

**REDWOOD COAST SENIORS, INC.**  
**Profit & Loss Statement**  
**Budget Versus Actual Variance Report**  
**For the Fiscal Year Ended June 30, 2021**

<b>INCOME</b>	<u>Actual</u>	<u>Budget</u>	<b>Favorable (Unfavorable) Variance</b>
<b>Grant Income</b>			
5016 · Mendocino Transit Authority	\$ 182,399	\$ 182,399	\$ 0
5017 · MCDSS Outreach	63,643	64,550	(907)
5019 · Senior Peer Counseling	38,250	38,250	0
5030 · Area Agency on Aging	281,355	286,086	(4,731)
5031 · CARES Act Emergency Funding	55,638	27,640	27,998
<b>Total Grant Income</b>	<u>621,285</u>	<u>598,925</u>	<u>22,360</u>
<b>Non-Grant Income</b>			
5230 · Adult Day Program	0	1,500	(1,500)
5240 · Transportation Fees - MTA	7,233	12,660	(5,427)
5250 · Group Meal Fees	0	1,450	(1,450)
5270 · Meal Donations Dining Room	9,971	30,100	(20,129)
5270 · Meal Donations Meals on Wheels	39,366	44,400	(5,034)
5410 · Sales - The Attic	16,207	54,500	(38,293)
5610 · Rent	20	5,400	(5,380)
5810 · The Community Foundation	22,411	25,000	(2,589)
<b>Note 01</b> 5820 · Donations - Cash - Restricted	27,826	7,080	20,746
<b>Note 02</b> 5825 · Donations - Cash - Unrestricted	35,299	36,050	(751)
<b>Note 03</b> 5830 · Donations - In-kind	54,431	218,200	(163,769)
<b>Note 04</b> 5910 · Other	104,497	560	103,937
<b>Total Non-Grant Income</b>	<u>317,261</u>	<u>436,900</u>	<u>(119,639)</u>
<b>Total Income</b>	<u>938,546</u>	<u>1,035,825</u>	<u>(97,279)</u>
<b>EXPENSES</b>			
<b>Staff Expense</b>			
6010 · Staff Wages	405,807	426,200	20,393
6020 · Payroll Taxes	31,406	32,604	1,198
6030 · Benefits	43,293	47,012	3,719
6060 · Staff Training	0	600	600
6070 · Employee Drug Testing/Background Check	978	615	(363)
6090 · Mileage Reimbursement	2,513	6,500	3,987
<b>Note 05</b> 6120 · Contract Labor	2,530	4,545	2,015
<b>Total Staff Expense</b>	<u>486,527</u>	<u>518,076</u>	<u>31,549</u>
<b>Volunteer Expense</b>			
<b>Note 06</b> 6015 · Volunteer Wages - In Kind	37,708	157,200	119,492
6130 · Volunteer Mileage Reimbursement	4,165	6,600	2,435
<b>Total Volunteer Expense</b>	<u>41,873</u>	<u>163,800</u>	<u>121,927</u>

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	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>
<b>Equipment</b>			
	2,459	7,200	4,741
	1,635	2,880	1,245
<b>Note 07</b>	2,606	1,800	(806)
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<b>Total Equipment</b>	<u>6,700</u>	<u>11,880</u>	<u>5,180</u>
<b>Food Costs</b>			
<b>Note 08</b>	78,034	95,400	17,366
<b>Note 06</b>	16,000	16,000	0
	19,908	19,200	(708)
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<b>Total Food Costs</b>	<u>113,942</u>	<u>130,600</u>	<u>16,658</u>
<b>Direct Expense</b>			
	1,026	1,400	374
	0	1,500	1,500
	4,337	6,300	1,963
	140	500	360
	563	511	(52)
	1,517	2,400	883
<b>Note 09</b>	8,976	6,600	(2,376)
	141	600	459
	8,559	15,600	7,041
	5,000	5,000	0
<b>Note 05</b>	723	45,000	44,277
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<b>Total Direct Expense</b>	<u>30,982</u>	<u>85,411</u>	<u>54,429</u>
<b>Utilities</b>			
	5,923	6,050	127
	1,800	1,800	0
	1,800	1,800	0
	4,820	4,716	(104)
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<b>Total Utilities</b>	<u>14,343</u>	<u>14,366</u>	<u>23</u>
<b>Maintenance</b>			
<b>Note 10</b>	45,826	2,400	(43,426)
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<b>Total Maintenance</b>	<u>45,826</u>	<u>2,400</u>	<u>(43,426)</u>

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	Actual	Budget	Favorable (Unfavorable) Variance
<b>Overhead/Other</b>			
9110 · Bank Charges/Payroll Service/Credit Card Fees	1,511	985	(526)
9120 · Finance Charges/Penalties	72	0	(72)
9340 · Licenses/Permits/Filing Fees	2,486	975	(1,511)
9360 · Registration Renewal	1,088	1,400	312
9420 · Liability Insurance	10,876	10,876	0
9420 · Directors & Officers Insurance	1,934	2,000	66
9430 · Workers Comp Insurance	20,581	25,320	4,739
9440 · Auto Insurance	12,201	12,201	0
<b>Note 11</b> 9460 · Unemployment Insurance Program	3,000	3,000	0
	53,749	56,757	3,008
<b>Total Overhead</b>			
	779,599	983,290	189,325
<b>Total Expense</b>			
	158,947	\$ 52,535	\$ 106,412
<b>Net Operating Gain (Loss) before Depreciation</b>			
9930 · Depreciation Expense	27,048		
<b>Net Operating Gain (Loss)</b>	131,899		
5935 · Unrealized Gain (Loss) - Royal Alliance	90,656		
<b>Net Income</b>	\$ 222,555		

**Notes**

**Note 01 5820 · Donations - Cash - Restricted**

	Actual	Budget	Variance
Adult Day Program	\$ 3,580	\$ 5,715	\$ (2,135)
Dining Room-Coffee	0	365	(365)
Garden Fence	23,971	0	23,971
The Attic	225	0	225
Meals on Wheels	50	1,000	(950)
	\$ 27,826	\$ 7,080	\$ 20,746

**Note 02 5825 · Donations - Cash - Unrestricted**

	Actual	Budget	Variance
Donation Letter	\$ 0	\$ 16,850	\$ (16,850)
General Donations	29,092	8,400	20,692
Harvest Market Tokens	6,207	6,300	(93)
Fundraiser Meal Donations	0	4,500	(4,500)
	\$ 35,299	\$ 36,050	\$ (751)

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**Notes - Continued**

**Note 03      5910 - Other**

In June 2021, RCS received a disbursement of \$8,295.82 from the Community Foundation's FEMA Covid-19 program and a tax refund of \$313.25 from the State of California.

**Note 04      5830 - Donations - In-kind**

	Actual	Budget	Variance
Volunteer Wages	\$ 37,708	157,200	\$ (119,492)
The Attic	723	45,000	(44,277)
Dining Room & MOW Food	16,000	16,000	0
	\$ 54,431	\$ 218,200	\$ (163,769)

**Note 05      6120 - Contract Labor**

	Actual	Budget	Variance
Day Program Music	240	1,545	1,305
Computer Consultant	2,290	3,000	710
Dining Room	240	0	(240)
	\$ 2,770	\$ 4,545	\$ 1,775

**Note 06      6015 - Volunteer Wages - In Kind**

**6611 - Raw Food - In Kind**

**7951 - Other - In Kind**

These expenses are offset by Donations - In-Kind.

**Note 07      6220 - Equipment Purchases**

In June, RCS had unanticipated expenses including \$238.50 on an exhaust fan for the Day Program restroom, \$185 on replacement parts for a food processor in the Kitchen, \$134.50 on equipment necessary for upgrading our computer network, and \$103 to replace broken janitorial equipment.

**Note 08      6610 - Raw Food**

	Actual	Budget	Variance
Dining Room & Meals on Wheels	\$ 77,809	\$ 93,000	\$ 15,191
Fundraiser Meals	0	1,800	1,800
Admin/Volunteer Dinner	225	600	375
	\$ 78,034	\$ 95,400	\$ 17,366

**Note 09      7320 - Supplies**

The center was obliged to acquire additional supplies to ensure the safety of our clients when the Dining Room was reopened. Because we did not know when we would be able to reopen, we did not account for these supplies in our budget.

**Note 10      9090 - Building Repairs and Maintenance**

The labor costs for installing the exhaust fan mentioned in Note 07 and an associated roof jack came to \$820, which was charged to repairs and maintenance.

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**Notes - Continued**

**Note 11      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.