



JOB ONE CAREERS

Business Planning for Growth

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Executive Summary

JobOne CAREERS (Careers) began the programmatic expansion as planned at the end of its first year of operation with the addition of a second Customized Employment Specialist in July of 2015. Careers has provided Supported Employment and Employment Services to individuals living in South Jackson County since February of 2014. The program has been CAREF Accredited since 2014. Since the programs start Careers has served and placed people in community jobs in a variety of industries and seeks to grow to meet the ever increasing demand. The current case load of 50+ clients is being managed by three Customized Employment Specialists with support from a newly hired Retention Specialist/Job Coach, and management and support from the VP of Careers. In January 2016 the program expanded to serve in Eastern Jackson County with one of the three Employment Specialists working out of the Independence Subcontracting location. The rapid growth the program has experienced over the past year is expected to continue as the need for the services JobOne CAREERS is providing continues to increase. The following plan outlines the program details and plans for growth the programs continued expansion.

Objectives

To provide clarity and direction for building upon existing successful programs and capitalizing on future opportunities.

Mission Statement

Our Mission

To provide employment services for individuals with disabilities.

Our Vision

That all individuals with disabilities will find meaningful and sustainable employment that matches their skills, interests, and aspirations.

Our Philosophy

JobOne Careers provides an individualized, timely, and systematic process by which a person seeking employment, in partnership with staff, learns to identify vocational options and practices in the development of employment skills, goals, and objectives.

In keeping with our philosophy, our programs are offered as a community-based service. Our goal is to provide assessment, development, placement, and training assistance using a variety of techniques in the community in which an individual lives. The techniques or tools utilized will depend on the needs of the person served, therefore, will rarely be the same for any two people. Customization of services for all persons served will play a critical role in their ultimate success. As the program has gone through the first years of existence opportunities and ideas have arisen to provide services in new ways. The existing supported employment programs have worked well for some, but new and innovative programs are needed for others with barriers to employment.

Keys to Success

The expectations of the diverse population JobOne serves and the agencies that fund and regulate us evolve over time. We want to be responsive to this evolution. According to our annual survey completed in 2015, 52 percent of JobOne employees with disabilities said they would like a chance to work in the community. This data points toward a larger trend in the disability community. We know this because of the need we see every day for Employment Services through our partnership with Vocational Rehabilitation. Expanding Careers is critical in order to meet the very obvious community need and to support the strategic direction of the JobOne agency as a whole.

A second key to the success of the Careers program is the strong relationship JobOne has with the Grandview community. JobOne has a long history in Grandview and a reputation for being a dynamic, well run organization. Choosing Grandview to pilot the

program was a strategic choice because there is both need for our services and a community environment that is supportive of the work that we do. As the program expanded into Eastern Jackson County the same strategy was utilized as relationships were fostered with the local business and chamber communities in the Blue Springs and Independence areas.

The third key to the Careers program success is the entrepreneurial spirit of JobOne. As an agency JobOne has a history of creating opportunity for individuals with disabilities who want to work. As JobOne Careers has grown over the past eighteen months staff has identified needs in the community that are not being fully met by current program offerings at JobOne. Needs for better transition services as students transition out of high school and into the workforce. A need for better skill building and work experience programs to prepare students while they are still in the supportive environment of their school system. A need for meaningful training programs to prepare individuals currently working in a sheltered program for competitive employment in the community. We believe the key to successfully meeting these needs lies in the entrepreneurial and innovative spirit of JobOne.

Description of Business

The "business" is an affiliate of JobOne, Inc., who serves over 250 individuals with significant disabilities throughout Kansas City Metropolitan area. The primary goal of Careers is to assist individuals with disabilities in finding gainful employment of their choosing within their community. A secondary goal is to reduce the number of individuals working in segregated employment centers (workshops). The current customized employment process is a flexible blend of strategies, services, and supports designed to increase employment options for job seekers with complex needs through voluntary negotiation of the employment relationship with an employer. The job seeker is the primary source of information and drives the process

The Customized Employment process begins with an exploration phase, which lays the foundation for employment planning. Planning results in a blueprint for the job search where an employment relationship is negotiated to meet the needs of both the job seeker and the employer. Time spent engaging with the job seeker to explore their unique needs, abilities, and interests, as well as their complexities is essential to establishing successful employment. Unlike traditional testing or standardized assessment, Customized Employment engages the job seeker in controlling the exploration process and captures their preferences and connections in the community. The job seeker selects friends, family, and colleagues to participate in the exploration phase so that they can share positive perspectives and potential connections to employment opportunities. At the conclusion of the exploration phase, the job seeker makes decisions about their employment goals and potential employers to approach

Information gathered from the exploration process is the foundation for customized employment planning. The customized employment planning process should result in a blueprint for the job search. There are also numerous tools including profiles and portfolios that can be used to capture, organize, and represent the information that is collected during exploration and planning. An essential element in customized employment is negotiating job duties and employee expectations to align the skills and interests of a job seeker to the needs of an employer. This negotiation results in a job description that outlines a customized relationship between employer and employee. Options for customizing a job description include job carving, negotiating a new job description, job creation, and job sharing. Other points of potential negotiation include job supports, the hours or location of the job, or specifics of supervision. Other options in this process include for micro-enterprise, small business ownership, or "business" within a business.

Description of the Products and Services:

Company Ownership/Legal Entity

JobOne Careers is a wholly owned subsidiary of JobOne. JobOne Careers is governed by a board made up of JobOne staff, parents of JobOne employees, professionals, and members of the JobOne Board. JobOne Careers operates as a 501(c)(3) non-profit corporation. It was established as a subsidiary of JobOne and began operating in February 2014 under guidance from Center for Human Services (CHS) in Sedalia, MO while awaiting full programmatic accreditation from CARF. JobOne Careers received a three year accreditation from CARF in October of 2014 and became an independent vendor with Vocational Rehabilitation with a contract to provide both Employment Services (ES) and Supported Employment (SE) on December 24, 2014.

The JobOne Careers Board of Directors for 2016-2017 is made up of a diverse set of people who all share a common desire for the program to grow and provide the best quality services.

Liz Muleski -Board Chair	Parent of JobOne employee
Susan Scott -Vice Chair	JobOne Board Member. Commercial Real Estate Broker
Amy Schmidt -Secretary	JobOne Board Member Residential Services Provider
Cristy Carpenter	JobOne Staff Member
Kim Curtis	President, Grandview Chamber of Commerce
Deborah Cammisano	JobOne Board Member HR Professional
Lisa Dummit	Blue Ridge Bank and Trust HR Professional

Location

Careers currently operates in the South and Eastern parts of Jackson County focusing on the same geographic area that is served by the Grandview, Center, Hickman Mills, Lees Summit, Independence, Raytown, Blue Springs and Grain Valley school districts. We are also able to accept referrals for current students in the Belton, Ray-Pec, and Pleasant Hill school districts. In May of 2016 a third Employment Specialist was hired with experience and connections working in Kansas City, MO and with the downtown VR office. This location has been targeted as the next service area location as we have been asked to begin receiving referrals from this area. There is a reasonable level of need and strong interest from the school district and VR for us to expand at this time.

Services

JobOne Careers clients are currently referred to one of two programs, Employment Services or Supported Employment. The specific program is determined by the Vocational Rehabilitation counselor. General services that are provided include:

- **Vocational counseling and guidance**
- **Employee/Job development**
- **Job placement services**
- **Job training.**

A more detailed description of the two primary services provided through our contract with VR is outlined below.

EMPLOYMENT SERVICES: (ES)

Clients referred to Employment Services will begin with Employee/Job Development. Activities in this stage include resume development, job applications, job interview rehearsal, and attendance/support on actual job interviews. Careers staff will assist facilitation of this process. It may take several days or weeks to complete this phase and the client is ultimately responsible for forward movement of the process. Employment Services through Careers concludes when a job is secured and all proper paperwork has been filed through Careers to the office of Vocational Rehabilitation.

SUPPORTED EMPLOYMENT (SE)

Clients referred to Supported Employment services will begin with assessment and exploration of interests, abilities and preferences and how that can translate to successful career choices. Staff provide assistance with resume development, interview preparation, and soft skill development which are all necessary to be successful at work. Careers staff are available to attend/provide support for

job interviews and facilitate the hiring process. Once hired, Careers will work with the client, Vocational Rehabilitation counselor, and the employer to determine the level of support and training needed for success on the job.

While Employment Services and Supported Employment are a good option for many of the individuals we serve, we have found that there are times when a different service or approach might be more effective. As mentioned previously there are three programmatic opportunities that we have identified that would expand both the services we provide and the number of individuals we can serve.

TRANSITION SERVICES

Currently clients are referred to us for Supported Employment and Employment Services who are in transition services through Vocational Rehabilitation. These are students who are in their final year of high school who want to work when they finish school. The process is similar to ES/SE services we provide to our other clients. The main difference is that most of these individuals have never had a work experience before and are typically still supported by their family both financially and for transportation needs, etc. In the past some of these students would have gone through the VR process while others would have been recommended for more traditional sheltered employment. Under the WIOA regulations all individuals now must go through the VR process first, which means the demand for this service has greatly increased. These students will typically go through the Discovery and Exploration process with us first to determine their interests and skills with the goal that we will help them to find a job goal and a job before they graduate.

SKILLED WORK EXPERIENCE (SUMMER WORK EXPERIENCE/PROJECT SEARCH)

For individuals who have never worked before, having the opportunity to participate in a skilled work experience where they can gain skills and learn about working within an integrated work environment can be very valuable. Projects that seek to do that, such as Project Search and others around the country are designed to give high school students hands on experience in a real work setting, with the goal of increased skills and better employment outcomes. Missouri VR piloted a similar program during the summer of 2016 called **Summer Work Experience**. It was a six week program during which a business within the community partnered with a local Community Rehab Provider (CRP) such as JobOne Careers. The business identified entry level jobs within the organization that would be appropriate for high school students and agreed to hire high school students with disabilities to fill them. In return the CRP acted as a staffing agency, managing the wages, liability insurance, etc. and provided an onsite job coach to assist the students. The students worked 16 hours a week at the business and have four hours a week of classroom instruction working on soft skills and workplace preparedness. They are paid at minimum wage for the full 20 hours. During the summer of 2016 Job One Careers was excited to partner with Grandview Parks and Recreation and Research Medical Center – Brookside Campus for this program. Each location was able to provide three positions which allowed six total students to be selected to work over the summer. The three students who worked for GV Park helped with general park maintenance and upkeep at parks throughout the city, while the Research employees worked in the Physical Therapy department assisting with various needs. JobOne Careers staff was excited about this new program and optimistic about how it could grow in the future, both through the addition of more employees at the current sites, and the development of new sites. JobOne CAREERS is working to add to the available sites for summer 2017.

TRAINING PROGRAMS

For individuals who have never worked in a competitive work environment, either because they have not worked at all or have worked for JobOne in our subcontracting locations for many years we have found there can be a need for training to develop their skills to be ready to enter the modern workplace. We know there are other organizations in the state that are working on this problem and developing programs to address it so we plan to learn what they are doing and to see if a similar program would be a benefit to the individuals we serve.

Management

This section describes the organization and staffing supports recommended for expansion. In January of 2016 Anne Hochstein's title changed from Customized Employment Specialist to VP - JobOne Careers. Anne was hired as a Customized Employment Specialist in August of 2014 and has worked as a Customized Employment Specialist while also providing program oversight for the past six months as the Careers Director. As the program has grown a CES was hired in July 2015

followed by a second CES in January of 2016, and a third in May of 2016. With the addition of the third Employment Specialist Anne Hochstein allowed her case load to diminish to zero as her clients were placed and is now responsible for program growth and staff oversight as outlined in the job description below. The JobOne Careers program also moved within the company organizational chart beginning in January of 2016 with Anne reporting to Aaron Martin, CEO. This will ensure a greater level of organizational strategic support. As the program continues to grow and diversify Anne will be required to take a more strategic role in her leadership of the program, which will inform future personnel decisions.

Anne Hochstein, VP – JobOne Careers

VP, JobOne Careers is responsible for leading JobOne Careers and serving as a liaison with government funders, referrals, customers and businesses. Accountable for managing JobOne Careers in accordance with accreditation standards. An excellent partnership and communication with all customers is maintained. Responsible for the financial sustainability of the program and completes required reports and billing in a timely manner. Ensure the Customized Employment Specialist are utilizing Discovery & Exploration with clients to obtain the jobs the people we serve desire.

Cristy Carpenter, Director of Employee Services

Responsible for leading the Employee Services Program staff and serving as a liaison with government funders. Accountable for administering the Employee Services Program in accordance with accreditation standards. Reporting to and partnering with the staff and outside agencies so to support each employee in all aspects of their employment while supporting all staff members to provide the highest quality person centered services. Will maintain a resource manual focusing on additional services for the employees, assisting with non-work related services and activities.

Rofique Miller, Employment Specialist

Jeff Carpenter, Employment Specialist

Bonita Jones, Employment Specialist

The Employment Specialist tailors job-placement services based on a person's unique abilities, skills, and career interests. The ES conducts Discovery and Exploration activities and on-site job training and job-retention supports and services for our clients to provide customized employment services. They participate in the development of vocational interest; provide one-on-one training for supported individuals on his/her competitive job; maintains accurate and timely documentation of client progress with clear communication to immediate supervisor; to assure training effectiveness; responsiveness, performance, quality, and customer satisfaction. The CES will have skill in work site analysis including the ability to identify opportunities for job restructuring and other techniques to accommodate the needs of a person with a disability. They will also have experience and skill in sales and marketing with the goal of developing positive relationships with employers to create a positive impression of supported employment in the community.

Melva Kerns, Retention Specialist

The Retention Specialist mentors, or coaches program individuals in individual and/or group work settings in accordance with their person-centered vocational plan in a customized employment job or volunteer setting. Conducts follow along and retention activities for supported individuals in the CAREERS program. Completes administrative and reporting duties as assigned.

Administrative Support

JobOne Careers is fortunate to have the support of its parent company JobOne to help with the management of financial and other administrative needs. This arrangement provides the new company with the expertise of financial and human resource management, as well as marketing and communications support from JobOne. All staff working for Careers are employed by JobOne as part of a management services agreement between the two corporations. Careers maintains a separate bank account through Commerce Bank. All accounts receivable is paid directly to the Commerce Bank account, and then JobOne bills a monthly management fee to Careers. This keeps the corporations separate from a financial perspective and creates a legal separation required by VR and our DESE funding sources.

Kelly Logan, VP of Human Resources will provide support in hiring and expanding the staffing of Careers. She is also responsible to ensure safety and HR legal compliance for the program. Kelly has been with JobOne in her role for more than 30 years.

Melody Scott, Director of Finance supports Careers in ensuring that all VR and Eitas billing is completed monthly. She provides compliance oversight for all rules and regulations impacting the program. Accounts payable and payroll are also overseen by Melody.

Aaron Martin, CEO of JobOne provides strategic direction and support for Careers and also supports staff in marketing the program. Aaron works closely with the agency Communications Consultant, Carol Sours, to ensure web updates and all to coordinate all internal and external communications needs. He also supervises Josh Davis who is the Network Administrator, providing IT support to the program.

Revenue Model

JobOne careers currently acquires revenue through four distinct models; Vocational Rehabilitation, Eitas, Contract Mentorship opportunities, and fund development.

VR funding is a 3rd party payee model. Clients choose JobOne Careers and purchase services from us with funds made available through VR. In this model quality, marketing, and ongoing support to clients is critical as we are essentially dealing with many customers who have many choices as to where they spend their VR dollars.

Eitas is looking for set of employment related outcomes and will provide us with some funding based on achieving those outcomes. It is important that JobOne Careers documents and 'proves' the attainment of outcomes and maintains a positive working relationship with Eitas.

Mentorship opportunities arise from the need of other agencies with an interest in obtaining a vendor contract with VR to have support through that process. In order for an agency to receive a contract they have to have experience providing the service while working under the guidance of another agency. We can provide this service on a contract basis and have our first opportunity to do so this fall.

Finally, we anticipate that the strategic goals of the program will create funding gaps that can only be filled through fundraising. JobOne is engaging professional fundraisers in the spring of 2016. JobOne Careers will have needs that will be addressed by the fundraising professionals.

As we look to the future and the needs of the individuals we serve it has become apparent that having Medicaid funding would allow us to diversify the programs and support that we can offer. Medicaid funding would allow us to provide long term job coaching for individuals who may need more support than is provided by traditional VR funding. Having a Medicaid contract would also allow

JobOne Careers to serve individuals who may not otherwise be eligible for Supported Employment Services through Vocational Rehabilitation. JobOne Careers will be completing an application to become a Medicaid Vendor for Employment Services during calendar year 2017.

Assessing Quality

Careers will measure quality primarily through client surveys. Surveys will be completed after a client has found a suitable job or has left the program for whatever reason. Surveys will focus on client experience, how they feel they were treated by staff, overall execution of services, and if a satisfactory outcome was achieved for the client as a result of the program services. Additionally, the program is CARF accredited and meeting CARF standards will contribute to program quality.

Marketing

SWOT Analysis

In November of 2015, members of the Careers team met to discuss program progress and set goals for the coming year. The team began the meeting by updating the SWOT analysis of the program completed during the previous year planning meeting, examining internal strengths and weaknesses and external opportunities and threats. The results are shown in the chart below.

Strengths	Weaknesses	Opportunities	Threats
Relationship with MOVR-primary funder	Lack of adequate internal communication of program	Developing business relationships through chamber of commerce	Existing competition in SE market
Relationship with Eitas	Benefits planning	Improve relationship with VR by developing a strategy for marketing and relationship building.	Emerging competitors, beat us to the student WIOA market
Great staff-teamwork between departments	Lack of working, data management, integrated IT system	Increase State level involvement	Eitas funding-funding priorities in the future
Staff initiative-to start and grow program		Improve capacity to perform benefits planning	VR referrals-based on relationships and politics often times
Use of staff resources-low overhead		Fundraising and development – need to ensure that Careers has a seat at the table to express fundraising needs.	Issues or problems with parent company (Job One)
3-year CARF		Continue to revise and update website.	Family-provider resistance to change
Person centered culture		WIOA subject matter experts	Economy-job market
Board		Project Search/Transition	
Decision to serve targeted area and be strategic about growth.		DMH/Medicaid funding to expand employment services and create training program/opportunities.	
Careers has been embraced by JobOne and is part of the culture.		Expand Careers Board	
Strong revenue model.			
Professionally run			
Strong business community relationships.			

After conducting SWOT analysis the opportunities that were identified were evaluated and used to form our strategic dashboard for the upcoming year. The biggest threats we face come in the form of our existing competitor's taking potential market share due to faster growth and from the possibility of new agencies entering the market before we can grow to meet the market demand. As an organization we clearly see the demand for our services to be expanded both in the locations we are serving currently and in other areas within Jackson County. Our greatest opportunity appears to be in the development of new and innovative programming to serve the growing transition aged (18-24) population, as well as positioning ourselves with the resources to serve the individuals in the ID/DD community whose needs are not currently being met by Missouri VR.

It is important to note that more planning and periodic updates of the plan should take place to discuss the conditions under which we would discontinue the program. As long as we are serving clients well, and able to sustaining the program through small net revenue surpluses each year, the program will continue. However, we must be cognizant that there are many other companies doing what we do, so we must maintain services that are as good as, or better than the competition. Also, any disruption to a major funding source through funding cuts or slow pay (which has occurred or is occurring in other states) must be monitored closely.

Market Analysis

JobOne Careers initially served south eastern Jackson County, Missouri. We were approached in November 2014 by VR to determine our ability to provide services in a broader area to include areas farther east including Blue Springs and Grain Valley. Currently other CRP's are meeting with clients in that area but there is no one with facilities there. With the addition of a second CES in July we were able to begin receiving referrals from these areas. The CES that was added to the Careers team in January of 2016 will office primarily out of the Independence subcontracting location. This has allowed for more focused growth and job development in the eastern part of Jackson County where there is a need for additional services. Over the course of 2016 we have been approached to determine our willingness to begin receiving referrals from the downtown Kansas City office. With the addition of a third Employment Specialist in May 2016 and based on her contacts and experience working in the area we have recently agreed to do so to help meet this need.

The market is growing due to changes in the Workforce Innovation and Opportunity Act (WIOA), which will dramatically change how and to whom services will be provided. There will continue to be a need for individuals who are graduating from high school to have Supported Employment services and this need will grow as WIOA goes into effect in 2016. One big change that impacts both JobOne and JobOne Careers as part of the WIOA regulations is the new requirement that transitioning students seek community employment options until their 24th birthday. They will no longer be able to be considered eligible for sheltered employment options until that time. What that means for the JobOne Careers program is that there are students who may in the past have been referred to work for JobOne in one of our sheltered programs who will now need to seek Community employment first.

Clients are referred to us through Vocational Rehabilitation of Jackson County (VR) so maintaining our strong relationship with VR will be key to growing our market share. Communicating with VR and surrounding school districts to make sure they know our plans and are supportive will be important to positive growth.

JobOne Careers will differentiate itself from our competition in the following ways:

- Strong focus on solid relationship building with businesses in our market areas
- Outstanding relationships with local school districts to support students transitioning from school to work
- Providing customized employment choices that build on client strength and not always on job market dynamics
- Maintaining our strong person centered culture
- Having the backup and support of JobOne to provide choices to clients as their employment needs change
- Creating innovative programs and looking for opportunities to build on the Supported Employment process to serve more significantly disabled individuals in our community (ie. Summer work experiences, self-employment supports, etc.).

Competition

JobOne Careers faces competition in the form of other agencies in the area who also contract with Vocational Rehabilitation to provide Employment Services and Supported Employment in Jackson County. Some of the largest are listed below.

- Center for Human Services
- Community Services League
- Diversity Placement Services
- Easter Seals
- Goodwill
- Jewish Vocational Services
- Rehabilitation Institute
- The Whole Person
- Truman Employment Services

While all of these agencies do similar work, none of them are specifically focused on serving the South East Jackson County suburban communities. We know that many of these agencies have been providing ES and SE services for many years, but also know from our relationships with Eitas and Vocational Rehabilitation that there is still an unfilled need to provide these services in the Greater Kansas City area. We will strive to fill that need in our community while providing the best possible service to our clients so that our organization may continue to grow.

Advertising and Promotion

As an organization that provides Community Employment Services, we know that our presence and name recognition in the community is important for us to attract new clients and to serve existing clients effectively. In order for us to find job matches for those we serve, an outstanding relationship with the business community is essential. We must understand what types of labor needs exist in our community but also we must education businesses about our services so that they will turn to us to help solve labor problems.

Some of the ways we connect with our community are:

- Having a presence at Chamber and other community networking events.
- Attending monthly meetings with the local NEXUS group.
- Through our website: JobOne launched a new website and social media presence in January 2016. JobOne Careers is featured on the new website to better highlight the program.
- Press releases in local newspapers when appropriate.
- Facebook, LinkedIn, Twitter.
- Network and attend events hosted by the Business Leadership Network of Greater Kansas City.

Strategy and Implementation

Strategy for Growth

Over the past year as the JobOne Careers program has grown, unmet needs have been identified that are not being served within the current framework. These unmet needs have led to research into other ways to serve individuals outside of the traditional Supported Employment process including Transition Services, Skilled Work Experiences and Training Services. Work has begun to implement some of these ideas and to take advantage of opportunities to add services through Missouri Vocational Rehabilitation as well as Medicaid funded programs. Below is the proposed timeline for expansion and addition of these programs and services.

Timeline for Expansion

Timeline for Expansion:

September 2016: Hire Retention Specialist/Job Coach to support program growth.

December 2016: Complete development of Careers database and have fully operational for staff use.

Spring 2017: Complete and submit application for Medicaid vendor status to DMH.

March 2017: Develop an SOP based on experience mentoring Life Unlimited through receiving their VR contract to aid in future opportunities to mentor other agencies through the process.

March - May 2017: Hire and train new Employment Specialist to allow for continued growth of services to Kansas City downtown area.

March – May 2017: Grow Summer work experience program with VR by adding additional sites to serve pre-transition students during summer of 2017.

June - August 2017: Launch Summer Work Experience in partnership with Missouri VR.

August 2017: Host relevant Employment Services training and open it up to other agencies in Kansas City.

December 2017: Achieve Medicaid waiver vendor status for employment services.

Financial Projections

JobOne Careers									
Projected Profit and Loss Fiscal 2017									
Ordinary Income/Expense									
	Income			Quarter 1	Quarter 2	Quarter 3	Quarter 4	FY17	
	5310 · Eitas			22251	22251	30750	30750	106002	
	5320 · Voc Rehab			70000	60000	60000	99300	289300	
	5903 · Cash Over/Short								
	Total Income			92251	82251	90750	130050	395302	
	Cost of Goods Sold								
	6203 · Client Supp/Maint			565	1000	1000	1000	3565	
	6233 · Client Transport			300	300	300	300	1200	
	6263 · Client Other Services			0	0	0	0	0	
	Total COGS			865	1300	1300	1300	4765	
	Gross Profit			91386	80951	89450	128750	390537	
	Expense								
	7013 · Audit			5702	0	0	0	5702	
	7023 · Promo			300	300	300	300	1200	
	7043 · Bldg Rent & Maint			0	0	0	0	0	
	7063 · Dues & Regist Fees			0	800	150	8550	9500	*CARF
	7073 · Edu & Training			0	1800	100	3000	4900	
	7103 · Equipment			1500	320	1000	390	3210	
	7103 · Depreciation			3000	3000	3000	3000	12000	
	7113 · Gas			400	400	600	600	2000	
	7123 · Insurance			972	972	972	972	3888	
	7203 · Personnel Costs			55000	55000	59000	71500	240500	
	7203 · Summer Program wages			8400	0	0	16395	24795	
	7503 · Pstg & Frt			10	10	10	10	40	
	7513 · Prof/Admin Fees			6000	6000	6000	6000	24000	
	7533 · Supplies			550	500	500	2000	3550	
	7543 · Svc & Fin Charges			101	399	399	399	1298	
	7553 · Telephone			900	900	1100	1100	4000	
	7563 · Travel			175	1200	1200	4000	6575	
	7573 · Utilities			2800	2800	2800	2800	11200	
	Total Expense			85810	74401	77131	121016	352656	
	Net Ordinary Income			5576	6550	12319	7734	37881	

3 summer work experiences in Quarter 1 and 6 in Quarter 4.

Quarter one is based on 14000/month VR billing + 16500 in billing for half of summer work experience - 3 sites

Quarter two and three is based on 20000 month in VR billing

Quarter 4 is based on 20000 month in VR billing + 39,300 in billing for half of summer work experience - 6 sites

Quarter 4 adds an additional Employment Specialist to prepare for Medicaid vendor status

JobOne Careers									
Projected Profit and Loss Fiscal 2018									
Ordinary Income/Expense									
	Income			Quarter 1	Quarter 2	Quarter 3	Quarter 4	FY17	
	5310 · Eitas			30750	30750	30750	30750	123000	
	5320 · Voc Rehab			99300	66000	66000	99300	330600	
	Meidcaid			0	16800	16800	16800	50400	
	5903 · Cash Over/Short								
	Total Income			130050	113550	113550	146850	504000	
	Cost of Goods Sold								
	6203 · Cient Supp/Maint			565	1000	1000	1000	3565	
	6233 · Client Transport			300	300	300	300	1200	
	6263 · Client Other Services			0	0	0	0	0	
	Total COGS			865	1300	1300	1300	4765	
	Gross Profit			129185	112250	112250	145550	499235	
	Expense								
	7013 · Audit			5800	0	0	0	5800	
	7023 · Promo			300	300	300	300	1200	
	7043 · Bldg Rent & Maint			0	0	0	0	0	
	7063 · Dues & Regist Fees			0	800	150	150	1100	
	7073 · Edu & Training			0	1800	100	3000	4900	
	7103 · Equipment			1500	320	1000	390	3210	
	7103 · Depreciation			3000	3000	3000	3000	12000	
	7113 · Gas			600	600	800	800	2800	
	7123 · Insurance			972	972	972	972	3888	
	7203 · Personnel Costs			71500	71500	71500	71500	286000	
	7203 · Summer Program wages			16395	0	0	16395	32790	
	7503 · Pstg & Frt			10	10	10	10	40	
	7513 · Prof/Admin Fees			6000	6000	6000	6000	24000	
	7533 · Supplies			500	500	500	1050	2550	
	7543 · Svc & Fin Charges			101	399	399	399	1298	
	7553 · Telephone			1100	1300	1300	1300	5000	
	7563 · Travel			175	1200	1200	4000	6575	
	7573 · Utilities			2800	2800	2800	2800	11200	
	Total Expense			110753	91501	90031	112066	398551	
	Net Ordinary Income			18432	20749	22219	33484	100684	
6 summer work experiences in Quarter 1 and 6 in Quarter 4.									
Quarter one is based on 20000/month VR billing + 39300 in billing for half of summer work experience - 6 sites									
Quarter two and three is based on 20000 month in VR billing									
Quarter 4 is based on 20000 month in VR billing + 39,300 in billing for half of summer work experience - 6 sites									