

Modified Cash Basis Accounting: Super Fuel for the Law Firm Drag Race

By Edwin B. Reeser and James B. Hunt

Have you noticed the recurring news of major, respected law firms having difficulties with their bankers, with an announcement days later that management has recommended firm dissolution? Wondering how this happens without clues that the end was near for each firm, catching great numbers of partners by surprise?

This series is a discussion of the “hows” and “whys” law firms “crash on the roadside” with many partners and employees suffering major career setbacks. Skip this series and hope it doesn’t happen to your law firm, or read on to learn the tell tale signs of when firms are incited to “cut the accounting corners.”

Do not be dissuaded that a discussion of accounting will be boring or require undue effort to understand. The subject of racing tires is superficially the most boring thing in the world, until you are racing along at 175 mph and realize that only four small patches the size of your palm are touching the road. Suddenly, your intimate understanding of the adhesion dynamics of tires is what separates you from life and death, and tires

FIRST IN A FOUR PART SERIES

become a subject of intense interest. Similarly, view this discussion as being strapped into a “law firm race car.” This should motivate your willingness to understand the accounting techniques that keep you glued to the road of financial stability, and those that can throw you into the ditch of dissolution. Tires “talk” to drivers, and the presence of certain accounting techniques used by your firm will “talk” to you. If you pay attention, there should never be any surprises.

Observation #1: Accounting never “kills” law firms; bad strategic choices by management “kills” law firms. A law firm’s failure begins months or years before the decision to dissolve. The tale often begins with one or more of the following occurrences: A major *opportunity to invest* lawyer and management team time in a multi-year contingent fee matter (with no payoff in the end); a major *opportunity to acquire* a “highly profitable and prestigious” practice of another law firm (it just costs existing partners lots of money to lure them over); a major *opportunity to merge* with a “like-minded” firm of lawyers serving new markets and clientele that the firm desires but can’t expand into on their own (the typical “make-or-buy” corporate choice).

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This list could go on, but note the pairing of the two italicized terms in each example. Each strategic venture is characterized as an “opportunity” to act. These opportunities are presented in management meetings as growth milestone events for the law firm, or history-making challenges, often with a sense of urgency to act and always in the spirit of “this is our firm’s destiny.” On closer inspection, was it a challenge for greatness or a challenge to not fail in the endeavor?

The action (to invest, acquire or merge) always calls for funding from the law firm in order for it to seize the opportunity. Successful investing, acquiring, and merging all require the accountants to “prove up the numbers” that the financial result will be good for the partners involved. We are not saying that accounting is a “bad tool”; it can be a “good tool put to a bad purpose,” disguising disappointing or frustratingly poor financial results from a law firm’s investment, acquisition, or merger. When a decision turns out to be problematic, the accounting department emerges creatively as a “profit center,” by working to keep everything on track and buying time until another strategic opportunity to rescue the firm presents itself.

Thus, law firm failures are generally traceable to an earlier event of substantial strategic opportunity and the firm leadership’s choice to act on the opportunity, either without the knowledge or appreciation of the potential eventual destructive outcome, or with complete disregard of the danger. The choice of opportunity is by definition substantial because it takes a substantial act to crash and burn a successful law firm. Accounting is often the tool to hide the scope or even existence of the bad outcome until a solution arrives — if it ever does.

Pay attention to discussion of strategic opportunities and calls to act urgently within your own law firm. Examine the proposition critically and



Associated Press

NASCAR drivers race off the line during a drag racing exhibition at ZMax Raceway in Concord, N.C., March 29.

ask probative questions about the new venture and the safety measures. Published comments by paid consultants on the “visionary” qualities of your firm’s leadership with respect to such opportunities are true warning flags.

Observation #2: All law firms keep two (or more) sets of accounting “books.” This shouldn’t surprise you. One set of partnership books is required on the “cash basis” method of accounting, and at least one additional set of partnership books is kept on some form of “modified cash basis” method of accounting. This practice presents the opportunity to build accounting illusions, when deemed by leadership as necessary in a failing law firm.

Cash basis books: These books are required of partnerships for income tax compliance for the law firm and its partners. All law firms that are organized as partnerships annually file Form Ks and K-1s (the partnership and each partner’s share of taxable income) using the cash basis method of accounting. Fundamentally, the cash basis method results in collected cash for rendering law services during the fiscal year (gross income). Cash payments made by the firm during each fiscal year are separated into two basic categories: operating costs and capital costs.

Operating costs paid during the fiscal year are detailed and deducted from gross income; the result is the partnership’s cash basis net income. Examples of operating costs paid during a fiscal year would include: associate, of counsel, contract attorney, non-equity “partner” attorney, paralegal, secretarial and clerical staff compensation, office rent, property taxes, utilities, marketing costs, business taxes, etc.

Capital costs generally are those payments for additions of long term assets owned by the partnership, such as office improvements, furniture, information technology investment, office art collection, computers and copiers, etc. Capital assets are depreciated over their respective estimated useful lives and such depreciation is a tax deduction and expense, included as a calculated operating cost (not resulting directly from any individual cash payment) in determining the partnership’s cash basis net income. This is what the cash basis method is in a nutshell.

Modified cash basis books: The above description of the cash basis method of accounting is simple; why can’t we just stop there?

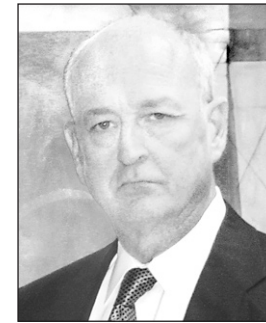
Cash basis books and reports serve as a poor management tool for running a law firm. Sure, the individual partner’s annual taxable net income from the partnership is determined this way, and the numbers do tie to the firm’s cash accounts, but that’s about all the cash basis method of accounting does.

To monitor law firm performance from a more realistic viewpoint, most law firm management have adopted various accounting methods that more closely “match” billed or earned revenues of the law firm with on-going costs of operations. This “matching” of revenues and costs enables financial report readers of firms to view a more realistic, economics-based

financial performance of the law firm. And, for the individual partners, it reports the same for their individual ownership interest in the annual law firm operational results. If the accounting is performed correctly and without “gimmicks,” this improved financial reporting is far superior to a cash basis method of accounting for planning and controlling law firms.

So what is the risk of the modified cash basis method of accounting? There is almost limitless “variety” that exists. Footnote disclosures of the various special accounting features and unique accounting reserves and valuations become a critical factor to understanding the financial reports prepared under the modified cash basis method. The law firm management group sets the rules, which can be changed time to time without notice, and which impact comparability from year to year. These are rules that are virtually never disclosed to the partners or anyone else outside of management.

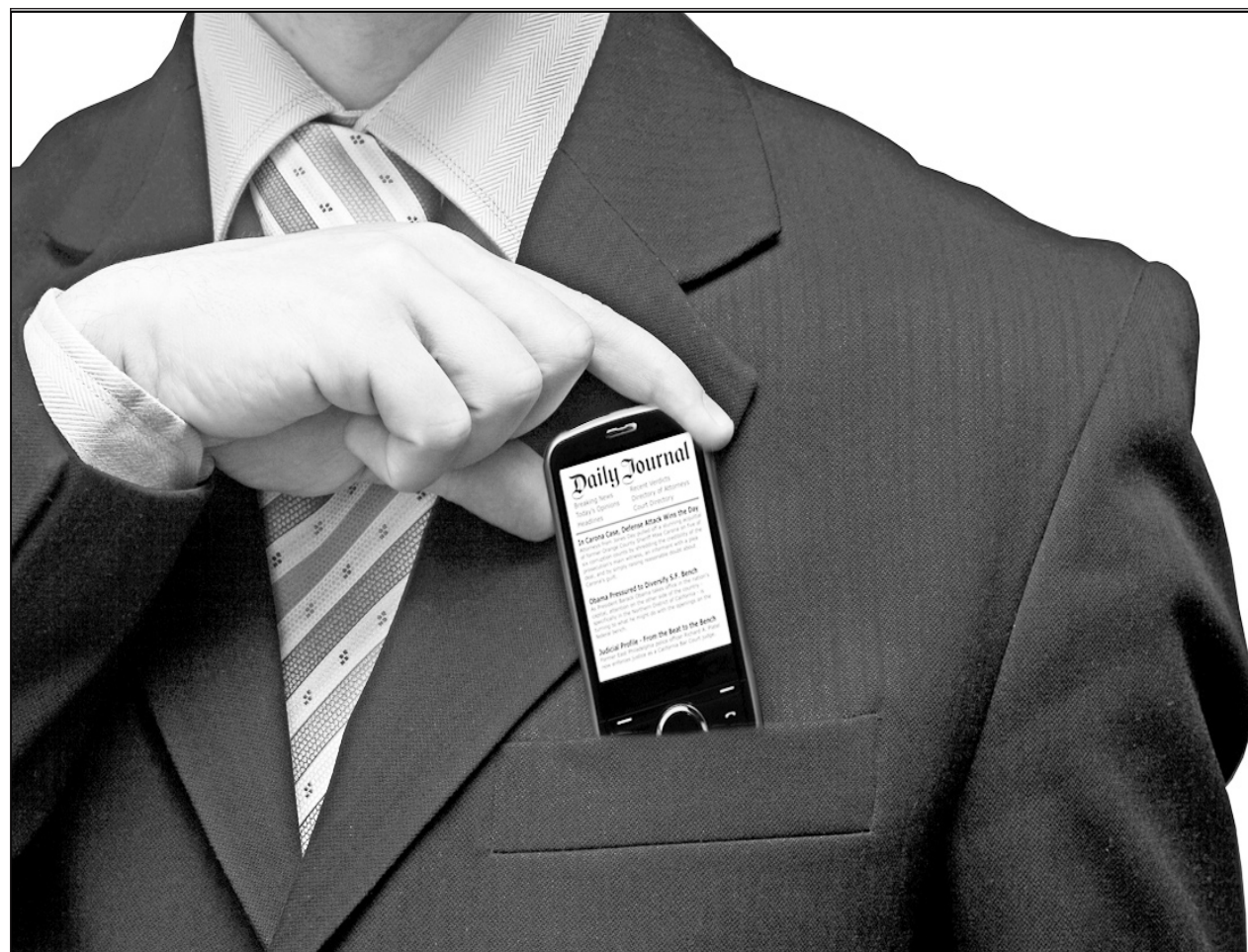
You might ask: “I trust my law firm leadership; why does this inherent flexibility and ease of manipulation cause a problem?” In the next article we shall provide an example of how financial reports, manipulated with non-standard features, can lead to or cover-up law firm operating problems.



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Manipulating Ledgers With Pencil Strokes: Super Fuel for the Law Firm Drag Race

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This side of the Atlantic Ocean favors the accrual method of accounting in accordance with U.S. generally accepted accounting standards (U.S. GAAP). These rules are complex and onerous to install and maintain in an accounting department. Most law firms opt for a less-costly solution that produces useful financial reports with reliability near full accrual accounting — the so-called modified cash basis ledgers and reports. Not as carefully measured by accountants, and furnished without audit (only fully measured and reconciled

SECOND IN A FOUR PART SERIES

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U.S. GAAP financial statements deserve an independent accountant's report of examination) or detailed footnote disclosures, and not consistently applied

from one law firm to the next — the modified cash basis of accounting does attempt to accommodate many "big picture" features of full accrual accounting. Here are some of the more common features of the modified cash basis method of accounting:

Billed revenues, instead of cash collected revenues. Client billings rendered from the first day to the last day of the accounting period are reported as revenues for the period, irrespective of when the cash is collected from the billed clients. If billings are rendered in a routine, recurring manner, their value represents the "economic" income earned by the law firm while serving its clients. Note, however, that over a period of several months or years, a "flat growth" law firm has the same cash basis income as its modified cash basis income — no change from period to period.

Contingent fee client matters also have no measured income on either basis until the outcome of the matter is known and the collection of an earned contingent fee is measurable and assured. Some law firm managements might be tempted to book a "core value" of revenues (a "conservative 40 percent" of billing value to date for selected matters of "high confidence") for a contingent matter that law firm management is "absolutely convinced" will be collected once the matter is resolved; this measure obviously has risks and is not recommended for modified cash basis accounting.

Unbilled work-in-process reported on the balance sheet. The modified cash basis will often report the billing value of attorney and staff time, and costs incurred on client matters that have not yet been billed by the closing of the accounting period — the work-in-process value. Proper modified cash basis financial reports do not include this value in determining net income, principally because the items are not yet authorized or expected to be billed to the client. Such amounts can be substantial, for example bankruptcy proceeding matters where formal fee applications and a court order for payment of fees are required. Contingent fee matters would normally be accounted for as unbilled work-in-process until the outcome of the matter is known and bills can be measured and rendered.

Capital assets. These are office improvements and the like previously discussed in the cash basis method of accounting. The items are usually valued at their acquisition costs and depreciated over their useful lives according to the U.S. income tax regulations for the modified cash basis method. The effect of capital assets and depreciation on net income is normally the same (no difference) for the cash basis and the modified cash basis.

Accounts payable and accrued current liabilities. Recall that the cash basis method measured operating costs according to the amounts paid

for such costs. The modified cash basis, on the other hand, accounts for those invoices paid within each accounting period as well as the "incurred, but unpaid" costs (i.e., those bills or costs, which have already been incurred in the law firm operations, but are remaining unpaid). Examples would be the stack of invoices at the end of the month or the year for unpaid goods and services delivered or consumed by that date. Accrued salaries of office staff, insurance and office rent are additional examples. Funds held for payment of partner and employee retirement fund contributions is a key current liability for the modified cash basis method.

What we have observed in recent law firm failures is that 'financial leverage' can be abused.

Bank loans, lines of credit and other borrowing liabilities; interest expense. You now understand how items of "income," "expenses or costs" can be measured and recorded on the modified cash basis of accounting. The resulting net income really does provide a more realistic and "economic" measurement of law firm financial operations. For many successful law firms, the conversation about the modified cash basis method ends here. Why? Because the next element addresses accounting for bank loans, lines of credit and other borrowing liabilities. Many law firms do not borrow from the bank, opting for conservative financing and growth funding principles. They choose to finance operations with partner capital...period. We are not saying bank loans or lines of credit are "evil." What we have observed in recent law firm failures is that "financial leverage" can be abused. Like pouring a small cup of oil in a corner, it can promote skidding off the road and into the ditch.

The amounts of the bank loan and other borrowing liabilities for the modified cash basis method are reported on the balance sheet of the law firm as liabilities, but they do not carry-over in amounts into net income. Bank loan proceeds are received and cash is deposited into the law firm cash account as the loans are drawn down. When the bank loans are repaid, cash is paid from the law firm cash account. No net income effect; either way. The only net income "effect" is the accrual (and payment) of the periodic interest expense on the loans — interest expense is charged as a cost item on determining net income each period.

Now let's take a look at one example of ledger manipulation that is potentially abusive: Imagine two large law firms serving separate clients located in the same geographical regions of the country. The firms decide to merge into one so that they can continue to serve the separate clients, but remove the obvious redundancies. Law firm management quickly identifies costs saved by consolidation; applying cost savings to achieve instant profits per equity partner gains.

The firms meet in rigorous negotiating sessions, and terms are hammered out. But one detail remains. What will be the proportionate percentage ownership of the two sets of partners brought together? Firms are never exactly equal in value. How to decide the value each group captures for their respective ownership in the new firm? The solution: recent financial results on the modified cash basis.

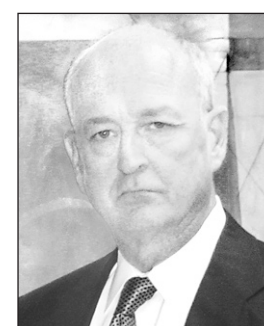
Accountants will be engaged to make pro forma adjustments that

increase the comparability of the accounting methods followed by the respective firms, but one factor cannot be controlled yet is typically present in this situation — each firm has probably been manipulating its accounting ledgers to look more successful, be an attractive merger candidate, and now to get a bigger share of the pie. Such examples include bigger retainer payments classified as revenue, client incentives to pre-pay recurring legal services that are booked as current income, reduced overtime to staff, and setting income "core values" for contingent fee matters. The list can go on and on. The firms are literally "drag racing" each other, using the accounting ledgers of the pre-merger partnerships to gain the competitive upper hand.

Consequently, firm partners are lulled into believing the "race results" and firm leadership can't tell them they have been sneaking rocket fuel into the gas tank. When the "drag racing" is over and ownership has been divided up — reality sets in. Revenues aggressively booked during "race season" are not available to the combined firm for cash needs — those funds were already collected and spent. Typically, post merger operating results fail to meet expectations, and this is one possible reason why.

Costs postponed and reserves "undone" return with a vengeance, to be paid or re-recorded on the ledgers in later periods because they were obligations or necessities for an accurate financial picture. The merged law firm doesn't know its true financial performance. Couple these accounting and cash flow aspects with closing of office space, changes in who is running which departments, plus a myriad of new procedural steps...and you get confusion and disorientation. The business drives smack into the wall at full throttle.

But the firm does not have to be engaged in a merger or acquisition to make use of these techniques. They are fully available to dress up the financial reports of a firm's ongoing operations whenever leadership perceives the need. It has the same effectiveness as expecting that every decal slapped on a race car is guaranteed to produce an additional five horsepower.



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