

REDWOOD COAST SENIORS, INC.
Profit & Loss Statement
Budget Versus Actual Variance Report
For the Month Ended July 31, 2016

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
INCOME			
Grant Income			
5016 · Mendocino Transit Authority	\$ 12,834	\$ 12,834	\$ 0
5017 · MCDSS Outreach	5,752	5,648	104
5019 · Senior Peer Counseling	2,917	2,917	0
5020 · Area Agency on Aging	13,970	13,970	0
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Total Grant Income	35,473	35,369	104
Non-Grant Income			
5230 · Adult Day Program	1,433	2,000	(567)
5240 · Transportation Fees - MTA	736	600	136
5270 · Meal Donations Dining Room	4,126	4,750	(625)
5270 · Meal Donations Meals on Wheels	3,185	3,200	(15)
5270 · Meal Donations Adult Day Program	305	390	(85)
5320 · Gazette	145	400	(255)
5410 · Sales - The Attic	2,146	1,800	346
Note 1 5610 · Rent	1,172	1,750	(579)
5710 · Memorials	0	70	(70)
Note 2 5820 · Donations - Cash - Restricted	913	295	618
Note 3 5825 · Donations - Cash - Unrestricted	7,933	6,817	1,116
Note 4 5830 · Donations - In-kind	16,745	17,800	(1,055)
5910 · Other	816	10	806
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Total Non-Grant Income	39,653	39,882	(229)
Total Income	75,126	75,251	(125)
EXPENSES			
Staff Expense			
6010 · Staff Wages	31,640	29,445	(2,195)
6020 · Payroll Taxes	2,420	2,253	(167)
6030 · Benefits	2,853	2,934	81
6070 · Employee Drug Testing/Background Check	0	60	60
6090 · Mileage Reimbursement	620	683	63
Note 6 6120 · Contract Labor	2,120	2,795	675
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Total Staff Expense	39,653	38,170	(1,483)

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Volunteer Expense			
Note 5 6015 · Volunteer Wages - In Kind	14,535	14,500	(35)
6130 · Volunteer Mileage Reimbursement	390	600	210
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Total Volunteer Expense	<u>14,924</u>	<u>15,100</u>	<u>176</u>
Equipment			
6210 · Equipment Maintenance - Buses	117	850	733
6210 · Equipment Maintenance - Kitchen/Admin	0	0	0
6220 · Equipment Purchases - Buses	0	0	0
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Total Equipment	<u>117</u>	<u>850</u>	<u>733</u>
Food Costs			
Note 7 6610 · Raw Food	6,331	8,000	1,669
Note 5 6611 · Raw Food - In-Kind	1,400	1,400	0
6620 · Food Supplies	1,857	1,750	(107)
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Total Food Costs	<u>9,588</u>	<u>11,150</u>	<u>1,562</u>
Direct Expense			
7015 · Donation Letter Expenses	0	225	225
7120 · Telephone & Internet Access	416	405	(11)
7210 · Copying/Printing	26	100	74
7220 · Publications - Gazette	448	510	62
7250 · Dues & Subscriptions	145	142	(3)
7310 · Office Supplies	826	200	(626)
7320 · Supplies	348	275	(73)
7750 · Advertising	344	785	441
7810 · Auto - Fuel	622	500	(122)
7860 · Adult Day Program Meals Provided	305	400	95
7950 · Other	50	50	0
Note 5 7951 · Other - In-Kind (The Attic)	810	1,900	1,090
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Total Direct Expense	<u>4,340</u>	<u>5,492</u>	<u>1,152</u>
Occupancy			
9040 · Propane	0	0	0
9040 · Electricity	150	150	0
9042 · Water & Sewer	150	150	0
9044 · Garbage	312	325	13
9090 · Building Repairs and Maintenance	254	167	(87)
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Total Occupancy	<u>866</u>	<u>792</u>	<u>(74)</u>

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	Actual	Budget	Favorable (Unfavorable) Variance
Overhead/Other			
9110 · Bank Charges/Payroll Service/Credit Card Fees	463	390	(73)
9340 · Licenses/Permits/Filing Fees	25	25	0
9420 · Liability Insurance	831	831	0
9420 · Directors & Officers Insurance	142	142	0
9430 · Workers Comp Insurance	1,150	1,150	0
9440 · Auto Insurance	601	601	0
Note 8 9460 · Unemployment Insurance Program	250	250	0
	<u>3,462</u>	<u>3,389</u>	<u>(73)</u>
Total Overhead			
	<u>3,462</u>	<u>3,389</u>	<u>(73)</u>
Total Expense	<u>72,950</u>	<u>74,943</u>	<u>1,993</u>
Net Operating Gain (Loss) before Depreciation	2,176	\$ <u>308</u>	\$ <u>1,868</u>
9930 · Depreciation Expense	1,825		
Net Operating Gain (Loss)	<u>351</u>		
5935 · Unrealized Gain - Royal Alliance	5,832		
	<u>6,183</u>		
Net Income	<u>\$ 6,183</u>		

Notes

	Actual	Budget	Favorable (Unfavorable) Variance
Note 1 5610 · Rent			
AA/Pilot Group	\$ 50	\$ 750	\$ (700)
Bridge Club	40	40	0
Class Reunion	250	0	250
Cribbage	35	30	5
Exercise Class	117	80	37
Mendo Writers Conference	0	350	(350)
Nurses Group	280	0	280
Other	400	500	(100)
	<u>\$ 1,172</u>	<u>\$ 1,750</u>	<u>\$ (579)</u>

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Notes - Continued

Note 2 5820 - Donations - Cash - Restricted

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Adult Day Program	\$ 885	\$ 260	\$ 625
Dining Room-Coffee	28	35	(7)
	<u>\$ 913</u>	<u>\$ 295</u>	<u>\$ 618</u>

Note 3 5825 - Donations - Cash - Unrestricted

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Donation Letter	\$ 0	\$ 2,900	\$ (2,900)
General Donations	3,117	1,250	1,867
Harvest Market Tokens	1,052	1,000	52
Fundraiser Meal Donations	3,834	1,667	2,167
	<u>\$ 8,003</u>	<u>\$ 6,817</u>	<u>\$ 1,186</u>

Note 4 5830 - Donations - In-kind

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Volunteer Wages	\$ 14,535	14,500	\$ 35
The Attic	810	1,900	(1,090)
Dining Room & MOW Food	1,400	1,400	0
	<u>\$ 16,745</u>	<u>\$ 17,800</u>	<u>\$ (1,055)</u>

**Note 5 6015 - Volunteer Wages - In Kind
6611 - Raw Food - In Kind
7951 - Other - In Kind**

These expenses are offset by Donations - In-Kind.

Note 6 6120 - Contract Labor

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Senior Peer Counseling	\$ 2,000	\$ 2,060	\$ 60
Caspar Institute	0	200	200
Senior Advocacy Program	0	200	200
Day Program Music	135	135	0
Computer Consultant	0	200	200
	<u>\$ 2,135</u>	<u>\$ 2,795</u>	<u>\$ 660</u>

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Notes - Continued

Note 7 6610 - Raw Food

	Actual	Budget	Favorable (Unfavorable) Variance
Dining Room & Meals on Wheels	\$ 6,014	\$ 7,500	\$ 1,486
Fundraiser Meals	316	500	184
	\$ 6,331	\$ 8,000	\$ 1,669

Note 8 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.