

Department of Neighborhood Empowerment

Reporting Month:

AUGUST

MONTHLY EXPENDITURE REPORT

NC Name:

Sherman Oaks

Submitted:

9/3/2016 20:23:21

Budget Fiscal Year:

2016-2017

EMPOWER LA

Department of
NEIGHBORHOOD EMPOWERMENT



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	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
1	City of Los Angeles	5043		08/03/16 LA Congress of Neighborhoods	PRIOR YR OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$2,500.00
2	Walking Man	E7335		08/03/16 SONC Annual Newsletter Distribution	PRIOR YR OUTREACH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$1,975.00
3	Goodway Printing	37246		08/17/2016 Copies - Budget Pkg - Meeting 08/15	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$44.73
4	Office Depot	396643769	SONC14903	08/19/16 Posters - Movie Event VNSO 08/27/16	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$196.13
5	Goodway Printing	37277		08/24/16 Copies - LUC Meeting Agenda/Minutes	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$2.62
6	Goodway Printing	37279		08/14/16 Copies - Name Badgers New Board	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$11.12
7	Smart & Final	295	SONC14903	08/24/16 Refreshments/Movie Event 08/27/16	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$172.57
8	SO Chamber of Commerce	143		08/30/16 COC Street Fair Registration 10/16/16	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$405.00
9	ATT Messaging	7195319		08/29/16 Voice Mail Service	OPERATIONS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$15.26
10	The Web Corner	13778		08/30/16 Website Maintenance and Extra Email	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$102.50
11						<input type="checkbox"/>	<input type="checkbox"/>	
12						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$5,424.93
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)							\$323.35
C	OUTSTANDING COMMITMENTS (OBLIGATIONS)							
1						<input type="checkbox"/>	<input type="checkbox"/>	
2						<input type="checkbox"/>	<input type="checkbox"/>	
3						<input type="checkbox"/>	<input type="checkbox"/>	
4						<input type="checkbox"/>	<input type="checkbox"/>	
5						<input type="checkbox"/>	<input type="checkbox"/>	
6						<input type="checkbox"/>	<input type="checkbox"/>	
7						<input type="checkbox"/>	<input type="checkbox"/>	
8						<input type="checkbox"/>	<input type="checkbox"/>	
9						<input type="checkbox"/>	<input type="checkbox"/>	
10						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Outstanding Commitments (Includes total on page 3)								\$0.00
D	Total Expenditures & Commitments							\$5,748.28
E	Total Adjustments (such as use taxes assessed, prior fiscal years items, etc) (use '-' for credits, '+' for deductions)							(\$4,475.00)
F	Approved Budget 2016-2017							\$37,000.00
G	Balance of Budget 2016-2017							\$35,726.72

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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
\$15,255.90	\$0.00	\$15,255.90	\$5,424.93	\$9,830.97

MONTHLY CASH FLOW ANALYSIS						
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	FY 2015-16 Expenses Cleared in FY 2016-17 (C)	Total Spent in Prior Months (D)	Unspent Budget Balance (E) = A - B - D
100	Operations	\$12,200.00	\$73.73	\$0.00	\$220.85	\$11,905.42
200	Outreach	\$13,800.00	\$876.20	\$4,475.00	\$102.50	\$12,821.30
300	Community Improvement	\$6,000.00	\$0.00	\$0.00		\$6,000.00
400	NPG	\$5,000.00	\$0.00	\$0.00		\$5,000.00
500	Elections	\$0.00	\$0.00	\$0.00		\$0.00
	TOTAL	\$37,000.00	\$949.93	\$4,475.00	\$323.35	\$35,726.72

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	Tom Capps	Print Name	Jeff Hartsough
Date		Date	
NC Additional Comments			