

**REDWOOD COAST SENIORS, INC.**  
**Profit & Loss Statement**  
**Budget Versus Actual Variance Report**  
**For the Six Months Ended December 31, 2020**

<b>INCOME</b>	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
<b>Grant Income</b>			
5016 · Mendocino Transit Authority	\$ 91,200	\$ 91,200	\$ 0
5017 · MCDSS Outreach	32,346	32,270	76
5019 · Senior Peer Counseling	19,125	19,125	0
5030 · Area Agency on Aging	145,735	159,975	(14,240)
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<b>Total Grant Income</b>	<b>288,406</b>	<b>302,570</b>	<b>(14,164)</b>
<b>Non-Grant Income</b>			
5230 · Adult Day Program	0	7,200	(7,200)
5240 · Transportation Fees - MTA	2,883	6,330	(3,447)
5250 · Group Meal Fees	0	700	(700)
5270 · Meal Donations Dining Room	4,767	12,700	(7,933)
5270 · Meal Donations Meals on Wheels	21,544	22,200	(656)
5410 · Sales - The Attic	1,425	24,500	(23,075)
<b>Note 1</b> 5610 · Rent	0	2,700	(2,700)
5810 · The Community Foundation	22,411	25,000	(2,589)
<b>Note 2</b> 5820 · Donations - Cash - Restricted	5,451	3,560	1,891
<b>Note 3</b> 5825 · Donations - Cash - Unrestricted	41,918	22,850	19,068
<b>Note 4</b> 5830 · Donations - In-kind	23,596	109,098	(85,502)
5910 · Other	47,461	560	46,901
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<b>Total Non-Grant Income</b>	<b>171,456</b>	<b>237,398</b>	<b>(65,942)</b>
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<b>Total Income</b>	<b>459,862</b>	<b>539,968</b>	<b>(80,106)</b>
<b>EXPENSES</b>			
<b>Staff Expense</b>			
6010 · Staff Wages	203,810	213,545	9,735
6020 · Payroll Taxes	15,591	16,335	744
6030 · Benefits	21,285	22,628	1,343
6060 · Staff Training	0	550	550
6070 · Employee Drug Testing/Background Check	611	315	(296)
6090 · Mileage Reimbursement	1,420	3,354	1,934
<b>Note 5</b> 6120 · Contract Labor	1,140	2,280	1,140
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<b>Total Staff Expense</b>	<b>243,857</b>	<b>259,007</b>	<b>15,150</b>
<b>Volunteer Expense</b>			
<b>Note 6</b> 6015 · Volunteer Wages - In Kind	15,230	78,600	63,370
6130 · Volunteer Mileage Reimbursement	2,094	3,479	1,385
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<b>Total Volunteer Expense</b>	<b>17,324</b>	<b>82,079</b>	<b>64,755</b>

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	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
<b>Equipment</b>			
6210 · Equipment Maintenance - Buses	1,108	3,600	2,492
6210 · Equipment Maintenance - Kitchen/Admin	709	1,440	731
6220 · Equipment Purchases	1,679	900	(779)
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<b>Total Equipment</b>	<u>3,496</u>	<u>5,940</u>	<u>2,444</u>
<b>Food Costs</b>			
<b>Note 7</b> 6610 · Raw Food	38,752	44,678	5,926
<b>Note 6</b> 6611 · Raw Food - In-Kind	7,998	7,998	0
6620 · Food Supplies	10,255	9,600	(655)
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<b>Total Food Costs</b>	<u>57,005</u>	<u>62,276</u>	<u>5,271</u>
<b>Direct Expense</b>			
7010 · Postage & Delivery	742	835	93
7015 · Donation Letter Expenses	0	1,500	1,500
7120 · Telephone & Internet Access	2,155	3,150	995
7210 · Copying/Printing	0	249	249
7250 · Dues & Subscriptions	475	298	(177)
7310 · Office Supplies	948	1,200	252
7320 · Supplies	2,005	3,300	1,295
7750 · Advertising	121	300	179
7810 · Auto - Fuel	3,002	7,800	4,798
7950 · Other	0	10,000	10,000
<b>Note 6</b> 7951 · Other - In-Kind (The Attic)	368	22,500	22,132
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<b>Total Direct Expense</b>	<u>9,816</u>	<u>51,132</u>	<u>41,316</u>
<b>Utilities</b>			
9040 · Propane	1,808	2,405	597
9040 · Electricity	900	900	0
9042 · Water & Sewer	900	900	0
9044 · Garbage	2,420	2,358	(62)
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<b>Total Utilities</b>	<u>6,028</u>	<u>6,563</u>	<u>535</u>
<b>Maintenance</b>			
9090 · Building Repairs and Maintenance	16,697	1,200	(15,497)
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<b>Total Maintenance</b>	<u>16,697</u>	<u>1,200</u>	<u>(15,497)</u>

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<b>Overhead/Other</b>			
9110 · Bank Charges/Payroll Service/Credit Card Fees	529	480	(49)
9120 · Finance Charges/Penalties	37	0	(37)
9340 · Licenses/Permits/Filing Fees	2,079	525	(1,554)
9360 · Registration Renewal	(206)	0	206
9420 · Liability Insurance	5,436	5,436	0
9420 · Directors & Officers Insurance	999	999	0
9430 · Workers Comp Insurance	9,731	12,660	2,929
9440 · Auto Insurance	6,102	6,102	0
<b>Note 8</b> 9460 · Unemployment Insurance Program	1,500	1,500	0
	<u>26,207</u>	<u>27,702</u>	<u>1,495</u>
<b>Total Overhead</b>			
	<u>26,207</u>	<u>27,702</u>	<u>1,495</u>
<b>Total Expense</b>	<u>374,402</u>	<u>495,899</u>	<u>114,934</u>
<b>Net Operating Gain (Loss) before Depreciation</b>	85,460	<u>\$ 44,069</u>	<u>\$ 41,391</u>
9930 · Depreciation Expense	13,524		
<b>Net Operating Gain (Loss)</b>	<u>71,936</u>		
5935 · Unrealized Gain (Loss) - Royal Alliance	<u>48,506</u>		
<b>Net Income</b>	<u>\$ 120,442</u>		

**Notes**

<b>Note 1</b>	<b>5610 · Rent</b>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
	Bridge Club	0	270	(270)
	Class Reunion	0	0	0
	Cribbage	0	120	(120)
	Exercise Class	0	750	(750)
	Other	0	1,560	(1,560)
		<u>\$ 0</u>	<u>\$ 2,700</u>	<u>\$ (2,700)</u>

<b>Note 2</b>	<b>5820 · Donations - Cash - Restricted</b>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
	Adult Day Program	\$ 1,480	\$ 2,875	\$ (1,395)
	Dining Room-Coffee	0	185	(185)
	Garden Fence	3,971	0	0
	Meals on Wheels	0	500	(500)
		<u>\$ 5,451</u>	<u>\$ 3,560</u>	<u>\$ (2,080)</u>

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**Notes - Continued**

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

	Actual	Budget	Variance
Donation Letter	\$ 0	\$ 14,000	\$ (14,000)
General Donations	38,786	4,200	34,586
Harvest Market Tokens	3,132	3,150	(18)
Fundraiser Meal Donations	0	1,500	(1,500)
	\$ 41,918	\$ 22,850	\$ 19,068

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

	Actual	Budget	Variance
Volunteer Wages	\$ 15,230	78,600	\$ (63,370)
The Attic	368	22,500	(22,132)
Dining Room & MOW Food	7,998	7,998	0
	\$ 23,596	\$ 109,098	\$ (85,502)

**Note 5      6120 - Contract Labor**

	Actual	Budget	Variance
Day Program Music	0	780	780
Computer Consultant	900	1,500	600
Dining Room	240	0	(240)
	\$ 1,140	\$ 2,280	\$ 1,140

**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**

	Actual	Budget	Variance
Dining Room & Meals on Wheels	\$ 38,653	\$ 43,478	\$ 4,825
Fundraiser Meals	0	600	600
Admin/Volunteer Dinner	99	600	501
	\$ 38,752	\$ 44,678	\$ 5,926

**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.