

**REDWOOD COAST SENIORS, INC.**  
**Profit & Loss Statement**  
**Budget Versus Actual Variance Report**  
**For the Three Months Ended September 30, 2015**

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
<b>INCOME</b>			
<b>Grant Income</b>			
	\$ 37,632	\$ 37,632	\$ 0
	16,841	16,945	(104)
	7,947	7,947	0
	41,599	41,745	(146)
<b>Note 1</b>	3,458	4,916	(1,458)
	<u>107,477</u>	<u>109,185</u>	<u>(1,708)</u>
<b>Non-Grant Income</b>			
	9,225	7,500	1,725
	2,099	1,650	449
	496	500	(4)
	16,084	15,900	184
	9,741	9,600	141
	1,215	1,350	(135)
	990	600	390
	5,769	6,600	(831)
<b>Note 2</b>	3,312	2,810	502
	50	525	(475)
<b>Note 3</b>	5,000	0	5,000
<b>Note 4</b>	1,716	1,395	321
<b>Note 5</b>	12,483	17,450	(4,967)
<b>Note 6</b>	49,185	54,150	(4,965)
	1,363	530	833
	<u>118,728</u>	<u>120,560</u>	<u>(1,832)</u>
<b>Total Non-Grant Income</b>			
	<u>226,205</u>	<u>229,745</u>	<u>(3,540)</u>
<b>Total Income</b>			
<b>EXPENSES</b>			
<b>Staff Expense</b>			
	99,732	97,050	(2,682)
	7,629	7,424	(205)
	6,732	7,950	1,218
	244	180	(64)
	1,949	1,637	(312)
<b>Note 7</b>	6,503	7,250	747
	<u>122,789</u>	<u>121,491</u>	<u>(1,298)</u>
<b>Total Staff Expense</b>			

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<b>Volunteer Expense</b>				
<b>Note 6</b>	6015 · Volunteer Wages - In Kind	38,811	45,000	6,189
	6130 · Volunteer Mileage Reimbursement	1,106	1,200	94
		<hr/>	<hr/>	<hr/>
	<b>Total Volunteer Expense</b>	<b>39,917</b>	<b>46,200</b>	<b>6,283</b>
 <b>Equipment</b>				
	6210 · Equipment Maintenance - Buses	1,234	3,250	2,016
	6210 · Equipment Maintenance - Kitchen/Admin	0	0	0
		<hr/>	<hr/>	<hr/>
	<b>Total Equipment</b>	<b>1,234</b>	<b>3,250</b>	<b>2,016</b>
 <b>Food Costs</b>				
<b>Note 8</b>	6610 · Raw Food	22,724	21,750	(974)
<b>Note 6</b>	6611 · Raw Food - In-Kind	3,900	3,900	0
	6620 · Food Supplies	4,952	4,500	(452)
		<hr/>	<hr/>	<hr/>
	<b>Total Food Costs</b>	<b>31,576</b>	<b>30,150</b>	<b>(1,426)</b>
 <b>Direct Expense</b>				
	7010 · Postage - Business Mail	588	300	(288)
	7015 · Donation Letter Expenses	661	1,420	759
	7120 · Telephone & Internet Access	709	720	11
	7210 · Copying/Printing	356	360	4
	7220 · Publications - Gazette	1,194	600	(594)
	7250 · Dues & Subscriptions	142	140	(2)
	7310 · Office Supplies	654	600	(54)
	7320 · Supplies	1,302	1,400	98
	7750 · Advertising	791	975	184
	7810 · Auto - Fuel	2,979	4,200	1,221
	7860 · Adult Day Program Meals Provided	1,215	1,350	135
	7950 · Other	150	175	25
<b>Note 6</b>	7951 · Other - In-Kind (The Attic)	6,474	5,250	(1,224)
		<hr/>	<hr/>	<hr/>
	<b>Total Direct Expense</b>	<b>17,215</b>	<b>17,490</b>	<b>275</b>
 <b>Occupancy</b>				
	9040 · Propane	459	700	241
	9040 · Electricity	450	450	0
	9042 · Water & Sewer	450	450	0
	9044 · Garbage	985	975	(10)
	9090 · Building Repairs and Maintenance	200	500	300
		<hr/>	<hr/>	<hr/>
	<b>Total Occupancy</b>	<b>2,544</b>	<b>3,075</b>	<b>531</b>

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	Actual	Budget	Favorable (Unfavorable) Variance
<b>Overhead/Other</b>			
9110 · Bank Charges/Payroll Service/Credit Card Fees	1,027	900	(127)
9340 · Licenses/Permits/Filing Fees	60	95	35
9420 · Liability Insurance	2,584	2,526	(58)
9420 · Directors & Officers Insurance	410	420	10
9430 · Workers Comp Insurance	2,807	3,150	343
9440 · Auto Insurance	1,875	1,875	0
<b>Note 9</b> 9460 · Unemployment Insurance Program	1,200	1,200	0
	<b>9,963</b>	<b>10,166</b>	<b>203</b>
<b>Total Overhead</b>			
	<b>9,963</b>	<b>10,166</b>	<b>203</b>
<b>Total Expense</b>	<b>225,238</b>	<b>231,822</b>	<b>6,584</b>
<b>Net Operating Income (Loss) before Depreciation</b>	967	\$ (2,077)	\$ 3,044
9930 · Depreciation Expense	5,475		
<b>Net Operating Loss</b>	<b>(4,508)</b>		
5935 · Unrealized Loss - Royal Alliance	(11,604)		
<b>Net Loss</b>	<b>\$ (16,112)</b>		

**Notes**

**Note 1      5050 · The Community Foundation**  
Redwood Coast Seniors, Inc. received a grant in the amount of \$4,916 through The Community Foundation of Mendocino in August. The grant is to be allocated to Meals on Wheels, Alzheimer's Day Care, and Senior Transportation. The balance of the \$4,916 will be recognized as revenue in October, November, and December.

	Actual	Budget	Favorable (Unfavorable) Variance
<b>Note 2      5610 · Rent</b>			
AA/Pilot Group	\$ 480	\$ 630	\$ (150)
Acupuncture	34	120	(86)
Bridge Club	130	120	10
Class Reunion	365	250	115
Creative Writing Class	257	135	122
Cribbage	93	90	3
Exercise Class	312	180	132
Mendo Writers Conference	390	320	70
Nurses Group	150	150	0
Soroptimists	496	500	(4)

Other	605	315	290
	<u>\$ 3,312</u>	<u>\$ 2,810</u>	<u>\$ 502</u>

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**Notes - Continued**

**Note 3 5810 · Frederick T. Johnson Scholarship**

The Community Foundation of Mendocino allocated \$5,000 from the Frederick T. Johnson endowment to help offset the decline in congregate meals donations in FYE 2015.

**Note 4 5820 · Donations - Cash - Restricted**

	Actual	Budget	Favorable (Unfavorable) Variance
Adult Day Program	\$ 1,590	\$ 1,260	\$ 330
Dining Room-Coffee	126	135	(9)
	<u>\$ 1,716</u>	<u>\$ 1,395</u>	<u>\$ 321</u>

**Note 5 5825 · Donations - Cash - Unrestricted**

	Actual	Budget	Favorable (Unfavorable) Variance
Donation Letter	\$ 6,220	\$ 8,700	\$ (2,480)
General Donations	2,458	3,750	(1,292)
Harvest Market Tokens	3,000	3,000	0
Fundraiser Meal Donations	805	2,000	(1,195)
	<u>\$ 12,483</u>	<u>\$ 17,450</u>	<u>\$ (4,967)</u>

**Note 6 5830 · Donations - In-kind**

	Actual	Budget	Favorable (Unfavorable) Variance
Volunteer Wages	\$ 38,812	45,000	\$ (6,188)
The Attic	6,473	5,250	1,223
Dining Room & MOW Food	3,900	3,900	0
	<u>\$ 49,185</u>	<u>\$ 54,150</u>	<u>\$ (4,965)</u>

**6015 · Volunteer Wages - In Kind**

**6611 · Raw Food - In Kind**

**7951 · Other - In Kind**

These expenses are offset by Donations - In-Kind.

**Note 7 6120 · Contract Labor**

	Actual	Budget	Favorable (Unfavorable) Variance
Senior Peer Counseling	\$ 5,625	\$ 5,925	\$ 300
Caspar Institute	488	500	12
Day Program Music	390	390	0
Computer Consultant	0	275	275

Day Program Imagine Workshop	0	160	160
	<u>\$ 6,503</u>	<u>\$ 7,250</u>	<u>\$ 747</u>

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**Notes - Continued**

<b>Note 8</b>	<b>6610 · Raw Food</b>			Favorable (Unfavorable)
		<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
	Dining Room & Meals on Wheels	\$ 22,320	\$ 20,400	\$ (1,920)
	Fundraiser Meals	362	700	338
	Admin & Volunteer Dinner	42	650	608
		<u>\$ 22,724</u>	<u>\$ 21,750</u>	<u>\$ (974)</u>

**Note 9**      **9460 · Unemployment Insurance Program**

California State Unemployment Insurance claims are administered by 501(c) Agencies Trust. Redwood Coast Seniors qualifies for this program because it is a 501(c)(3) corporation. RCS does not pay State Unemployment Tax through payroll tax deductions but instead pays an estimated amount to 501(c) Agencies Trust. These deposits become part of a pool from other non-profit companies who also participate in this service. Instead of paying estimated amounts of Unemployment Insurance to the state, RCS only pays based on actual claims, which results in a cost savings.

RCS is required to maintain a reserve account based on prior years' state unemployment insurance claims. This reserve account is analyzed as of December 31 every year, and the quarterly amount RCS is required to pay is adjusted accordingly.