

Coastal San Pedro Neighborhood Council
 Budget for Fiscal Year 2016-2017
 APPROVED on #####

Funds	
Total Annual Allocation	\$ 42,000.00

Budget

Category		
	100 Operations	Total
Monthly	The Mailroom - Virtual Office Services	\$ 3,000
Monthly	Andrew Menzes - Audio & Meeting Setup	\$ 2,280
Monthly	Translation, Transcription & Temp Staff	\$ 2,620
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
	SUB TOTAL:	\$ 7,900
	18.81%	\$
	200 Outreach	
Monthly	The Mailroom - Web, social media & email	\$ 600
Monthly	Meeting Expenses	\$ 1,800
Monthly	Go Daddy - Website Charges	\$ 320
Monthly	Constant Contact - eMail Services	\$ 480
Monthly	Outreach Events (register, supplies, refreshmnt)	\$ 1,902
Monthly	Newsletter	\$ 5,162
	SUB TOTAL:	\$ 10,264
	24.44%	\$
	300 Community Improvement	
Apr-17	CIP 1 - Sharefest	\$ 10,000
		\$ -
		\$ -
		\$ -
		\$ -
	SUB TOTAL:	\$ 10,000
	23.81%	\$
	400 Neighborhood Purpose Grants	
Jul-16	Prior Year NPG - Cabrillo Beach Boosters - unpaid from	\$ 1,336
Apr-17	NPG 1 - Lane Victory	\$ 1,700
Apr-17	NPG 2 - White Point PFO	\$ 5,800
		\$ -
		\$ -
	SUB TOTAL:	\$ 8,836
	21.04%	\$
	500 Elections	
Jun-17	Election Expenses	\$ 5,000
		\$ -
		\$ -
		\$ -
		\$ -
	SUB TOTAL:	\$ 5,000
	11.90%	\$
	GRAND TOTAL:	\$ 42,000

Budget Narrative:
 This revised budget reallocates funds from areas where spending was below projections (e.g., outreach and operations) to provide additional funds for NPGs and CIPs. The budget also accounts for prior year (FY 2015-16) commitments and bank overdraft fees incurred by the previous CPSNC Treasurer that were not paid and resulted in liabilities to the current year (FY 16-17) Board. Specifically, we had to pay \$1,336 for a 2016 NPG to Cabrillo Beach Boosters and \$2,327 for printing services from the January 2016 newsletter, neither of which were appropriately reserved or paid in the prior year budget.

Projected Recurring Monthly Operational Expenses	Monthly Amount*
Vendor - Item/Service Description	
1 The Mailroom - Virtual Office, email, storage, etc.	\$250.00
2 Andrew Menzes - Audio & Meeting Setup	\$190.00
3 Lloyd Staffing - Transcription Services	\$218.33
4	
5	
6	
Total Monthly Operational Expenses	\$658.33

* Recurring monthly operational expenses only

Revised 06/01/16