

**Department of Neighborhood Empowerment**

Reporting Month:	MAY	MONTHLY EXPENDITURE REPORT
NC Name:	Downtown Los Angeles NC	Submitted: 6/12/2016 23:14:44
Budget Fiscal Year:		



**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	5/1/16; web host and backup service	OUTREACH	Linode	5909644			\$25.00
2	5/4/16; Election advert	ELECTION	Los Angeles Downtown News	60163			\$167.00
3	5/4/16; Election advert	ELECTION	Los Angeles Downtown News	60164			\$300.00
4	5/4/16; Election advert	OUTREACH	Los Angeles Downtown News	60165			\$1,701.00
5	5/4/16; DLANC office rent	ELECTION	Spring Arts Tower	10130			\$493.50
6	5/9/2016; election event refreshments	ELECTION	LA Café	6893			\$265.34
7	5/9/2016; election event refereshments	ELECTION	Springtime in New York Café	100871			\$108.00
8	5/13/16; Election advert	ELECTION	Los Angeles Downtown News	60235			\$167.00
9	5/13/16; Election advert	ELECTION	Los Angeles Downtown News	60236			\$300.00
10	5/13/16; Election advert	ELECTION	Los Angeles Downtown News	60237			\$1,701.00
11	5/23/2016; outreach (sponsor Pershing Sq concert)	OUTREACH	Pershing Sq Park Advisory Bd	NA			\$1,000.00
12	5/26/16; election admin cost	ELECTION	Kerry-Ann Morrison	12			\$428.00
<b>SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)</b>							<b>\$6,655.84</b>
<b>B</b>	<b>CUMULATIVE EXPENDITURES FROM PRIOR MONTHS</b>						<b>\$20,162.56</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>						
	<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>				
			Dog Waste Dispenser Project				\$207.63
<b>SUBTOTAL: Outstanding Commitments</b>							<b>\$207.63</b>
<b>D</b>	<b>Total Expenditures &amp; Commitments</b>						<b>\$27,026.03</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>						\$42,000.00
<b>G</b>	<b>Balance of Budget</b>						<b>\$14,973.97</b>

<b>Reporting Month:</b>	<b>MAY</b>
<b>NC Name:</b>	<b>Downtown Los Angeles NC</b>

<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>
\$13,104.79	\$2,700.59	\$15,805.38	\$6,655.84	\$9,149.54

<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	\$12,500.00	\$0.00	\$6,682.47	\$5,817.53
200	Outreach	\$12,000.00	\$2,726.00	\$3,243.12	\$6,030.88
300	Community Improvement	\$4,500.00	\$0.00	\$4,292.37	\$207.63
400	NPG	\$2,500.00	\$0.00		\$2,500.00
500	Elections	\$10,500.00	\$3,929.84	\$5,944.60	\$625.56
900	Unallocated	\$0.00	\$0.00		\$0.00
	<b>TOTAL</b>	<b>\$42,000.00</b>	<b>\$6,655.84</b>	<b>\$20,162.56</b>	<b>\$15,181.60</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>Print Name</b>	<b>Patti Berman</b>
<b>Date</b>	<b>6/7/16</b>	<b>Date</b>	<b>6/7/16</b>
<b>NC Additional Comments</b>			