

Department of Neighborhood Empowerment

Reporting Month:	NOVEMBER	MONTHLY EXPENDITURE REPORT
NC Name:	Olympic Park	Submitted: 1/19/2016 19:04:41



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	11/2 / Check Payment (#5017)	Unallocated	?				\$135.63
2	11/2 / Food for Board Meeting	Outreach	Subway				\$71.00
3	11/2 / Food/Beverages for Board Meeting	Outreach	99cent Stores				\$9.63
4	11/2 / Food for Board Meeting	Outreach	99cent Stores				\$19.52
5	11/12 / Food/Beverages for Board Meeting	Outreach	Smart & Final				\$6.34
6	11/16 / Office Supplies	Operations	Staples				\$7.07
7	11/18 / Web Maintenance by Wendy Moore	Outreach	Moore Business Results	?			\$1,700.00
8	11/18 / Web Maintenance by Wendy Moore	Outreach	Moore Business Results	?			\$1,600.00
9	11/22 / Food/Beverages for Board Meeting	Outreach	Smart & Final				\$18.17
10							
11							
12							
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							\$3,567.36
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS						\$10,331.34
C	OUTSTANDING COMMITMENTS						
	C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)						
	C 2. Rent/Lease						
	C 3. Contractual Services						
	C 4. Large Purchases						
	C 5. Neighborhood Purpose Grants (pending or in process)						
	C 6. Temporary Staffing Services						
	C 7. Storage						
	C 8. Other Outstanding Commitments ==> Description:						
SUBTOTAL: Outstanding Commitments							\$0.00
D	Total Expenditures & Commitments						\$13,898.70
E	Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc) (use '+' for credits, '-' for deductions)						\$0.00
F	Approved Budget 2015-2016						\$37,000.00
G	Balance of Budget						\$23,101.30

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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
\$19,213.23	\$157.23	\$19,370.46	\$3,567.36	\$15,803.10

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	\$4,800.00	\$7.07		\$1,269.42	\$3,523.51
200	Outreach	\$21,700.00	\$3,424.66		\$7,963.33	\$10,312.01
300	Community Improvement	\$4,000.00	\$0.00			\$4,000.00
400	NPG	\$4,000.00	\$0.00			\$4,000.00
500	Elections	\$2,500.00	\$0.00			\$2,500.00
900	Unallocated		\$135.63		\$1,098.59	-\$1,234.22
	TOTAL	\$37,000.00	\$3,567.36	\$0.00	\$10,331.34	\$23,101.30

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 Smith	Print Name	
Date		Date	
NC Additional Comments	Balance Transfer of \$19,077.60 completed by DONE from old account (ending in account number 3373) to new checking account (ending in account number 5047) occurred on 11/9/2015.		

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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							
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>

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Arleta				
Arroyo Seco				
Atwater Village				
Bel Air-Beverly Crest				
Boyle Heights				
CANNDU				
Canoga Park				
Central Alameda				
Central Hollywood				
Central San Pedro				
Chatsworth				
Coastal San Pedro				
Del Rey				
Downtown LA				
Eagle Rock				
East Hollywood				
Elysian Valley Riverside				
Empowerment Congress Central				
Empowerment Congress North				
Empowerment Congress Southeast				
Empowerment Congress Southwest				
Empowerment Congress West				
Encino				
Foothill Trails District				
Glassell Park				
Granada Hills North				
Granada Hills South				
Greater Cypress Park				
Greater Echo Park Elysian				
Greater Toluca Lake				
Greater Valley Glen				
Greater Wilshire				
Harbor City				
Harbor Gateway North				
Harbor Gateway South				
Historic Cultural				
Historic Highland Park				
Hollywood Hills West				
Hollywood Studio District				
Hollywood United				
LA 32				
Lake Balboa				
Lincoln Heights				
Los Feliz				
MacArthur Park				
Mar Vista				
Mid City				
Mid City West				
Mid-Town NoHo				
Mission Hills				
North Hills East				
North Hills West				

North Hollywood Northeast				
North Hollywood West				
Northridge East				
Northridge South				
Northridge West				
Northwest San Pedro				
Olympic Park				
Pacoima				
Palms				
Panorama City				
Park Mesa Heights				
PICO				
Pico Union				
Porter Ranch				
Rampart Village				
Reseda				
Sherman Oaks				
Silver Lake				
South Central				
South Robertson				
Studio City				
Sun Valley Area				
Sunland-Tujunga				
Sylmar				
Tarzana				
United Neighborhoods				
Valley Village				
Van Nuys				
Venice				
Voices of 90037				
Watts				
West Adams				
West Hills				
West Los Angeles				
Westchester-Playa				
Westlake North				
Westlake South				
Westside				
Westwood				
Wilmington				
Wilshire Center-Koreatown				
Winnetka				
Woodland Hills-Warner Center				