

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

<b>INCOME</b>	<u>Actual</u>	<u>Budget</u>	<b>Favorable (Unfavorable) Variance</b>
<b>Grant Income</b>			
5016 · Mendocino Transit Authority	\$ 15,023	\$ 15,022	\$ 1
5017 · MCDSS Outreach	6,083	5,378	705
5019 · Senior Peer Counseling	3,750	3,750	0
5030 · Area Agency on Aging	15,363	15,363	0
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<b>Total Grant Income</b>	<b>40,219</b>	<b>39,513</b>	<b>706</b>
<b>Non-Grant Income</b>			
5230 · Adult Day Program	1,606	1,225	381
5240 · Transportation Fees - MTA	795	908	(113)
5250 · Group Meal Fees	0	128	(128)
5270 · Meal Donations Dining Room	1,394	2,875	(1,481)
5270 · Meal Donations Meals on Wheels	3,320	3,375	(55)
5410 · Sales - The Attic	2,839	2,916	(77)
<b>Note 1</b> 5610 · Rent	324	292	32
<b>Note 2</b> 5810 · The Community Foundation	0	0	0
<b>Note 3</b> 5820 · Donations - Cash - Restricted	1,496	535	961
<b>Note 4</b> 5825 · Donations - Cash - Unrestricted	1,447	1,313	134
<b>Note 5</b> 5830 · Donations - In-kind	16,187	17,750	(1,563)
5910 · Other	4,167	4,167	0
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<b>Total Non-Grant Income</b>	<b>33,575</b>	<b>35,484</b>	<b>(1,909)</b>
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<b>Total Income</b>	<b>73,794</b>	<b>74,997</b>	<b>(1,203)</b>
<b>EXPENSES</b>			
<b>Staff Expense</b>			
6010 · Staff Wages	34,516	36,773	2,257
6020 · Payroll Taxes	2,641	2,813	172
6030 · Benefits	4,025	3,922	(103)
6060 · Staff Training	45	50	5
6070 · Employee Drug Testing/Background Check	0	0	0
6090 · Mileage Reimbursement	298	567	269
<b>Note 7</b> 6120 · Contract Labor	720	735	15
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<b>Total Staff Expense</b>	<b>42,245</b>	<b>44,860</b>	<b>2,615</b>
<b>Volunteer Expense</b>			
<b>Note 6</b> 6015 · Volunteer Wages - In Kind	11,908	13,750	1,842
6130 · Volunteer Mileage Reimbursement	465	550	85
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<b>Total Volunteer Expense</b>	<b>12,373</b>	<b>14,300</b>	<b>1,927</b>

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	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
<b>Equipment</b>			
6210 · Equipment Maintenance - Buses	0	271	271
6210 · Equipment Maintenance - Kitchen/Admin	0	479	479
6220 · Equipment Purchases	172	250	78
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<b>Total Equipment</b>	<b>172</b>	<b>1,000</b>	<b>828</b>
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<b>Food Costs</b>			
<b>Note 8</b> 6610 · Raw Food	5,443	7,250	1,807
<b>Note 6</b> 6611 · Raw Food - In-Kind	1,333	1,333	0
6620 · Food Supplies	1,078	1,930	852
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<b>Total Food Costs</b>	<b>7,854</b>	<b>10,513</b>	<b>2,659</b>
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<b>Direct Expense</b>			
7010 · Postage & Delivery	261	265	4
7015 · Donation Letter Expenses	0	0	0
7120 · Telephone & Internet Access	507	514	7
7210 · Copying/Printing	366	100	(266)
7250 · Dues & Subscriptions	41	28	(13)
7310 · Office Supplies	225	225	0
7320 · Supplies	882	600	(282)
7750 · Advertising	55	100	45
7810 · Auto - Fuel	1,321	1,200	(121)
7950 · Other	0	0	0
<b>Note 6</b> 7951 · Other - In-Kind (The Attic)	2,946	2,667	(279)
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<b>Total Direct Expense</b>	<b>6,604</b>	<b>5,699</b>	<b>(905)</b>
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<b>Utilities</b>			
9040 · Propane	147	300	153
9040 · Electricity	150	150	0
9042 · Water & Sewer	150	150	0
9044 · Garbage	356	360	4
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<b>Total Utilities</b>	<b>803</b>	<b>960</b>	<b>157</b>
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<b>Maintenance</b>			
9090 · Building Repairs and Maintenance	51	333	282
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<b>Total Maintenance</b>	<b>51</b>	<b>333</b>	<b>282</b>
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	Actual	Budget	Favorable (Unfavorable) Variance
<b>Overhead/Other</b>			
9110 · Bank Charges/Payroll Service/Credit Card Fees	150	80	(70)
9120 · Finance Charges/Penalties	22	0	(22)
9340 · Licenses/Permits/Filing Fees	0	0	0
9360 · Registration Renewal	0	0	0
9420 · Liability Insurance	923	923	0
9420 · Directors & Officers Insurance	166	166	0
9430 · Workers Comp Insurance	2,191	1,540	(651)
9440 · Auto Insurance	1,660	1,660	0
<b>Note 9</b> 9460 · Unemployment Insurance Program	250	250	0
	<b>Total Overhead</b>	<b>4,619</b>	<b>(743)</b>
	<b>Total Expense</b>	<b>82,284</b>	<b>6,663</b>
	<b>Net Operating Gain (Loss) before Depreciation</b>	<b>\$(867)</b>	<b>\$6,420</b>
9930 · Depreciation Expense	1,404		
	<b>Net Operating Gain (Loss)</b>	<b>(2,271)</b>	
5935 · Unrealized Gain (Loss) - Royal Alliance	1,671		
	<b>Net Income</b>	<b>\$(600)</b>	
<b>Capital Expenditures</b>	<b>9,500</b>	<b>9,500</b>	<b>0</b>

**Notes**

		Actual	Budget	Favorable (Unfavorable) Variance
<b>Note 1</b>	<b>5610 · Rent</b>			
	Bridge Club	40	0	40
	Cribbage	32	32	0
	Exercise Class	114	80	34
	Other	138	180	(42)
		<b>\$ 324</b>	<b>\$ 292</b>	<b>\$ 32</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**

	Actual	Budget	Favorable (Unfavorable) Variance
Adult Day Program	\$ 1,470	\$ 470	\$ 1,000
Dining Room-Coffee	26	65	(39)
Meals on Wheels	0	0	0
Outreach	0	0	0
	\$ 1,496	\$ 535	\$ 961

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

	Actual	Budget	Favorable (Unfavorable) Variance
Donation Letter	\$ 0	\$ 0	\$ 0
General Donations	840	725	115
Harvest Market Tokens	588	588	0
Fundraiser Meal Donations	19	0	19
	\$ 1,447	\$ 1,313	\$ 134

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

	Actual	Budget	Favorable (Unfavorable) Variance
Volunteer Wages	\$ 11,908	13,750	\$ (1,842)
The Attic	2,946	1,333	1,613
Dining Room & MOW Food	1,333	2,667	(1,334)
	\$ 16,187	\$ 17,750	\$ (1,563)

**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**

	Actual	Budget	Favorable (Unfavorable) Variance
Senior Peer Counseling	\$ 0	\$ 0	\$ 0
Day Program Music	120	135	15
Computer Consultant	600	600	0
	\$ 720	\$ 735	\$ 15

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**Notes - Continued**

**Note 8      6610 - Raw Food**

	Actual	Budget	Favorable (Unfavorable) Variance
Dining Room & Meals on Wheels	\$ 5,443	\$ 7,200	\$ 1,757
Fundraiser Meals	0	0	0
Admin/Volunteer Dinner	0	50	50
	\$ 5,443	\$ 7,250	\$ 1,807

**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.