

Department of Neighborhood Empowerment

Reporting Month:

JUNE

MONTHLY EXPENDITURE REPORT

NC Name:

Coastal San Pedro

Submitted: 8/9/2016 0:24:08

Budget Fiscal Year:

2014-2015



FILL IN ALL THE UNSHADED (WHITE) FIELDS (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy)

EXPENDITURES BY LINE ITEM (for more than 12 expenditures, you may continue entering on page 3 of this worksheet - see below)							
A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE VENDOR	1099 Reportable	TOTAL
1	6/7/2016 / Pizza for Election Pizza Contest	ELECTION	Big Nicks				\$50.00
2	6/8/2016 / NPG	NPG	Friends of the Cabrillo Marine				\$1,336.00
3	6/10/2016 / Pizza for Election Pizza Contest	ELECTION	Sorrentos				\$50.00
4	6/10/2016 / Meeting Minutes May	OPERATIONS	Lloyd Staffing				\$205.92
5	6/13/2016 / Bulk Email	OPERATIONS	Constant Contact				\$40.00
6	6/13/2016 / Printing 2nd Newsletter	OUTREACH	Reed Printing				\$1,876.46
7	6/14/2016 / Pizza for Election Pizza Contest	ELECTION	Stuft Pizza				\$50.00
8	6/14/2016 / NPG	NPG	Museum				\$785.00
9	6/15/2016 / Pizza for Election Pizza Contest	ELECTION	Bonellos				\$50.00
10	6/21/2016 / Meeting Food	OUTREACH	Filippos				\$164.86
11	6/22/2016 / NPG	NPG	Harbor Interfaith				\$1,336.00
12	6/22/2016 / NPG	NPG	PVLC				\$250.00
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							\$8,884.22
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS						\$28,100.69
C	OUTSTANDING COMMITMENTS						
	C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)						
	C 2. Rent/Lease						
	C 3. Contractual Services						
	C 4. Large Purchases						
	C 5. Neighborhood Purpose Grants (pending or in process)						\$11,375.00
	C 6. Temporary Staffing Services						
	C 7. Storage						
	C 8. Other Outstanding Commitments	==>	Description:				
SUBTOTAL: Outstanding Commitments							\$11,375.00
D	Total Expenditures & Commitments						\$48,359.91
E	Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc) (use '+' for credits, '-' for deductions)						
F	Approved Budget 2014-2015						\$37,000.00
G	Balance of Budget						-\$11,359.91

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MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$16,417.13		\$16,417.13	\$8,884.22	\$7,532.91

MONTHLY BUDGETARY ANALYSIS					
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	Total Spent in Prior Months (C)	Unspent Budget Balance (D) = A - B - C
100	Operations	\$6,800.00	\$1,274.95	\$5,758.02	-\$232.97
200	Outreach	\$17,200.00	\$2,366.27	\$12,530.30	\$2,303.43
300	Community Improvement	\$0.00	\$0.00	\$0.00	\$0.00
400	NPG	\$13,500.00	\$5,043.00	\$5,535.00	\$2,922.00
500	Elections	\$4,500.00	\$200.00	\$4,277.37	\$22.63
900	Unallocated	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	\$42,000.00	\$8,884.22	\$28,100.69	\$5,015.09

NEIGHBORHOOD COUNCIL DECLARATION			
We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and will furnish additional documentation to the Department of Neighborhood Empowerment upon request.			
Treasurer Signature		Signer's Signature	
Print Name	Mary Salinas	Print Name	James Baeza
Date		Date	

NC Additional Comments	
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Revision Date 1-26-15

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ADDITIONAL EXPENDITURES BY LINE ITEM (Optional, do not print page 3 unless you use it)							
A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE	1099 Reportable	TOTAL
13	6/23/2016 / NPG	NPG	Angeles Gate Cultural Center				\$1,336.00
14	6/24/2016 / Mailing MER	OPERATIONS	South Shore Mail				\$4.30
15	6/24/2016 /Virtual Office Services and Storage	OPERATIONS	Mailroom Virtual Office	0289			\$696.00
16	6/24/2016 /Website	OUTREACH	Mailroom Virtual Office	0289			\$259.96
17	6/29/2016 /Virtual Office Services and Storage	OPERATIONS	Mailroom Virtual Office	0294			\$328.73
18	6/29/2016 /Website	OUTREACH	Mailroom Virtual Office	0294			\$64.99
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SUBTOTAL: Expenditures by Line Item							\$2,689.98