																									
18	4007.14	Restricted: Board - Statewide Device Loan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																									
19	4007.4	Restricted: Staff - Statewide Device Loan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																									
20	4007.15	Restricted: Other FAAST Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																									
21	4007.17	Restricted: In-Kind Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																									
22	4007.12	Unrestricted: Board - Monthly Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																									
23	4007.5	Unrestricted: Staff - Monthly Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																									
24		Miscellaneous Donation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																									
25		Unrestricted: In-Kind Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																									
26	4007.3	Amazon Smile	\$ -	\$ 7.46	\$ -	\$ -	\$ -	\$ 8.35	\$ -	\$ 9.31	\$ -	\$ -	\$ 9.31	\$ -	\$ 15.81	\$ 34.42	\$ 37.22	92.48%																									
27		Subtotal - Revenue from Donations	\$ -	\$ 7.46	\$ -	\$ -	\$ -	\$ 8.35	\$ -	\$ 9.31	\$ -	\$ -	\$ 9.31	\$ -	\$ 15.81	\$ 34.42	\$ 37.22	92.48%																									
28																	\$ -																										
29	4010	FAAST Access Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																									
30																																											
31		Investments																																									
32	--	Transfer from Investment	\$ 148,887.16	\$ 30,000.00	\$ 44,684.48	\$ -	\$ -	\$ -	\$ 45,535.76	\$ -	\$ -	\$ 45,535.76	\$ -	\$ -	\$ 223,571.64	\$ 314,643.17	\$ 182,143.05	172.75%																									
33	4022	Interest Income	\$ 4.00	\$ 4.34	\$ 3.60	\$ 3.36	\$ 3.03	\$ 3.36	\$ 8.58	\$ 8.58	\$ 8.58	\$ 8.58	\$ 8.58	\$ 8.58	\$ 21.69	\$ 73.19	\$ 103.00	71.06%																									
34	4023	NHLP - Interest Income on Direct Loans	\$ 2,334.45	\$ 2,127.77	\$ 2,104.96	\$ 2,376.25	\$ 2,510.88	\$ 2,133.18	\$ 1,957.92	\$ 1,957.92	\$ 1,957.92	\$ 1,957.92	\$ 1,957.92	\$ 1,957.92	\$ 13,587.49	\$ 25,335.00	\$ 23,495.03	107.83%																									
35	4024	NHLP - Closing Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																									
36		Subtotal - Revenue from Investments	\$ 151,225.61	\$ 32,132.11	\$ 46,793.04	\$ 2,379.61	\$ 2,513.91	\$ 2,136.54	\$ 47,502.26	\$ 1,966.50	\$ 1,966.50	\$ 47,502.26	\$ 1,966.50	\$ 1,966.50	\$ 237,180.82	\$ 340,051.36	\$ 205,741.08	165.28%																									
37																																											
38	4027	Miscellaneous Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																									
39	4037	Grant Income	\$ -	\$ 107,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 107,000.00	\$ 107,000.00	\$ 107,000.00	100%																									
40																																											
41		Fee-for-Service																																									

	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ
5	<<<--- ACTUAL																PROJECTED --->>>																	
6																																		
7																																		
8	ACCT	DESCRIPTION	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	Actual YTD Total	PROJECTED YEAR-END	BUDGET	% BUDGET																
42	4013	Equipment Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																
43	4014	Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																
44	4015	Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																
45		Subtotal - Revenue from Fee-for-Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																
46																																		
47		TOTAL REVENUE	\$ 165,775.55	\$ 139,954.96	\$ 367,414.85	\$ 3,181.79	\$ 3,337.05	\$ 336,566.25	\$ 50,484.79	\$ 4,958.34	\$ 324,737.78	\$ 50,484.79	\$ 4,958.34	\$ 324,737.78	\$ 1,016,230.45	\$ 1,776,592.27	\$ 1,627,723.64	109.15%																
48																																		
49		EXPENSES																																
50		State Level Activities																																
51	5019	Device Loan - Assistive Technology	\$ (299.31)	\$ 993.25	\$ 8,787.10	\$ 67,115.43	\$ 2,568.61	\$ 4,073.49	\$ 18,477.91	\$ 18,477.91	\$ 18,477.91	\$ 18,477.91	\$ 18,477.91	\$ 18,477.91	\$ 83,238.57	\$ 194,106.06	\$ 221,734.97	87.54%																
52	5020	Device Loan - Shipping for AT Loan Equipment	\$ -	\$ 877.98	\$ 359.66	\$ -	\$ 632.34	\$ 238.78	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 2,108.76	\$ 5,108.76	\$ 6,000.00	85.15%																
53	5120	Device Loan - Classroom Kits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00	\$ 8,000.00	100.00%																
54	7027	Device Loan - Device Loan Activities	\$ 915.44	\$ 12,457.60	\$ 25,361.73	\$ 8,908.77	\$ 22,889.43	\$ 12,244.80	\$ 18,649.05	\$ 18,649.05	\$ 18,649.05	\$ 18,649.05	\$ 18,649.05	\$ 18,649.05	\$ 82,777.77	\$ 194,672.10	\$ 223,788.65	86.99%																
55	5151	Device Demonstration - Device Demo Activities	\$ 457.72	\$ 6,228.81	\$ 14,500.88	\$ 4,454.40	\$ 11,444.72	\$ 6,122.41	\$ 9,324.53	\$ 9,324.53	\$ 9,324.53	\$ 9,324.53	\$ 9,324.53	\$ 9,324.53	\$ 43,208.94	\$ 99,156.11	\$ 111,894.33	88.62%																
56	5076	ReUse - Device Exchange Activities	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	100.00%																
57	5077	ReUse - Device Refurbish Activities	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ 3,197.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,197.00	\$ 43,197.00	\$ 40,000.00	107.99%																
58	5008.02	State Financing - Contract Services	\$ 5.00	\$ -	\$ 63.00	\$ 2,916.00	\$ -	\$ -	\$ 1,115.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,984.00	\$ 4,099.00	\$ 4,217.00	97.20%																
59	5011	State Financing - Credit Reports	\$ 76.91	\$ 108.36	\$ 56.72	\$ 54.05	\$ 53.24	\$ (110.52)	\$ 150.70	\$ 150.70	\$ 150.70	\$ 150.70	\$ 150.70	\$ 150.70	\$ 238.76	\$ 1,142.94	\$ 1,808.36	63.20%																
60	5026.1	State Financing - NHLP Shipping	\$ 175.68	\$ 65.40	\$ 223.91	\$ 11.60	\$ 24.99	\$ -	\$ 24.21	\$ 24.21	\$ 24.21	\$ 24.21	\$ 24.21	\$ 24.21	\$ 501.58	\$ 646.83	\$ 290.50	222.66%																
61	5071	State Financing - NHLP Travel	\$ 230.29	\$ -	\$ -	\$ 47.55	\$ -	\$ 297.82	\$ 388.50	\$ 388.50	\$ 388.50	\$ 388.50	\$ 388.50	\$ 388.50	\$ 575.66	\$ 2,906.66	\$ 4,662.00	62.35%																
62	7050	State Financing - Telework Bank Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																
63	7051	State Financing - Bank Default and Rescue Payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																
64	7052	State Financing - AFP Bank Charges	\$ 10.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10.00	\$ 10.00	\$ -	#DIV/0!																
65	7058	State Financing - NHLP Legal Fees	\$ -	\$ -	\$ -	\$ -	\$ 155.29	\$ -	\$ 887.50	\$ 887.50	\$ 887.50	\$ 887.50	\$ 887.50	\$ 887.50	\$ 155.29	\$ 5,480.29	\$ 10,650.00	51.46%																
66	7080	State Financing - Doc Stamps	\$ 33.60	\$ 45.15	\$ (35.50)	\$ 187.95	\$ 2.80	\$ 31.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 265.85	\$ 265.85	\$ -	#DIV/0!																
67		SELF Buy Down Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00	\$ 8,000.00	100.00%																
68	6010	State Level - Salary	\$ 9,069.90	\$ 9,381.26	\$ 9,692.63	\$ 9,069.90	\$ 8,790.17	\$ 9,489.25	\$ 12,037.09	\$ 12,037.09	\$ 12,037.09	\$ 12,037.09	\$ 12,037.09	\$ 12,037.09	\$ 55,493.11	\$ 127,715.63	\$ 144,445.04	88.42%																
69	6011	State Level - SEP Retirement	\$ 502.59	\$ 518.08	\$ 533.58	\$ 502.59	\$ 489.31	\$ 249.23	\$ 842.60	\$ 842.60	\$ 842.60	\$ 842.60	\$ 842.60	\$ 842.60	\$ 2,795.38	\$ 7,850.96	\$ 10,111.15	77.65%																
70	6012	State Level - Payroll Tax	\$ 691.23	\$ 715.06	\$ 738.87	\$ 718.12	\$ 1,536.83	\$ 753.46	\$ 962.97	\$ 962.97	\$ 962.97	\$ 962.97	\$ 962.97	\$ 962.97	\$ 5,153.57	\$ 10,931.37	\$ 11,555.60	94.60%																
71	6013	State Level - Employee Insurance	\$ 1,083.21	\$ 1,062.19	\$ 1,112.76	\$ 1,112.76	\$ 1,096.41	\$ 1,059.14	\$ 1,372.72	\$ 1,372.72	\$ 1,372.72	\$ 1,372.72	\$ 1,372.72	\$ 1,372.72	\$ 6,526.47	\$ 14,762.78	\$ 16,472.62	89.62%																
72	6014	State Level - Workers Comp	\$ 137.31	\$ 140.67	\$ 143.70	\$ 150.76	\$ 146.08	\$ 157.69	\$ 191.54	\$ 191.54	\$ 191.54	\$ 191.54	\$ 191.54	\$ 191.54	\$ 876.21	\$ 2,025.47	\$ 2,298.52	88.12%																
73		Subtotal - State Level Activities	\$ 63,089.57	\$ 32,593.81	\$ 61,539.04	\$ 95,249.88	\$ 49,830.22	\$ 37,804.40	\$ 64,924.31	\$ 63,809.31	\$ 63,809.31	\$ 63,809.31	\$ 63,809.31	\$ 79,809.31	\$ 340,106.92	\$ 740,077.79	\$ 835,928.74	88.53%																
74																																		
75		State Leadership Activities																																

	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ
5	<<<--- ACTUAL																PROJECTED --->>>																	
6																																		
7																																		
8	ACCT	DESCRIPTION	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	Actual YTD Total	PROJECTED YEAR-END	BUDGET	% BUDGET																
76	5008.01	Trainings - Step-Up Multimedia Consulting Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 875.00	\$ 875.00	\$ 875.00	\$ 875.00	\$ 875.00	\$ 875.00	\$ -	\$ 5,250.00	\$ 10,500.00	50.00%																
77	5181	Trainings - Training Activities	\$ 778.12	\$ 10,059.52	\$ 20,479.59	\$ 7,261.31	\$ 18,483.24	\$ 9,887.69	\$ 14,460.46	\$ 14,460.46	\$ 14,460.46	\$ 14,460.46	\$ 14,460.46	\$ 14,460.46	\$ 57,061.78	\$ 153,712.25	\$ 173,525.55	88.58%																
78		Trainings - Transition Training Activities	\$ -	\$ 529.45	\$ 1,077.89	\$ 311.17	\$ 972.81	\$ 520.41	\$ 1,391.23	\$ 1,391.23	\$ 1,391.23	\$ 1,391.23	\$ 1,391.23	\$ 1,391.23	\$ 3,411.73	\$ 11,759.13	\$ 16,694.80	70.44%																
79	5185.1	Information and Assistance - Activities	\$ 137.31	\$ 1,868.64	\$ 3,804.25	\$ 1,336.31	\$ 3,433.42	\$ 1,836.73	\$ 2,797.36	\$ 2,797.36	\$ 2,797.36	\$ 2,797.36	\$ 2,797.36	\$ 2,797.36	\$ 12,416.66	\$ 29,200.81	\$ 33,568.30	86.99%																
80	5036	Public Awareness - Materials	\$ -	\$ 210.00	\$ -	\$ -	\$ -	\$ -	\$ 708.33	\$ 708.33	\$ 708.33	\$ 708.33	\$ 708.33	\$ 708.33	\$ 210.00	\$ 4,460.00	\$ 8,500.00	52.47%																
81	5036.1	Public Awareness - Registration and Exhibits Fees	\$ 1,245.00	\$ 725.00	\$ -	\$ -	\$ 1,000.00	\$ -	\$ 295.50	\$ 295.50	\$ 295.50	\$ 295.50	\$ 295.50	\$ 295.50	\$ 2,970.00	\$ 4,743.00	\$ 3,546.00	133.76%																
82	5051	Public Awareness - Website Modifications	\$ 12,500.00	\$ -	\$ -	\$ 4.05	\$ 4.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,508.07	\$ 12,508.07	\$ 1,079.52	1158.67%																
83	5056	Public Awareness - Travel	\$ 86.40	\$ -	\$ -	\$ 252.00	\$ 168.11	\$ -	\$ 485.67	\$ 485.67	\$ 485.67	\$ 485.67	\$ 485.67	\$ 485.67	\$ 506.51	\$ 3,420.51	\$ 5,828.00	58.69%																
84	5060	Public Awareness - RDC Travel	\$ 535.20	\$ 153.80	\$ 327.66	\$ 9,010.70	\$ 637.40	\$ (56.43)	\$ 1,583.00	\$ 1,583.00	\$ 1,583.00	\$ 1,583.00	\$ 1,583.00	\$ 1,583.00	\$ 10,608.33	\$ 20,106.33	\$ 18,996.00	105.85%																
85	5080	Public Awareness - RDC Exhibits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																
86	7003	Public Awareness - FAAST Van	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8.33	\$ 8.33	\$ 8.33	\$ 8.33	\$ 8.33	\$ 8.33	\$ -	\$ 50.00	\$ 100.00	50.00%																
87	5192	PA Family Café - Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																
88	5193	PA Family Café - RDC Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																
89	5194	PA Family Café - Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ 1,748.00	\$ -	\$ -	\$ -	\$ -	\$ 2,248.00	\$ 1,998.00	112.51%																
90	5196	PA Family Café - Contract Services	\$ -	\$ -	\$ -	\$ 3,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,900.00	\$ 3,900.00	\$ 2,000.00	195.00%																
91	5197	PA Family Café - BOD Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																
92	5003	Technical Assistance - Contract Services	\$ -	\$ 201.60	\$ -	\$ -	\$ -	\$ -	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 201.60	\$ 451.60	\$ 500.00	90.32%																
93	5026.2	Technical Assistance - BOD Shipping	\$ -	\$ 7.40	\$ 40.75	\$ -	\$ 7.75	\$ -	\$ 2.90	\$ 2.90	\$ 2.90	\$ 2.90	\$ 2.90	\$ 2.90	\$ 55.90	\$ 73.28	\$ 34.75	210.86%																
94	5028	Technical Assistance - Insurance D&O	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 710.00	\$ -	\$ 710.00	\$ 710.00	100.00%																
95	5037	Technical Assistance - BOD Travel	\$ 297.60	\$ 1,119.00	\$ 1,557.22	\$ 126.00	\$ 131.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 12,048.00	\$ 3,231.27	\$ 17,279.27	\$ 21,776.00	79.35%																
96	5040	Technical Assistance - BOD Professional Development	\$ 1,475.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,475.00	\$ 1,475.00	\$ -	#DIV/0!																
97	5065	Technical Assistance - Contract Monitoring	\$ 776.00	\$ 299.03	\$ 128.79	\$ 115.20	\$ -	\$ 924.62	\$ 449.58	\$ 449.58	\$ 449.58	\$ 449.58	\$ 449.58	\$ 449.58	\$ 2,243.64	\$ 4,941.14	\$ 5,395.00	91.59%																
98	5070	Technical Assistance - Executive Director Travel	\$ -	\$ 1,094.68	\$ 681.94	\$ 1,433.57	\$ -	\$ -	\$ 230.29	\$ 230.29	\$ 230.29	\$ 230.29	\$ 230.29	\$ 230.29	\$ 3,210.19	\$ 4,591.94	\$ 2,763.50	166.16%																
99	6015	State Leadership - Salary	\$ 11,085.44	\$ 11,466.00	\$ 11,846.55	\$ 11,085.44	\$ 10,743.55	\$ 11,597.98	\$ 8,451.57	\$ 8,451.57	\$ 8,451.57	\$ 8,451.57	\$ 8,451.57	\$ 8,451.57	\$ 67,824.96	\$ 118,534.39	\$ 101,418.86	116.88%																
100	6016	State Leadership - SEP Retirement	\$ 614.28	\$ 633.22	\$ 652.16	\$ 614.28	\$ 598.05	\$ 304.61	\$ 591.61	\$ 591.61	\$ 591.61	\$ 591.61	\$ 591.61	\$ 591.61	\$ 3,416.60	\$ 6,966.26	\$ 7,099.32	98.13%																
101	6017	State Leadership - Payroll Tax	\$ 849.02	\$ 875.92	\$ 903.05	\$ 844.83	\$ 818.69	\$ 884.16	\$ 676.13	\$ 676.13	\$ 676.13	\$ 676.13	\$ 676.13	\$ 676.13	\$ 5,175.67	\$ 9,232.43	\$ 8,113.51	113.79%																
102	6018	State Leadership - Employee Insurance	\$ 1,323.92	\$ 1,298.23	\$ 1,360.04	\$ 1,360.04	\$ 1,340.06	\$ 1,294.49	\$ 963.82	\$ 963.82	\$ 963.82	\$ 963.82	\$ 963.82	\$ 963.82	\$ 7,976.78	\$ 13,759.72	\$ 11,565.88	118.97%																
103	6019	State Leadership - Workers Comp	\$ 167.83	\$ 171.94	\$ 175.64	\$ 184.28	\$ 178.52	\$ 192.75	\$ 134.49	\$ 134.49	\$ 134.49	\$ 134.49	\$ 134.49	\$ 134.49	\$ 1,070.96	\$ 1,877.89	\$ 1,613.85	116.36%																
104		Subtotal - State Leadership Activities	\$ 31,871.12	\$ 30,713.43	\$ 43,035.53	\$ 37,839.18	\$ 38,517.07	\$ 27,387.01	\$ 34,146.94	\$ 34,646.94	\$ 35,894.94	\$ 34,146.94	\$ 36,146.94	\$ 46,904.94	\$ 199,475.65	\$ 431,251.00	\$ 437,326.84	98.61%																
105																																		
106		Operational																																
107	5008	Contract Services	\$ 29,304.85	\$ 10,753.44	\$ 23,433.05	\$ 17,877.85	\$ 11,531.70	\$ 28,377.48	\$ 10,327.99	\$ 10,327.99	\$ 10,327.99	\$ 10,327.99	\$ 10,327.99	\$ 10,327.99	\$ 121,278.37	\$ 183,246.31	\$ 123,935.87	147.86%																

	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ
5	<<<--- ACTUAL																PROJECTED --->>>																	
6																																		
7																																		
8	ACCT	DESCRIPTION	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	Actual YTD Total	PROJECTED YEAR-END	BUDGET	% BUDGET																
108	5014	Equipment - Under \$500	\$ -	\$ -	\$ -	\$ -	\$ 249.00	\$ 12.89	\$ -	\$ -	\$ 125.00	\$ -	\$ -	\$ 125.00	\$ 261.89	\$ 511.89	\$ 500.00	102.38%																
109	5015	Equipment - Over \$500	\$ -	\$ 601.99	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 625.00	\$ -	\$ -	\$ 625.00	\$ 601.99	\$ 1,851.99	\$ 2,500.00	74.08%																
110	5021	Office Supplies	\$ -	\$ 390.75	\$ 336.15	\$ 54.77	\$ 562.84	\$ 97.14	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 1,441.65	\$ 3,241.65	\$ 3,600.00	90.05%																
111	5022	Rent	\$ 3,080.00	\$ 3,080.00	\$ 3,080.00	\$ 3,080.00	\$ 3,080.00	\$ 3,080.00	\$ 3,080.00	\$ 3,080.00	\$ 3,080.00	\$ 3,080.00	\$ 3,080.00	\$ 3,080.00	\$ 18,480.00	\$ 36,960.00	\$ 36,960.00	100.00%																
112	5026	Postage/Shipping	\$ (10.00)	\$ 188.60	\$ (54.49)	\$ 9.10	\$ 66.32	\$ 34.60	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 234.13	\$ 594.13	\$ 720.00	82.52%																
113	5029	Insurance - General/Office Liab/Van	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,240.00	\$ 7,604.11	\$ -	\$ 8,844.11	\$ 8,844.11	100.00%																
114	5030	Legal	\$ -	\$ 1,344.00	\$ 352.00	\$ -	\$ 1,024.00	\$ 288.00	\$ 295.83	\$ 295.83	\$ 295.83	\$ 295.83	\$ 295.83	\$ 295.83	\$ 3,008.00	\$ 4,783.00	\$ 3,550.00	134.73%																
115	5031	Membership Fees	\$ -	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,163.00	\$ -	\$ -	\$ 150.00	\$ 10,313.00	\$ 20,462.00	50.40%																
116	5032	Banking Fees - Operations	\$ 388.49	\$ 54.98	\$ (5.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20.00	\$ 438.47	\$ 458.47	\$ 20.00	2292.35%																
117	5033	Corporate Fees	\$ -	\$ -	\$ -	\$ 61.25	\$ 10.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71.50	\$ 71.50	\$ 145.00	49.31%																
118	5041	Local Travel	\$ 132.66	\$ 43.14	\$ 9.47	\$ 62.42	\$ 23.00	\$ 97.00	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 367.69	\$ 467.69	\$ 200.00	233.85%																
119	5053	Utilities	\$ 437.02	\$ 543.81	\$ 980.95	\$ 983.71	\$ 197.18	\$ 267.03	\$ 1,379.16	\$ 1,379.16	\$ 1,379.16	\$ 1,379.16	\$ 1,379.16	\$ 1,379.16	\$ 3,409.70	\$ 11,684.68	\$ 16,549.96	70.60%																
120	5251	Fundraising Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																
121	5038	Professional Development Travel	\$ -	\$ -	\$ -	\$ 1,510.23	\$ (44.00)	\$ -	\$ 324.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,466.23	\$ 2,790.23	\$ 3,540.00	78.82%																
122	5600	Professional Development Registration	\$ 179.99	\$ 180.00	\$ -	\$ 1,102.00	\$ -	\$ 413.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,875.49	\$ 1,875.49	\$ 1,295.00	144.83%																
123	6008	Payroll Service Fees	\$ 114.00	\$ 114.00	\$ 114.00	\$ 159.00	\$ 114.00	\$ 114.00	\$ 116.96	\$ 116.96	\$ 116.96	\$ 116.96	\$ 116.96	\$ 116.96	\$ 729.00	\$ 1,430.74	\$ 1,403.48	101.94%																
124	6001	Operations - Salary	\$ 7,023.52	\$ 6,993.60	\$ 7,271.08	\$ 6,839.02	\$ 7,890.34	\$ 8,790.69	\$ 9,181.84	\$ 9,181.84	\$ 9,181.84	\$ 9,181.84	\$ 9,181.84	\$ 9,181.84	\$ 44,808.25	\$ 99,899.30	\$ 110,182.10	90.67%																
125	6002	Operations - SEP Retirement	\$ 461.09	\$ 461.94	\$ 462.78	\$ 461.09	\$ 523.02	\$ 295.27	\$ 642.73	\$ 642.73	\$ 642.73	\$ 642.73	\$ 642.73	\$ 642.73	\$ 2,665.19	\$ 6,521.57	\$ 7,712.75	84.56%																
126	6003	Operations - Payroll Tax	\$ 537.71	\$ 535.39	\$ 528.42	\$ 523.18	\$ 603.61	\$ 673.00	\$ 734.55	\$ 734.55	\$ 734.55	\$ 734.55	\$ 734.55	\$ 734.55	\$ 3,401.31	\$ 7,808.60	\$ 8,814.57	88.59%																
127	6004	Operations - Employee Insurance	\$ 147.95	\$ 147.92	\$ 151.46	\$ 151.46	\$ 193.65	\$ 292.48	\$ 221.10	\$ 221.10	\$ 221.10	\$ 221.10	\$ 221.10	\$ 221.10	\$ 1,084.92	\$ 2,411.51	\$ 2,653.17	90.89%																
128	6006	Operations - Workers Comp	\$ 146.51	\$ 150.06	\$ 153.30	\$ 113.67	\$ 131.15	\$ 146.09	\$ 134.39	\$ 134.39	\$ 134.39	\$ 134.39	\$ 134.39	\$ 134.39	\$ 840.78	\$ 1,647.12	\$ 1,612.67	102.14%																
129		Subtotal - Operational	\$ 41,943.79	\$ 25,583.62	\$ 36,813.17	\$ 33,138.75	\$ 26,156.06	\$ 42,979.17	\$ 26,815.21	\$ 27,491.21	\$ 27,241.21	\$ 36,654.21	\$ 27,731.21	\$ 34,865.32	\$ 206,614.56	\$ 387,412.96	\$ 355,200.68	109.07%																
130																																		
131		Loan Defaults	\$ -	\$ -	\$ 1,306.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,306.26	\$ 1,306.26	\$ -	#DIV/0!																
132		Reimbursable Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																
133		Disputed Transaction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!																
134																																		
135		TOTAL EXPENSES	\$ 136,904.48	\$ 88,890.86	\$ 142,694.00	\$ 166,227.81	\$ 114,503.35	\$ 108,170.58	\$ 125,886.47	\$ 125,947.47	\$ 126,945.47	\$ 134,610.47	\$ 127,687.47	\$ 161,579.58	\$ 747,503.39	\$ 1,560,048.01	\$ 1,628,456.26	96%																
136																																		
137		SURPLUS/(DEFICIT)	\$ 28,871.07	\$ 51,064.10	\$ 224,720.85	\$ (163,046.02)	\$ (111,166.30)	\$ 228,395.67	\$ (75,401.68)	\$ (120,989.13)	\$ 197,792.31	\$ (84,125.68)	\$ (122,729.13)	\$ 163,158.20	\$ 268,727.06	\$ 216,544.26	\$ (732.63)																	
138																																		

	B	C	AC	AD	AE	AF
1	Florida Alliance for Assistive Services and Technology, Inc.					
2	Unaudited Financials - FY 2022					
3	P&L Summary by Month					
4						
5						
6						
7						
8	ACCOUNT	DESCRIPTION	Actual Mar-2022	Budget Mar-2022	Variance fav/(unfav)	Notes:
9		<u>Revenue</u>				
10		<b>Grants and Contracts</b>				
11	4001	HHS Grant-Voc Rehab	\$ 208,685.00	\$ 208,685.00	\$ -	
12	4002	Florida General Revenue	\$ 111,103.75	\$ 111,103.75	\$ -	
13	4006	Step Up Grant	\$ 14,632.61	\$ 2,982.53	\$ 11,650.08	High due to second half of website maintance contract
14		<b>Subtotal - Revenue from Grants and Contracts</b>	<b>\$ 334,421.36</b>	<b>\$ 322,771.28</b>	<b>\$ 11,650.08</b>	
15						
16		<b>Donations</b>				
17	4007	Donations	\$ -	\$ -	\$ -	
18	4007.14	Restricted: Board - Statewide Device Loan	\$ -	\$ -	\$ -	
19	4007.4	Restricted: Staff - Statewide Device Loan	\$ -	\$ -	\$ -	
20	4007.15	Restricted: Other FFAST Service	\$ -	\$ -	\$ -	
21	4007.17	Restricted: In-Kind Equipment	\$ -	\$ -	\$ -	
22	4007.12	Unrestricted: Board - Monthly Donations	\$ -	\$ -	\$ -	
23	4007.5	Unrestricted: Staff - Monthly Donations	\$ -	\$ -	\$ -	
24		Miscellaneous Donation	\$ -	\$ -	\$ -	
25		Unrestricted: In-Kind Equipment	\$ -	\$ -	\$ -	
26	4007.3	Amazon Smile	\$ 8.35	\$ -	\$ 8.35	
27		<b>Subtotal - Revenue from Donations</b>	<b>\$ 8.35</b>	<b>\$ -</b>	<b>\$ 8.35</b>	
28						
29	4010	<b>FFAST Access Advertising</b>	\$ -	\$ -	\$ -	
30						
31		<b>Investments</b>				
32	--	Transfer from Investment	\$ -	\$ -	\$ -	
33	4022	Interest Income	\$ 3.36	\$ 8.58	\$ (5.22)	
34	4023	NHLP - Interest Income on Direct Loans	\$ 2,133.18	\$ 1,957.92	\$ 175.26	
35	4024	NHLP - Closing Fee	\$ -	\$ -	\$ -	
36		<b>Subtotal - Revenue from Investments</b>	<b>\$ 2,136.54</b>	<b>\$ 1,966.50</b>	<b>\$ 170.04</b>	
37						
38	4027	<b>Miscellaneous Income</b>	\$ -	\$ -	\$ -	
39	4037	<b>Grant Income</b>	\$ -	\$ -	\$ -	
40						
41		<b>Fee-for-Service</b>	\$ -	\$ -	\$ -	
42	4013	Equipment Sales	\$ -	\$ -	\$ -	
43	4014	Training	\$ -	\$ -	\$ -	
44	4015	Assessments	\$ -	\$ -	\$ -	
45		<b>Subtotal - Revenue from Fee-for-Service</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
46						
47		<b>TOTAL REVENUE</b>	<b>\$ 336,566.25</b>	<b>\$ 324,737.78</b>	<b>\$ 11,828.47</b>	
48						
49		<b>EXPENSES</b>				



	B	C	AC	AD	AE	AF
5						
6						
7						
8	ACCOUNT	DESCRIPTION	Actual Mar-2022	Budget Mar-2022	Variance fav/(unfav)	Notes:
50		<b>State Level Activities</b>				
51	5019	Device Loan - Assistive Technology	\$ 4,073.49	\$ 18,477.91	\$ 14,404.42	
52	5020	Device Loan - Shipping for AT Loan Equipment	\$ 238.78	\$ 500.00	\$ 261.22	
53	5120	Device Loan - Classroom Kits	\$ -	\$ -	\$ -	
54	7027	Device Loan - Device Loan Activities	\$ 12,244.80	\$ 18,649.05	\$ 6,404.25	2 RDC invoices were corrected and cut in April
55	5151	Device Demonstration - Device Demo Activities	\$ 6,122.41	\$ 9,324.53	\$ 3,202.12	2 RDC invoices were corrected and cut in April
56	5076	ReUse - Device Exchange Activities	\$ -	\$ -	\$ -	
57	5077	ReUse - Device Refurbish Activities	\$ 3,197.00	\$ -	\$ (3,197.00)	Refurbished 4 power wheelchairs and 1 scooter
58	5008.02	State Financing - Contract Services	\$ -	\$ -	\$ -	
59	5011	State Financing - Credit Reports	\$ (110.52)	\$ 150.70	\$ 261.22	Returned Payment for Equifax (Double Payment)
60	5026.1	State Financing - NHP Shipping	\$ -	\$ 24.21	\$ 24.21	
61	5071	State Financing - NHP Travel	\$ 297.82	\$ 388.50	\$ 90.68	Eric picking up GRIT chair and van from borrowers
62	7050	State Financing - Telework Bank Charges	\$ -	\$ -	\$ -	
63	7051	State Financing - Bank Default and Rescue Payments	\$ -	\$ -	\$ -	
64	7052	State Financing - AFP Bank Charges	\$ -	\$ -	\$ -	
65	7058	State Financing - NHP Legal Fees	\$ -	\$ 887.50	\$ 887.50	
66	7080	State Financing - Doc Stamps	\$ 31.85	\$ -	\$ (31.85)	
67		SELF Buy Down Program	\$ -	\$ -	\$ -	
68	6010	State Level - Salary	\$ 9,489.25	\$ 12,037.09	\$ 2,547.84	
69	6011	State Level - SEP Retirement	\$ 249.23	\$ 842.60	\$ 593.37	
70	6012	State Level - Payroll Tax	\$ 753.46	\$ 962.97	\$ 209.51	
71	6013	State Level - Employee Insurance	\$ 1,059.14	\$ 1,372.72	\$ 313.58	
72	6014	State Level - Workers Comp	\$ 157.69	\$ 191.54	\$ 33.85	
73		<b>Subtotal - State Level Activities</b>	<b>\$ 37,804.40</b>	<b>\$ 63,809.31</b>	<b>\$ 26,004.91</b>	
74						
75		<b>State Leadership Activities</b>				
76	5008.01	Trainings - Step-Up Multimedia Consulting Fee	\$ -	\$ 875.00	\$ 875.00	
77	5181	Trainings - Training Activities	\$ 9,887.69	\$ 14,460.46	\$ 4,572.77	2 RDC invoices were corrected and cut in April
78		Trainings - Transition Training Activities	\$ 520.41	\$ 1,391.23	\$ 870.82	2 RDC invoices were corrected and cut in April
79	5185.1	Information and Assistance - Activities	\$ 1,836.73	\$ 2,797.36	\$ 960.63	2 RDC invoices were corrected and cut in April
80	5036	Public Awareness - Materials	\$ -	\$ 708.33	\$ 708.33	
81	5036.1	Public Awareness - Registration and Exhibits Fees	\$ -	\$ 295.50	\$ 295.50	
82	5051	Public Awareness - Website Modifications	\$ -	\$ 1,079.52	\$ 1,079.52	
83	5056	Public Awareness - Travel	\$ -	\$ 485.67	\$ 485.67	
84	5060	Public Awareness - RDC Travel	\$ (56.43)	\$ 1,583.00	\$ 1,639.43	Tax refund on Hotel Rooms
85	5080	Public Awareness - RDC Exhibits	\$ -	\$ -	\$ -	
86	7003	Public Awareness - FFAST Van	\$ -	\$ 8.33	\$ 8.33	
87	5192	PA Family Café - Materials	\$ -	\$ -	\$ -	
88	5193	PA Family Café - RDC Travel	\$ -	\$ -	\$ -	
89	5194	PA Family Café - Travel	\$ -	\$ -	\$ -	
90	5196	PA Family Café - Contract Services	\$ -	\$ -	\$ -	

	B	C	AC	AD	AE	AF
5						
6						
7						
8	ACCOUNT	DESCRIPTION	Actual Mar-2022	Budget Mar-2022	Variance fav/(unfav)	Notes:
91	5197	PA Family Café - BOD Travel	\$ -	\$ -	\$ -	
92	5003	Technical Assistance - Contract Services	\$ -	\$ 41.67	\$ 41.67	
93	5026.2	Technical Assistance - BOD Shipping	\$ -	\$ 2.90	\$ 2.90	
94	5028	Technical Assistance - Insurance D&O	\$ -	\$ -	\$ -	
95	5037	Technical Assistance - BOD Travel	\$ -	\$ -	\$ -	
96	5040	Technical Assistance - BOD Professional Development	\$ -	\$ -	\$ -	
97	5065	Technical Assistance - Contract Monitoring	\$ 924.62	\$ 449.58	\$ (475.04)	Hannah Brock Inventory Travel
98	5070	Technical Assistance - Executive Director Travel	\$ -	\$ 230.29	\$ 230.29	
99	6015	State Leadership - Salary	\$ 11,597.98	\$ 8,451.57	\$ (3,146.41)	
100	6016	State Leadership - SEP Retirement	\$ 304.61	\$ 591.61	\$ 287.00	
101	6017	State Leadership - Payroll Tax	\$ 884.16	\$ 676.13	\$ (208.03)	
102	6018	State Leadership - Employee Insurance	\$ 1,294.49	\$ 963.82	\$ (330.67)	
103	6019	State Leadership - Workers Comp	\$ 192.75	\$ 134.49	\$ (58.26)	
104		<b>Subtotal - State Leadership Activities</b>	<b>\$ 27,387.01</b>	<b>\$ 35,226.46</b>	<b>\$ 7,839.45</b>	
105						
106		<b>Operational</b>				
107	5008	Contract Services	\$ 28,377.48	\$ 10,327.99	\$ (18,049.49)	High due to Bella Business Solutions Payment (second half of maintance and social media contracts)
108	5014	Equipment - Under \$500	\$ 12.89	\$ 125.00	\$ 112.11	
109	5015	Equipment - Over \$500	\$ -	\$ 625.00	\$ 625.00	
110	5021	Office Supplies	\$ 97.14	\$ 300.00	\$ 202.86	
111	5022	Rent	\$ 3,080.00	\$ 3,080.00	\$ -	
112	5026	Postage/Shipping	\$ 34.60	\$ 60.00	\$ 25.40	
113	5029	Insurance - General/Office Liab/Van	\$ -	\$ -	\$ -	
114	5030	Legal	\$ 288.00	\$ 295.83	\$ 7.83	
115	5031	Membership Fees	\$ -	\$ 299.00	\$ 299.00	
116	5032	Banking Fees - Operations	\$ -	\$ -	\$ -	
117	5033	Corporate Fees	\$ -	\$ -	\$ -	
118	5041	Local Travel	\$ 97.00	\$ 16.67	\$ (80.33)	Eric- Local Travel and Whitney Legislative Visits
119	5053	Utilities	\$ 267.03	\$ 1,379.16	\$ 1,112.13	2 utility bills paid in March (City of Tallahassee & Verizon)
120	5251	Fundraising Activities	\$ -	\$ -	\$ -	
121	5038	Professional Development Travel	\$ -	\$ 2,540.00	\$ 2,540.00	
122	5600	Professional Development Registration	\$ 413.50	\$ 800.00	\$ 386.50	
123	6008	Payroll Service Fees	\$ 114.00	\$ 116.96	\$ 2.96	
124	6001	Operations - Salary	\$ 8,790.69	\$ 9,181.84	\$ 391.15	
125	6002	Operations - SEP Retirement	\$ 295.27	\$ 642.73	\$ 347.46	
126	6003	Operations - Payroll Tax	\$ 673.00	\$ 734.55	\$ 61.55	
127	6004	Operations - Employee Insurance	\$ 292.48	\$ 221.10	\$ (71.38)	
128	6006	Operations - Workers Comp	\$ 146.09	\$ 134.39	\$ (11.70)	

	B	C	AC	AD	AE	AF
5						
6						
7						
8	ACCOUNT	DESCRIPTION	Actual Mar-2022	Budget Mar-2022	Variance fav/(unfav)	Notes:
129		Subtotal - Operational	\$ 42,979.17	\$ 30,880.21	\$ (12,098.96)	
130						
131		Loan Defaults	\$ -	\$ -	\$ -	
132		Reimbursable Expenses	\$ -	\$ -	\$ -	
133		Disputed Transaction	\$ -	\$ -	\$ -	
134						
135		TOTAL EXPENSES	\$ 108,170.58	\$ 129,915.99	\$ 21,745.41	
136						
137		SURPLUS/(DEFICIT)	\$ 228,395.67	\$ 194,821.79	\$ 33,573.88	
138						
139						

	A	B	C	D	E	F	G	H	I
1		Florida Alliance for Assistive Services and Technology, Inc.							
2		Unaudited Financials - FY 2022							
3		Accounts Receivable							
4									
5									
6		Account Description	Acct#	10/31/2021	11/30/2021	12/31/2021	1/31/2022	2/28/2022	3/31/2022
7		Carry over from previous month		\$ 338,709.26	\$ 17,668.82	\$ 16,917.52	\$ 337,539.36	\$ 323,791.60	\$ 4,825.99
8		Due from DVR (HHS)	4001	\$ (189,911.96)	\$ -	\$ 208,685.00	\$ -	\$ (208,685.00)	\$ 208,685.00
9		Due from DVR (GR)	4002	\$ (111,103.75)	\$ -	\$ 111,103.75		\$ (111,103.75)	\$ 111,103.75
10		Due from UM (Step Up)	4006	\$ (20,024.73)	\$ (751.30)	\$ 833.09	\$ (13,747.76)	\$ 823.14	\$ 14,632.61
11		Donation Invoice	4007	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12		Board Reimbursement	4007.13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13		Staff Reimbursable Charge	4007.7	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14		Fee-for-Service (Assessments)	4015	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15		Miscellaneous	4027	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16		Total		\$ 17,668.82	\$ 16,917.52	\$ 337,539.36	\$ 323,791.60	\$ 4,825.99	\$ 339,247.35
17									
18									
19									
20		Account Description	Acct#	4/30/2022	5/31/2022	6/30/2022	7/31/2022	8/31/2022	9/30/2022
21		Carry over from previous month		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22		Due from DVR (HHS)	4001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23		Due from DVR (GR)	4002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24		Due from UM (Step Up)	4006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25		Donation Invoice	4007	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26		Board Reimbursement	4007.13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
27		Staff Reimbursable Charge	4007.7	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28		Fee-for-Service (Assessments)	4015	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
29		Miscellaneous	4027	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30		Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
31									
32									

# Management Report

Florida Alliance for Assistive Services and Technology, Inc.  
For the period ended March 31, 2022



Prepared on  
April 21, 2022

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# Profit and Loss

March 2022

	Total
<b>INCOME</b>	
4001 HHS Grant-Voc Rehab	208,685.00
4002 Florida General Revenue	111,103.75
4006 Revenue from Step Up Grant	14,632.61
4007 Donations	
4007.2 Unrestricted Donations	
4007.3 Amazon Smile Donations	8.35
<b>Total 4007.2 Unrestricted Donations</b>	<b>8.35</b>
<b>Total 4007 Donations</b>	<b>8.35</b>
4019 Investments	
4020 Unrealized Gains/Losses	-4,999.39
4022 Interest Income	3.36
4023 Interest Income on Direct Loans	2,133.18
4026 Dividend Income from Investments	5,415.82
<b>Total 4019 Investments</b>	<b>2,552.97</b>
<b>Total Income</b>	<b>336,982.68</b>
<b>GROSS PROFIT</b>	<b>336,982.68</b>
<b>EXPENSES</b>	
5075 State Level Activities	
5100 Device Loan	
5019 Assistive Technology	4,073.49
5020 Shipping for AT Loan Equipment	238.78
7027 Device Loan Activities	12,244.80
<b>Total 5100 Device Loan</b>	<b>16,557.07</b>
5150 Device Demonstration	
5151 Device Demo Activities	6,122.41
<b>Total 5150 Device Demonstration</b>	<b>6,122.41</b>
5700 ReUse	
5077 Device Refurbish Activities	3,197.00
<b>Total 5700 ReUse</b>	<b>3,197.00</b>
6000 State Financing	
5011 Credit Reports	-110.52
5071 NHLP Travel	297.82
7080 NHLP Doc Stamps	31.85
<b>Total 6000 State Financing</b>	<b>219.15</b>
6050 State Level Activities Personnel	
6010 Salary	9,489.25
6011 SEP Retirement	249.23
6012 Payroll Tax	753.46
6013 Employee Insurance	1,059.14
6014 Workers Comp	157.69
<b>Total 6050 State Level Activities Personnel</b>	<b>11,708.77</b>

	Total
<b>Total 5075 State Level Activities</b>	<b>37,804.40</b>
5175 State Leadership Activities	
5180 Trainings	
5181 Training Activities	9,887.69
5182 Transition Training Activities	520.41
<b>Total 5180 Trainings</b>	<b>10,408.10</b>
5185 Information and Assistance	
5185.1 Information and Assistance Activities	1,836.73
<b>Total 5185 Information and Assistance</b>	<b>1,836.73</b>
5190 Public Awareness	
5060 RDC Travel	-56.43
<b>Total 5190 Public Awareness</b>	<b>-56.43</b>
5198 Technical Assistance	
5065 Contract Monitoring	924.62
<b>Total 5198 Technical Assistance</b>	<b>924.62</b>
6060 State Leadership Activities Personnel	
6015 Salary	11,597.98
6016 SEP Retirement	304.61
6017 Payroll Tax	884.16
6018 Employee Insurance	1,294.49
6019 Workers Comp	192.75
<b>Total 6060 State Leadership Activities Personnel</b>	<b>14,273.99</b>
<b>Total 5175 State Leadership Activities</b>	<b>27,387.01</b>
5250 Operational Expense	
5000 Contractual Expense	
5008 Contracted Services	28,377.48
<b>Total 5000 Contractual Expense</b>	<b>28,377.48</b>
5005 Equipment Expense	
5014 Equipment - Under \$500	12.89
<b>Total 5005 Equipment Expense</b>	<b>12.89</b>
5021 Office Supplies	97.14
5022 Rent	3,080.00
5026 Postage/Shipping	34.60
5030 Legal	288.00
5041 Local Travel	97.00
5053 Utilities	267.03
5252 Professional Development	413.50
5254 Payroll Service Fees	114.00
5300 Operations Personnel	
6001 Salary	8,790.69
6002 SEP Retirement	295.27
6003 Payroll Tax expense	673.00
6004 Employee Insurance	292.48
6006 Insurance - Workers Comp	146.09



	Total
Total 5300 Operations Personnel	10,197.53
Total 5250 Operational Expense	42,979.17
Total Expenses	108,170.58
NET OPERATING INCOME	228,812.10
NET INCOME	\$228,812.10

# Balance Sheet

As of March 31, 2022

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1000 Cash - Unrestricted	
1012 First Fed 4192 - FAAST Operating	165,007.86
1025 Capital City - Board Designated Operating Reserve	31,035.00
<b>Total 1000 Cash - Unrestricted</b>	<b>196,042.86</b>
1001 Cash - Restricted	
1047 First Fed 7286 - NHLP Operating	17,360.26
1048 First Fed 7294 - TW-DL	44,517.26
1049 First Fed 7302 - AFP-DL	66,542.37
1053 First Fed 7310 - Reserve Acct	131,712.69
1055 First Fed 4184 - CBA	5.00
<b>Total 1001 Cash - Restricted</b>	<b>260,137.58</b>
<b>Total Bank Accounts</b>	<b>456,180.44</b>
<b>Accounts Receivable</b>	
1100 Accounts Receivable - Unrestr.	339,247.35
<b>Total Accounts Receivable</b>	<b>339,247.35</b>
<b>Other Current Assets</b>	
1120 Interfund	1,310.00
12000 Undeposited Funds	8,775.71
7055 AFP Direct Loans	436,030.71
7056 TW Direct Loans	151,925.55
Allowance for Doubtful Accounts	-17,061.00
<b>Total Other Current Assets</b>	<b>580,980.97</b>
<b>Total Current Assets</b>	<b>1,376,408.76</b>
<b>Fixed Assets</b>	
1500 Furniture & Fixtures	275,131.36
1550 Accumulated Depreciation	-189,754.00
1555 Accumulated Amortization	-37,800.00
<b>Total Fixed Assets</b>	<b>47,577.36</b>
<b>Other Assets</b>	
1600 TD Ameritrade	
1605 AFP	
1610 TD Ameritrade AFP	1,017,931.37
1611 AFP Market Value Adjustment	595,186.92
<b>Total 1605 AFP</b>	<b>1,613,118.29</b>
1615 Unrestricted	
1620 TD Ameritrade Board Operating Reserve	306,618.89
1621 Unrestricted Market Value Adj	83,249.65
<b>Total 1615 Unrestricted</b>	<b>389,868.54</b>
1625 Telework	

	Total
1630 TD Ameritrade TW	265,698.18
1631 TW Market Value Adjustment	217,650.25
<b>Total 1625 Telework</b>	<b>483,348.43</b>
<b>Total 1600 TD Ameritrade</b>	<b>2,486,335.26</b>
<b>Total Other Assets</b>	<b>2,486,335.26</b>
<b>TOTAL ASSETS</b>	<b>\$3,910,321.38</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2010 Accounts Payable	29,305.38
<b>Total Accounts Payable</b>	<b>29,305.38</b>
<b>Credit Cards</b>	
2006 First Federal Company Credit Cards	0.00
2007 First Fed CC - Whitney	761.42
2008 First Fed CC - Eric	1,989.95
2012 First Fed CC - Hannah	878.87
2013 First Fed CC - Tim	55.56
2014 First Fed CC - Marquesas	34.40
<b>Total 2006 First Federal Company Credit Cards</b>	<b>3,720.20</b>
<b>Total Credit Cards</b>	<b>3,720.20</b>
<b>Other Current Liabilities</b>	
2020 SS, Med and Fed W/H Tax Payable	0.29
2050 Accrued Leave Payable	52,342.12
<b>Total Other Current Liabilities</b>	<b>52,342.41</b>
<b>Total Current Liabilities</b>	<b>85,367.99</b>
<b>Total Liabilities</b>	<b>85,367.99</b>
<b>Equity</b>	
3010 Unrestricted Net Assets	420,415.88
3020 Restricted Net Assets	3,422,746.79
Net Income	-18,209.28
<b>Total Equity</b>	<b>3,824,953.39</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$3,910,321.38</b>



# FY 2023 Budget Highlights

## Income

- \$800,000 from federal AT Act anticipated to increase
- General Revenue increased to \$750,000 (from \$444,415 through legislative budget request)
- AFP and TW income removed from budget for NHLP separation
- Fundraising goals created (\$500 from Board, \$500 from staff, \$5,000 from unrestricted fundraising)

## Expenses

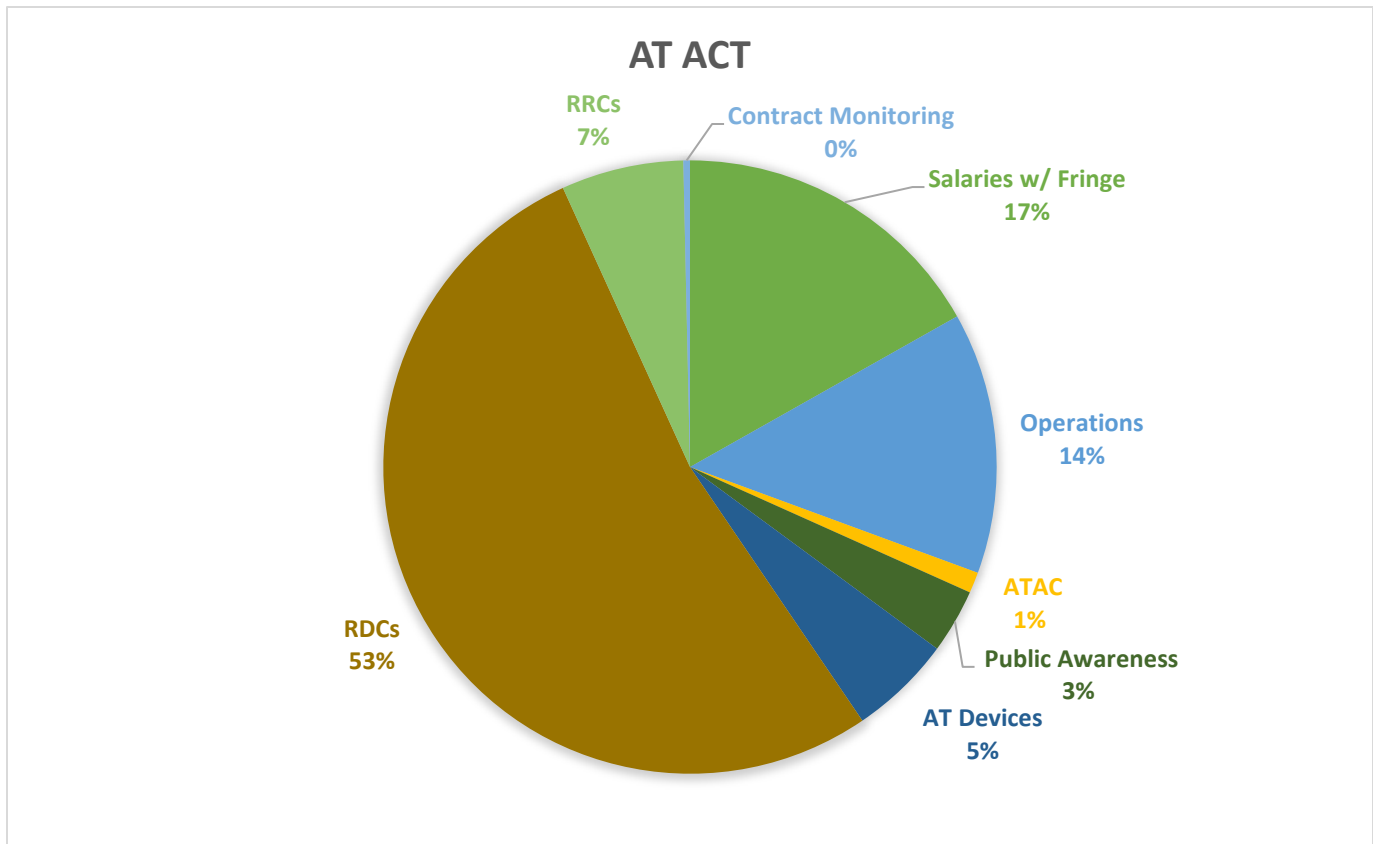
- Unrestricted Board Operating Reserve used to balance AT purchasing budget (\$10,000 per RDC and \$55,585 for HQ)
  - This is anticipated to go down as federal dollars increase and actuals fluctuate towards end of FY)
- RDC payments increased from General Revenue and ARPA (\$280,000) spread over Device Loan, Device Demo, Training, Transition Training, and I&A budget lines (\$616,000 PY to \$896,00)
- Reuse program increased from \$50,000 to \$100,000 (from General Revenue increase)
- AFP and TW expenses removed from budget for NHLP separation
- RDC travel increased to pay for RDCs to attend ATIA training in person
- 2 in-person ATAC meetings
- Operating expense higher due to the removal of the AFP and TW allocation

## Other Highlights

### Expense Breakdown for AT Act

- 61.59% State Level Activities (60% goal)
- 38.41% State Leadership Activities (40% goal)
- 0% Operations

92.3% AT Act and 7.7% General Admin (GA)



Florida Alliance for Assistive Services and Technology, Inc.  
Budget - Fiscal Year 2023 Proposed 20220420

ACCOUNT NO.	DESCRIPTION	FY 2019-2020 BUDGET	FY 2019-2020 ACTUALS (as of 9/30/20)	FY 2020-2021 BUDGET	FY 2020-2021 ACTUALS (as of 9/30/21)	FY 2021-2022 BUDGET	FY 2021-2022 ACTUALS (as of 3/31/21 w/ projections)	FY 2022-2023 BUDGET	CHANGE %	2023 BUDGET PER QTR	2023 BUDGET PER MONTH	Notes:
<u>Revenue</u>												
<b>Grants and Contracts</b>												
4001	HHS Grant-Voc Rehab	\$ 772,870.00	\$ 772,870.00	\$ 780,493.50	\$ 780,493.49	\$ 834,740.00	\$ 834,740.00	\$ 800,000.00	2%	\$ 200,000.00	\$ 66,666.67	Federal Funds, contracted through VR for year ending September 30, 2023
4002	Florida General Revenue	\$ 444,415.00	\$ 444,415.00	\$ 444,415.00	\$ 444,415.00	\$ 444,415.00	\$ 444,415.00	\$ 750,000.00	69%	\$ 187,500.00	\$ 62,500.00	State Funds, contracted through VR for year end September 30, 2023
		\$ 42,373.10	\$ 42,373.00	\$ 27,935.60	\$ 40,510.16	\$ 35,790.34	\$ 50,351.49	\$ 36,323.14	30%	\$ 9,080.79	\$ 3,026.93	University of Miami Grant, Year 3 (of 5 year grant) for year ending September 30, 2023. (Grant ends September 30, 2025)
4006	Step Up Grant - Direct Cost											
4006.2	Step Up Grant - Indirect Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	
4037	Awarded Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	
4037	Estimated new Grants and Contracts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	
<b>Subtotal - Revenue from Grants and Contracts</b>		<b>\$ 1,259,658.10</b>	<b>\$ 1,259,658.00</b>	<b>\$ 1,252,844.10</b>	<b>\$ 1,265,418.65</b>	<b>\$ 1,314,945.34</b>	<b>\$ 1,329,506.49</b>	<b>\$ 1,586,323.14</b>	<b>27%</b>	<b>\$ 396,580.79</b>	<b>\$ 132,193.60</b>	
<b>Donations</b>												
4007	Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	Based on 2021-2022 actuals
4007.14	Restricted: Board - Statewide Device Loan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	Based on 2021-2022 actuals
4007.4	Restricted: Staff - Statewide Device Loan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	Based on 2021-2022 actuals
4007.15	Restricted: Other FFAST Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	Based on 2021-2022 actuals
4007.17	Restricted: In-Kind Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	Based on 2021-2022 actuals
4007.12	Unrestricted: Board - Monthly Donations	\$ -	\$ 1,045.00	\$ -	\$ -	\$ -	\$ -	\$ 500.00	0%	\$ 125.00	\$ 41.67	Estimates for new fundraising goals
4007.5	Unrestricted: Staff - Monthly Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	0%	\$ 125.00	\$ 41.67	Estimates for new fundraising goals
4007.7	Miscellaneous Donation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	0%	\$ 1,250.00	\$ 416.67	Estimates for new fundraising goals
4007.8	Unrestricted: In-Kind Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	Based on 2021-2022 actuals
4007.3	Amazon Smile	\$ 140.00	\$ 37.22	\$ 40.00	\$ 59.38	\$ 37.22	\$ 34.42	\$ 25.00	-38%	\$ 6.25	\$ 2.08	Based on 2021-2022 actuals
<b>Subtotal - Revenue from Donations</b>		<b>\$ 140.00</b>	<b>\$ 1,082.22</b>	<b>\$ 40.00</b>	<b>\$ 59.38</b>	<b>\$ 37.22</b>	<b>\$ 34.42</b>	<b>\$ 6,025.00</b>	<b>14963%</b>	<b>\$ 10.00</b>	<b>\$ 3.33</b>	
4010	<b>FFAST Access Advertising</b>	<b>\$ 2,000.00</b>	<b>\$ -</b>	<b>\$ 1,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-100%</b>	<b>\$ -</b>	<b>\$ -</b>	Moved away from Access magazine as a deliverable
<b>Investments</b>												
4020	Unrealized Gains/Losses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	Zero budgeted to provide more accuracy in revenue
		\$ 198,493.06	\$ 216,258.70	\$ 164,077.28	\$ 147,730.03	\$ 182,143.05	\$ 314,643.17	\$ 128,177.82	-22%	\$ 32,044.46	\$ 10,681.49	Amount to Offset Expenses (influx in Board Reserve draw down to offset NHLP operating costs and AT purchasing)
--	Transfer from Investment											
4022	Interest Income	\$ 392.00	\$ 105.27	\$ 342.00	\$ 198.80	\$ 103.00	\$ 73.19	\$ 85.00	-75%	\$ 21.25	\$ 7.08	100% of 2021-2022 Total
4023	NHLP - Interest Income on Direct Loans	\$ 15,200.00	\$ 19,648.89	\$ 18,692.70	\$ 22,162.69	\$ 23,495.03	\$ 25,335.00	\$ -	-100%	\$ -	\$ -	Budget line zero'ed out for NHLP separation
4024	NHLP - Closing Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	Budget line zero'ed out for NHLP separation
4026	Dividend Income from Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	
<b>Subtotal - Revenue from Investments</b>		<b>\$ 214,085.06</b>	<b>\$ 236,012.86</b>	<b>\$ 183,111.98</b>	<b>\$ 170,091.52</b>	<b>\$ 205,741.08</b>	<b>\$ 340,051.36</b>	<b>\$ 128,262.82</b>	<b>-30%</b>	<b>\$ 32,065.71</b>	<b>\$ 10,688.57</b>	
		\$ -	\$ 1,373.74	\$ -	\$ 177.60	\$ -	\$ -	\$ 99,050.32	0%	\$ 24,762.58	\$ 8,254.19	\$80,000 from ARPA funding and \$19,050.32 for estimated NHLP operating expenses (from office sharing)
4027	<b>Miscellaneous Income</b>											
4037	<b>Grant Income</b>	<b>\$ 55,000.00</b>	<b>\$ 630,754.00</b>	<b>\$ -</b>	<b>\$ 50,000.00</b>	<b>\$ 107,000.00</b>	<b>\$ 107,000.00</b>	<b>\$ 36,000.00</b>	<b>0%</b>	<b>\$ 9,000.00</b>	<b>\$ 3,000.00</b>	Year 2 of Neilsen Grant
<b>Fee-for-Service</b>												
4013	Equipment Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	Based on 2021-2022 actuals
4014	Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	Based on 2021-2022 actuals
4015	Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	Based on 2021-2022 actuals
<b>Subtotal - Revenue from Fee-for-Service</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>TOTAL REVENUE</b>		<b>\$ 1,530,883.16</b>	<b>\$ 2,128,880.82</b>	<b>\$ 1,436,996.08</b>	<b>\$ 1,485,747.15</b>	<b>\$ 1,627,723.64</b>	<b>\$ 1,776,592.27</b>	<b>\$ 1,855,661.28</b>	<b>29%</b>	<b>\$ 463,915.32</b>	<b>\$ 154,638.44</b>	

Florida Alliance for Assistive Services and Technology, Inc.  
Budget - Fiscal Year 2023 Proposed 20220420

ACCOUNT NO.	DESCRIPTION	FY 2019-2020 BUDGET	FY 2019-2020 ACTUALS (as of 9/30/20)	FY 2020-2021 BUDGET	FY 2020-2021 ACTUALS (as of 9/30/21)	FY 2021-2022 BUDGET	FY 2021-2022 ACTUALS (as of 3/31/21 w/ projections)	FY 2022-2023 BUDGET	CHANGE %	2023 BUDGET PER QTR	2023 BUDGET PER MONTH	Notes:
5019	Device Loan - Assistive Technology	\$ 110,770.62	\$ 172,610.63	\$ 93,867.27	\$ 50,401.49	\$ 221,734.97	\$ 194,106.06	\$ 182,385.00	94.30%	\$ 45,596.25	\$ 15,198.75	\$10,000 for 12 RDCs, \$55,585 for HQ
5020	Device Loan - Shipping for AT Loan Equipment	\$ 3,510.00	\$ 4,597.31	\$ 4,500.00	\$ 3,874.67	\$ 6,000.00	\$ 5,108.76	\$ 6,000.00	33.33%	\$ 1,500.00	\$ 500.00	Based on 2021-2022 actuals
5120	Device Loan - Classroom Kits	\$ 14,000.00	\$ 78.95	\$ -	\$ -	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	0.00%	\$ 2,000.00	\$ 666.67	Based on Step Up 3 year grant budget
		\$ 370,520.97	\$ 378,000.00	\$ 216,000.00	\$ 198,000.00	\$ 223,788.65	\$ 194,672.10	\$ 335,564.88	55.35%	\$ 83,891.22	\$ 27,963.74	40% of RDC Contracts (current VR Contract ends September 30, 2023)
7027	Device Loan - Device Loan Activities	\$ 137,229.99	\$ 137,925.00	\$ 108,000.00	\$ 99,000.00	\$ 111,894.33	\$ 99,156.11	\$ 167,782.44	55.35%	\$ 41,945.61	\$ 13,981.87	20% of RDC Contracts (current VR Contract ends September 30, 2023)
5151	Device Demonstration - Device Demo Activities	\$ 12,000.00	\$ 11,600.00	\$ 11,000.00	\$ 10,065.54	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00	81.82%	\$ 5,000.00	\$ 1,666.67	20% of RRC Contracts (current VR Contract ends September 30, 2023)
5076	ReUse - Device Exchange Activities	\$ 48,000.00	\$ 47,549.78	\$ 44,000.00	\$ 40,484.00	\$ 40,000.00	\$ 43,197.00	\$ 80,000.00	81.82%	\$ 20,000.00	\$ 6,666.67	80% of RRC Contracts (current VR Contract ends September 30, 2023)
5077	ReUse - Device Refurbish Activities											
5008.02	State Financing - Contract Services	\$ 1,881.00	\$ 4,322.38	\$ 3,437.00	\$ 3,437.00	\$ 4,217.00	\$ 4,099.00	\$ -	-100.00%	\$ -	\$ -	Budget line zero'ed out for NHLP separation
5011	State Financing - Credit Reports	\$ 1,350.00	\$ 1,035.75	\$ 1,425.64	\$ 1,370.47	\$ 1,808.36	\$ 1,142.94	\$ -	-100.00%	\$ -	\$ -	Budget line zero'ed out for NHLP separation
5026.1	State Financing - NHLP Shipping	\$ 163.75	\$ 860.80	\$ 613.75	\$ 573.89	\$ 290.50	\$ 646.83	\$ -	-100.00%	\$ -	\$ -	Budget line zero'ed out for NHLP separation
5071	State Financing - NHLP Travel	\$ 2,185.00	\$ 3,048.24	\$ 6,036.00	\$ 3,069.45	\$ 4,662.00	\$ 2,906.66	\$ -	-100.00%	\$ -	\$ -	Budget line zero'ed out for NHLP separation
7050	State Financing - Telework Bank Charges	\$ -	\$ (0.09)	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	Budget line zero'ed out for NHLP separation
7051	State Financing - Bank Default and Rescue Payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	Budget line zero'ed out for NHLP separation
7052	State Financing - AFP Bank Charges	\$ -	\$ -	\$ -	\$ 10.00	\$ -	\$ 10.00	\$ -	0.00%	\$ -	\$ -	Budget line zero'ed out for NHLP separation
7058	State Financing - NHLP Legal Fees	\$ 7,100.00	\$ 3,253.30	\$ 4,500.00	\$ 2,984.85	\$ 10,650.00	\$ 5,480.29	\$ -	-100.00%	\$ -	\$ -	Budget line zero'ed out for NHLP separation
7080	State Financing - Doc Stamps	\$ -	\$ 281.45	\$ -	\$ 389.65	\$ -	\$ 265.85	\$ -	0.00%	\$ -	\$ -	Budget line zero'ed out for NHLP separation
7085	SELF Buy Down Program	\$ 10,000.00	\$ 12,123.86	\$ -	\$ 1,084.36	\$ 8,000.00	\$ 8,000.00	\$ -	#DIV/0!	\$ -	\$ -	Budget line zero'ed out for NHLP separation
5061	Investment Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	This expense occurs within investment accounts
		\$ 127,137.01	\$ 111,029.63	\$ 103,350.43	\$ 103,137.01	\$ 144,445.04	\$ 127,715.63	\$ 146,882.99	42.12%	\$ 36,720.75	\$ 12,240.25	Based on Estimated Time and Effort Allocations (59% AT Act)
6010	State Level - Salary	\$ 9,272.76	\$ 7,294.06	\$ 8,023.42	\$ 7,292.66	\$ 10,111.15	\$ 7,850.96	\$ 10,281.81	28.15%	\$ 2,570.45	\$ 856.82	Based on Estimated Time and Effort Allocations (59% AT Act)
6011	State Level - SEP Retirement											
6012	State Level - Payroll Tax	\$ 10,170.96	\$ 7,998.54	\$ 8,268.03	\$ 7,932.14	\$ 11,555.60	\$ 10,931.37	\$ 11,750.64	42.12%	\$ 2,937.66	\$ 979.22	8% of Employee's Salary
		\$ 17,747.26	\$ 13,512.79	\$ 13,852.32	\$ 12,538.31	\$ 16,472.62	\$ 14,762.78	\$ 16,127.75	16.43%	\$ 4,031.94	\$ 1,343.98	Based on Estimated Time and Effort Allocations (59% AT Act)
6013	State Level - Employee Insurance											
		\$ 2,333.37	\$ 1,762.17	\$ 1,694.35	\$ 1,763.35	\$ 2,298.52	\$ 2,025.47	\$ 2,249.94	32.79%	\$ 562.49	\$ 187.50	Based on Estimated Time and Effort Allocations (59% AT Act)
6014	State Level - Workers Comp											
	Subtotal - State Level Activities	\$ 885,372.69	\$ 918,884.55	\$ 628,568.21	\$ 547,408.82	\$ 835,928.74	\$ 740,077.81	\$ 987,025.45	57.03%	\$ 246,756.36	\$ 82,252.12	
	State Leadership Activities											
5008.01	Trainings - Step-Up Multimedia Consulting Fee	\$ 850.00	\$ -	\$ 4,693.00	\$ 32,346.50	\$ 10,500.00	\$ 5,250.00	\$ 7,500.00	59.81%	\$ 1,875.00	\$ 625.00	Based on Step Up 3 year grant budget
		\$ 21,956.80	\$ 25,650.00	\$ 183,050.85	\$ 157,525.43	\$ 173,525.55	\$ 153,712.25	\$ 267,870.15	46.34%	\$ 66,967.54	\$ 22,322.51	34% of RDC Contracts (current VR Contract ends September 30, 2023)
5181	Trainings - Training Activities	\$ 9,660.88	\$ 5,536.50	\$ 15,609.87	\$ 7,804.94	\$ 16,694.80	\$ 11,759.13	\$ 17,360.00	11.21%	\$ 4,340.00	\$ 1,446.67	5% of HHS State Leadership Activities based on ATAP Federal Guidelines
5182	Trainings - Transition Training Activities	\$ 10,292.25	\$ 20,925.00	\$ 32,949.15	\$ 40,474.58	\$ 33,568.30	\$ 29,200.81	\$ 50,334.73	52.76%	\$ 12,583.68	\$ 4,194.56	6% of RDC Contracts (current VR Contract ends September 30, 2023)
5185.1	Information and Assistance - Activities											
5036	Public Awareness - Materials	\$ 2,000.00	\$ 3,640.26	\$ 8,000.00	\$ 4,000.00	\$ 8,500.00	\$ 4,460.00	\$ 2,500.00	-68.75%	\$ 625.00	\$ 208.33	Estimate provided by Executive Director
5036.1	Public Awareness - Registration and Exhibits Fees	\$ 2,200.00	\$ 1,955.00	\$ 7,600.00	\$ 5,500.00	\$ 3,546.00	\$ 4,743.00	\$ 3,546.00	-53.34%	\$ 886.50	\$ 295.50	Estimate provided by Executive Director
5051	Public Awareness - Website Modifications	\$ 1,440.00	\$ 2,268.16	\$ 2,290.00	\$ 8,238.56	\$ 1,079.52	\$ 12,508.07	\$ 1,079.52	-52.86%	\$ 269.88	\$ 89.96	Based on three-year GoDaddy contract
5056	Public Awareness - Travel	\$ 3,200.00	\$ 1,220.43	\$ 5,412.00	\$ 3,371.26	\$ 5,828.00	\$ 3,420.51	\$ 6,828.00	536.59%	\$ 1,707.00	\$ 569.00	4 Trips at \$707/Trip and Neilsen grant travel
		\$ 6,200.00	\$ 2,175.15	\$ 13,512.00	\$ 8,992.07	\$ 18,996.00	\$ 20,106.33	\$ 34,452.00	-100.00%	\$ 8,613.00	\$ 2,871.00	12 ATIA at \$500/registration with travel, plus 12 FAASTU at \$1,088/trip
5060	Public Awareness - RDC Travel											
5080	Public Awareness - RDC Exhibits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	Estimate provided by Executive Director
7003	Public Awareness - FAAST Van	\$ 100.00	\$ 933.90	\$ 100.00	\$ 100.00	\$ 100.00	\$ 50.00	\$ 1,000.00	-100.00%	\$ 250.00	\$ 83.33	Van annual registration and maintenance
5192	PA Family Café - Materials	\$ 100.00	\$ -	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	-100.00%	\$ -	\$ -	Estimate provided by Executive Director
5193	PA Family Café - RDC Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	Estimate provided by Executive Director
5194	PA Family Café - Travel	\$ 4,000.00	\$ -	\$ 2,248.00	\$ 2,248.00	\$ 1,998.00	\$ 2,248.00	\$ 1,998.00	73.49%	\$ 499.50	\$ 166.50	2 Employees at \$999/Trip
5196	PA Family Café - Contract Services	\$ 2,000.00	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00	\$ 2,000.00	\$ 3,900.00	\$ 3,900.00	-100.00%	\$ 975.00	\$ 325.00	The Family Café Exhibitor Fee
5197	PA Family Café - BOD Travel	\$ 400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	No estimated expense
5003	Technical Assistance - Contract Services	\$ 600.00	\$ 458.00	\$ -	\$ -	\$ 500.00	\$ 451.60	\$ 500.00	#DIV/0!	\$ 125.00	\$ 41.67	Meeting room cost for two in-person ATAC meetings
4/21/2022, 7:52 PM	Technical Assistance - BOD Shipping	\$ 556.00	\$ 21.51	\$ 69.50	\$ 34.75	\$ 34.75	\$ 73.28	\$ 34.75	-50.00%	\$ 8.69	\$ 2.90	5 Shipments at \$6.95/Shipment

Florida Alliance for Assistive Services and Technology, Inc.  
Budget - Fiscal Year 2023 Proposed 20220420

ACCOUNT NO.	DESCRIPTION	FY 2019-2020 BUDGET	FY 2019-2020 ACTUALS (as of 9/30/20)	FY 2020-2021 BUDGET	FY 2020-2021 ACTUALS (as of 9/30/21)	FY 2021-2022 BUDGET	FY 2021-2022 ACTUALS (as of 3/31/21 w/ projections)	FY 2022-2023 BUDGET	CHANGE %	2023 BUDGET PER QTR	2023 BUDGET PER MONTH	Notes:
5028	Technical Assistance - Insurance D&O	\$ 710.00	\$ 701.00	\$ 710.00	\$ 710.00	\$ 710.00	\$ 710.00	\$ 710.00	0.00%	\$ 177.50	\$ 59.17	100% of 2020-2021 Total
5037	Technical Assistance - BOD Travel	\$ 16,000.00	\$ 6,585.26	\$ 19,040.00	\$ 19,040.00	\$ 21,776.00	\$ 17,279.27	\$ 15,760.00	-17.23%	\$ 3,940.00	\$ 1,313.33	2 In-person ATAC Meetings
5040	Technical Assistance - BOD Professional Development	\$ -	\$ -	\$ 600.00	\$ -	\$ -	\$ 1,475.00	\$ -	-100.00%	\$ -	\$ -	No estimated expense
5065	Technical Assistance - Contract Monitoring	\$ 16,200.00	\$ 500.00	\$ 4,512.00	\$ 2,256.00	\$ 5,395.00	\$ 4,941.14	\$ 5,395.00	19.57%	\$ 1,348.75	\$ 449.58	10 trips at \$540/Trip
		\$ 3,200.00	\$ 495.00	\$ 5,714.00	\$ 2,857.00	\$ 2,763.50	\$ 4,591.94	\$ 2,763.50	-51.64%	\$ 690.88	\$ 230.29	3 trips at \$540/Trip, including AT3 Leadership Symposium & ATIA
5070	Technical Assistance - Executive Director Travel	\$ 92,129.12	\$ 91,406.24	\$ 128,846.57	\$ 125,205.81	\$ 101,418.86	\$ 118,534.39	\$ 103,130.61	-19.96%	\$ 25,782.65	\$ 8,594.22	Based on Estimated Time and Effort Allocations (41% AT Act)
6015	State Leadership - Salary	\$ 6,684.45	\$ 6,036.01	\$ 10,002.77	\$ 9,011.44	\$ 7,099.32	\$ 6,966.26	\$ 7,219.14	-27.83%	\$ 1,804.79	\$ 601.60	Based on Estimated Time and Effort Allocations (41% AT Act)
6016	State Leadership - SEP Retirement											
6017	State Leadership - Payroll Tax	\$ 7,370.33	\$ 6,940.63	\$ 10,307.73	\$ 9,790.82	\$ 8,113.51	\$ 9,232.43	\$ 8,250.45	-19.96%	\$ 2,062.61	\$ 687.54	8% of Employee's Salary
		\$ 12,916.83	\$ 11,290.67	\$ 17,269.63	\$ 14,649.75	\$ 11,565.88	\$ 13,759.72	\$ 11,323.74	-34.43%	\$ 2,830.93	\$ 943.64	Based on Estimated Time and Effort Allocations (41% AT Act)
6018	State Leadership - Employee Insurance	\$ 1,683.77	\$ 1,432.78	\$ 2,112.35	\$ 2,203.57	\$ 1,613.85	\$ 1,877.89	\$ 1,579.75	-25.21%	\$ 394.94	\$ 131.65	Based on Estimated Time and Effort Allocations (41% AT Act)
6019	State Leadership - Workers Comp											
	Subtotal - State Leadership Activities	\$ 222,450.43	\$ 194,171.50	\$ 477,749.42	\$ 459,460.44	\$ 437,326.84	\$ 431,251.00	\$ 555,035.34	16.18%	\$ 138,758.83	\$ 46,252.94	
	Operational	\$ 123,365.40	\$ 79,429.99	\$ 114,147.66	\$ 141,390.10	\$ 123,935.87	\$ 183,246.31	\$ 168,374.19	47.51%	\$ 42,093.55	\$ 14,031.18	Contract services include monthly recurring services and annual costs (highest individual costs are independent CPA at \$16,200 for year, Website contract at \$25,000, and annual financial audit at \$18,000)
5008	Contract Services	\$ 2,000.00	\$ 1,217.58	\$ 2,000.00	\$ 1,473.90	\$ 500.00	\$ 511.89	\$ 500.00	-75.00%	\$ 125.00	\$ 41.67	Estimate provided by Administrative and Financial Coordinator
5014	Equipment - Under \$500	\$ 3,000.00	\$ 3,856.34	\$ 3,000.00	\$ 1,500.00	\$ 2,500.00	\$ 1,851.99	\$ 2,500.00	-16.67%	\$ 625.00	\$ 208.33	Estimate provided by Administrative and Financial Coordinator
5015	Equipment - Over \$500											
5021	Office Supplies	\$ 6,000.00	\$ 3,088.45	\$ 6,000.00	\$ 3,571.03	\$ 3,600.00	\$ 3,241.65	\$ 1,800.00	-70.00%	\$ 450.00	\$ 150.00	\$300/month
5022	Rent	\$ 36,960.00	\$ 36,960.00	\$ 36,960.00	\$ 36,960.00	\$ 36,960.00	\$ 36,960.00	\$ 54,000.00	46.10%	\$ 13,500.00	\$ 4,500.00	\$4,500/month
5026	Postage/Shipping	\$ 960.00	\$ 1,016.97	\$ 960.00	\$ 556.36	\$ 720.00	\$ 594.13	\$ 720.00	-25.00%	\$ 180.00	\$ 60.00	Estimate provided by Executive Director
5029	Insurance - General/Office Liab/Van	\$ 7,520.00	\$ 8,844.11	\$ 7,240.00	\$ 7,240.00	\$ 8,844.11	\$ 8,844.11	\$ 8,844.11	22.16%	\$ 2,211.03	\$ 737.01	100% of 2020-2021 Total
5030	Legal	\$ 21,300.00	\$ 11,703.50	\$ 3,550.00	\$ 6,031.00	\$ 3,550.00	\$ 4,783.00	\$ 3,550.00	0.00%	\$ 887.50	\$ 295.83	10 hours \$355/HR
		\$ 299.00	\$ 10,163.00	\$ 10,462.00	\$ 10,313.00	\$ 20,462.00	\$ 10,313.00	\$ 20,462.00	95.58%	\$ 5,115.50	\$ 1,705.17	Staples Business Advantage \$299, ATAP \$10,163, Florida Chamber \$10,000
5031	Membership Fees											
5032	Banking Fees - Operations	\$ 20.00	\$ 67.49	\$ 20.00	\$ 20.00	\$ 20.00	\$ 458.47	\$ 20.00	0.00%	\$ 5.00	\$ 1.67	Budgeted for occasional "Excessive Withdrawal Fee"
		\$ 145.00	\$ 80.00	\$ 145.00	\$ -	\$ 145.00	\$ 71.50	\$ 145.00	0.00%	\$ 36.25	\$ 12.08	Division of Corporation and Soliciation of Contributions Renewal Fees
5033	Corporate Fees											
5041	Local Travel	\$ 600.00	\$ 174.11	\$ 600.00	\$ 305.07	\$ 200.00	\$ 467.69	\$ 200.00	-66.67%	\$ 50.00	\$ 16.67	20 Trips at \$10/Trip
		\$ 12,708.00	\$ 10,694.83	\$ 12,708.00	\$ 9,774.89	\$ 16,549.96	\$ 11,684.68	\$ 11,501.06	-9.50%	\$ 2,875.27	\$ 958.42	100% of 2020-2021 Total (Comcast, City of Tallahassee, DMS, and Verizon)
5053	Utilities											
5251	Fundraising Activities	\$ 300.00	\$ 75.20	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	No estimated expense
5038	Professional Development Travel	\$ 800.00	\$ 1,459.44	\$ 1,324.00	\$ 1,324.00	\$ 3,540.00	\$ 2,790.23	\$ 3,540.00	167.37%	\$ 885.00	\$ 295.00	AIRS Conference, ATIA and AT3
		\$ 1,000.00	\$ 1,944.08	\$ 2,665.00	\$ 1,708.50	\$ 1,295.00	\$ 1,875.49	\$ 1,195.00	-55.16%	\$ 298.75	\$ 99.58	1 AT3 Leadership Symposium at \$150/Each, 1 ATIA at \$500/Each, 1 AIRS at \$300/Each, Meeting Space for Staff annual meeting at \$250
5600	Professional Development Registration	\$ 165,062.88	\$ 172,154.43	\$ 104,988.97	\$ 103,165.41	\$ 110,182.10	\$ 1,430.74	\$ 27,386.40	-98.67%	\$ 349.62	\$ 116.54	Based on Estimated Time and Effort Allocations (0% of AT Act, and 100% of GA, and Step Up)
6001	Operations - Salary	\$ 11,233.38	\$ 11,531.29	\$ 7,123.41	\$ 6,906.96	\$ 7,712.75	\$ 99,899.30	\$ 1,917.05	-73.09%	\$ 479.26	\$ 159.75	Based on Estimated Time and Effort Allocations (0% of AT Act, and 100% of GA, and Step Up)
6002	Operations - SEP Retirement											
6003	Operations - Payroll Tax	\$ 13,186.95	\$ 13,703.00	\$ 8,381.04	\$ 8,161.28	\$ 8,814.57	\$ 6,521.57	\$ 2,018.03	-75.92%	\$ 504.51	\$ 168.17	8% of Employee's Salary
		\$ 12,645.09	\$ 11,779.01	\$ 4,907.72	\$ 4,882.35	\$ 2,653.17	\$ 7,808.60	\$ 2,620.39	-46.61%	\$ 655.10	\$ 218.37	Based on Estimated Time and Effort Allocations (0% of AT Act, and 100% of GA, and Step Up)
6004	Operations - Employee Insurance	\$ 2,841.83	\$ 2,315.94	\$ 1,757.22	\$ 1,188.88	\$ 1,612.67	\$ 2,411.51	\$ 302.63	-82.78%	\$ 75.66	\$ 25.22	Based on Estimated Time and Effort Allocations (0% of AT Act, and 100% of GA, and Step Up)
6006	Operations - Workers Comp											
		\$ 1,112.52	\$ 1,123	\$ 1,743.48	\$ 1,640.42	\$ 1,403.48	\$ 1,547.12	\$ 1,398.48	-19.79%	\$ 349.62	\$ 116.54	\$44.50 fee per payroll (24 per year) and \$45 for W-2 processing
6008	Payroll Service Fees											



Florida Alliance for Assistive Services and Technology, Inc.  
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ACCOUNT NO.	DESCRIPTION	FY 2019-2020 BUDGET	FY 2019-2020 ACTUALS (as of 9/30/20)	FY 2020-2021 BUDGET	FY 2020-2021 ACTUALS (as of 9/30/21)	FY 2021-2022 BUDGET	FY 2021-2022 ACTUALS (as of 3/31/21 w/ projections)	FY 2022-2023 BUDGET	CHANGE %	2023 BUDGET PER QTR	2023 BUDGET PER MONTH	Notes:
	Subtotal - Personnel	\$ 423,060.05	\$ 383,381.76	\$ 330,683.50	\$ 348,113.46	\$ 355,200.68	\$ 387,412.96	\$ 312,994.34	-5.35%	\$ 78,248.59	\$ 26,082.86	
7054	Loan Defaults	\$ -	\$ 4,487.89	\$ -	\$ -	\$ -	\$ 1,306.26	\$ -	0.00%	\$ -	\$ -	
	Reimbursable Expenses	\$ -	\$ 22.98	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	
9998	Disputed Transaction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	
	TOTAL EXPENSES	<u>\$ 1,530,883.17</u>	<u>\$ 1,500,948.68</u>	<u>\$ 1,437,001.13</u>	<u>\$ 1,354,982.72</u>	<u>\$ 1,628,456.26</u>	<u>\$ 1,560,048.02</u>	<u>\$ 1,855,055.13</u>	29.09%	<u>\$ 463,763.78</u>	<u>\$ 154,587.93</u>	
	SURPLUS/(DEFICIT)	<u>\$ (0.01)</u>	<u>\$ 627,932.14</u>	<u>\$ (5.05)</u>	<u>\$ 130,764.44</u>	<u>\$ (732.63)</u>	<u>\$ 216,544.25</u>	<u>\$ 606.15</u>	-12102.94%	<u>\$ 151.54</u>	<u>\$ 50.51</u>	Surplus from Step Up Contract
	HHS Breakdown			HHS Breakdown		Breakdown		Breakdown				Breakdown Goal
	66.79% State Level Activites			54.41% State Level Activities		61.44% State Level Activities		61.59% State Level Activities				60% State Level Activities
	17.68% State Leadership Activities			45.59% State Leadership Activities		38.56% State Leadership Activities		38.41% State Leadership Activities				40% State Leadership Activities
	15.53% Operations			0% Operations		0% Operations		0% Operations				0% Operations

		Accounting Code	AT Act	AFP	TW	GA	Step Up	Neilsen	ARPA	Totals	Comments
			92.3%			7.7%				100.00%	Rationale/Explanation
1	Income										
2	Grants and Contracts										
3	HHS Grant-Voc Rehab	4001	\$ 800,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800,000.00	Federal Funds, contracted through VR for year ending September 30, 2023
4	Florida General Revenue	4002	\$ 750,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00	State Funds, contracted through VR for year end September 30, 2023
5	Step Up Grant	4006	\$ -	\$ -	\$ -	\$ 3,302.10	\$ 33,021.04	\$ -	\$ -	\$ 36,323.14	University of Miami Grant, Year 3 (of 5 year grant) for year ending September 30, 2023. (Grant
6	Total Grants and Contracts		\$ 1,550,000.00	\$ -	\$ -	\$ 3,302.10	\$ 33,021.04	\$ -	\$ -	\$ 1,586,323.14	
7	Donations	4007									
8	Restricted Donations										
9	Board - Statewide Device Loan	4007.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Based on 2021-2022 actuals
10	Staff - Statewide Device Loan	4007.4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Based on 2021-2022 actuals
11	Other FAAST Service	4007.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Based on 2021-2022 actuals
12	In-Kind Equipment	4007.17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Based on 2021-2022 actuals
13	Unrestricted Donations										
14	Board Donations	4007.12	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00	Estimates for new fundraising goals
15	Staff Donations	4007.5	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00	Estimates for new fundraising goals
16	Miscellaneous Donation		\$ -	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00	Estimates for new fundraising goals
17	In-Kind Equipment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Based on 2021-2022 actuals
18	Amazon Smile Donations	4007.3	\$ -	\$ -	\$ -	\$ 25.00	\$ -	\$ -	\$ -	\$ 25.00	Based on 2021-2022 actuals
19	Total Donations		\$ -	\$ -	\$ -	\$ 6,025.00	\$ -	\$ -	\$ -	\$ 6,025.00	
20	FAAST Access Advertising	4010	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Moved away from Access magazine as a deliverable
21	Investments										
22	Transfer from Investments	1120	\$ -	\$ -	\$ -	\$ 128,177.82	\$ -	\$ -	\$ -	\$ 128,177.82	Amount to Offset Expenses (influx in Board Reserve draw down to offset NHLP operating costs
23	Interest Income	4022	\$ -	\$ -	\$ -	\$ 85.00	\$ -	\$ -	\$ -	\$ 85.00	100% of 2021-2022 Total
24	Interest Income on Direct Loans	4023	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Budget line zero'ed out for NHLP separation
25	Closing Fee	4024	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Budget line zero'ed out for NHLP separation
26	Total Investments		\$ -	\$ -	\$ -	\$ 128,262.82	\$ -	\$ -	\$ -	\$ 128,262.82	
27	Miscellaneous Income	4027	\$ -	\$ 19,050.32	\$ -	\$ -	\$ -	\$ -	\$ 80,000.00	\$ 99,050.32	\$80,000 from ARPA funding and \$19,050.32 for estimated NHLP operating expenses (from offi
28	Grant Income	4037	\$ -	\$ -	\$ -	\$ 3,000.00	\$ -	\$ 33,000.00	\$ -	\$ 36,000.00	Year 2 of Neilsen Grant
29	Fee-for-Service Income										
30	Equipment Sales	4013	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Based on 2021-2022 actuals
31	Training	4014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Based on 2021-2022 actuals
32	Assessments	4015	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Based on 2021-2022 actuals
33	Total Fee-for-Service		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
34	Total Income		\$ 1,550,000.00	\$ 19,050.32	\$ -	\$ 140,589.92	\$ 33,021.04	\$ 33,000.00	\$ 80,000.00	\$ 1,855,661.28	
35	Expenses										
36	State Level Activities										
37	Device Loan										
38	Assistive Technology	5019	\$ 78,826.65	\$ -	\$ -	\$ 96,758.35	\$ 4,800.00	\$ 2,000.00	\$ -	\$ 182,385.00	\$10,000 for 12 RDCs, \$55,585 for HQ
39	Shipping for AT Loan Equipment	5020	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 6,000.00	Based on 2021-2022 actuals
40	Classroom Kits	5120	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00	Based on Step Up 3 year grant budget
41	Device Loan Activities	7027	\$ 303,564.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,000.00	\$ 335,564.88	40% of RDC Contracts (current VR Contract ends September 30, 2023)
42	Device Demonstration										
43	Device Demo Activities	5151	\$ 151,782.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000.00	\$ 167,782.44	20% of RDC Contracts (current VR Contract ends September 30, 2023)
44	ReUse										
45	Device Exchange Activities	5076	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	20% of RRC Contracts (current VR Contract ends September 30, 2023)
46	Device Refurbish Activities	5077	\$ 80,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000.00	80% of RRC Contracts (current VR Contract ends September 30, 2023)
47	State Financing										
48	NHLP Contract Services	5008.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Budget line zero'ed out for NHLP separation
49	Credit Reports	5011	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Budget line zero'ed out for NHLP separation
50	NHLP Shipping	5026.1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Budget line zero'ed out for NHLP separation
51	NHLP Travel	5071	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Budget line zero'ed out for NHLP separation
52	Telework Bank Charges	7050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Budget line zero'ed out for NHLP separation
53	Bank Default and Rescue Payments	7051	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Budget line zero'ed out for NHLP separation
54	AFP Bank Charges	7052	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Budget line zero'ed out for NHLP separation
55	NHLP Legal Fees	7058	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Budget line zero'ed out for NHLP separation
56	NHLP Doc Stamps	7080	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Budget line zero'ed out for NHLP separation
57	SELF Buy Down Program	7085	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Budget line zero'ed out for NHLP separation
58	State Level Activites Personnel										
59	Salary		\$ 146,882.99	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 146,882.99	Based on Estimated Time and Effort Allocations (59% AT Act)
60	SEP Retirement		\$ 10,281.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,281.81	Based on Estimated Time and Effort Allocations (59% AT Act)
61	Payroll Tax		\$ 11,750.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,750.64	8% of Employee's Salary
62	Employee Insurance		\$ 16,127.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,127.75	Based on Estimated Time and Effort Allocations (59% AT Act)
63	Workers Comp		\$ 2,249.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,249.94	Based on Estimated Time and Effort Allocations (59% AT Act)
64	Total State Level Activities		\$ 826,467.11	\$ -	\$ -	\$ 96,758.35	\$ 13,800.00	\$ 2,000.00	\$ 48,000.00	\$ 987,025.46	
65	State Leadership Activities										
66	Trainings										
67	Step-Up Multimedia Consulting Fee	5008.01	\$ -	\$ -	\$ -	\$ -	\$ 7,500.00	\$ -	\$ -	\$ 7,500.00	Based on Step Up 3 year grant budget

68	Training Activities	5181	\$	242,030.15	\$	-	\$	-	\$	-	\$	-	\$	25,840.00	\$	267,870.15	34% of RDC Contracts (current VR Contract ends September 30, 2023)		
69	Transition Training Activities	5182	\$	16,000.00	\$	-	\$	-	\$	-	\$	-	\$	1,360.00	\$	17,360.00	5% of HHS State Leadership Activities based on ATAP Federal Guidelines		
70	Information and Assistance																		
71	Information and Assistance Activities	5185.1	\$	45,534.73	\$	-	\$	-	\$	-	\$	-	\$	4,800.00	\$	50,334.73	6% of RDC Contracts (current VR Contract ends September 30, 2023)		
72	Public Awareness																		
73	Public Awareness Materials	5036	\$	2,000.00	\$	-	\$	-	\$	-	\$	500.00	\$	-	\$	2,500.00	Estimate provided by Executive Director		
74	Registration and Exhibits Fees	5036.1	\$	3,546.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	3,546.00	Estimate provided by Executive Director		
75	Website Modifications	5051	\$	996.40	\$	-	\$	-	\$	83.12	\$	-	\$	-	\$	1,079.52	Based on three-year GoDaddy contract		
76	Public Awareness Travel	5056	\$	2,828.00	\$	-	\$	-	\$	-	\$	4,000.00	\$	-	\$	6,828.00	4 Trips at \$707/Trip and Neilsen grant travel		
77	RDC Travel	5060	\$	34,452.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	34,452.00	12 ATIA at \$500/registration with travel, plus 12 FAASTU at \$1,088/trip		
78	RDC Exhibits	5080	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	Estimate provided by Executive Director		
79	FAAST Van	7003	\$	-	\$	-	\$	-	\$	1,000.00	\$	-	\$	-	\$	1,000.00	Van annual registration and maintenance		
80	FC Public Awareness Materials	5192	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	Estimate provided by Executive Director		
81	FC RDC Travel	5193	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	Estimate provided by Executive Director		
82	FC Public Awareness Travel	5194	\$	1,998.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	1,998.00	2 Employees at \$999/Trip		
83	FC Contract Services	5196	\$	3,900.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	3,900.00	The Family Café Exhibitor Fee		
84	FC BOD Travel	5197	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	No estimated expense		
85	Technical Assistance																		
86	Contract Services	5003	\$	500.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	500.00	Meeting room cost for two in-person ATAC meetings		
87	BOD - Shipping	5026.2	\$	34.75	\$	-	\$	-	\$	-	\$	-	\$	-	\$	34.75	5 Shipments at \$6.95/Shipment		
88	Insurance - Dir and Officers	5028	\$	710.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	710.00	100% of 2020-2021 Total		
89	BOD Travel	5037	\$	15,760.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	15,760.00	2 In-person ATAC Meetings		
90	BOD - Professional Development	5040	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	No estimated expense		
91	Contract Monitoring	5065	\$	5,395.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	5,395.00	10 trips at \$540/Trip		
92	Executive Director Travel	5070	\$	2,763.50	\$	-	\$	-	\$	-	\$	-	\$	-	\$	2,763.50	3 trips at \$540/Trip, including AT3 Leadership Symposium & ATIA		
93	State Leadership Activities Personnel																		
94	Salary	6001	\$	103,130.61	\$	-	\$	-	\$	-	\$	-	\$	-	\$	103,130.61	Based on Estimated Time and Effort Allocations (41% AT Act)		
95	SEP Retirement	6002	\$	7,219.14	\$	-	\$	-	\$	-	\$	-	\$	-	\$	7,219.14	Based on Estimated Time and Effort Allocations (41% AT Act)		
96	Payroll Tax	6003	\$	8,250.45	\$	-	\$	-	\$	-	\$	-	\$	-	\$	8,250.45	8% of Employee's Salary		
97	Employee Insurance	6004	\$	11,323.74	\$	-	\$	-	\$	-	\$	-	\$	-	\$	11,323.74	Based on Estimated Time and Effort Allocations (41% AT Act)		
98	Workers Comp	6006	\$	1,579.75	\$	-	\$	-	\$	-	\$	-	\$	-	\$	1,579.75	Based on Estimated Time and Effort Allocations (41% AT Act)		
99	Total State Leadership Activities		\$	509,952.22	\$	-	\$	-	\$	1,083.12	\$	7,500.00	\$	4,500.00	\$	32,000.00	\$	555,035.34	
100	Operations Expense																		
101	Contractual Expenses																		
102	Contract Services	5008	\$	140,363.40	\$	-	\$	-	\$	10,851.19	\$	-	\$	17,159.60	\$	-	\$	168,374.19	Contract services include monthly recurring services and annual costs (highest individual costs are independent CPA at \$16,200 for year, Website contract at \$25,000, and annual financial audit at \$18,000)
103	Equipment Expense																		
104	Equipment - Under \$500	5014	\$	461.50	\$	-	\$	-	\$	38.50	\$	-	\$	-	\$	500.00	Estimate provided by Administrative and Financial Coordinator		
105	Equipment - Over \$500	5015	\$	2,307.50	\$	-	\$	-	\$	192.50	\$	-	\$	-	\$	2,500.00	Estimate provided by Administrative and Financial Coordinator		
106	Office Supplies	5021	\$	1,661.40	\$	-	\$	-	\$	138.60	\$	-	\$	-	\$	1,800.00	\$300/month		
107	Rent	5022	\$	34,889.40	\$	16,200.00	\$	-	\$	2,910.60	\$	-	\$	-	\$	54,000.00	\$4,500/month		
108	Postage/Shipping	5026	\$	664.56	\$	-	\$	-	\$	55.44	\$	-	\$	-	\$	720.00	Estimate provided by Executive Director		
109	Insurance - General/Office Liab/Van	5029	\$	8,163.11	\$	-	\$	-	\$	681.00	\$	-	\$	-	\$	8,844.11	100% of 2020-2021 Total		
110	Legal	5030	\$	3,276.65	\$	-	\$	-	\$	273.35	\$	-	\$	-	\$	3,550.00	10 hours \$355/HR		
111	Membership Fees	5031	\$	9,656.43	\$	-	\$	-	\$	10,805.57	\$	-	\$	-	\$	20,462.00	Staples Business Advantage \$299, ATAP \$10,163, Florida Chamber \$10,000		
112	Banking Fees - Operations	5032	\$	18.46	\$	-	\$	-	\$	1.54	\$	-	\$	-	\$	20.00	Budgeted for occasional "Excessive Withdrawal Fee"		
113	Corporate Fees	5033	\$	133.84	\$	-	\$	-	\$	11.17	\$	-	\$	-	\$	145.00	Division of Corporation and Solicitation of Contributions Renewal Fees		
114	Local Travel	5041	\$	184.60	\$	-	\$	-	\$	15.40	\$	-	\$	-	\$	200.00	20 Trips at \$10/Trip		
115	Utilities	5053	\$	6,138.63	\$	2,850.32	\$	-	\$	512.11	\$	2,000.00	\$	-	\$	11,501.06	100% of 2020-2021 Total (Comcast, City of Tallahassee, DMS, and Verizon)		
116	PD Travel	5038	\$	3,267.42	\$	-	\$	-	\$	272.58	\$	-	\$	-	\$	3,540.00	AIRS Conference, ATIA and AT3		
117	PD Registration	5600	\$	1,102.99	\$	-	\$	-	\$	92.02	\$	-	\$	-	\$	1,195.00	1 AT3 Leadership Symposium at \$150/Each, 1 ATIA at \$500/Each, 1 AIRS at \$300/Each, Meet		
118	Payroll Service Fees	6008	\$	1,290.80	\$	-	\$	-	\$	107.68	\$	-	\$	-	\$	1,398.48	\$44.50 fee per payroll (24 per year) and \$45 for W-2 processing		
119	Operations Personnel																		
120	Salary	6001	\$	-	\$	-	\$	-	\$	12,750.00	\$	7,203.60	\$	7,432.80	\$	-	\$	27,386.40	Based on Estimated Time and Effort Allocations (0% of AT Act, and 100% of GA, and Step Up)
121	SEP Retirement	6002	\$	-	\$	-	\$	-	\$	892.50	\$	504.25	\$	520.30	\$	-	\$	1,917.05	Based on Estimated Time and Effort Allocations (0% of AT Act, and 100% of GA, and Step Up)
122	Payroll Tax	6003	\$	-	\$	-	\$	-	\$	1,020.00	\$	576.29	\$	421.74	\$	-	\$	2,018.03	8% of Employee's Salary
123	Employee Insurance	6004	\$	-	\$	-	\$	-	\$	992.97	\$	748.73	\$	878.69	\$	-	\$	2,620.39	Based on Estimated Time and Effort Allocations (0% of AT Act, and 100% of GA, and Step Up)
124	Workers Comp	6006	\$	-	\$	-	\$	-	\$	133.74	\$	82.02	\$	86.87	\$	-	\$	302.63	Based on Estimated Time and Effort Allocations (0% of AT Act, and 100% of GA, and Step Up)
125	Total Operations Expense		\$	213,580.68	\$	19,050.32	\$	-	\$	42,748.45	\$	11,114.89	\$	26,500.00	\$	-	\$	312,994.34	
126	Total Expenses		\$	1,550,000.00	\$	19,050.32	\$	-	\$	140,589.93	\$	32,414.89	\$	33,000.00	\$	80,000.00	\$	1,855,055.14	
127	Net Operating Income		\$	(0.00)	\$	0.00	\$	-	\$	(0.00)	\$	606.15	\$	(0.00)	\$	-	\$	606.14	

	C	D	F	H	J	L	N	P	R	T	V	X	Z	AB	AD	AF	AH
1	Florida Alliance for Assistive Services and Technology, Inc.																
2	Unaudited Financials - FY 2023																
3	Operating Cashflow Projection																
4																	
5																	
6																	
7																	
8	ACCOUNT	DESCRIPTION	October 2022	November 2022	December 2022	January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	July 2023	August 2023	September 2023	PROJECTION	BUDGET	Check
9		<u>Revenue</u>															
10		<b>Grants and Contracts</b>															
11	4001	HHS Grant-Voc Rehab	\$ -	\$ -	\$ 200,000.00	\$ -	\$ -	\$ 200,000.00	\$ -	\$ -	\$ 200,000.00	\$ -	\$ -	\$ 200,000.00	\$ 800,000.00	\$ 800,000.00	\$ -
12	4002	Florida General Revenue	\$ -	\$ -	\$ 187,500.00	\$ -	\$ -	\$ 187,500.00	\$ -	\$ -	\$ 187,500.00	\$ -	\$ -	\$ 187,500.00	\$ 750,000.00	\$ 750,000.00	\$ -
13	4006	Step Up Grant	\$ 3,026.93	\$ 3,026.93	\$ 3,026.93	\$ 3,026.93	\$ 3,026.93	\$ 3,026.93	\$ 3,026.93	\$ 3,026.93	\$ 3,026.93	\$ 3,026.93	\$ 3,026.93	\$ 3,026.93	\$ 36,323.14	\$ 36,323.14	\$ -
14		<b>Subtotal - Revenue from Grants and Contracts</b>	\$ 3,026.93	\$ 3,026.93	\$ 390,526.93	\$ 3,026.93	\$ 3,026.93	\$ 390,526.93	\$ 3,026.93	\$ 3,026.93	\$ 390,526.93	\$ 3,026.93	\$ 3,026.93	\$ 390,526.93	\$ 1,586,323.14	\$ 1,586,323.14	\$ -
15																	
16		<b>Donations</b>															
17	4007	Donations															
18	4007.14	Restricted: Board - Statewide Device Loan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19	4007.4	Restricted: Staff - Statewide Device Loan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	4007.15	Restricted: Other FAAST Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	4007.17	Restricted: In-Kind Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	4007.12	Unrestricted: Board - Monthly Donations	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 500.00	\$ 500.00	\$ -
23	4007.5	Unrestricted: Staff - Monthly Donations	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 500.00	\$ 500.00	\$ -
24	4007.7	Miscellaneous Donation	\$ 416.67	\$ 416.67	\$ 416.67	\$ 416.67	\$ 416.67	\$ 416.67	\$ 416.67	\$ 416.67	\$ 416.67	\$ 416.67	\$ 416.67	\$ 416.67	\$ 5,000.00	\$ 5,000.00	\$ -
25	4007.8	Unrestricted: In-Kind Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26	4007.3	Amazon Smile	\$ -	\$ 6.25	\$ -	\$ -	\$ 6.25	\$ -	\$ -	\$ 6.25	\$ -	\$ -	\$ 6.25	\$ -	\$ 25.00	\$ 25.00	\$ -
27		<b>Subtotal - Revenue from Donations</b>	\$ 500.00	\$ 506.25	\$ 500.00	\$ 500.00	\$ 506.25	\$ 500.00	\$ 500.00	\$ 506.25	\$ 500.00	\$ 500.00	\$ 506.25	\$ 500.00	\$ 6,025.00	\$ 6,025.00	\$ -
28																	
29	4010	<b>FAAST Access Advertising</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30																	
31		<b>Investments</b>															
32	--	Transfer from Investment	\$ 32,044.46	\$ -	\$ -	\$ 32,044.46	\$ -	\$ 32,044.46	\$ -	\$ -	\$ 32,044.46	\$ -	\$ -	\$ -	\$ 128,177.82	\$ 128,177.82	\$ -
33	4022	Interest Income	\$ 7.08	\$ 7.08	\$ 7.08	\$ 7.08	\$ 7.08	\$ 7.08	\$ 7.08	\$ 7.08	\$ 7.08	\$ 7.08	\$ 7.08	\$ 7.08	\$ 85.00	\$ 85.00	\$ -
34	4023	NHLP - Interest Income on Direct Loans	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
35	4024	NHLP - Closing Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
36		<b>Subtotal - Revenue from Investments</b>	\$ 32,051.54	\$ 7.08	\$ 7.08	\$ 32,051.54	\$ 7.08	\$ 7.08	\$ 32,051.54	\$ 7.08	\$ 7.08	\$ 32,051.54	\$ 7.08	\$ 7.08	\$ 128,262.82	\$ 128,262.82	\$ -
37																	
38	4027	<b>Miscellaneous Income</b>	\$ 8,254.19	\$ 8,254.19	\$ 8,254.19	\$ 8,254.19	\$ 8,254.19	\$ 8,254.19	\$ 8,254.19	\$ 8,254.19	\$ 8,254.19	\$ 8,254.19	\$ 8,254.19	\$ 8,254.19	\$ 99,050.32	\$ 99,050.32	\$ -
39	4037	<b>Grant Income</b>	\$ -	\$ 36,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,000.00	\$ 36,000.00	\$ -
40																	
41		<b>Fee-for-Service</b>															
42	4013	Equipment Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
43	4014	Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
44	4015	Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
45		<b>Subtotal - Revenue from Fee-for-Service</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
46																	
47		<b>TOTAL REVENUE</b>	\$ 43,832.66	\$ 47,794.46	\$ 399,288.21	\$ 43,832.66	\$ 11,794.46	\$ 399,288.21	\$ 43,832.66	\$ 11,794.46	\$ 399,288.21	\$ 43,832.66	\$ 11,794.46	\$ 399,288.21	\$ 1,855,661.28	\$ 1,855,661.28	\$ -

Pulled from 2023  
Budget Detail  
Worksheet

	C	D	F	H	J	L	N	P	R	T	V	X	Z	AB	AD	AF	AH
5																	
6																	
7																	
8	ACCOUNT	DESCRIPTION	October 2022	November 2022	December 2022	January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	July 2023	August 2023	September 2023	PROJECTION	BUDGET	Check
48																	
49		<u>OPERATING EXPENSES</u>															
50		<u>State Level Activities</u>															
51	5019	Device Loan - Assistive Technology	\$ 15,198.75	\$ 15,198.75	\$ 15,198.75	\$ 15,198.75	\$ 15,198.75	\$ 15,198.75	\$ 15,198.75	\$ 15,198.75	\$ 15,198.75	\$ 15,198.75	\$ 15,198.75	\$ 15,198.75	\$ 182,385.00	\$ 182,385.00	\$ -
52	5020	Device Loan - Shipping for AT Loan Equipment	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 6,000.00	\$ 6,000.00	\$ -
53	5120	Device Loan - Classroom Kits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ -
54	7027	Device Loan - Device Loan Activities	\$ 27,963.74	\$ 27,963.74	\$ 27,963.74	\$ 27,963.74	\$ 27,963.74	\$ 27,963.74	\$ 27,963.74	\$ 27,963.74	\$ 27,963.74	\$ 27,963.74	\$ 27,963.74	\$ 27,963.74	\$ 335,564.88	\$ 335,564.88	\$ -
55	5151	Device Demonstration - Device Demo Activities	\$ 13,981.87	\$ 13,981.87	\$ 13,981.87	\$ 13,981.87	\$ 13,981.87	\$ 13,981.87	\$ 13,981.87	\$ 13,981.87	\$ 13,981.87	\$ 13,981.87	\$ 13,981.87	\$ 13,981.87	\$ 167,782.44	\$ 167,782.44	\$ -
56	5076	ReUse - Device Exchange Activities	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -
57	5077	ReUse - Device Refurbish Activities	\$ 80,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000.00	\$ 80,000.00	\$ -
58	5008.02	State Financing - Contract Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
59	5011	State Financing - Credit Reports	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60	5026.1	State Financing - NHLP Shipping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
61	5071	State Financing - NHLP Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
62	7050	State Financing - Telework Bank Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
63	7051	State Financing - Bank Default and Rescue Payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
64	7052	State Financing - AFP Bank Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
65	7058	State Financing - NHLP Legal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
66	7080	State Financing - Doc Stamps	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
67	7085	SELF Buy Down Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
68	6010	State Level - Salary	\$ 12,240.25	\$ 12,240.25	\$ 12,240.25	\$ 12,240.25	\$ 12,240.25	\$ 12,240.25	\$ 12,240.25	\$ 12,240.25	\$ 12,240.25	\$ 12,240.25	\$ 12,240.25	\$ 12,240.25	\$ 146,882.99	\$ 146,882.99	\$ -
69	6011	State Level - SEP Retirement	\$ 856.82	\$ 856.82	\$ 856.82	\$ 856.82	\$ 856.82	\$ 856.82	\$ 856.82	\$ 856.82	\$ 856.82	\$ 856.82	\$ 856.82	\$ 856.82	\$ 10,281.81	\$ 10,281.81	\$ -
70	6012	State Level - Payroll Tax	\$ 979.22	\$ 979.22	\$ 979.22	\$ 979.22	\$ 979.22	\$ 979.22	\$ 979.22	\$ 979.22	\$ 979.22	\$ 979.22	\$ 979.22	\$ 979.22	\$ 11,750.64	\$ 11,750.64	\$ -
71	6013	State Level - Employee Insurance	\$ 1,343.98	\$ 1,343.98	\$ 1,343.98	\$ 1,343.98	\$ 1,343.98	\$ 1,343.98	\$ 1,343.98	\$ 1,343.98	\$ 1,343.98	\$ 1,343.98	\$ 1,343.98	\$ 1,343.98	\$ 16,127.75	\$ 16,127.75	\$ -
72	6014	State Level - Workers Comp	\$ 187.50	\$ 187.50	\$ 187.50	\$ 187.50	\$ 187.50	\$ 187.50	\$ 187.50	\$ 187.50	\$ 187.50	\$ 187.50	\$ 187.50	\$ 187.50	\$ 2,249.94	\$ 2,249.94	\$ -
73		<b>Subtotal - State Level Activities</b>	<b>\$ 173,252.12</b>	<b>\$ 73,252.12</b>	<b>\$ 73,252.12</b>	<b>\$ 73,252.12</b>	<b>\$ 73,252.12</b>	<b>\$ 73,252.12</b>	<b>\$ 73,252.12</b>	<b>\$ 73,252.12</b>	<b>\$ 73,252.12</b>	<b>\$ 73,252.12</b>	<b>\$ 73,252.12</b>	<b>\$ 81,252.12</b>	<b>\$ 987,025.45</b>	<b>\$ 987,025.45</b>	<b>\$ -</b>
74																	
75		<u>State Leadership Activities</u>															
76	5008.01	Trainings - Step-Up Multimedia Consulting Fee	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 7,500.00	\$ 7,500.00	\$ -
77	5181	Trainings - Training Activities	\$ 22,322.51	\$ 22,322.51	\$ 22,322.51	\$ 22,322.51	\$ 22,322.51	\$ 22,322.51	\$ 22,322.51	\$ 22,322.51	\$ 22,322.51	\$ 22,322.51	\$ 22,322.51	\$ 22,322.51	\$ 267,870.15	\$ 267,870.15	\$ -
78	5182	Trainings - Transition Training Activities	\$ 1,446.67	\$ 1,446.67	\$ 1,446.67	\$ 1,446.67	\$ 1,446.67	\$ 1,446.67	\$ 1,446.67	\$ 1,446.67	\$ 1,446.67	\$ 1,446.67	\$ 1,446.67	\$ 1,446.67	\$ 17,360.00	\$ 17,360.00	\$ -
79	5185.1	Information and Assistance - Activities	\$ 4,194.56	\$ 4,194.56	\$ 4,194.56	\$ 4,194.56	\$ 4,194.56	\$ 4,194.56	\$ 4,194.56	\$ 4,194.56	\$ 4,194.56	\$ 4,194.56	\$ 4,194.56	\$ 4,194.56	\$ 50,334.73	\$ 50,334.73	\$ -
80	5036	Public Awareness - Materials	\$ 208.33	\$ 208.33	\$ 208.33	\$ 208.33	\$ 208.33	\$ 208.33	\$ 208.33	\$ 208.33	\$ 208.33	\$ 208.33	\$ 208.33	\$ 208.33	\$ 2,500.00	\$ 2,500.00	\$ -
81	5036.1	Public Awareness - Registration and Exhibits Fees	\$ 295.50	\$ 295.50	\$ 295.50	\$ 295.50	\$ 295.50	\$ 295.50	\$ 295.50	\$ 295.50	\$ 295.50	\$ 295.50	\$ 295.50	\$ 295.50	\$ 3,546.00	\$ 3,546.00	\$ -
82	5051	Public Awareness - Website Modifications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,079.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,079.52	\$ 1,079.52	\$ -
83	5056	Public Awareness - Travel	\$ 569.00	\$ 569.00	\$ 569.00	\$ 569.00	\$ 569.00	\$ 569.00	\$ 569.00	\$ 569.00	\$ 569.00	\$ 569.00	\$ 569.00	\$ 569.00	\$ 6,828.00	\$ 6,828.00	\$ -
84	5060	Public Awareness - RDC Travel	\$ 2,871.00	\$ 2,871.00	\$ 2,871.00	\$ 2,871.00	\$ 2,871.00	\$ 2,871.00	\$ 2,871.00	\$ 2,871.00	\$ 2,871.00	\$ 2,871.00	\$ 2,871.00	\$ 2,871.00	\$ 34,452.00	\$ 34,452.00	\$ -
85	5080	Public Awareness - RDC Exhibits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
86	7003	Public Awareness - FAAST Van	\$ 83.33	\$ 83.33	\$ 83.33	\$ 83.33	\$ 83.33	\$ 83.33	\$ 83.33	\$ 83.33	\$ 83.33	\$ 83.33	\$ 83.33	\$ 83.33	\$ 1,000.00	\$ 1,000.00	\$ -
87	5192	PA Family Café - Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
88	5193	PA Family Café - RDC Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

	C	D	F	H	J	L	N	P	R	T	V	X	Z	AB	AD	AF	AH
5																	
6																	
7																	
8	ACCOUNT	DESCRIPTION	October 2022	November 2022	December 2022	January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	July 2023	August 2023	September 2023	PROJECTION	BUDGET	Check
89	5194	PA Family Café - Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250.00	\$ 1,748.00	\$ -	\$ -	\$ -	\$ 1,998.00	\$ 1,998.00	\$ -
90	5196	PA Family Café - Contract Services	\$ -	\$ -	\$ -	\$ 3,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,900.00	\$ 3,900.00	\$ -
91	5197	PA Family Café - BOD Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
92	5003	Technical Assistance - Contract Services	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 500.00	\$ 500.00	\$ -
93	5026.2	Technical Assistance - BOD Shipping	\$ 2.90	\$ 2.90	\$ 2.90	\$ 2.90	\$ 2.90	\$ 2.90	\$ 2.90	\$ 2.90	\$ 2.90	\$ 2.90	\$ 2.90	\$ 2.90	\$ 34.75	\$ 34.75	\$ -
94	5028	Technical Assistance - Insurance D&O	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 710.00	\$ 710.00	\$ 710.00	\$ -
95	5037	Technical Assistance - BOD Travel	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 6,760.00	\$ 15,760.00	\$ 15,760.00	\$ -
96	5040	Technical Assistance - BOD Professional Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
97	5065	Technical Assistance - Contract Monitoring	\$ 449.58	\$ 449.58	\$ 449.58	\$ 449.58	\$ 449.58	\$ 449.58	\$ 449.58	\$ 449.58	\$ 449.58	\$ 449.58	\$ 449.58	\$ 449.58	\$ 5,395.00	\$ 5,395.00	\$ -
98	5070	Technical Assistance - Executive Director Travel	\$ 230.29	\$ 230.29	\$ 230.29	\$ 230.29	\$ 230.29	\$ 230.29	\$ 230.29	\$ 230.29	\$ 230.29	\$ 230.29	\$ 230.29	\$ 230.29	\$ 2,763.50	\$ 2,763.50	\$ -
99	6015	State Leadership - Salary	\$ 8,594.22	\$ 8,594.22	\$ 8,594.22	\$ 8,594.22	\$ 8,594.22	\$ 8,594.22	\$ 8,594.22	\$ 8,594.22	\$ 8,594.22	\$ 8,594.22	\$ 8,594.22	\$ 8,594.22	\$ 103,130.61	\$ 103,130.61	\$ -
100	6016	State Leadership - SEP Retirement	\$ 601.60	\$ 601.60	\$ 601.60	\$ 601.60	\$ 601.60	\$ 601.60	\$ 601.60	\$ 601.60	\$ 601.60	\$ 601.60	\$ 601.60	\$ 601.60	\$ 7,219.14	\$ 7,219.14	\$ -
101	6017	State Leadership - Payroll Tax	\$ 687.54	\$ 687.54	\$ 687.54	\$ 687.54	\$ 687.54	\$ 687.54	\$ 687.54	\$ 687.54	\$ 687.54	\$ 687.54	\$ 687.54	\$ 687.54	\$ 8,250.45	\$ 8,250.45	\$ -
102	6018	State Leadership - Employee Insurance	\$ 943.64	\$ 943.64	\$ 943.64	\$ 943.64	\$ 943.64	\$ 943.64	\$ 943.64	\$ 943.64	\$ 943.64	\$ 943.64	\$ 943.64	\$ 943.64	\$ 11,323.74	\$ 11,323.74	\$ -
103	6019	State Leadership - Workers Comp	\$ 131.65	\$ 131.65	\$ 131.65	\$ 131.65	\$ 131.65	\$ 131.65	\$ 131.65	\$ 131.65	\$ 131.65	\$ 131.65	\$ 131.65	\$ 131.65	\$ 1,579.75	\$ 1,579.75	\$ -
104		Subtotal - State Leadership Activities	\$ 44,298.98	\$ 44,298.98	\$ 44,298.98	\$ 50,198.98	\$ 49,298.98	\$ 45,378.50	\$ 44,298.98	\$ 44,548.98	\$ 46,046.98	\$ 44,298.98	\$ 46,298.98	\$ 51,768.98	\$ 555,035.34	\$ 555,035.34	\$ -
105																	
106		Operational															
107	5008	Contract Services	\$ 14,031.18	\$ 14,031.18	\$ 14,031.18	\$ 14,031.18	\$ 14,031.18	\$ 14,031.18	\$ 14,031.18	\$ 14,031.18	\$ 14,031.18	\$ 14,031.18	\$ 14,031.18	\$ 14,031.18	\$ 168,374.19	\$ 168,374.19	\$ -
108	5014	Equipment - Under \$500	\$ -	\$ -	\$ 125.00	\$ -	\$ -	\$ 125.00	\$ -	\$ -	\$ 125.00	\$ -	\$ -	\$ 125.00	\$ 500.00	\$ 500.00	\$ -
109	5015	Equipment - Over \$500	\$ -	\$ -	\$ 625.00	\$ -	\$ -	\$ 625.00	\$ -	\$ -	\$ 625.00	\$ -	\$ -	\$ 625.00	\$ 2,500.00	\$ 2,500.00	\$ -
110	5021	Office Supplies	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 1,800.00	\$ 1,800.00	\$ -
111	5022	Rent	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 54,000.00	\$ 54,000.00	\$ -
112	5026	Postage/Shipping	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 720.00	\$ 720.00	\$ -
113	5029	Insurance - General/Office Liab/Van	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,240.00	\$ 7,604.11	\$ 8,844.11	\$ 8,844.11	\$ -
114	5030	Legal	\$ 295.83	\$ 295.83	\$ 295.83	\$ 295.83	\$ 295.83	\$ 295.83	\$ 295.83	\$ 295.83	\$ 295.83	\$ 295.83	\$ 295.83	\$ 295.83	\$ 3,550.00	\$ 3,550.00	\$ -
115	5031	Membership Fees	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ 299.00	\$ -	\$ -	\$ -	\$ 10,163.00	\$ -	\$ -	\$ 20,462.00	\$ 20,462.00	\$ -
116	5032	Banking Fees - Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20.00	\$ 20.00	\$ 20.00	\$ -
117	5033	Corporate Fees	\$ -	\$ -	\$ -	\$ 75.00	\$ 70.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 145.00	\$ 145.00	\$ -
118	5041	Local Travel	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 200.00	\$ 200.00	\$ -
119	5053	Utilities	\$ 958.42	\$ 958.42	\$ 958.42	\$ 958.42	\$ 958.42	\$ 958.42	\$ 958.42	\$ 958.42	\$ 958.42	\$ 958.42	\$ 958.42	\$ 958.42	\$ 11,501.06	\$ 11,501.06	\$ -
120	5251	Fundraising Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
121	5038	Professional Development Travel	\$ -	\$ -	\$ -	\$ 324.00	\$ 500.00	\$ 1,500.00	\$ 324.00	\$ 892.00	\$ -	\$ -	\$ -	\$ -	\$ 3,540.00	\$ 3,540.00	\$ -
122	5600	Professional Development Registration	\$ -	\$ -	\$ -	\$ 400.00	\$ -	\$ 795.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,195.00	\$ 1,195.00	\$ -
123	6008	Payroll Service Fees	\$ 2,282.20	\$ 2,282.20	\$ 2,282.20	\$ 2,282.20	\$ 2,282.20	\$ 2,282.20	\$ 2,282.20	\$ 2,282.20	\$ 2,282.20	\$ 2,282.20	\$ 2,282.20	\$ 2,282.20	\$ 27,386.40	\$ 27,386.40	\$ -
124	6001	Operations - Salary	\$ 159.75	\$ 159.75	\$ 159.75	\$ 159.75	\$ 159.75	\$ 159.75	\$ 159.75	\$ 159.75	\$ 159.75	\$ 159.75	\$ 159.75	\$ 159.75	\$ 1,917.05	\$ 1,917.05	\$ -
125	6002	Operations - SEP Retirement	\$ 168.17	\$ 168.17	\$ 168.17	\$ 168.17	\$ 168.17	\$ 168.17	\$ 168.17	\$ 168.17	\$ 168.17	\$ 168.17	\$ 168.17	\$ 168.17	\$ 2,018.03	\$ 2,018.03	\$ -
126	6003	Operations - Payroll Tax	\$ 218.37	\$ 218.37	\$ 218.37	\$ 218.37	\$ 218.37	\$ 218.37	\$ 218.37	\$ 218.37	\$ 218.37	\$ 218.37	\$ 218.37	\$ 218.37	\$ 2,620.39	\$ 2,620.39	\$ -

	C	D	F	H	J	L	N	P	R	T	V	X	Z	AB	AD	AF	AH
5																	
6																	
7																	
8	ACCOUNT	DESCRIPTION	October 2022	November 2022	December 2022	January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	July 2023	August 2023	September 2023	PROJECTION	BUDGET	Check
127	6004	Operations - Employee Insurance	\$ 25.22	\$ 25.22	\$ 25.22	\$ 25.22	\$ 25.22	\$ 25.22	\$ 25.22	\$ 25.22	\$ 25.22	\$ 25.22	\$ 25.22	\$ 25.22	\$ 302.63	\$ 302.63	\$ -
128	6006	Operations - Workers Comp	\$ 116.54	\$ 116.54	\$ 116.54	\$ 116.54	\$ 116.54	\$ 116.54	\$ 116.54	\$ 116.54	\$ 116.54	\$ 116.54	\$ 116.54	\$ 116.54	\$ 1,398.48	\$ 1,398.48	\$ -
129		Subtotal - Operational	\$ 32,982.35	\$ 22,982.35	\$ 23,732.35	\$ 23,781.35	\$ 23,552.35	\$ 26,326.35	\$ 23,306.35	\$ 23,874.35	\$ 23,732.35	\$ 33,145.35	\$ 24,222.35	\$ 31,356.46	\$ 312,994.34	\$ 312,994.34	\$ -
130																	
131	7054	Loan Defaults	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
132		Reimbursable Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
133	9998	Disputed Transaction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
134																	
135		TOTAL EXPENSES	\$ 250,533.46	\$ 140,533.46	\$ 141,283.46	\$ 147,232.46	\$ 146,103.46	\$ 144,956.98	\$ 140,857.46	\$ 141,675.46	\$ 143,031.46	\$ 150,696.46	\$ 143,773.46	\$ 164,377.57	\$ 1,855,055.13	\$ 1,855,055.13	\$ -
136																	
137		SURPLUS/(DEFICIT)	\$ (206,700.80)	\$ (92,739.00)	\$ 258,004.75	\$ (103,399.80)	\$ (134,309.00)	\$ 254,331.23	\$ (97,024.80)	\$ (129,881.00)	\$ 256,256.75	\$ (106,863.80)	\$ (131,979.00)	\$ 234,910.64	\$ 606.15	\$ 606.15	\$ -
138																	



# Bylaws DRAFT

FLORIDA ALLIANCE FOR ASSISTIVE SERVICES & TECHNOLOGY

TTY: 1-877-506-2723 | Email: [Info@FAASTinc.org](mailto:Info@FAASTinc.org)

820 E. Park Ave, D-200, Tallahassee, Florida 32301

[FAAST.org](http://FAAST.org)



4 BYLAWS OF THE  
5 FLORIDA ALLIANCE FOR ASSISTIVE SERVICES AND TECHNOLOGY, INC.  
6

7 **ARTICLE I**  
8

9 The Florida Alliance for Assistive Services and Technology ("FAAST") as appointed by  
10 Governor Lawton Chiles is the implementing agency for the Assistive Technology  
11 Act of 2004, Pub. L. No. 108-364.  
12

13 By Florida Statute 413.407, FAAST was created as a not-for-profit corporation with  
14 the Florida Assistive Technology Advisory Council (ATAC) serving as the  
15 corporation's Board of Directors.  
16

17 FAAST qualifies as an exempt organization under 501(c)(3) of the Internal Revenue  
18 Code.  
19

20 **ARTICLE II**  
21

22 **SECTION 1: NAME**  
23

24 The name of the corporation is the Florida Alliance for Assistive Services and  
25 Technology, Inc. ("FAAST").  
26

27 **SECTION 2: LOCATION (05/15/2018)**  
28

29 The mailing and physical address for FAAST shall be:  
30

31 820 E Park Ave, D-200  
32 Tallahassee, FL 32301  
33

34 **ARTICLE III - PURPOSE**  
35

36 FAAST is organized exclusively for charitable, educational, and scientific purposes  
37 pursuant to and for the purposes consistent with the mandates of §413.407, Florida  
38 Statutes, hereinafter referred to as the "FAAST Statute", consistent with the  
39 Technology-Related Assistance for Individuals with Disabilities Act of 1988, as  
40 amended in 2004. FAAST shall provide direction for the coordination and delivery

of appropriate, cost-effective, state-of-the-art assistive technology services and devices.

These bylaws shall be consistent and in accordance with the FFAST Statute. In case of any inconsistencies with the purposes mandated by the FFAST Statute or any other federal statute or regulation, the federal statutory or regulatory requirement shall have precedence.

#### ARTICLE IV

##### SECTION 1: GOVERNING BODY ~~(5/18/16)~~

The governing body of FFAST shall be the Assistive Technology Advisory Council ("ATAC"), which shall act as the Board of Directors for the Florida Alliance for Assistive Services and Technology, Inc. as set forth in the FFAST Statute. The ATAC shall be responsible for formulating policies and approving procedures required to fulfill the purpose of FFAST.

The purpose of the ATAC shall be to assist the state of Florida in carrying out the activities under the Assistive Technology Act, Pub. L. No. 108-364, as may be amended.

1. Advise and guide FFAST in the development, implementation, and evaluation of the activities carried out through the State Plan for Assistive Technology, including setting measurable goals.
2. Guide FFAST and ensure compliance with the provisions of the Assistive Technology Act of 2004, Pub. L. No. 108-364,
3. Advise the Executive Director on ways to improve the delivery of AT services and devices, including policy, regulations, procedures, and practices.

##### SECTION 2: MEMBERSHIP

The ATAC shall consist of the members as defined in the Technology Related Assistance for Individuals with Disabilities Act of 1988 (Pub. L. No. 100-407), as amended in 2004 (Pub. L. No. 103-218) and created by, and further defined by the FFAST Statute.

### SECTION 3: COMPOSITION

The ATAC shall consist of representatives from the following categories:

- Category 1: The ATAC shall consist of a majority, no less than 51 percent, of individuals with disabilities that use assistive technology or the family members or guardians of the individuals.
- Category 2: ~~No less than one~~One representative of a consumer organizations concerned with assistive technology.
- Category 3: ~~No less than one~~One representative of business and industry, including the insurance industry, concerned with assistive technology.
- Category 4: No less than one representative from each of the following:
  - the Division of Vocational Rehabilitation,
  - the Division of Blind Services,
  - ~~the Florida Independent Living Council~~a Center for Independent Living,
  - Workforce Florida, Inc., DBA CareerSource Florida
  - the Florida Department of Education, and
  - any other state agencyies that provides or coordinates services for persons with disabilities ~~when deemed appropriate by a majority of the ATAC, if requested by a majority vote of the council members.~~

Members appointed under categories 2, 3, and 4 shall not count toward the majority membership requirement established by category 1.

Total membership of the ATAC shall be in accordance with the Assistive Technology Act of 1998, as amended and the FAAST Statute.

Total membership of the ATAC may not be less than 15 members, ~~nor exceed 27 members at any one time.~~

Members of the council must be geographically representative of the state and reflect the diversity of the state's population with respect to race, ethnicity, gender, age, type of disability, and type of disability-related services and devices received.

### SECTION 4: VACANCIES

Vacancies occurring in the membership of the ATAC shall be filled as soon thereafter as may be convenient, but notwithstanding such vacancies the remaining members of the ATAC shall have authority to exercise the full powers of the ATAC.

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The Executive Committee shall evaluate candidates for ATAC membership and present qualified individuals to the full ATAC, which may then be forwarded to the Director of the Division of Vocational Rehabilitation and the Commissioner of Education.

#### SECTION 5: APPOINTMENT AND TERMS

Each member of the ATAC shall serve for a term of not more than three years, except for a member appointed to fill the unexpired term of a vacancy. The new member shall serve the remaining term.

No member of the ATAC may serve more than two consecutive full terms, however, any appointment under the preceding paragraph to fill a vacancy, if for less than eighteen months, ~~is~~ shall not ~~be~~ considered a term for these purposes of this paragraph.

A member who has served two consecutive terms and has been retired from the ATAC for at least ~~one~~ three years may submit an application to the ATAC on the same basis as a new member.

#### SECTION 6: REAPPOINTMENT

Once an ATAC member has served a full three-year term, or is at the end of an appointment term to fill a vacancy, a member must confirm that they want to serve a second term and must be reappointed by the Commissioner of Education.

The ATAC member must confirm in writing that they would like to serve a second term no later than six months prior to term end date. In the absence of confirmation in writing, it is assumed that the ATAC member does not wish to seek a second term.

Confirmation may be sent to the executive director or a member of the executive committee. The executive committee must then confirm the reappointment for the ATAC member's information to be sent to the Director of the Division of Vocational Rehabilitation to follow the nomination process (see ARTICLE IV, SECTION 8: NOMINATIONS for more details).

The executive committee may deny that the ATAC member be reappointed. If that is the case, the executive committee must provide written documentation to the ATAC member to justify their decision.

## SECTION 7: NOMINATIONS

The Commissioner of Education shall appoint members from a list of candidates proposed by the Director of the Division of Vocational Rehabilitation (DVR). The ATAC shall recommend qualified candidates to the Director of DVR for appointment to fill ATAC vacancies.

## SECTION 8: LEAVE OF ABSENCE

Membership and appointments to the ATAC shall be in compliance with the FAAST Statute. ATAC members may request in writing from the full ATAC, a leave of absence, up to one year. Upon approval of a majority vote of the full ATAC, a leave of absence shall be granted. A leave of absence will extend the length of term of the ATAC member in exact proportion to the approved leave of absence. During the period of such leave, this person does not count in quorum requirements.

## SECTION 9: ATTENDANCE

### ATAC Meetings.

- Attendance of at least 50% of ATAC meetings, per fiscal year, is required to remain in good standing. Meetings may take place in person or by teleconference.
- Meeting attendance will be reviewed annually and if the ATAC member has attended less than 50% of meetings scheduled, the ATAC member will be contacted by the ~~co-chairs~~ chair regarding corrective action.
- The ~~co-chairs~~ chair will be responsible for contacting ATAC members and discussing any corrective action plans.
- ATAC members are asked to inform ~~one or both of the co-chairs~~ the chair or the executive director prior to an ATAC meeting of a known or pending absence.

### Committee Meetings.

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- ATAC members are expected to attend each committee meeting of the committee(s) which they are assigned.
- ATAC members are required to attend a minimum of 50% of all committee meetings of which they are scheduled to attend.
- Committee attendance will be reviewed quarterly and if the ATAC member has attended less than 50% of meetings scheduled, the ATAC member will be contacted by the ~~co-chairs~~chair regarding corrective action.
- ATAC members are asked to inform the committee chair or the executive director prior to an ATAC meeting of a known or pending absence.

## SECTION 10: TERMINATION OF MEMBERSHIP

Removal. Any ATAC member may be removed by the ATAC upon recommendation of the Executive Committee if any of the following conditions exists:

- The ATAC member no longer qualifies under the FFAST Statute;
- The ATAC member has more than 50% absences from ATAC or Committee meetings within one fiscal year.
- The ATAC member engages in conduct that is in conflict with the Code of Ethics and Conflict of Interest Statements.

## SECTION 11: INDEMNIFICATION

No member shall be liable in money damages to any person by virtue of any action taken as part of the member's responsibility unless:

- The member has breached their duties to FFAST, and said breach constitutes a violation of criminal law which the member had, or should have had, reason to understand was such violation;
- The member has conducted a transaction from which they derive an improper benefit; or,
- The member has perpetrated an act committed in recklessness, bad faith, maliciousness, or willful and wanton disregard of human rights, safety, or property.

FFAST may purchase and maintain insurance on behalf of any person who is or was a member, officer, employee, or agent of FFAST, or is or was serving at FFAST's request as a member, officer, employee, or agent of another corporation, partnership, joint venture, trust, or other enterprise against any liability asserted against them and incurred by them in any such capacity or arising out of their

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status as such, whether or not FFAST would have the power to indemnify them against such liability under the provisions of these Bylaws.

## SECTION 12: MEMBER RIGHTS AND RESPONSIBILITIES

Members serve without financial compensation but are entitled to be reimbursed for approved travel expenses in accordance with FFAST's travel policy.

## SECTION 13: CONFLICTS OF INTEREST

The ATAC shall require a signed Conflict of Interest statement from every ATAC member on an annual basis.

No member of the ATAC shall participate in any discussion or vote on any matter in which they have a potential conflict of interest due to having material economic involvement regarding the matter being discussed. When such a situation presents itself, the member must announce their potential conflict, disqualify themselves, and be excused from the meeting until discussion is over on the matter involved. The chair of the meeting is expected to make inquiry if such conflict appears to exist and the ATAC member has not made it known. All ATAC members must faithfully conduct their duties, in their assigned roles and tasks, for FFAST's purpose, benefit and interest. ATAC members may not use their positions and affiliations with FFAST for personal benefit. Staff and ATAC members must consider and avoid not only actual conflicts but also the appearance of conflicts of interest.

## SECTION 14: CODE OF ETHICS

The ATAC shall require a signed acknowledgement that the ATAC member has read the Code of Ethics upon appointment to the ATAC and upon each revision.

## ARTICLE V – EXECUTIVE COMMITTEE

### SECTION 1: ~~CO-CHAIRS (11/16/2017)~~CHAIR

The members of the ATAC shall select ~~two co-chairs~~a chair from among the membership of the ATAC. ~~One co-chair must be selected from ATAC members who~~

~~have disabilities and are assistive technology consumers and one co-chair shall be selected from the other ATAC members.~~ No co-chairchair may be an elected member or an employee of a state agency or of any political subdivision of the state.

The co-chairschair of the ATAC shall have the powers and shall perform all the duties commonly incident to and vested in the office of co-chairchair or president of an organization including, but not limited to, chairing meetings of the executive committee and ATAC, calling meetings, preparing or approving agendas for the meetings, having general knowledge of the responsibility for supervision of the duties as the ATAC may designate.

The duties of the co-chairschair includes:

- Be a ATAC member in good standing.
- Preside at all ATAC meetings.
- Chair and serve on the executive committee.
- Collaborate with the executive director to establish the agenda for meetings of the ATAC and executive committee.
- Handle matters requiring ATAC attention before the next scheduled meeting and shall notify all ATAC members within 72 hours, in writing, of any decision made.
- Appoint at-large members to the executive committee.
- Appoint and remove all committee members, with the exception of the elected members of the Executive Committee.
- Appoint all committee and ad hoc task force chairs.
- Ensure that the functions of the ATAC as described in legislative regulations are carried out.
- Promote the ATAC's collaborative working relationship with agencies of state government in exercising their responsibilities to assistive technology users.
- Serve as the official spokesperson for the ATAC in all activities which the ATAC may deem proper and at those times when it is necessary for an opinion to be expressed for the ATAC but the ATAC has had no opportunity to act on that issue. The co-chairs-chair reports said actions to the full ATAC at the earliest opportunity.
- Provide support and guidance to the executive director in interpreting and carrying out ATAC activities.



- Lead the executive committee in an evaluation of the executive director each year.
- Encourage active involvement of all ATAC members.
- Oversee revision and review of the bylaws on an annual basis.
- Act as signing officers on organization accounts.
- Determine corrective action of members regarding meeting attendance or conduct.
- Grant excused absences from ATAC meetings.
- Call and preside over special meetings of the ATAC when necessary.

~~Co-chairs~~The chair will serve a one-year term. ~~Co-chairs~~The chair will be elected annually at ATAC's 4th Quarter meeting. ~~Co-chairs~~The chair may be elected to successive terms barring any other prohibition in these Bylaws.

~~Co-chairs~~The chair will serve as ex officio members of each ATAC committee.

## SECTION 2: TREASURER/SECRETARY

The members of the ATAC shall select a treasurer/secretary from among the membership of the ATAC annually.

The treasurer/secretary shall have all the powers and shall perform all the duties commonly incident to and vested in the office of treasurer and secretary and other duties as the ~~co-chairs~~chair may designate.

The treasurer/secretary shall be responsible for keeping records of ATAC actions, including overseeing the taking of minutes at all ATAC meetings, ensuring meeting announcements are sent timely, distributing copies of minutes and the agenda to each ATAC member, and assuring corporate records are maintained. The treasurer/secretary may delegate duties to the executive director or their designee without ceding responsibility.

The duties of the treasurer/secretary include:

- Be member of the ATAC in good standing.
- Serve on the executive committee.
- Attend all ATAC and executive committee meetings.

- Work with the executive director to develop and submit the annual operating budget in accordance with the upcoming year's federal and state allocations.
- Review FFAST's financial statements regularly and report to the executive committee on a monthly basis and the ATAC on a quarterly basis.
- Report to the ATAC the results and recommendations of the annual independent auditor's report.
- Ensure development of financial policies and procedures.
- Ensure the bylaws, Robert's Rules of Order and minutes from prior meetings are available for reference at all ATAC meetings.
- Reviews staff draft of minutes and action items from previous ATAC meetings prior to submission for review and acceptance.
- Maintains the official membership roll and communicates with designated staff to properly manage term limits, category requirements, and attendance requirements.
- Presides over roll-call for ATAC meetings and announces status of the establishment of quorum.
- Act as temporary chair in the event ~~neither co-chair is~~ the chair is not in attendance.
- Act as the Custodian of Records for the organization under Florida public record law. The executive director shall act as the Custodian of Records Designee.
- Act as a signing officer on organization accounts.
- Perform other responsibilities assigned by the ATAC.
- Transfer, upon finishing term or resignation, all records to successor and orient new treasurer/secretary.

The treasurer/secretary will serve a one-year term.

The treasurer/secretary will serve as an ex officio member of the New Horizon Loan Program committee.

### SECTION 3: STATE REPRESENTATIVE

The members of the ATAC shall select a state representative from among the membership of the ATAC annually. The state representative must be a representative of state, local governmental or non-governmental agencies or groups concerned with assistive technology.

The duties of the state representative:

- Be member of the ATAC in good standing.
- Serve on the Executive Committee.
- Attend all ATAC meetings.

The state representative will serve a one-year term.

#### SECTION 4: EX OFFICIO MEMBERS

Ex officio members shall have all of the rights and obligations of the committees they serve on.

Ex officio members shall count towards quorum of a committee if there are not enough committee members present for quorum. Ex officio members do not count against quorum if they are not present for a committee meeting. If ex officio members are in attendance for a meeting, they are required to vote on any and all voting matters of the meeting.

### ARTICLE VI – REGULAR MEETINGS

#### SECTION 1: MEETINGS

The ATAC shall meet no less than four times per year, either in person or electronically. Members may suggest meeting dates and locations.

The executive director shall be responsible for notifying members, distributing any needed materials in advance, publishing the required notice to comply with the Florida Open Meetings law, and making all other necessary arrangements. Specifically, all meeting materials must be posted to the FFAST website and sent to ATAC or committee members a minimum of seven calendar days before the meeting date.

#### SECTION 2: QUORUM

A quorum must be present before business is conducted by the Board or any of its committees. A quorum is required to take any official action or pass any motion.

ATAC Meetings.

As Approved by ATAC on 2/16/2021; Proposed Revisions 4/21/2022

- A quorum for the ATAC is one half, plus one, of the voting membership of the ATAC.
- Meetings may be held without a quorum, but no official action may be taken.

#### Committee Meetings.

- A quorum for a committee is one-third (1/3) or three members of the committee membership, whichever is greater.

### SECTION 3: MAJORITY VOTE

A majority is one half, plus one, of the voting members present at the meeting.

### SECTION 4: PARLIAMENTARY PROCEDURES

Robert's Rules of Order, most recent edition, shall be followed by the ATAC in all cases involving parliamentary procedure when such rules do not conflict with the provisions of these bylaws. The rules may be suspended by a two-thirds (2/3) vote of the voting members present at any meeting of the ATAC or its committees.

### SECTION 5: VOTING METHODS

All ATAC and committee votes will be conducted according to requirements and exceptions of Florida Statute 286.011, the Government in the Sunshine law.

### SECTION 6: ACCESSIBILITY AND ACCOMMODATIONS

The ATAC shall only use accessible locations and methods for its meetings. The executive director, in consultation with the ATAC ~~co-chairs, chair~~, shall designate meeting locations and methods.

The ATAC shall provide reasonable accommodations for ATAC and committee meetings to ATAC members and members of the public if requested in advance.

### SECTION 7: MEETING AGENDAS

446 All members of the ATAC shall receive an agenda before each regularly scheduled  
447 meeting.- The executive director, in consultation with the ATAC ~~co-chairs~~chair, shall  
448 prepare the agenda.

449  
450 Members shall have an opportunity to add, delete, or modify agenda items at the  
451 beginning of all ATAC and committee meetings.

452  
453 The ATAC may limit discussion on agenda items at ATAC meetings. Supporting  
454 materials for agenda items shall be available in written form (accessible formats)  
455 and supplied to the ATAC along with the agenda prior to the meeting.

#### 456 457 SECTION 8: MEETING MINUTES

458  
459 The minutes of each meeting shall be provided to the members of the Board within  
460 seven calendar days after the meeting.

#### 461 462 ARTICLE VII - SPECIAL MEETINGS

463  
464 Special meetings may be called for the ATAC or any committee. The members that  
465 may call special meetings ~~is the chair are the co-chairs~~ for ATAC meetings and the  
466 committee chairs for committee meetings.

467  
468 The executive director shall be responsible for notifying members, distributing any  
469 needed materials in advance, publishing the required notice to comply with the  
470 Florida Open Meetings law, and making all other necessary arrangements.  
471 Specifically, all special meeting materials must be posted to the FAAST website and  
472 sent to ATAC or committee members a minimum of seven calendar days before the  
473 special meeting date.

474  
475 Special meeting agendas are limited to the topics required to be handled before the  
476 next regularly scheduled meeting of the ATAC or committee. No business items  
477 may be considered during an emergency meeting that were not specified in the  
478 Notice of Emergency Meeting.

479  
480 The provisions of Article VI, Section 2 through Section 8, shall apply to Emergency  
481 Meetings, except that Members shall not have an opportunity to add, delete, or  
482 modify agenda items at emergency meetings.

483  
484 **ARTICLE VIII - COMMITTEES**

485  
486 **SECTION 1: EXECUTIVE COMMITTEE** ~~(05/15/2018)~~

487  
488 An executive committee shall be elected by a majority vote of the ATAC, ~~with the~~  
489 ~~exception of two at-large members, who shall be appointed by the co-chairs and~~  
490 ~~the NHLP committee chair, who is appointed by the co-chairs.~~

491  
492 ~~Each co-chair will individually appoint one of the two at-large members, separate~~  
493 ~~and independent of the other co-chair's decision.~~

494  
495 Candidates for election to the executive committee shall be those members who  
496 are eligible to serve, in accordance with the FAAST Statute, and consent to inclusion  
497 in the ballot.

498  
499 The Executive Committee shall consist of no less than five ~~and no more than seven~~  
500 ~~members:~~

- 501     • The ~~two Co-Chairs~~Chair of the ATAC. ~~(elected by ATAC)~~  
502     • One (1) representative of state, local governmental or non-governmental  
503       agencies or groups concerned with assistive technology. ~~(elected by ATAC)~~  
504     • The Treasurer/Secretary. ~~(elected by ATAC)~~  
505     • ~~The NHLP Committee Chair.~~ ~~(appointed by co-chairs)~~  
506     • ~~Optionally, one~~Two at-large ATAC members ~~appointed by each co-chair~~

507  
508 ATAC members must be in good standing to be eligible to serve on the executive  
509 committee. Voting shall occur during the final quarterly ATAC meeting of FAAST's  
510 fiscal year.

511  
512 The duties of the executive committee:

- 513     • The Executive Committee shall be responsible for handling matters requiring  
514       ATAC attention prior to the next scheduled meeting and such other duties as  
515       shall be designated by the full ATAC.  
516     • Makes recommendations to the ATAC regarding matters for which full ATAC  
517       approval is necessary or desirable.  
518     • Serves as the finance and audit committee by regularly reviewing FAAST  
519       financial statements and overseeing the annual financial audit.

- Serves as the nominating committee by reviewing any applicants to the ATAC and recommending applicants to the full ATAC for approval.

Roberts Rules of Order (most recent edition) shall serve as the parliamentary authority to appeal decisions made by the Executive Committee.

The terms of the executive committee members shall be one (1) year ending on at the conclusion of each 4<sup>th</sup> Quarter Annual Meeting where elections are held.

The ~~co-chairs are~~chair is the chairs of the executive committee and the ATAC. The executive committee meets regularly as determined by the ~~co-chairs~~chair.

## ~~SECTION 2: PUBLIC POLICY AND ADVOCACY COMMITTEE~~

~~A public policy and advocacy committee shall be appointed by the ATAC co-chairs.~~

~~The duties of the public policy and advocacy committee:~~

- ~~• To review federal and state legislation and agency procedures and practices and identify facilitators of and barriers to access and utilization of assistive technology services, devices, and funding sources.~~
- ~~• To review statewide policy development, both state and federal legislative initiatives, advocacy at both the state and federal level, planning of statewide resource allocations, policy-level management.~~

~~The committee will make recommendations to the ATAC regarding matters for which full ATAC approval is necessary or desirable.~~

~~The terms of the public policy and advocacy members shall be one (1) year ending at the conclusion of each 4<sup>th</sup> Quarter Annual Meeting where elections are held.~~

~~The committee chair is appointed by the co-chairs. The public policy and advocacy committee meets regularly as determined by the committee chair.~~

## ~~SECTION 3: INTERAGENCY COMMITTEE~~

~~An interagency committee will be composed of the State Agency representatives and members and shall be appointed by the ATAC co-chairs.~~

~~The duties of the interagency committee:~~

- ~~• Shall work towards the development of cooperative agreements among government agencies and perform such other duties as the ATAC deems appropriate.~~
- ~~• Shall assign staff from their respective agencies to the alliance, as an in-kind contribution for a specified period of time, to review federal and state legislation and agency procedures and practices and to identify both facilitators of, and barriers to, accessibility and utilization of assistive technology services, devices, and funding sources.~~

~~The committee will make recommendations to the ATAC regarding matters for which full ATAC approval is necessary or desirable.~~

~~The terms of the interagency members shall be one (1) year ending at the conclusion of each 4<sup>th</sup> Quarter Annual Meeting where elections are held.~~

~~The committee chair is appointed by the co-chairs. The interagency committee meets regularly as determined by the committee chair.~~

#### ~~SECTION 4: TECHNOLOGY AWARENESS COMMITTEE~~

~~A technology awareness committee shall be appointed by the ATAC co-chairs.~~

~~The duties of the technology awareness committee:~~

- ~~• Guides the ATAC's public awareness, coordination, and collaboration activities.~~
- ~~• Provides input on FFAST's outreach initiatives and publications.~~
- ~~• Works with staff to develop technology awareness projects.~~

~~The committee will make recommendations to the ATAC regarding matters for which full ATAC approval is necessary or desirable.~~

~~The terms of the technology awareness members shall be one (1) year ending at the conclusion of each 4<sup>th</sup> Quarter Annual Meeting where elections are held.~~

~~The committee chair is appointed by the co-chairs. The technology awareness committee meets regularly as determined by the committee chair.~~



596 ~~SECTION 5: NEW HORIZON LOAN PROGRAM COMMITTEE~~

597  
598 ~~A New Horizon Loan Program (NHLP) committee shall be appointed by the ATAC co-~~  
599 ~~chairs.~~

600  
601 ~~The duties of the NHLP committee:~~

- 602 ~~• Reviews operations of the Financing Program, including loan review and~~
- 603 ~~procedures of the Financing Program.~~
- 604 ~~• Works on behalf of FFAST to make, facilitate or guarantee loans.~~
- 605 ~~• Develop programs to accommodate the needs of its loan recipients, to meet~~
- 606 ~~its fiduciary responsibilities, and to follow the appropriate sections of the~~
- 607 ~~Laws of Florida.~~
- 608 ~~• Make determinations regarding fees for application, guarantee, closing,~~
- 609 ~~administrative or insurance purposes.~~

610  
611 ~~The committee will make recommendations to the ATAC regarding matters for~~  
612 ~~which full ATAC approval is necessary or desirable.~~

613  
614 ~~The terms of the NHLP members shall be one (1) year ending at the conclusion of~~  
615 ~~each 4<sup>th</sup> Quarter Annual Meeting where elections are held.~~

616  
617 ~~The committee chair is appointed by the co-chairs. The NHLP committee meets~~  
618 ~~regularly as determined by the committee chair.~~

619  
620 ~~SECTION 6: SERVICE DELIVERY COMMITTEE~~

621  
622 ~~A service delivery committee shall be appointed by the ATAC co-chairs.~~

623  
624 ~~The duties of the service delivery committee:~~

- 625 ~~• The committee shall solicit information from ATAC members and non-ATAC~~
- 626 ~~members representing private industry, agencies, and organizations serving~~
- 627 ~~people with disabilities.~~
- 628 ~~• The committee shall review quarterly deliverable reports and service maps.~~
- 629 ~~• The committee shall review collaborations with other agencies,~~
- 630 ~~organizations, and bodies providing assistive technology services and devices~~
- 631 ~~throughout Florida.~~

- ~~• The committee shall compare service delivery models from other assistive technology programs to determine effectiveness and efficiency of the Florida model.~~
- ~~• The committee shall assess Return on Investment of services to maximize taxpayer funding while also ensuring Floridians with disabilities assistive technology needs are met.~~

~~The committee will make recommendations to the ATAC regarding matters for which full ATAC approval is necessary or desirable.~~

~~The terms of the service delivery members shall be one (1) year ending at the conclusion of each 4<sup>th</sup> Quarter Annual Meeting where elections are held.~~

~~The committee chair is appointed by the co-chairs. The service delivery committee meets regularly as determined by the committee chair.~~

#### SECTION ~~27~~: ~~ADDITIONAL~~ STANDING COMMITTEES

~~Additional standing~~Standing committees may be established by the ATAC. Ad hoc committees can be established "as needed" by a standing committee, ~~co~~-chairs, executive committee, or committee chairs. New committees must be budget neutral or have approval of the full ATAC.

Committees will make recommendations to the ATAC regarding matters for which full ATAC approval is necessary or desirable.

The terms of committee members shall be one (1) year ending at the conclusion of each 4<sup>th</sup> Quarter Annual Meeting where elections are held.

The committee chair is appointed by the chair. Committees meet regularly as determined by the committee chair.

#### SECTION ~~38~~: NON-ATAC MEMBERS ON COMMITTEES

Appointments to committees or ad hoc committees are not limited to ATAC members. Individuals with needed expertise and resources may apply to the ATAC to serve on committees or task forces.

Interested individuals must complete the application process for ATAC members and must receive majority support from the ATAC to begin committee service.

Non-ATAC members who have been appointed by the ATAC to serve on a committee have the full voting power of an ATAC committee member.

Non-ATAC members may serve a one-year committee term and shall be eligible for reappointment to serve a total of three-years on a committee. Non-ATAC members must complete the application process for each committee they wish to serve on.

The Executive Committee is not open to Non-ATAC committee members. Non-ATAC members are held to the same standards and requirements as full members (i.e., Sunshine law, conflict of interest, code of ethics, lobbying prohibitions, etc.)

## **ARTICLE IX**

### **SECTION 1: ADMINISTRATION**

The executive director, in accordance with the FFAST Statute, shall be the ATAC's direct representative in the administrative management of FFAST, Inc. The executive director shall have general supervision over the property, business, and affairs of FFAST and shall perform all duties incident to such office, subject to the direction of the ATAC. The executive director shall have other such powers and duties as may be designated by the ATAC.

The executive director may execute, as an agent of FFAST, all deeds, mortgages, bonds, contracts, and other obligations assigned to FFAST, subject to the direction of the ATAC. Other obligations includes managing bank accounts, being a signatory on all FFAST bank, deposit, and investment accounts. The executive director must receive Executive Committee approval to open or close any FFAST bank, credit card, and investment accounts.

The executive director shall ensure that minutes of all ATAC meetings are kept and shall have general charge of records of FFAST. The executive director shall give all ATAC members notice of all meetings. The executive director shall receive and have charge of all financial instruments belonging to FFAST and shall administer them as ordered by the ATAC. The executive director shall keep accurate financial accounts and hold the same which are open for inspection and examination by the ATAC.

As Approved by ATAC on 2/16/2021; Proposed Revisions 4/21/2022

The executive director shall implement any strategic plan that has been approved by the ATAC and shall regularly inform the ATAC about progress, impediments and changes needed to execute the strategic plan.

The executive director has the sole authority to direct staff.

The executive director serves at the pleasure of the ATAC and can be removed from their position in a two-thirds (2/3) vote of the full ATAC at a meeting where a quorum is present. An emergency meeting may be called to terminate the employment of the executive director if actions must be taken before the next scheduled quarterly ATAC meeting.

At the end of the executive director's employment, the former executive director shall turn over all FAAST property in their charge as directed by the ~~co-chair(s)~~chair to either a successor or to the ATAC in trust for a successor.

## SECTION 2: EXECUTIVE DIRECTOR'S REVIEW

The ATAC shall be responsible for conducting the annual review of the executive director.

~~One co-chair~~A member of the executive committee (selected by the executive committee) -shall be responsible for compiling the results of the executive director's annual review and sharing the results with the ATAC.

In the event that the executive director position becomes open, the ATAC will solicit volunteers for a Search Committee; the committee will be established by the full ATAC; the committee will refer to the ATAC Manual's procedures for hiring the executive director.

## ARTICLE X FISCAL YEAR

The fiscal year shall operate on the federal fiscal year, beginning October 1 and ending on September 30 of each year.

Some contracts and agreements may operate from time to time on a fiscal year not coinciding with the federal fiscal year. In these instances, the FFAST budget will show the delineation as appropriate.

#### **ARTICLE XI APPLICABLE LAWS**

Applicable laws governing members of ATAC shall govern their responsibilities and duties, both procedural and substantive, as members of the ATAC.

#### **ARTICLE XII AMENDMENTS TO THE BYLAWS**

The Bylaws may be amended or revised by a super-majority (2/3) vote by the full ATAC. Such amendments or revisions must be presented in writing to the members of the ATAC 15 working days prior to such vote.

#### **ARTICLE XIII DISSOLUTION OF THE ORGANIZATION**

As required in FFAST's Articles of Incorporation, upon the dissolution of the corporation, its assets shall be distributed to the State of Florida, Department of Education, Division of Vocational Rehabilitation, unless any particular identifiable asset enters the corporation under conditions requiring that upon dissolution such asset be returned to an identifiable person or entity that is exempt within the meaning of 501(c)(3).

The dissolution of FFAST shall be completed by a super-two-thirds (2/3) vote by the full ATAC.