

**Department of Neighborhood Empowerment**

Reporting Month:	<b>FEBRUARY</b>	<b>MONTHLY EXPENDITURE REPORT</b>
NC Name:	<b>Downtown Los Angeles NC</b>	<b>Submitted: 3/1/2015 21:35:04</b>
Budget Fiscal Year:	<b>2014-2015</b>	



**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)

<b>EXPENDITURES BY LINE ITEM (for more than 12 expenditures, you may continue entering on page 3 of this worksheet - see below)</b>							
<b>A</b>	<b>Date / Item / Service Description</b>	<b>BUDGET CATEGORY</b>	<b>VENDOR</b>	<b>INVOICE NUMBER</b>	<b>OUT OF STATE VENDOR</b>	<b>1099 Reportable</b>	<b>TOTAL</b>
1	02/24/15; AppleOne temp; temp staff for mtg minutes	OPERATIONS	AppleOneEmployment	S2830109			141.84
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
<b>SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)</b>							<b>\$141.84</b>
<b>B</b>	<b>CUMULATIVE EXPENDITURES FROM PRIOR MONTHS</b>						<b>\$9,450.27</b>
<b>C</b>	<b>OUTSTANDING COMMITMENTS</b>						
	<b>C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)</b>						
	<b>C 2. Rent/Lease</b>						
	<b>C 3. Contractual Services</b>						
	<b>C 4. Large Purchases</b>						
	<b>C 5. Neighborhood Purpose Grants (pending or in process)</b>						\$4,500.00
	<b>C 6. Temporary Staffing Services</b>						
	<b>C 7. Storage</b>						
	<b>C 8. Other Outstanding Commitments</b>	<b>==&gt;</b>	<b>Description:</b>				
<b>SUBTOTAL: Outstanding Commitments</b>							<b>\$4,500.00</b>
<b>D</b>	<b>Total Expenditures &amp; Commitments</b>						<b>\$14,092.11</b>
<b>E</b>	<b>Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc)</b>						
<b>F</b>	<b>Approved Budget 2014-2015</b>						<b>\$37,000.00</b>
<b>G</b>	<b>Balance of Budget</b>						<b>\$22,907.89</b>

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<b>MONTHLY CASH RECONCILIATION</b>				
<b>Beginning Balance (A)</b>	<b>Funds Deposited (B)</b>	<b>Total Available (C) = (A+B)</b>	<b>Cash Spent this Month (D)</b>	<b>Remaining Balance (E) = C - D</b>
\$4,000.00	\$0.00	\$4,000.00	\$141.84	\$3,858.16

<b>MONTHLY BUDGETARY ANALYSIS</b>					
<b>Category Identifier</b>	<b>Budget Category</b>	<b>Adopted Budget (A)</b>	<b>Total Spent this Month (B)</b>	<b>Total Spent in Prior Months (C)</b>	<b>Unspent Budget Balance (D) = A - B - C</b>
100	Operations	\$13,650.00	\$141.84	\$4,741.15	\$8,767.01
200	Outreach	\$13,000.00	\$0.00	\$209.12	\$12,790.88
300	Community Improvement	\$1,350.00	\$0.00	\$0.00	\$1,350.00
400	NPG	\$9,000.00	\$0.00	\$4,500.00	\$4,500.00
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00
900	Unallocated	\$0.00	\$0.00	\$0.00	\$0.00
	<b>TOTAL</b>	<b>\$37,000.00</b>	<b>\$141.84</b>	<b>\$9,450.27</b>	<b>\$27,407.89</b>

<b>NEIGHBORHOOD COUNCIL DECLARATION</b>			
<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>			
<b>Treasurer Signature</b>		<b>Signer's Signature</b>	
<b>Print Name</b>	<b>Quinn Tang</b>	<b>Print Name</b>	<b>Patti Berman</b>
<b>Date</b>		<b>Date</b>	
<b>NC Additional Comments</b>			

Revision Date 1-26-15

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<b>NC Name:</b>	<b>Downtown Los Angeles NC</b>

**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 VENDOR	1099 Reportable	TOTAL
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
32							
33							
34							
35							
36							
<b>SUBTOTAL: Expenditures by Line Item</b>							<b>\$0.00</b>