

Downtown Los Angeles Neighborhood Council
Budget for Fiscal Year 2012-2013
APPROVED: 6/12/2012

UPDATED 4/6/2013

Funds

Total Annual Allocation	\$37,000.00
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Budget

Code	Category	%	Total	Spent
100 Operations				
AUD	Audio and Visual Services		\$500.00	\$461.27
EDU	Training and Board Retreat		\$500.00	\$187.80
FAC	Facilities Related and Space Rental		\$4,800.00	\$0.00
MIS	Miscellaneous Expense		\$0.00	\$0.00
OFF	Office Equipment and Supplies		\$6,000.00	\$0.00
POS	Postage		\$400.00	\$320.00
TAC	Temporary Staff		\$0.00	\$0.00
TRL	Translation and Transcription		\$0.00	\$0.00
	Sub Total	32.97%	\$12,200.00	\$969.07
200 Outreach				
ADV	Advertising		\$1,300.00	\$1,287.57
ELE	Election Outreach Expense		\$40.00	\$34.84
EVE	Event Expense / Food & Refreshments		\$200.00	\$202.25
MEE	Meeting Expense		\$0.00	\$0.00
NEW	Newsletter Expense		\$0.00	\$0.00
WEB	Website Maintenance/Enhancement/Creation		\$625.00	\$567.35
	Sub Total	5.85%	\$2,165.00	\$2,092.01
300 Community Improvement				
CIP	Community Improvement Project		\$22,635.00	\$976.70
	Sub Total	69.73%	\$22,635.00	\$976.70
400 Neighborhood Purpose Grants				
GRT	Neighborhood Purpose Grant		\$0.00	\$0.00
	Sub Total	0.00%	\$0.00	\$0.00
Grand Total			\$37,000.00	\$4,037.78

Budget Narrative:

AUD- Timer EDU- Binders FAC - Office Rent,Lock Change, OFF - Ricoh Phocopies,Camera POS - Post Office Box
 CIP - PROS - \$13,102 Approved Projects; \$3,500 Skid Row Parade; \$4,500 Metro Charter; \$1,573 unallocated

**Downtown Los Angeles Neighborhood Council
Fiscal Year 2012-2013
Spending Detail**

Spent						
Code	Date	Qtr	Check Number	Vendor Name	Invoice Number	Amount
POS	8/31/2012	1	Purchahse Card	USPS	Renew PO Box for 1 Year	\$320.00
WEB	9/17/2012	1	Purchase Card	Register.Com	Renew DLANC Domain Names	\$144.00
EVE	9/19/2012	1	Purchase Card	Ralphs	Refreshments for Affordable Housing Meeting and Map Distribution Events	\$162.25
WEB	9/19/2012	1	Purchase Card	Hosting Metro Inc	Refreshments for Affordable Housing Map Distribution	\$99.90
EVE	9/29/2012	2	Purchase Card	Subway		\$40.00
WEB	12/1/2012	2	Purchase Card	Linode		\$323.45
CIP	12/3/2012	2	Purchase Card	Propet Distributers	Doggie Litter Bags	\$488.35
ADV	1/9/2013	3	Purchase Card	BECNEL UNIFORMS	Deposit for Skid Row Brigade Uniforms	\$700.00
ELE	2/11/2013	3	Purchase Card	Domino's	Refreshments for special election workers	\$34.84
ADV	2/21/2013	3	Purchase Card	BECNEL UNIFORMS	Final Payment for Skid Row Brigade Uniforms	\$587.57
AUD	4/5/2013	4	Purchase Card	Microframe	Meeting Timer	\$461.27
Total Spent						\$3,361.63
Submitted						
EDU				Patti Berman	Office Depot Materials for Board Manuals	\$187.80
CIP				Hal Bastian	LAPD HQ Dog Litter Bags	\$488.35
Total Submitted						\$676.15
In Process						
CIP				Urbin Community Gardens	Project In Process	\$2,000.00
CIP				LA Conservation Corp	Skid Row Tree Maint - In Process	\$1,400.00
CIP				Skid Row Parade	Replacement program in process	\$3,500.00
CIP				Metro Charter	Allowable use sought for non-501c3	\$4,500.00
CIP				LAPD HQ Dog Litter Bags	Unspent better price sought	\$975.30
FAC				Spring Arts Tower Inc	DLANC - 05/01/13-04/30/14 Office	\$4,200.00
FAC				Spring Arts Tower Inc	Lock Change	\$50.00
OFF				Ricoh	Estimated Copier Costs	\$2,000.00
OFF				Camera for Office		\$500.00
Total In Process						\$19,125.30
Dormant						
ADV				Unallocated	Immediately Available	\$12.43
AUD				Unallocated	Remainder from Meeting Timer	\$38.73
CIP				Unallocated	Immediately Available	\$1,533.00
EDU				Unallocated	Budget Remaining	\$312.20
ELE				Unallocated	Immediately Available	\$5.16
FAC				Unallocated	Reserve for rent increase or meeting space	\$550.00
OFF				Unallocated	Estimated Budget Remaining	\$3,500.00
POS				Post Office Box	Paid Through 8/31/2013	\$80.00
CIP				Park(ing) Day Event	September 20, 2012 passed w/o expense	\$250.00
CIP				Downtown Parklets	No Costs approved for sharing	\$2,000.00
CIP				Tree People HQ Field Trip Bus	NC unable to cover cost, CD14 Covered	\$500.00
CIP				Circle Painting Event - Skid Row	No project submitted	\$1,500.00
CIP				Skid Row Guerilla Gardening	No project submitted	\$3,000.00
CIP				Skid Row Tree Planting	No project submitted	\$500.00
EVE				Refreshments	Overbudget	-\$2.25
WEB				Website/Maintenance/Operation	Budget Remaining	\$57.65
Total Dormant						\$13,836.92
Total 2012-13 Budget						\$37,000.00
Other Items						
Dispute	8/20/2012	1	Auto Deduct	AppleOne	W/E 8/11/12	\$144.36
Researching	9/4/2012	1	Demand Warrant	Toby Leaman Metro Farms	Insurance for 8/30/12-8/30/13	\$232.00
ELE-2012	11/12/2012	1	Purchase Card	Food 4 Less	Candidate Event Refreshments	\$88.64
ELE-2012	11/14/2012	1	Purchase Card	Pizza Next Door	Refreshments for election workers	\$18.00
ELE-2012	11/14/2012	1	Purchase Card	Pizza Next Door	Refreshments for election workers	\$77.00
ELE-2012	11/29/2012	1	Purchase Card	LA Downtown News	Election Outreach Advertising	\$1,321.00

ELE-2012	12/3/2012	1 Demand Warrant	LA Downtown News	Election Outreach Advertising	\$2,708.00
ELE-2012					
Returned	1/14/2013	1 Demand Warrant	Spring Arts Tower	Space Cleaning after Candidate Forum	\$50.00