

**REDWOOD COAST SENIORS, INC.**  
**Profit & Loss Statement**  
**Budget Versus Actual Variance Report**  
**For the Four Months Ended October 31, 2015**

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
<b>INCOME</b>			
<b>Grant Income</b>			
	\$ 50,176	\$ 50,176	\$ 0
	22,597	22,593	4
	10,596	10,596	0
	55,465	55,660	(195)
<b>Note 1</b>	3,958	4,916	(958)
	<u>142,792</u>	<u>143,941</u>	<u>(1,149)</u>
<b>Total Grant Income</b>			
<b>Non-Grant Income</b>			
	11,570	10,000	1,570
	2,948	2,200	748
	736	750	(14)
	20,549	21,200	(651)
	13,869	12,800	1,069
	1,680	1,800	(120)
	1,994	900	1,094
	7,305	8,800	(1,495)
<b>Note 2</b>	4,043	3,630	413
	50	700	(650)
<b>Note 3</b>	5,000	0	5,000
<b>Note 4</b>	2,027	1,860	167
<b>Note 5</b>	16,399	24,600	(8,201)
<b>Note 6</b>	66,734	72,200	(5,466)
	1,381	940	441
	<u>156,285</u>	<u>162,380</u>	<u>(6,095)</u>
<b>Total Non-Grant Income</b>			
<b>Total Income</b>			
	<u>299,077</u>	<u>306,321</u>	<u>(7,244)</u>
<b>EXPENSES</b>			
<b>Staff Expense</b>			
<b>Note 7</b>	133,240	129,400	(3,840)
<b>Note 7</b>	10,193	9,899	(294)
	8,976	10,600	1,624
	304	240	(64)
	2,617	2,166	(451)
<b>Note 8</b>	7,873	9,595	1,722
	<u>163,203</u>	<u>161,900</u>	<u>(1,303)</u>
<b>Total Staff Expense</b>			

**REDWOOD COAST SENIORS, INC.**  
**Profit & Loss Statement**  
**Budget Versus Actual Variance Report**  
**For the Four Months Ended October 31, 2015**

<b>Volunteer Expense</b>				
<b>Note 6</b>	6015 · Volunteer Wages - In Kind	52,679	60,000	7,321
	6130 · Volunteer Mileage Reimbursement	1,477	1,600	123
		<hr/>	<hr/>	<hr/>
	<b>Total Volunteer Expense</b>	<b>54,156</b>	<b>61,600</b>	<b>7,444</b>
 <b>Equipment</b>				
	6210 · Equipment Maintenance - Buses	1,345	4,350	3,005
	6210 · Equipment Maintenance - Kitchen/Admin	0	0	0
		<hr/>	<hr/>	<hr/>
	<b>Total Equipment</b>	<b>1,345</b>	<b>4,350</b>	<b>3,005</b>
 <b>Food Costs</b>				
<b>Note 9</b>	6610 · Raw Food	30,465	29,250	(1,215)
<b>Note 6</b>	6611 · Raw Food - In-Kind	5,200	5,200	0
	6620 · Food Supplies	7,078	6,000	(1,078)
		<hr/>	<hr/>	<hr/>
	<b>Total Food Costs</b>	<b>42,743</b>	<b>40,450</b>	<b>(2,293)</b>
 <b>Direct Expense</b>				
	7010 · Postage - Business Mail	600	600	0
	7015 · Donation Letter Expenses	661	1,420	759
	7120 · Telephone & Internet Access	947	960	13
	7210 · Copying/Printing	356	480	124
	7220 · Publications - Gazette	1,194	1,200	6
	7250 · Dues & Subscriptions	142	140	(2)
	7310 · Office Supplies	1,053	800	(253)
	7320 · Supplies	1,403	1,650	247
	7750 · Advertising	969	1,300	331
	7810 · Auto - Fuel	3,717	5,600	1,883
	7860 · Adult Day Program Meals Provided	1,680	1,800	120
	7950 · Other	200	250	50
<b>Note 6</b>	7951 · Other - In-Kind (The Attic)	8,855	7,000	(1,855)
		<hr/>	<hr/>	<hr/>
	<b>Total Direct Expense</b>	<b>21,777</b>	<b>23,200</b>	<b>1,423</b>
 <b>Occupancy</b>				
	9040 · Propane	1,136	1,600	464
	9040 · Electricity	600	600	0
	9042 · Water & Sewer	600	600	0
	9044 · Garbage	1,301	1,300	(1)
	9090 · Building Repairs and Maintenance	603	600	(3)
		<hr/>	<hr/>	<hr/>
	<b>Total Occupancy</b>	<b>4,240</b>	<b>4,700</b>	<b>460</b>

**REDWOOD COAST SENIORS, INC.**  
**Profit & Loss Statement**  
**Budget Versus Actual Variance Report**  
**For the Four Months Ended October 31, 2015**

	Actual	Budget	Favorable (Unfavorable) Variance
<b>Overhead/Other</b>			
9110 · Bank Charges/Payroll Service/Credit Card Fees	1,356	1,200	(156)
9340 · Licenses/Permits/Filing Fees	95	120	25
9420 · Liability Insurance	3,426	3,367	(59)
9420 · Directors & Officers Insurance	548	560	12
9430 · Workers Comp Insurance	3,934	4,200	266
9440 · Auto Insurance	2,500	2,500	0
<b>Note 10</b> 9460 · Unemployment Insurance Program	1,600	1,600	0
	<b>Total Overhead</b>	<b>13,547</b>	<b>88</b>
	<b>Total Expense</b>	<b>309,747</b>	<b>8,824</b>
	<b>Net Operating Loss before Depreciation</b>	<b>(1,846)</b>	<b>\$ (3,426)</b>
	9930 · Depreciation Expense	7,299	
	<b>Net Operating Loss</b>	<b>(9,145)</b>	
	5935 · Unrealized Gain - Royal Alliance	1,177	
	<b>Net Loss</b>	<b>\$ (7,968)</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 November and December.

	Actual	Budget	Favorable (Unfavorable) Variance
<b>Note 2      5610 · Rent</b>			
AA/Pilot Group	\$ 780	\$ 780	\$ 0
Acupuncture	65	160	(95)
Bridge Club	170	160	10
Class Reunion	365	250	115
Creative Writing Class	257	135	122
Cribbage	130	120	10
Exercise Class	375	240	135
Mendo Writers Conference	390	320	70
Nurses Group	150	200	(50)
Soroptimists	736	750	(14)

Other	625	515	110
	<u>\$ 4,043</u>	<u>\$ 3,630</u>	<u>\$ 413</u>

**REDWOOD COAST SENIORS, INC.**  
**Profit & Loss Statement**  
**Budget Versus Actual Variance Report**  
**For the Four Months Ended October 31, 2015**

**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	\$ 1,850	\$ 1,680	\$ 170
Dining Room-Coffee	177	180	(3)
	<u>\$ 2,027</u>	<u>\$ 1,860</u>	<u>\$ 167</u>

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

	Actual	Budget	Favorable (Unfavorable) Variance
Donation Letter	\$ 8,096	\$ 11,600	\$ (3,504)
General Donations	2,663	5,000	(2,337)
Harvest Market Tokens	3,957	4,000	(43)
Fundraiser Meal Donations	1,683	4,000	(2,317)
	<u>\$ 16,399</u>	<u>\$ 24,600</u>	<u>\$ (8,201)</u>

**Note 6      5830 · Donations - In-kind**

	Actual	Budget	Favorable (Unfavorable) Variance
Volunteer Wages	\$ 52,680	60,000	\$ (7,320)
The Attic	8,854	7,000	1,854
Dining Room & MOW Food	5,200	5,200	0
	<u>\$ 66,734</u>	<u>\$ 72,200</u>	<u>\$ (5,466)</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      6010 · Staff Wages**

**6020 · Payroll Taxes**

The unfavorable variance is due to labor for the kitchen remodel.

**Note 8      6120 · Contract Labor**

	Actual	Budget	Favorable (Unfavorable) Variance
Senior Peer Counseling	\$ 6,875	\$ 7,900	\$ 1,025
Caspar Institute	488	500	12
Day Program Music	510	525	15

Computer Consultant	0	350	350
Day Program Imagine Workshop	0	320	320
	<u>\$ 7,873</u>	<u>\$ 9,595</u>	<u>\$ 1,722</u>

**REDWOOD COAST SENIORS, INC.**  
**Profit & Loss Statement**  
**Budget Versus Actual Variance Report**  
**For the Four Months Ended October 31, 2015**

**Notes - Continued**

**Note 9      6610 · Raw Food**

	Actual	Budget	Favorable (Unfavorable) Variance
Dining Room & Meals on Wheels	\$ 29,888	\$ 27,200	\$ (2,688)
Fundraiser Meals	535	1,400	865
Admin & Volunteer Dinner	42	650	608
	<u>\$ 30,465</u>	<u>\$ 29,250</u>	<u>\$ (1,215)</u>

**Note 10      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.