

**REDWOOD COAST SENIORS, INC.**  
**Profit & Loss Statement**  
**Budget Versus Actual Variance Report**  
**For the Five Months Ended November 30, 2020**

<b>INCOME</b>	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
<b>Grant Income</b>			
5016 · Mendocino Transit Authority	\$ 76,000	\$ 76,000	\$ 0
5017 · MCDSS Outreach	27,130	26,891	239
5019 · Senior Peer Counseling	15,937	15,935	2
5030 · Area Agency on Aging	125,175	134,351	(9,176)
	<hr/>	<hr/>	<hr/>
<b>Total Grant Income</b>	<b>244,242</b>	<b>253,177</b>	<b>(8,935)</b>
<b>Non-Grant Income</b>			
5230 · Adult Day Program	0	5,900	(5,900)
5240 · Transportation Fees - MTA	2,413	5,275	(2,862)
5250 · Group Meal Fees	0	575	(575)
5270 · Meal Donations Dining Room	4,041	9,900	(5,859)
5270 · Meal Donations Meals on Wheels	17,939	18,500	(561)
5410 · Sales - The Attic	1,133	19,500	(18,367)
<b>Note 1</b> 5610 · Rent	0	2,250	(2,250)
5810 · The Community Foundation	22,411	25,000	(2,589)
<b>Note 2</b> 5820 · Donations - Cash - Restricted	1,550	3,130	(1,580)
<b>Note 3</b> 5825 · Donations - Cash - Unrestricted	27,147	14,625	12,522
<b>Note 4</b> 5830 · Donations - In-kind	20,209	90,915	(70,706)
5910 · Other	33,425	560	32,865
	<hr/>	<hr/>	<hr/>
<b>Total Non-Grant Income</b>	<b>130,268</b>	<b>196,130</b>	<b>(65,862)</b>
	<hr/>	<hr/>	<hr/>
<b>Total Income</b>	<b>374,510</b>	<b>449,307</b>	<b>(74,797)</b>
<b>EXPENSES</b>			
<b>Staff Expense</b>			
6010 · Staff Wages	166,845	177,307	10,462
6020 · Payroll Taxes	12,764	13,563	799
6030 · Benefits	17,845	18,855	1,010
6060 · Staff Training	0	550	550
6070 · Employee Drug Testing/Background Check	552	315	(237)
6090 · Mileage Reimbursement	1,259	2,727	1,468
<b>Note 5</b> 6120 · Contract Labor	1,140	1,895	755
	<hr/>	<hr/>	<hr/>
<b>Total Staff Expense</b>	<b>200,405</b>	<b>215,212</b>	<b>14,807</b>
<b>Volunteer Expense</b>			
<b>Note 6</b> 6015 · Volunteer Wages - In Kind	13,176	54,700	41,524
6130 · Volunteer Mileage Reimbursement	1,752	2,958	1,206
	<hr/>	<hr/>	<hr/>
<b>Total Volunteer Expense</b>	<b>14,928</b>	<b>57,658</b>	<b>42,730</b>

**REDWOOD COAST SENIORS, INC.**  
**Profit & Loss Statement**  
**Budget Versus Actual Variance Report**  
**For the Five Months Ended November 30, 2020**

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
<b>Equipment</b>			
6210 · Equipment Maintenance - Buses	1,108	3,000	1,892
6210 · Equipment Maintenance - Kitchen/Admin	709	1,200	491
6220 · Equipment Purchases	1,561	750	(811)
	<hr/>	<hr/>	<hr/>
<b>Total Equipment</b>	<b>3,378</b>	<b>4,950</b>	<b>1,572</b>
<b>Food Costs</b>			
<b>Note 7</b> 6610 · Raw Food	32,491	36,540	4,049
<b>Note 6</b> 6611 · Raw Food - In-Kind	6,665	6,665	0
6620 · Food Supplies	7,664	8,000	336
	<hr/>	<hr/>	<hr/>
<b>Total Food Costs</b>	<b>46,820</b>	<b>51,205</b>	<b>4,385</b>
<b>Direct Expense</b>			
7010 · Postage & Delivery	466	535	69
7015 · Donation Letter Expenses	0	750	750
7120 · Telephone & Internet Access	1,796	2,625	829
7210 · Copying/Printing	100	166	66
7250 · Dues & Subscriptions	415	270	(145)
7310 · Office Supplies	834	1,000	166
7320 · Supplies	1,587	2,750	1,163
7750 · Advertising	121	250	129
7810 · Auto - Fuel	2,443	6,500	4,057
7950 · Other	0	10,000	10,000
<b>Note 6</b> 7951 · Other - In-Kind (The Attic)	368	18,750	18,382
	<hr/>	<hr/>	<hr/>
<b>Total Direct Expense</b>	<b>8,130</b>	<b>43,596</b>	<b>35,466</b>
<b>Utilities</b>			
9040 · Propane	595	1,590	995
9040 · Electricity	750	750	0
9042 · Water & Sewer	750	750	0
9044 · Garbage	2,032	1,965	(67)
	<hr/>	<hr/>	<hr/>
<b>Total Utilities</b>	<b>4,127</b>	<b>5,055</b>	<b>928</b>
<b>Maintenance</b>			
9090 · Building Repairs and Maintenance	16,361	1,000	(15,361)
	<hr/>	<hr/>	<hr/>
<b>Total Maintenance</b>	<b>16,361</b>	<b>1,000</b>	<b>(15,361)</b>

**REDWOOD COAST SENIORS, INC.**  
**Profit & Loss Statement**  
**Budget Versus Actual Variance Report**  
**For the Five Months Ended November 30, 2020**

	Actual	Budget	Favorable (Unfavorable) Variance
<b>Overhead/Other</b>			
9110 · Bank Charges/Payroll Service/Credit Card Fees	446	400	(46)
9120 · Finance Charges/Penalties	0	0	0
9340 · Licenses/Permits/Filing Fees	2,079	475	(1,604)
9360 · Registration Renewal	0	0	0
9420 · Liability Insurance	4,530	4,530	0
9420 · Directors & Officers Insurance	832	832	0
9430 · Workers Comp Insurance	7,871	10,712	2,841
9440 · Auto Insurance	5,085	5,085	0
<b>Note 8</b> 9460 · Unemployment Insurance Program	1,250	1,250	0
	22,093	23,284	1,191
<b>Total Overhead</b>			
	312,115	401,960	84,790
<b>Total Expense</b>			
	62,395	\$ 47,347	\$ 15,048
<b>Net Operating Gain (Loss) before Depreciation</b>			
9930 · Depreciation Expense	11,270		
<b>Net Operating Gain (Loss)</b>	51,125		
5935 · Unrealized Gain (Loss) - Royal Alliance	35,634		
<b>Net Income</b>	\$ 86,759		

**Notes**

		Actual	Budget	Variance
<b>Note 1</b>	<b>5610 · Rent</b>			
	Bridge Club	0	225	(225)
	Class Reunion	0	0	0
	Cribbage	0	100	(100)
	Exercise Class	0	625	(625)
	Other	0	1,300	(1,300)
		\$ 0	\$ 2,250	\$ (2,250)

		Actual	Budget	Variance
<b>Note 2</b>	<b>5820 · Donations - Cash - Restricted</b>			
	Adult Day Program	\$ 1,550	\$ 2,480	\$ (930)
	Dining Room-Coffee	0	150	(150)
	Meals on Wheels	0	500	(500)
		\$ 1,550	\$ 3,130	\$ (1,580)

**REDWOOD COAST SENIORS, INC.**  
**Profit & Loss Statement**  
**Budget Versus Actual Variance Report**  
**For the Five Months Ended November 30, 2020**

**Notes - Continued**

**Note 3      5825 - Donations - Cash - Unrestricted**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Donation Letter	\$ 0	\$ 7,000	\$ (7,000)
General Donations	24,545	3,500	21,045
Harvest Market Tokens	2,602	2,625	(23)
Fundraiser Meal Donations	0	1,500	(1,500)
	<u>\$ 27,147</u>	<u>\$ 14,625</u>	<u>\$ 12,522</u>

**Note 4      5830 - Donations - In-kind**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Volunteer Wages	\$ 13,176	54,700	\$ (41,524)
The Attic	368	18,750	(18,382)
Dining Room & MOW Food	6,665	6,665	0
	<u>\$ 20,209</u>	<u>\$ 80,115</u>	<u>\$ (59,906)</u>

**Note 5      6120 - Contract Labor**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Day Program Music	0	645	645
Computer Consultant	900	1,250	350
Dining Room	240	0	(240)
	<u>\$ 1,140</u>	<u>\$ 1,895</u>	<u>\$ 755</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      6610 - Raw Food**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Dining Room & Meals on Wheels	\$ 32,391	\$ 35,340	\$ 2,949
Fundraiser Meals	0	600	600
Admin/Volunteer Dinner	100	600	500
	<u>\$ 32,491</u>	<u>\$ 36,540</u>	<u>\$ 4,049</u>

**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.