

Project: Admin - MCFD ET09379007
 Start: 01-Apr-23
 End: 31-Mar-24
 Report Date:

10
 12 Total Months

% of actual
 83%

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	to Date	Available	83%	
INCOME															
Grant: RDNO & Village	12,591	1,049	1,049	1,049	1,049	1,049	1,049	1,049	1,049	1,049	1,049	10,492	2,099	83%	
Administrative recovery	77,000	6,730	6,390	6,777	5,393	5,393	6,338	6,338	7,755	6,104	6,648	63,864	13,136	83%	
Bank interest	20,000	2,828	3,095	3,158	3,376	4,030	3,765	3,773	3,696	3,703	3,679	35,102	(15,102)	176%	
Com. Foundation Grant (#2558)	561	148						195			95	438	123.23	78%	
Donations	1,500											-	1,500	0%	
Fundraising (net)	10,000												10,000	0%	
Misc. (Copying, Fax, Member, Resumes)	1,500	80	150	157	153	160	50	111	188		105	1,154	346	77%	
From Reserves														#DIV/0!	
Total revenue	123,152	10,834	10,684	11,142	9,970	10,632	11,202	11,467	12,687	10,856	11,576	111,050	12,102	90%	
EXPENSES															
BUILDING															
Building maintenance	500												500	0%	
Janitorial Services (Tracy Mann)	6,000	542	502	462	542	462	462	542	556	562	503	5,132	868	86%	
Total building	6,500	542	502	462	542	462	462	542	556	562	503	5,132	1,368	79%	
EQUIPMENT															
Copier use	500												500	0%	
Tel., fax & internet	500	55	55	55	55	198	55	55	55	55	55	693	(193)	139%	
Equipment lease	500												500	0%	
Software/Office equip/computers	2,000				664							664	1,336	33%	
Total equipment	3,500	55	55	55	719	198	55	55	55	55	55	1,357	2,143	39%	
INSURANCE															
StaffBoard Liability & Contents	8,500	2,700			5,530								8,230	270	97%
ICBC 3rd party excess	100												100	0%	
Total insurance	8,600	2,700	-	-	5,530	-	-	-	-	-	-	8,230	370	96%	
OFFICE EXPENSES															
Office Supplies	500				174	13	73		16	2		279	221	56%	
Postage/Courier	50									11		11	39	22%	
Memberships/Subscriptions	250					55	40				51	146	104	58%	
Refreshments	100												100	0%	
Staff/Volunteer expense	150												150	0%	
Advertising/Marketing/Promotion/Travel	600								224	130		354	246	59%	
Strategic Planning/AGM Refresh	1,500						798					798	702	53%	
Total office expenses	3,150	-	-	-	174	68	911	-	241	143	51	1,588	1,562	50%	
SUPERVISION															
Executive Director															
Admin	30,000	998	1,770	3,913	969	2,335	3,259	3,597	3,773	3,732	3,541	27,887	2,113	93%	
CAPC LA		1,603	1,590	1,868	2,054	1,964						410			
IH Sr		302	300	353	388	371	375	397	363	373		112			
IH MH		454	450	529	581	556	562	596	544	560		559			
TAPS		272	270	317	355	334	337	358	327	336		361			
Christine Total:		3,628	4,379	6,980	4,347	5,560	4,533	4,948	5,007	5,001	4,983				
Training	200						200					200	-	100%	
Mileage	550	60	90		54	30	90		240			564	(14)	103%	
Wendy/Michele CM	38,139	1,562	2,387	2,454	1,063	2,057	3,512	3,715	4,098	3,708	2,511	27,068	11,071	71%	
Application writing	250												250	0%	
Training	150												150	0%	
Total Supervision	69,289	2,619	4,247	6,367	2,086	4,422	7,062	7,312	8,111	7,440	6,052	55,718	13,571	80%	
RECEPTION															
Marena Legare 7 Hrs/Wk /Kristie/Sarah	8,300			349	188	629	86	403	931.19	330	601	3,518	4,782	42%	
Office Manager Michele 32 Hrs/Wk	2,000		1,339	1,229	756							3,324	(1,324)	166%	
Total Front End Wages:	10,300	-	1,339	1,578	944	629	86	403	931	330	601	6,842	3,458	66%	
FINANCE															
Bookkeeper -Ilicia Horgan 32 Hrs/Wk	8,372		854		1,535	1,646						4,035	4,337	48%	
Bookkeeper 2	8,968												8,968	0%	
Audit, Charitable Tax Return and legal fees	12,500						12,813					12,813	(313)	103%	
Software (Community Foundation #4290)	561	148						195			95	438	123	78%	
Bank charges/paypal fees	125			30	4				0			34	91	27%	
Training	300												300	0%	
Total finance	30,826	148	854	30	1,539	1,646	12,813	195	0	-	95	17,320	13,506	56%	
Total expenses	132,165	6,063	6,997	8,492	11,534	7,425	21,388	8,507	9,894	8,529	7,357	96,187	35,978	73%	
Surplus / (deficit)	(9,013)	4,771	3,688	2,650	(1,564)	3,207	(10,187)	2,960	2,793	2,327	4,218	14,863		OK	
Surplus / (deficit)	(9,013)	4,771	3,688	2,650	(1,564)	3,207	(10,187)	2,960	2,793	2,327	4,218	14,863			