

REDWOOD COAST SENIORS, INC.
Profit & Loss Statement
Budget Versus Actual Variance Report
For the Month Ended July 31, 2017

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
INCOME			
Grant Income			
5016 · Mendocino Transit Authority	\$ 12,834	\$ 12,917	\$ (83)
5017 · MCDSS Outreach	7,297	8,333	(1,036)
5019 · Senior Peer Counseling	2,917	3,250	(333)
5030 · Area Agency on Aging	13,632	13,632	0
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Total Grant Income	36,680	38,132	(1,452)
Non-Grant Income			
5230 · Adult Day Program	1,338	1,667	(329)
5240 · Transportation Fees - MTA	922	833	89
5250 · Group Meal Fees	0	125	(125)
5270 · Meal Donations Dining Room	3,201	3,750	(549)
5270 · Meal Donations Meals on Wheels	2,875	3,500	(625)
5270 · Meal Donations Adult Day Program	245	250	(5)
5320 · Gazette	320	500	(180)
5410 · Sales - The Attic	1,383	1,667	(284)
Note 2 5610 · Rent	909	1,215	(306)
Note 1 5810 · The Community Foundation	0	0	0
Note 3 5820 · Donations - Cash - Restricted	2,638	935	1,703
Note 4 5825 · Donations - Cash - Unrestricted	2,654	2,250	404
Note 5 5830 · Donations - In-kind	15,649	17,900	(2,251)
5910 · Other	791	790	1
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Total Non-Grant Income	32,925	35,382	(2,457)
Total Income	69,605	73,514	(3,909)
EXPENSES			
Staff Expense			
6010 · Staff Wages	30,748	32,500	1,752
6020 · Payroll Taxes	2,421	2,437	16
6030 · Benefits	2,545	2,553	8
6070 · Employee Drug Testing/Background Check	135	100	(35)
6090 · Mileage Reimbursement	470	500	30
Note 7 6120 · Contract Labor	1,355	2,120	765
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Total Staff Expense	37,674	40,210	2,536

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Volunteer Expense			
Note 6 6015 · Volunteer Wages - In Kind	13,259	15,417	2,158
6130 · Volunteer Mileage Reimbursement	396	667	271
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Total Volunteer Expense	<u>13,655</u>	<u>16,084</u>	<u>2,429</u>
Equipment			
6210 · Equipment Maintenance - Buses	1,459	650	(809)
6210 · Equipment Maintenance - Kitchen/Admin	0	0	0
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Total Equipment	<u>1,459</u>	<u>650</u>	<u>(809)</u>
Food Costs			
Note 8 6610 · Raw Food	6,355	7,000	645
Note 6 6611 · Raw Food - In-Kind	1,333	1,333	0
6620 · Food Supplies	1,897	1,750	(147)
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Total Food Costs	<u>9,585</u>	<u>10,083</u>	<u>498</u>
Direct Expense			
7010 · Postage & Delivery	0	0	0
7015 · Donation Letter Expenses	0	200	200
7120 · Telephone & Internet Access	418	416	(2)
7210 · Copying/Printing	0	0	0
7220 · Publications - Gazette	0	500	500
7250 · Dues & Subscriptions	150	150	0
7310 · Office Supplies	100	200	100
7320 · Supplies	279	300	21
7750 · Advertising	0	80	80
7810 · Auto - Fuel	1,110	833	(277)
7860 · Adult Day Program Meals Provided	245	0	(245)
7950 · Other	50	50	0
Note 6 7951 · Other - In-Kind (The Attic)	1,057	1,150	93
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Total Direct Expense	<u>3,409</u>	<u>3,879</u>	<u>470</u>
Occupancy			
9040 · Propane	0	0	0
9040 · Electricity	150	150	0
9042 · Water & Sewer	150	150	0
9044 · Garbage	312	317	5
9090 · Building Repairs and Maintenance	91	500	409
9095 · Kitchen Garden Grant Expenses	0	0	0
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Total Occupancy	<u>703</u>	<u>1,117</u>	<u>414</u>

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	Actual	Budget	Favorable (Unfavorable) Variance
Overhead/Other			
9110 · Bank Charges/Payroll Service/Credit Card Fees	341	375	34
9120 · Finance Charges/Penalties	0	0	0
9340 · Licenses/Permits/Filing Fees	0	25	25
9360 · Registration Renewal	0	0	0
9420 · Liability Insurance	896	850	(46)
9420 · Directors & Officers Insurance	150	150	0
9430 · Workers Comp Insurance	1,167	1,167	0
9440 · Auto Insurance	736	833	97
Note 9 9460 · Unemployment Insurance Program	250	250	0
	3,540	3,650	110
Total Overhead			
	70,025	75,673	5,648
Total Expense			
	(420)	\$ (2,159)	\$ 1,739
Net Operating Gain (Loss) before Depreciation			
9930 · Depreciation Expense	1,825		
Net Operating Gain (Loss)	(2,245)		
5935 · Unrealized Gain - Royal Alliance	5,172		
Net Income	\$ 2,927		

Notes

Note 1 5810 · The Community Foundation

Budget item 5810, formerly the Johnson Endowment, has been renamed the Community Foundation.

Note 2 5610 · Rent

	Actual	Budget	Favorable (Unfavorable) Variance
AA/Pilot Group	\$ 600	\$ 100	\$ 500
Bridge Club	30	40	(10)
Class Reunion	0	0	0
Cribbage	45	35	10
Exercise Class	102	125	(23)
Mendo Writers Conference	0	350	(350)
Nurses Group	0	0	0
Soroptimist	0	0	0
Other	132	565	(433)
	\$ 909	\$ 1,215	\$ (306)

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Notes - Continued

Note 3 5820 · Donations - Cash - Restricted

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Adult Day Program	\$ 110	\$ 905	\$ (795)
Dining Room-Coffee	26	30	(4)
Gazette	2	0	2
Meals on Wheels	2,500	0	2,500
	<u>\$ 2,638</u>	<u>\$ 935</u>	<u>\$ 1,703</u>

Note 4 5825 · Donations - Cash - Unrestricted

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Donation Letter	\$ 250	\$ 0	\$ 250
General Donations	1,353	1,250	103
Harvest Market Tokens	1,051	1,000	51
Fundraiser Meal Donations	0	0	0
	<u>\$ 2,654</u>	<u>\$ 2,250</u>	<u>\$ 404</u>

Note 5 5830 · Donations - In-kind

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Volunteer Wages	\$ 13,259	15,417	\$ (2,158)
The Attic	1,057	1,150	(93)
Dining Room & MOW Food	1,333	1,333	0
	<u>\$ 15,649</u>	<u>\$ 17,900</u>	<u>\$ (2,251)</u>

Note 6 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

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Senior Peer Counseling	\$ 1,250	\$ 1,700	\$ 450
Caspar Institute	0	100	100
Senior Advocacy Program	0	0	0
Day Program Music	105	120	15
Computer Consultant	0	200	200
	<u>\$ 1,355</u>	<u>\$ 2,120</u>	<u>\$ 765</u>

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Notes - Continued

Note 8 6610 · Raw Food

	Actual	Budget	Favorable (Unfavorable) Variance
Dining Room & Meals on Wheels	\$ 6,355	\$ 7,000	\$ 645
Fundraiser Meals	0	0	0
Admin/Volunteer Dinner	0	0	0
	\$ 6,355	\$ 7,000	\$ 645

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.