

Department of Neighborhood Empowerment

Reporting Month: **APRIL**
 Empowerment Congress Southwest
 Submitted: 6/13/2015 12:37:55

Budget Fiscal Year: 2014-2015

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)



A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE VENDOR	1099 Reportable	TOTAL
1	4/6/15 Washington Autoshop	NPQ	ECSWANDC	59376438			\$5,000.00
2	4/13/15 Database Maintenance	OPERATIONS	Constant Contact	70678361			\$15.00
3	4/15/15 April agenda and postage	OPERATIONS	Office Depot	71999335			\$93.96
4	4/16/15 Postage	OPERATIONS	Office Depot	72699592			\$49.00
5	4/21/15 Beverages and misc. for Board Mtg	OPERATIONS	Smart & Final	72338008			\$27.49
6	4/21/15 Food for Board Meeting	OPERATIONS	Wing Stop	72338007			\$136.77
7	4/27/15 Marketing	OUTREACH	Nationbuilder	71670879			\$19.00
8	4/28/15 Office Phone	OPERATIONS	AT&T	73229343			\$62.58
9	4/30/15 Office Internet	OPERATIONS	AT&T	70674854			\$60.00
10							
11							
12							
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							\$5,463.80
B CUMULATIVE EXPENDITURES FROM PRIOR MONTHS							\$16,636.93
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							\$22,100.73
E Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc) (use '-' for credits, '.' for deductions)							
F Approved Budget 2014-2015							\$37,000.00
G Balance of Budget							\$14,899.27

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 BY: _____



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 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
\$7,484.39	\$718.04	\$8,202.43	\$5,463.80	\$2,738.63

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	\$444.80	\$10,103.41	\$1,951.79
200	Outreach	\$13,500.00	\$19.00	\$5,533.52	\$7,947.48
300	Community Improvement	\$5,000.00	\$0.00	\$0.00	\$5,000.00
400	NPG	\$6,000.00	\$5,000.00	\$1,000.00	\$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	\$5,463.80	\$16,636.93	\$14,899.27

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			