

Department of Neighborhood Empowerment

Reporting Month:	MAY	MONTHLY EXPENDITURE REPORT
NC Name:	East Hollywood	Submitted: 6/20/2016 17:40:22



Budget Fiscal Year: 2015-2016

**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	5/2/2016 Facebook Boost	OUTREACH	Facebook	Debit Card			\$79.24
2	5/5/2016 Google Email Administration	OPERATIONS	Google	Debit Card			\$65.00
3	5/5/2016 Arax Falafel - Jeff Zarrinam Reimbursed	OUTREACH	Jeff Zarrinam	Cash Receipt			\$200.00
4	5/11/2016 Youth Policy Institute	NPG	Youth Policy Institute	Check			\$500.00
5	5/16/2016 Nationbuilder Website	OPERATIONS	Nationbuilder	Debit Card			\$249.00
6	5/18/2016 Desano Pizza	OUTREACH	Desano Pizza	Debit Card			\$204.38
7	5/25/2016 Los Angeles City College Foundation	NPG	LA City College Foundation	Check			\$2,500.00
8	5/31/2016 NIZE Printing	ELECTION	NIZE Printing	Debit Card			\$955.00
9							
10							
11							
12							
<b>SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)</b>							<b>\$4,752.62</b>
<b>B</b>	<b>CUMULATIVE EXPENDITURES FROM PRIOR MONTHS</b>						<b>\$23,494.76</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>						\$257.24
	<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>				
<b>SUBTOTAL: Outstanding Commitments</b>							<b>\$257.24</b>
<b>D</b>	<b>Total Expenditures &amp; Commitments</b>						<b>\$28,504.62</b>
<b>E</b>	<b>Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc) (use '+' for credits, '-' for deductions)</b>						<b>\$0.00</b>
<b>F</b>	<b>Approved Budget 2015-2016</b>						<b>\$42,000.00</b>
<b>G</b>	<b>Balance of Budget</b>						<b>\$13,495.38</b>

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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
\$10,136.00	\$0.00	\$10,136.00	\$4,752.62	\$5,383.38

MONTHLY BUDGETARY ANALYSIS						
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	FY 2014-15 Expenses Cleared in FY 2015-16 (C)	Total Spent in Prior Months (D)	Unspent Budget Balance (E) = A - B + C - D
100	Operations	\$7,100.00	\$314.00	\$0.00	\$991.21	\$5,794.79
200	Outreach	\$7,000.00	\$483.62	\$0.00	\$4,574.57	\$1,941.81
300	Community Improvement	\$11,800.00	\$0.00	\$0.00	\$5,000.00	\$6,800.00
400	NPG	\$11,100.00	\$3,000.00	\$0.00	\$6,906.70	\$1,193.30
500	Elections	\$5,000.00	\$955.00	\$0.00	\$6,022.28	-\$1,977.28
900	Unallocated	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>TOTAL</b>	<b>\$42,000.00</b>	<b>\$4,752.62</b>	<b>\$0.00</b>	<b>\$23,494.76</b>	<b>\$13,752.62</b>

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	Jeff Zarrinam	Print Name	Tereza Yerimyan
Date	6/20/2016	Date	6/20/2016
NC Additional Comments			

Revision Date 1-26-15

Reporting Month:	MAY
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NC Name:	East Hollywood
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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							
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36							
<b>SUBTOTAL: Expenditures by Line Item</b>							<b>\$0.00</b>