

Monthly Expenditure Report



Reporting Month: May 2020

Budget Fiscal Year: 2019-2020

NC Name: Empowerment Congress
Southwest

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$35957.69	\$408.17	\$35549.52	\$3564.32	\$0.00	\$31985.20

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$10059.17	\$408.17	\$1184.48	\$0.00	\$-2379.84
Outreach		\$0.00		\$3564.32	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$2000.00	\$0.00	\$2000.00	\$0.00	\$2000.00
Neighborhood Purpose Grants	\$7000.00	\$0.00	\$5732.14	\$0.00	\$5732.14
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$9734.38	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	WENDY L. MOORE / MOORE BUSINESS RESULTS	05/18/2020	Motion to approve payment for Moore Business Results in the amount of 408.17	General Operations Expenditure	Office	\$408.17
Subtotal:						\$408.17

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Community Reflections Inc	06/01/2020	This payment request is an emergency fund request in response to Covid 19, as approved by done	General Operations Expenditure	Outreach	\$3564.32
Subtotal: Outstanding						\$3564.32



Invoice #SW2020 0501
Number

Date May 1, 2020

Ms. Lonella Enix
Empowerment Congress Southwest Area
Neighborhood Development Council
8475 S. Vermont Ave.
Los Angeles, CA 90044

Please remit to:

Moore Business Results
19300 Rinaldi St. #7524
Porter Ranch, CA 91327

818 252-9399
<http://www.moorebusinessresults.com/>
City of LA Tax #549794-29

Communications services	\$408.17
Total Amount Now Due:	\$408.17

Thank you for your business. We appreciate working with you.

Please pay within 21 days of invoice date. Payments not received by that date may incur a late fee of \$25. We may also assess a 1.5% interest charge per month on late payments. Interest accrues retroactively from the invoice date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Details	Hours
4/9/2020	Mask required on news, eblast	0.92
4/10/2020	Update blast and send. MHD call on calendar.	0.25
4/13/2020	Town Hall agenda and eblast.	0.34
4/15/2020	Agenda eblast.	0.25
4/23/2020	Testing, Mondays with Michelle Obama, School resources, Benefit concert. Agenda, St. Andrew's meeting news. Eblast. Revised agenda & eblast.	1.50
4/28/2020	Senior meals program on news and eblast.	0.17
	Total	3.43

ECSWANDC Neighborhood Council Annual Budget for Fiscal Year 2019-2020	
Annual Budget Funds	\$ 42,000.00
Rollover Funds***	\$ 3,799.52
Total Annual Budget Funds	\$ 45,799.52

Office/Operational Expenditures Category	
Moore Business Results (web master)	\$ 5,940.00
Constant Contact (email marketing)	\$ 540.00
Mailers	\$ 3,568.35
Refrshments/Snacks for meetings	\$ 1,751.17
Total Office/Operational Expenditures	\$ 11,799.52

***The Funding Program will notify each NC of their Fiscal Year closing balance including available rollover funds, if any, on August 1st or next business day. Depending on when an NC submits its Admin Packet/annual budget, the NC may need to revise and resubmit its annual budget to account for any rollover funds received.

Outreach Expenditures Category	
Prospective events	\$ 25,000.00
Total Outreach Expenditures	\$ 25,000.00

Election Expenditures Category	
	\$ 0.00
Total Election Expenditures	\$ 0.00

Neighborhood Purposes Grants (NPG) Expenditures Category	
	\$ 7,000.00
Total NPG Expenditures	\$ 7,000.00

Community Improvement Projects (CIP) Expenditures Category	
Prospective projects	\$ 2,000.00
Total CIP Expenditures	\$ 2,000.00

TOTAL BUDGET ALLOCATIONS	
Office/Operational Expenditures	\$ 11,799.52
Outreach Expenditures	\$ 25,000.00
Elections Expenditures	\$ 0.00
General and Operational Expenditures	\$ 36,799.52
Neighborhood Purposes Grants (NPG) Expenditures	\$ 7,000.00
Community Improvement Project (CIP) Expenditures	\$ 2,000.00
TOTAL EXPENDITURES FOR FISCAL YEAR 2019-2020	\$ 45,799.52