



WE EMPOWER MANAGEMENT THROUGH DATA!



Performance Measurement and Forecasting Tools for Adding Value to your Business

Financial & Operational Planning Tool			
* Select tab number to go directly to that tab.			
<u>TAB (*)</u>	<u>TAB CONTENT</u>	<u>FOR</u>	<u>DESCRIPTION</u>
1	Financial Summary Dashboard	Management	Summary of Financial Performance
2	Performance Graphs	Management	Graphical display of financial performance
3	CFO Simulator	User Interaction	Simulator for key financial drivers
4	Revenue Simulation Tool	Roll-Up	Revenue by Project
5	Balance Sheet	Management	Statement of Financial Position
6	Income Statement	Management	Summarizes Expense Categories - Quarterly & Annually
7	Cash Flow Statement	Management	Statement of uses and sources of cash
8	P&L Flux Analysis	Management	Financial Analysis for Actual/Forecast when comparing period results
9	Compensation, Bonuses, Taxes & Benefits	User Interaction	Comp, Bonuses & Benefits by Employee
10	Trial Balance Load	User Interaction	Actual and Projected General Ledger FY 2011-2016
11	Balance Sheet Drivers	Roll-Up	Inflows/Outflows of Cash to determine projected cash balance

WE EMPOWER MANAGEMENT THROUGH DATA!



DASHBOARD FINANCIAL REPORT

Cash	\$83,495	\$327,863	\$385,983	\$1,845,550	\$1,965,124	\$1,965,124	\$5,184,439	\$9,117,542	\$13,453,204
Accounts Receivable - Trade	\$2,430,169	\$2,249,988	\$2,560,986	\$2,863,723	\$3,179,503	\$3,179,503	\$4,365,329	\$5,628,910	\$6,827,399
Work-In-Progress, net of Deferred	\$1,910,029	\$3,117,624	\$3,150,186	\$3,219,905	\$2,993,306	\$2,993,306	\$3,312,512	\$3,313,285	\$3,529,403
Accounts Payable - Trade	\$110,104	\$496,719	\$250,949	\$210,059	\$203,256	\$203,256	\$225,342	\$236,500	\$248,428
Other Accrued Expenses	\$263,882	\$318,421	\$192,412	\$266,847	\$342,968	\$342,968	\$379,545	\$379,916	\$380,167
Line of Credit	\$750,000	\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Working Capital Position	\$3,299,706	\$4,130,335	\$5,653,793	\$7,452,272	\$7,591,708	\$7,591,708	\$12,257,393	\$17,443,322	\$23,181,411

Revenue	\$15,705,286	\$4,867,965	\$5,038,583	\$5,129,432	\$4,826,601	\$19,862,581	\$20,080,015	\$20,697,865	\$21,334,869
Revenue Growth %		14%	4%	2%	-6%	26%	1%	3%	3%
Cost of Service	\$8,927,652	\$2,683,344	\$2,809,260	\$2,953,584	\$2,955,271	\$11,401,459	\$11,837,402	\$11,850,459	\$11,859,268
Gross Margin (\$)	\$6,777,633	\$2,184,621	\$2,229,323	\$2,175,847	\$1,871,331	\$8,461,122	\$8,242,613	\$8,847,406	\$9,475,601
Gross Margin (%)	43%	45%	44%	42%	39%	43%	41%	43%	44%
Operating Expenses (\$)	\$3,581,019	\$907,024	\$895,652	\$896,085	\$896,085	\$3,594,847	\$3,689,575	\$3,792,978	\$3,886,404
Operating Expenses - (%)	23%	19%	18%	17%	19%	18%	18%	18%	18%
Profit \$	\$3,196,615	\$1,277,597	\$1,333,671	\$1,279,762	\$975,245	\$4,866,274	\$4,553,039	\$5,054,428	\$5,589,197
Profit %	20%	26%	26%	25%	20%	24%	23%	24%	26%
EBITDA \$	\$3,550,310	\$1,349,642	\$1,402,989	\$1,349,080	\$1,044,563	\$5,146,273	\$4,727,039	\$5,244,428	\$5,779,197
EBITDA %	23%	28%	28%	26%	22%	26%	24%	25%	27%

Total Headcount (All Departments)	65	77	89	89	89	89	89	89	89
Change to Staff (Billable & Admin.)	0	0	0	0	0	24	0	0	0
Headcount - Fully & Partial Billable	60	72	83	83	83	83	83	83	83
Headcount - Administration	5	5	6	6	6	6	6	6	6

Total Comp & Benefits (All Departments)	\$8,920,670	\$2,660,272	\$2,836,845	\$2,981,603	\$2,983,289	\$11,462,009	\$11,949,476	\$11,962,533	\$11,971,342
Fully & Partial Billable Staff	\$8,123,981	\$2,459,878	\$2,629,260	\$2,773,584	\$2,775,271	\$10,637,993	\$11,117,402	\$11,130,459	\$11,139,268
Administration	\$796,689	\$200,394	\$207,585	\$208,018	\$208,018	\$824,016	\$832,074	\$832,074	\$832,074

	Actual 2014	Forecast Qtr 1 - 2015	Forecast Qtr 2 - 2015	Forecast Qtr 3 - 2015	Forecast Qtr 4 - 2015	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
Cash	\$83,495	\$327,863	\$385,983	\$1,845,550	\$1,965,124	\$1,965,124	\$5,184,439	\$9,117,542	\$13,453,204
Accounts Receivable - Trade	\$2,430,169	\$2,249,988	\$2,560,986	\$2,863,723	\$3,179,503	\$3,179,503	\$4,365,329	\$5,628,910	\$6,827,399
Work-In-Progress, net of Deferred	\$1,910,029	\$3,117,624	\$3,150,186	\$3,219,905	\$2,993,306	\$2,993,306	\$3,312,512	\$3,313,285	\$3,529,403
Accounts Payable - Trade	\$110,104	\$496,719	\$250,949	\$210,059	\$203,256	\$203,256	\$225,342	\$236,500	\$248,428
Other Accrued Expenses	\$263,882	\$318,421	\$192,412	\$266,847	\$342,968	\$342,968	\$379,545	\$379,916	\$380,167
Line of Credit	\$750,000	\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Working Capital Position	\$3,299,706	\$4,130,335	\$5,653,793	\$7,452,272	\$7,591,708	\$7,591,708	\$12,257,393	\$17,443,322	\$23,181,411
Revenue	\$15,705,286	\$4,867,965	\$5,038,583	\$5,129,432	\$4,826,601	\$19,862,581	\$20,080,015	\$20,697,865	\$21,334,869
Revenue Growth %		14%	4%	2%	-6%	26%	1%	3%	3%
Cost of Service	\$8,927,652	\$2,683,344	\$2,809,260	\$2,953,584	\$2,955,271	\$11,401,459	\$11,837,402	\$11,850,459	\$11,859,268
Gross Margin (\$)	\$6,777,633	\$2,184,621	\$2,229,323	\$2,175,847	\$1,871,331	\$8,461,122	\$8,242,613	\$8,847,406	\$9,475,601
Gross Margin (%)	43%	45%	44%	42%	39%	43%	41%	43%	44%
Operating Expenses (\$)	\$3,581,019	\$907,024	\$895,652	\$896,085	\$896,085	\$3,594,847	\$3,689,575	\$3,792,978	\$3,886,404
Operating Expenses - (%)	23%	19%	18%	17%	19%	18%	18%	18%	18%
Profit \$	\$3,196,615	\$1,277,597	\$1,333,671	\$1,279,762	\$975,245	\$4,866,274	\$4,553,039	\$5,054,428	\$5,589,197
Profit %	20%	26%	26%	25%	20%	24%	23%	24%	26%
EBITDA \$	\$3,550,310	\$1,349,642	\$1,402,989	\$1,349,080	\$1,044,563	\$5,146,273	\$4,727,039	\$5,244,428	\$5,779,197
EBITDA %	23%	28%	28%	26%	22%	26%	24%	25%	27%
Total Headcount (All Departments)	65	77	89	89	89	89	89	89	89
Change to Staff (Billable & Admin.)	0	0	0	0	0	24	0	0	0
Headcount - Fully & Partial Billable	60	72	83	83	83	83	83	83	83
Headcount - Administration	5	5	6	6	6	6	6	6	6
Total Comp & Benefits (All Departments)	\$8,920,670	\$2,660,272	\$2,836,845	\$2,981,603	\$2,983,289	\$11,462,009	\$11,949,476	\$11,962,533	\$11,971,342
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Administration	\$796,689	\$200,394	\$207,585	\$208,018	\$208,018	\$824,016	\$832,074	\$832,074	\$832,074

WE EMPOWER MANAGEMENT THROUGH DATA!



CFO SIMULATOR

		Use actuals till Feb-15											
STAFFING, RAISES & BONUSES		Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15
Cash		\$389,648	\$176,904	\$327,863	\$280,297	\$502,771	\$385,983	\$947,652	\$1,385,817	\$1,845,550	\$2,313,233	\$2,751,479	\$1,965,124
Revenue-Mthly		\$1,644,262	\$1,523,987	\$1,699,716	\$1,669,433	\$1,669,433	\$1,699,716	\$1,699,716	\$1,639,150	\$1,790,565	\$1,729,999	\$1,639,150	\$1,457,452
Revenue-Qtrly				\$4,867,965			\$5,038,583			\$5,129,432			\$4,826,601
Billable Headcount		63	65	72	75	82	83	83	83	83	83	83	83
Total Headcount		68	70	77	81	88	89	89	89	89	89	89	89
Gross Margin %		43.89%	40.27%	49.96%	48.29%	42.27%	42.21%	42.08%	39.94%	45.02%	43.06%	39.90%	32.41%
Profit Margin %		25.93%	19.66%	32.45%	30.40%	24.39%	24.65%	24.50%	21.71%	28.33%	25.79%	21.68%	11.92%
EBITDA - \$		\$439,693	\$335,254	\$574,695	\$530,684	\$430,216	\$442,088	\$439,599	\$379,033	\$530,448	\$469,320	\$378,471	\$196,773
EBITDA %		26.74%	22.00%	33.81%	31.79%	25.77%	26.01%	25.86%	23.12%	29.62%	27.13%	23.09%	13.50%

Note: Staging is for staff projections only. Actual headcount changes should be added to Compensation (Tab-9).
Remove simulated headcount for positions once those headcounts are added to Compensation (Tab-9).

Total Headcount

	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15
Billable Staff - Partial and Fully	63	65	72	75	82	83	83	83	83	83	83	83
Account Services	17	19	20	21	23	24	24	24	24	24	24	24
Clinical Sciences	6	6	6	6	7	7	7	7	7	7	7	7
Art Department	13	13	15	15	15	15	15	15	15	15	15	15
Copy Department	13	13	14	15	16	16	16	16	16	16	16	16
Editorial	4	4	4	4	4	4	4	4	4	4	4	4
Operations	6	6	8	9	10	10	10	10	10	10	10	10
Studio	1	1	2	2	2	2	2	2	2	2	2	2
Digital	3	3	3	3	5	5	5	5	5	5	5	5
Administration - non-billing staff	5	5	5	6	6	6	6	6	6	6	6	6
	68	70	77	81	88	89	89	89	89	89	89	89

EXPENSE PROJECTIONS

BONUS PAYOUT		Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15
Beginning Balance		-	91,769	184,623	276,591	371,226	474,291	578,981	683,671	788,361	893,051	997,741	1,102,431

WE EMPOWER MANAGEMENT THROUGH DATA!



GLOBE MATRIX CONSULTING

Outsourced CFO and Fund Administration Services

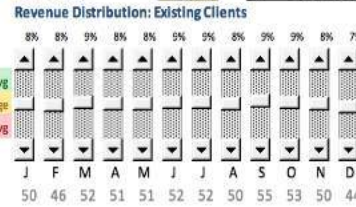
Long term revenue forecast engine

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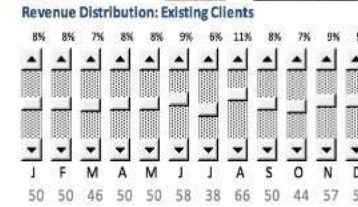
Base Year		2014	2015	2016	2017	2018	2019
Revenue		\$15,700,000	\$19,851,500	\$20,080,015	\$20,697,865	\$21,334,869	\$21,811,699
Existing Clients		\$12,700,000	\$18,351,500	\$18,535,015	\$19,091,065	\$19,663,797	\$20,057,073
New Clients		\$3,000,000	\$1,500,000	\$1,545,000	\$1,606,800	\$1,671,072	\$1,754,626



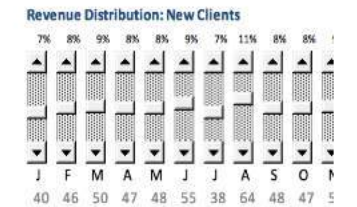
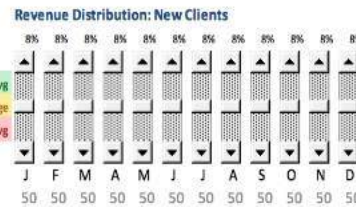
2015	
YOY Growth	\$ 19,851,500
Existing Clients	45% \$ 18,351,500
New Clients	-50.00% \$ 1,500,000



2016	
YOY Growth	\$ 20,080,015
Existing Clients	1% \$ 18,535,015
New Clients	3.00% \$ 1,545,000



2017	
YOY Growth	\$ 20,697,865
Existing Clients	3% \$ 19,091,065
New Clients	4.00% \$ 1,606,800



WE EMPOWER MANAGEMENT THROUGH DATA!



Balance Sheet

ASSETS	
Current Assets	
Cash & Equivalents	
Accounts Receivable-Trade	
Prepaid Expenses	
Work-In-Process	
Total Current Assets	
Property & Equipment, net	
TOTAL ASSETS	
LIABILITIES	
Current Liabilities	
Accounts Payable-Trade	
Accrued Bonuses	
Accrued Expenses - Other	
Deferred Revenues	
Accrued Pension Expense (401k)	
Deferred Compensation	
Tenant Allowance- Note Payable (S/T)	
Lease Payable	
Line of Credit	
Total Current Liabilities	
Tenant Allowance- Note Payable (L/T)	
Accrued Rent	
Accrued Partner Distributions	
Partner Equity Buyout	
Total Long-Term Liabilities	
Total Liabilities	
Stockholder's Equity (Deficit)	
Partners' Capital	
Retained Earnings	
Net Income (Loss)-Current Year	
Total Stockholder's Equity	
TOTAL LIABILITIES & STOCKHOLDER'S EQUITY	

INTERACTIVE BALANCE SHEET

Actual 2014	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
83,495	1,965,124	5,184,439	9,117,542	13,453,204
2,430,169	3,179,503	4,365,329	5,628,910	6,827,399
275,798	75,000	75,000	75,000	75,000
1,910,029	2,993,306	3,312,512	3,313,285	3,529,403
4,699,490	8,212,933	12,937,279	18,134,738	23,885,006
788,150	589,106	445,106	285,106	125,106
5,487,640	8,802,039	13,382,385	18,419,844	24,010,112
110,104	203,256	225,342	236,500	248,428
-	-	-	-	-
74,596	74,596	74,596	74,596	74,596
1,186,141	1,337,667	1,337,667	1,337,667	1,337,667
189,287	268,373	304,949	305,321	305,571
-	-	-	-	-
16,106	14,580	14,580	5,341	(0)
59,778	38,982	25,421	16,578	10,811
750,000	-	-	-	-
2,386,011	1,937,453	1,982,554	1,976,001	1,977,072
42,790	28,209	10,416	-	-
47,839	69,100	69,100	69,100	69,100
165,000	-	-	-	-
45,000	-	-	-	-
300,629	97,309	79,516	69,100	69,100
2,686,640	2,034,762	2,062,071	2,045,101	2,046,172
(2,774,339)	(3,674,339)	(3,674,339)	(3,674,339)	(3,674,339)
2,378,724	5,575,338	10,441,615	14,994,653	20,049,081
3,196,615	4,866,276	4,553,039	5,054,428	5,589,197
2,801,000	6,767,276	11,320,314	16,374,742	21,963,939
5,487,639	8,802,038	13,382,385	18,419,843	24,010,111

WE EMPOWER MANAGEMENT THROUGH DATA!

INTERACTIVE INCOME STATEMENT

Income Statement

	Actual 2014	Forecast Qtr 1 - 2015	Forecast Qtr 2 - 2015	Forecast Qtr 3 - 2015	Forecast Qtr 4 - 2015	Forecast 2015	Forecast 2016	Forecast 2017	Forecast 2018
REVENUE									
Client Revenue - Existing	\$15,686,702	\$4,737,315	\$4,663,583	\$4,754,432	\$4,451,601	\$18,606,931	\$18,535,015	\$19,091,065	\$19,663,797
Prospect Client	-	\$125,000	\$375,000	\$375,000	\$375,000	\$1,250,000	\$1,545,000	\$1,606,800	\$1,671,072
Net Other Revenue	\$18,584	\$5,650	\$0	\$0	\$0	\$5,650	\$0	\$0	\$0
Total Revenue	\$15,705,286	4,867,965	5,038,583	5,129,432	4,826,601	\$19,862,581	\$20,080,015	\$20,697,865	\$21,334,869
COST OF SERVICE									
Compensation, Taxes & Benefits - (Billable Staff)	\$8,123,981	2,459,878	2,629,260	2,773,584	2,775,271	\$10,637,993	\$11,117,402	\$11,130,459	\$11,139,268
Other Direct Costs	803,672	223,466	180,000	180,000	180,000	763,466	720,000	720,000	720,000
Total Costs	\$8,927,652	2,683,344	2,809,260	2,953,584	2,955,271	\$11,401,459	\$11,837,402	\$11,850,459	\$11,859,268
Gross Margin \$	\$6,777,633	2,184,621	2,229,323	2,175,847	1,871,331	\$8,461,122	\$8,242,613	\$8,847,406	\$9,475,601
Gross Margin %	43%	45%	44%	42%	39%	43%	41%	43%	44%
OPERATING EXPENSES									
Compensation, Taxes & Benefits - Admin	\$796,689	200,394	207,585	208,018	208,018	\$824,016	\$832,074	\$832,074	\$832,074
Occupancy	\$753,355	232,254	229,374	229,374	229,374	\$920,376	\$945,021	\$946,411	\$947,816
Professional	\$253,350	40,000	3,750	3,750	3,750	\$51,250	\$52,605	\$53,657	\$55,267
Consulting	\$297,827	80,173	75,000	75,000	75,000	\$305,173	\$345,000	\$355,350	\$366,011
Outside Services	\$144,318	46,451	42,501	42,501	42,501	\$173,954	\$175,104	\$178,606	\$183,964
Advertising & Promotion	\$28,616	15,002	9,999	9,999	9,999	\$44,999	\$43,996	\$48,395	\$50,815
New Business Expense	\$63,204	15,353	21,249	21,249	21,249	\$79,100	\$87,546	\$90,172	\$92,877
Office Expense & Supplies	\$161,371	44,114	48,750	48,750	48,750	\$190,364	\$200,850	\$206,876	\$213,082
Insurance	\$22,838	4,887	10,000	10,000	10,000	\$34,887	\$42,800	\$44,940	\$47,187
Interest Expense	\$37,687	8,491	3,750	3,750	3,750	\$19,741	\$15,750	\$16,223	\$16,709
Travel, Meetings & Meals	\$422,234	83,838	100,000	100,000	100,000	\$383,838	\$460,000	\$506,000	\$556,600
Repairs & Maintenance	\$26,149	5,200	5,001	5,001	5,001	\$20,203	\$20,604	\$21,222	\$21,859
Conventions, Seminars, Training & Tuition Reim.	\$69,163	21,135	30,000	30,000	30,000	\$111,135	\$132,000	\$135,960	\$140,039
Other G&A	\$150,523	37,686	39,375	39,375	39,375	\$155,811	\$162,225	\$167,092	\$172,105
Total Operating Costs	\$3,227,324	834,979	826,334	826,767	826,767	\$3,314,848	\$3,515,575	\$3,602,978	\$3,696,404
Depreciation Expense	\$154,923	54,545	61,818	61,818	61,818	\$239,999	\$144,000	\$160,000	\$160,000
Interest Income	-\$183	-	-	-	-	\$0	\$0	\$0	\$0
Severance Related Expenses	\$161,424	15,000	-	-	-	\$15,000	\$0	\$0	\$0
Taxes	\$37,531	2,500	7,500	7,500	7,500	\$25,000	\$30,000	\$30,000	\$30,000
Profit (Loss) before Taxes - \$	\$3,196,615	1,277,597	1,333,671	1,279,762	975,245	\$4,866,274	\$4,553,039	\$5,054,428	\$5,589,197
Profit (Loss) before Taxes - %	20.35%	26.24%	26.47%	24.95%	20.21%	24.50%	22.67%	24.42%	26.20%

WE EMPOWER MANAGEMENT THROUGH DATA!



ANALYSIS OF P&L

P&L Flux Analysis

	Flex YTD mth		Dec-14	
	Actual	Forecast	Variance	Explanation
	Flex YTD	Flex YTD		Select 'Actual'/'Forecast' and the time period
REVENUE				
Client Revenue - Existing	\$15,686,702	\$15,400,000	\$286,702	
Prospect Client	\$0	\$0	\$0	
Net Other Revenue	\$18,584	\$0	\$18,584	
Total Revenue	\$15,705,286	\$15,400,000	\$305,286	
COST OF SERVICE				
Compensation, Taxes & Benefits - (Billable Staff)	\$8,123,981	\$8,128,036	-\$4,056	
Other Direct Costs	\$803,672	\$0	\$803,672	
Total Costs	\$8,927,652	\$8,128,036	\$799,616	
Gross Margin \$	\$6,777,633	\$7,271,964	-\$494,330	
Gross Margin %	43%	47%	-4.07%	
OPERATING EXPENSES				
Compensation, Taxes & Benefits - Admin	\$796,689	\$796,689	\$0	
Occupancy	\$753,355	\$818,834	-\$65,479	
Professional	\$253,350	\$175,000	\$78,350	
Consulting	\$297,827	\$300,000	-\$2,173	
Outside Services	\$144,318	\$110,000	\$34,318	
Advertising & Promotion	\$28,616	\$70,000	-\$41,384	
New Business Expense	\$63,204	\$100,000	-\$36,796	
Office Expense & Supplies	\$161,371	\$160,000	\$1,371	
Insurance	\$22,838	\$30,000	-\$7,162	
Interest Expense	\$37,687	\$30,000	\$7,687	
Travel, Meetings & Meals	\$422,234	\$400,000	\$22,234	
Repairs & Maintenance	\$26,149	\$5,000	\$21,149	
Conventions, Seminars, Training & Tuition Reim.	\$69,163	\$0	\$69,163	
Other G&A	\$150,523	\$152,500	-\$1,977	
Total Operating Costs	\$3,227,324	\$3,148,023	\$79,300	
Depreciation Expense	\$154,923	\$144,000	\$10,923	
Interest Income	-\$183	\$0	-\$183	
Severance Related Expenses	\$161,424	\$0	\$161,424	
Taxes	\$37,531	\$210,000	-\$172,469	
Profit (Loss) before Taxes - \$	\$3,196,615	\$3,769,941	-\$573,326	
Profit (Loss) before Taxes - %	20%	24%	-188%	

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Testimonials

Randy Henderson, Former Managing Director and CFO, Spectrum Equity

I have known Glenn for over 20 years, ever since I started at Spectrum Equity, a multi-billion private equity firm. I outsourced the fund modeling to Glenn because of his extensive experience in financial modeling (over 25 years) and vast knowledge of private equity. The fund models were detailed, complex and included all the terms of the limited partnership agreements, including hurdle calculations, management fee offsets, waterfall distribution and GP carry calculations, capital calls, capital accounts, fund and LP IRR's, financial statements and performance measurement charts. Glenn is a creative problem solver, highly skilled professional with a wealth of modeling, finance and industry experience. He is dependable and is of the highest integrity. Glenn was a valued member of the Spectrum team.

Dr. Rodelaire Octavius, Diamond Universal Corporation

Financial modeling is Art & Science. With more than 30 years' experience, Glenn is a top expert in financial modeling. Yet, what makes him unique is his passion about what he does. He works beyond normal business hours including weekends to get the job done. Glenn epitomizes efficiency and he is also a great example of what work ethic is all about. He is playing a key role in our success, and I am pleased to collaborate with him.

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