



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)		BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE VENDOR	1099 Reportable	TOTAL
A	Date / Item / Service Description						
1	5/12/15 Database Maintenance	OPERATIONS	Constant Contact	71577828			\$15.00
2	5/14/15 May flyer w/agenda printing	OPERATIONS	Office Depot	72895250			\$52.81
3	5/14/15 May agenda printing and supplies	OPERATIONS	Office Depot	72895248			\$251.49
4	5/18/15 May meeting food	OPERATIONS	Ramona's	71818176			\$168.39
5	5/19/2015 Website management (March)	OPERATIONS	Moore Busn Results	5014/0601452			\$164.64
6	5/19/2015 Website management (May)	OPERATIONS	Moore Busn Results	5015/0601450			\$83.83
7	5/19/2015 Website management (April)	OPERATIONS	Moore Busn Results	5016/0601448			\$214.62
8	5/19/15 Draft bylaw printing	OPERATIONS	Office Depot	72489671			\$55.92
9	5/19/15 Misc printing for board meeting	OPERATIONS	Office Depot	72489672			\$57.55
10	5/22/15 Rede Day ^{Rede Day} T-shirts	OUTREACH	Jimmy Jam T-Shirts LLC	70654099			\$299.00
11	5/26/15 Marketing	OUTREACH	Nationbuilder	72749679			\$19.00
12	5/27/15 Office (Busn) phone	OPERATIONS	AT&T	70148131			\$62.63
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							\$1,444.88
B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS							\$22,100.73
C OUTSTANDING COMMITMENTS							
C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)							
C 2. Ren/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							
E Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc) (use '+' for credits, '-' for deductions)							\$37,000.00
F Approved Budget 2014-2015							\$13,454.39
G Balance of Budget							\$13,454.39

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Reporting Month: **MAY**
 NC Name: **Empowerment Congress Southwest**

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$2,738.63	\$1,147.94	\$3,886.57	\$1,444.88	\$2,441.69

MONTHLY BUDGETARY ANALYSIS					
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	Total Spent in Prior Months (C)	Unspent Budget Balance (D) = A - B - C
100	Operations	\$12,500.00	\$1,126.88	\$10,548.21	\$824.91
200	Outreach	\$13,500.00	\$318.00	\$5,552.52	\$7,629.48
300	Community Improvement	\$5,000.00	\$0.00	\$0.00	\$5,000.00
400	NPG	\$6,000.00	\$0.00	\$6,000.00	\$0.00
500	Elections	\$0.00	\$0.00	\$0.00	\$0.00
900	Unallocated	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	\$37,000.00	\$1,444.88	\$22,100.73	\$13,454.39

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	Margaret Peters	Print Name	Ed Smith
Date	6-15-15	Date	6-19-15
NC Additional Comments			