

Department of Neighborhood Empowerment

Reporting Month:	APRIL	MONTHLY EXPENDITURE REPORT
NC Name:	Venice	Submitted: 5/6/2015 19:12:44



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	3/31/2015-Query Limits-Web Hosting	OUTREACH	I Power	108477806	<input checked="" type="checkbox"/>		\$20.00
2	4/2/2015-Space Rental [receipt included in March]	OUTREACH	LAUSD	1	<input type="checkbox"/>		\$40.00
3	4/3/2015-Supplies-Film Festival	CIP	Smart & Final	349883	<input type="checkbox"/>		\$435.91
4	4/7/2014-Printing flyers-Film Festival	CIP	Westside Print Center	56165	<input type="checkbox"/>		\$208.19
5	4/10/2015-Staff services	OPERATIONS	Apple One	S2911900			\$82.16
6	4/11/2015-Copies-AdCom agendas	OPERATIONS	Office Depot	2970			\$0.07
7	4/11/2015-Query Limits-Web Hosting	OUTREACH	I Power	94115312	<input checked="" type="checkbox"/>		\$20.00
8	4/12/2015-E-Mail	OUTREACH	Constant Contact	1428830721700	<input checked="" type="checkbox"/>		\$55.00
9	4/20/15-Copies-Board agendas	OPERATIONS	Office Depot	4679			\$1.10
10	4/20/15-Refreshments-Board meeting	OUTREACH	Sprouts	001537			\$5.94
11	4/20/2015-Banner-	OUTREACH	Image 360	E-5177			\$217.90
12	4/20/2015-Banner inserts	OUTREACH	Image 360	E-5177			\$217.89
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							\$1,309.91
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS						\$16,907.64
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						\$18,217.55
E	Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc)						
F	Approved Budget 2014-2015						\$37,000.00
G	Balance of Budget						\$18,782.45

Reporting Month:	APRIL
NC Name:	Venice

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$4,076.95	\$620.00	\$4,696.95	\$1,309.91	\$3,387.04

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	\$7,450.00	\$89.08	\$2,643.76	\$4,717.16
200	Outreach	\$10,550.00	\$576.73	\$4,831.92	\$5,141.35
300	Community Improvement	\$19,000.00	\$644.10	\$9,431.96	\$8,923.94
400	NPG		\$0.00		\$0.00
500	Elections		\$0.00		\$0.00
900	Unallocated		\$0.00		\$0.00
	TOTAL	\$37,000.00	\$1,309.91	\$16,907.64	\$18,782.45

NEIGHBORHOOD COUNCIL DECLARATION			
<p>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.</p>			
Treasurer Signature		Signer's Signature	
Print Name	HUGH HARRISON	Print Name	SYLVIA AROTH
Date		Date	
NC Additional Comments			

Reporting Month:	APRIL
NC Name:	Venice

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	4/29/2015-Postage- MER	OPERATIONS	USPS	752143			\$5.75
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
32							
33							
34							
35							
36							
SUBTOTAL: Expenditures by Line Item							\$5.75