

Department of Neighborhood Empowerment

Reporting Month:	MARCH	MONTHLY EXPENDITURE REPORT
NC Name:	Northwest San Pedro	Submitted: 4/11/2016 12:59:37



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	3/15/16 snacks for Board meeting	OUTREACH	Smart & Final				\$17.98
2	3/17/16 coffee	ELECTION	Sacred Grounds				\$35.00
3	3/17/16 1,000 pens with NWSPNC logo	OUTREACH	AIA Corporation				\$500.00
4							
5							
6							
7							
8							
9							
10							
11							
12							
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							\$552.98
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS						\$17,115.84
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)						
	C 6. Temporary Staffing Services						
	C 7. Storage						
	C 8. Other Outstanding Commitments	==>	Description:				
SUBTOTAL: Outstanding Commitments							\$0.00
D	Total Expenditures & Commitments						\$17,668.82
E	Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc)						
F	Approved Budget 2014-2015						\$42,000.00
G	Balance of Budget						\$24,331.18

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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
\$13,708.95	\$0.00	\$13,708.95	\$552.98	\$13,155.97

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	\$8,912.00	\$0.00	\$3,635.92	\$5,276.08
200	Outreach	\$26,055.00	\$517.98	\$13,479.92	\$12,057.10
300	Community Improvement	\$4,000.00	\$0.00	\$0.00	\$4,000.00
400	NPG	\$2,000.00	\$0.00	\$0.00	\$2,000.00
500	Elections	\$1,000.00	\$35.00	\$0.00	\$965.00
900	Unallocated	\$33.00	\$0.00	\$0.00	\$33.00
	TOTAL	\$42,000.00	\$552.98	\$17,115.84	\$24,331.18

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	Sarah Valdez	Print Name	Lee Williams
Date	4/11/2016	Date	4/11/2016
NC Additional Comments			

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							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
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30							
31							
32							
33							
34							
35							
36							
SUBTOTAL: Expenditures by Line Item							\$0.00