Department of Neighborhood Empowerment				
Reporting Month:	**SEPTEMBER**	**MONTHLY EXPENDITURE REPORT**		EMPOWER LA
NC Name:	Olympic Park	**Submitted:**	9/29/2016 8:56:04	Department of NEIGHBORHOOD EMPOWERMENT
Budget Fiscal Year:	**2016-2017**			

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	CTC Constant Contact	Online Bill Pay/ OPNC 2016 0901		9/1 / Monthly Webmail Dues	OUTREACH			$266.77
2	Public Storage	Auto Online Bill Pay		9/6 / Monthly Storage Fees	OPERATIONS			$137.00
3	Dominos Pizza	P-Card		9/7 / Council - Board Meeting - Food	OUTREACH			$155.05
4	Amazon	P-Card		9/16 / Council - Office Supplies	OPERATIONS			$16.84
5	Intuit/Quickbooks	Auto Online Bill Pay		9/19 / Monthly Online Bookkeeping Software Dues	OPERATIONS			$26.95
6	USPS	Auto Online Bill Pay		9/20 / Quarterly P.O. Box Dues	OPERATIONS			$200.00
7	Amazon	P-Card		9/22 / Council - Office Supplies	OPERATIONS			$95.80
8	David Laura/ Elite Entertainment	Bill Pay		9/24 / National Night Out - Photo Booth	OUTREACH			$250.00
9	AppleOne	**Bill Pay/ S3629742**		**6/1 / Council - Temporary Staffing**	**OPERATIONS**			**$173.04**
10	AppleOne	**Bill Pay/ S3689849**		**7/20 / Council - Temporary Staffing**	**OPERATIONS**			**$412.55**
11	AppleOne	**Bill Pay/ S3649417**		**7/31 / Council - Temporary Staffing**	**OPERATIONS**			**$248.13**
12	AppleOne	**Bill Pay/ S6199953**		**8/31 / Council - Temporary Staffing**	**OPERATIONS**			**$916.37**
	SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							**$2,898.50**
B	**CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)**							**$2,254.21**
C	OUTSTANDING COMMITMENTS (OBLIGATIONS)							
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
D	**SUBTOTAL: Outstanding Commitments (Includes total on page 3)**							**$0.00**
D	Total Expenditures & Commitments							$5,152.71
E	Total Adjustments (such as use taxes assessed, prior fiscal years items, etc) (use '-' for credits, '+' for deductions)							$0.00
F	Approved Budget 2016-2017							$37,000.00
G	Balance of Budget 2016-2017							$31,847.29

Revision Date 08/09/16

	Reporting Month:	**SEPTEMBER**
	NC Name:	**Olympic Park**

MONTHLY CASH RECONCILIATION

Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
$7,748.83	$0.00	$7,748.83	$2,898.50	$4,850.33

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**	$21,400.00	$2,226.68	$0.00	$1,443.87	$17,729.45
200	**Outreach**	$8,100.00	$671.82	$0.00	$810.34	$6,617.84
300	**Community Improvement**	$3,000.00	$0.00	$0.00		$3,000.00
400	**NPG**	$3,000.00	$0.00	$0.00		$3,000.00
500	**Elections**	$1,500.00	$0.00	$0.00		$1,500.00
	TOTAL	**$37,000.00**	**$2,898.50**	**$0.00**	**$2,254.21**	**$31,847.29**

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	**FAALANIGA T SMITH**	Print Name	**LAURA D RUDISON**
Date		Date	

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NC Additional Comments

Revision Date 08/09/16

	Reporting Month:	SEPTEMBER
	NC Name:	Olympic Park

ADDITIONAL EXPENDITURES BY LINE ITEM (Optional, do not print page 3 unless you use it)

A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
13								
14								
15								
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33								
34								
35								
36								
SUBTOTAL: Expenditures by Line Item								**$0.00**

	Reporting Month:	SEPTEMBER
	NC Name:	Olympic Park

ADDITIONAL OUTSTANDING COMMITTMENTS BY LINE ITEM (Optional, do not print page 3 unless you use it)

A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
11								
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34								
SUBTOTAL: Expenditures by Line Item								**$0.00**

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