

**REDWOOD COAST SENIORS, INC.**  
**Profit & Loss Statement**  
**Budget Versus Actual Variance Report**  
**For the Nine Months Ended March 31, 2019**

<b>INCOME</b>	<u>Actual</u>	<u>Budget</u>	<b>Favorable (Unfavorable) Variance</b>
<b>Grant Income</b>			
5016 · Mendocino Transit Authority	\$ 113,481	\$ 121,500	\$ (8,019)
5017 · MCDSS Outreach	29,730	29,724	6
5017 · MCDSS Cal-Fresh	18,750	18,750	0
5019 · Senior Peer Counseling	33,747	33,750	(3)
5030 · Area Agency on Aging	133,355	133,051	304
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<b>Total Grant Income</b>	<b>329,063</b>	<b>336,775</b>	<b>(7,712)</b>
<b>Non-Grant Income</b>			
5230 · Adult Day Program	10,124	17,496	(7,372)
5240 · Transportation Fees - MTA	7,841	7,638	203
5250 · Group Meal Fees	648	747	(99)
5270 · Meal Donations Dining Room	22,942	31,500	(8,558)
5270 · Meal Donations Meals on Wheels	26,997	32,247	(5,250)
5320 · Gazette	4,125	3,680	445
5410 · Sales - The Attic	22,883	16,000	6,883
<b>Note 1</b> 5610 · Rent	5,107	7,535	(2,428)
<b>Note 2</b> 5810 · The Community Foundation	26,054	20,000	6,054
<b>Note 3</b> 5820 · Donations - Cash - Restricted	10,746	19,165	(8,419)
<b>Note 4</b> 5825 · Donations - Cash - Unrestricted	44,832	67,900	(23,068)
<b>Note 5</b> 5830 · Donations - In-kind	157,246	159,241	(1,995)
5910 · Other	50,503	50,500	3
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<b>Total Non-Grant Income</b>	<b>390,048</b>	<b>433,649</b>	<b>(43,601)</b>
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<b>Total Income</b>	<b>719,111</b>	<b>770,424</b>	<b>(51,313)</b>
<b>EXPENSES</b>			
<b>Staff Expense</b>			
6010 · Staff Wages	335,311	341,331	6,020
6020 · Payroll Taxes	25,651	24,768	(883)
6030 · Benefits	30,550	30,436	(114)
6060 · Staff Training	225	0	(225)
6070 · Employee Drug Testing	400	200	(200)
6074 · Employee Background Check	153	250	97
6090 · Mileage Reimbursement	5,279	5,110	(169)
<b>Note 7</b> 6120 · Contract Labor	15,731	14,422	(1,309)
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<b>Total Staff Expense</b>	<b>413,300</b>	<b>416,517</b>	<b>3,217</b>
<b>Volunteer Expense</b>			
<b>Note 6</b> 6015 · Volunteer Wages - In Kind	122,688	126,314	3,626
6130 · Volunteer Mileage Reimbursement	4,764	5,116	352
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<b>Total Volunteer Expense</b>	<b>127,452</b>	<b>131,430</b>	<b>3,978</b>

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	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
<b>Equipment</b>			
2120 · Computer Equipment	6,024	4,500	(1,524)
6210 · Equipment Maintenance - Buses	3,357	5,337	1,980
6210 · Equipment Maintenance - Kitchen/Admin	913	1,413	500
6220 · Equipment Purchases	2,720	1,125	(1,595)
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<b>Total Equipment</b>	<b>13,014</b>	<b>12,375</b>	<b>(639)</b>
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<b>Food Costs</b>			
<b>Note 8</b> 6610 · Raw Food	66,484	64,708	(1,776)
<b>Note 6</b> 6611 · Raw Food - In-Kind	11,997	11,997	0
6620 · Food Supplies	16,832	16,920	88
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<b>Total Food Costs</b>	<b>95,313</b>	<b>93,625</b>	<b>(1,688)</b>
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<b>Direct Expense</b>			
7010 · Postage & Delivery	870	900	30
7015 · Donation Letter Expenses	893	1,450	557
7120 · Telephone & Internet Access	5,966	3,690	(2,276)
7210 · Copying/Printing	2,460	700	(1,760)
7220 · Publications - Gazette	1,418	1,350	(68)
7250 · Dues & Subscriptions	124	240	116
7310 · Office Supplies	2,237	1,620	(617)
7320 · Supplies	6,015	3,600	(2,415)
7750 · Advertising	2,947	2,675	(272)
7810 · Auto - Fuel	10,258	9,747	(511)
7950 · Other	368	683	315
<b>Note 6</b> 7951 · Other - In-Kind (The Attic)	22,561	13,500	(9,061)
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<b>Total Direct Expense</b>	<b>56,117</b>	<b>40,155</b>	<b>(15,962)</b>
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<b>Utilities</b>			
9040 · Propane	5,935	4,704	(1,231)
9040 · Electricity	1,350	1,350	0
9042 · Water & Sewer	1,350	1,350	0
9044 · Garbage	3,190	2,997	(193)
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<b>Total Utilities</b>	<b>11,825</b>	<b>10,401</b>	<b>(1,424)</b>
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<b>Maintenance</b>			
9090 · Building Repairs and Maintenance	5,710	2,250	(3,460)
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<b>Total Maintenance</b>	<b>5,710</b>	<b>2,250</b>	<b>(3,460)</b>
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	Actual	Budget	Favorable (Unfavorable) Variance
<b>Overhead/Other</b>			
9110 · Bank Charges/Payroll Service/Credit Card Fees	3,173	2,727	(446)
9120 · Finance Charges/Penalties	80	0	(80)
9320/9340 · Licenses/Permits/Filing Fees	443	800	357
9360 · Registration Renewal	0	200	200
9420 · Liability Insurance	8,325	8,325	0
9420 · Directors & Officers Insurance	1,485	1,485	0
9430 · Workers Comp Insurance	13,297	12,753	(544)
9440 · Auto Insurance	5,787	5,625	(162)
<b>Note 9</b> 9460 · Unemployment Insurance Program	2,250	2,250	0
	<b>34,840</b>	<b>34,165</b>	<b>(675)</b>
<b>Total Overhead</b>			
	<b>34,840</b>	<b>34,165</b>	<b>(675)</b>
<b>Total Expense</b>	<b>757,571</b>	<b>740,918</b>	<b>(16,653)</b>
<b>Net Operating Gain (Loss) before Depreciation</b>	<b>(38,460)</b>	<b>\$ 29,506</b>	<b>\$ (67,966)</b>
9930 · Depreciation Expense	11,547		
<b>Net Operating Gain (Loss)</b>	<b>(50,007)</b>		
5935 · Unrealized Gain (Loss) - Royal Alliance	2,021		
5051 · Comm Fdn Garden Grant	0		
<b>Net Income</b>	<b>\$ (47,986)</b>		

**Notes**

		Actual	Budget	Favorable (Unfavorable) Variance
<b>Note 1</b>	<b>5610 · Rent</b>			
	AA/Pilot Group	\$ 1,350	\$ 1,300	\$ 50
	Bridge Club	370	360	10
	Class Reunion	0	310	(310)
	Cribbage	280	315	(35)
	Exercise Class	787	1,125	(338)
	Mendo Writers Conference	0	350	(350)
	Soroptimist	712	1,200	(488)
	Other	1,608	2,575	(967)
		<b>\$ 5,107</b>	<b>\$ 7,535</b>	<b>\$ (2,428)</b>

**Note 2**      **5810 · The Community Foundation**

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

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**Notes - Continued**

**Note 3      5820 - Donations - Cash - Restricted**

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Adult Day Program	\$ 7,015	\$ 7,955	\$ (940)
Dining Room-Coffee	431	360	71
Meals on Wheels	2,500	10,850	(8,350)
Outreach	800	0	800
	<u>\$ 10,746</u>	<u>\$ 19,165</u>	<u>\$ (8,419)</u>

**Note 4      5825 - Donations - Cash - Unrestricted**

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Donation Letter	\$ 6,362	\$ 32,250	\$ (25,888)
General Donations	21,405	11,250	10,155
Harvest Market Tokens	7,572	9,000	(1,428)
Fundraiser Meal Donations	9,493	15,400	(5,907)
	<u>\$ 44,832</u>	<u>\$ 67,900</u>	<u>\$ (23,068)</u>

**Note 5      5830 - Donations - In-kind**

	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) Variance
Volunteer Wages	\$ 122,688	133,744	\$ (11,056)
The Attic	22,561	11,997	10,564
Dining Room & MOW Food	11,997	13,500	(1,503)
	<u>\$ 157,246</u>	<u>\$ 159,241</u>	<u>\$ (1,995)</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	\$ 10,675	\$ 9,000	\$ (1,675)
Caspar Institute	466	567	101
Dining Room/MOW	250	500	250
Day Program Music	1,140	1,155	15
Computer Consultant	3,200	3,200	0
	<u>\$ 15,731</u>	<u>\$ 14,422</u>	<u>\$ (1,309)</u>

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**Notes - Continued**

**Note 8      6610 - Raw Food**

	Actual	Budget	Favorable (Unfavorable) Variance
Dining Room & Meals on Wheels	\$ 64,588	\$ 60,750	\$ (3,838)
Fundraiser Meals	781	3,468	2,687
Admin/Volunteer Dinner	1,115	490	(625)
	\$ 66,484	\$ 64,708	\$ (1,776)

**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.