

FEBRUARY INCOME REPORT 2004

Budget Categories	Reporting Period (1)	Year-To-Date (2)	Projected for Year (3)	Approved Budget (4)	PPMP			PPMP Reporting Period (14)
					Approved Budget (11)	PPMP Projected (12)	PPMP Year-To-Date (13)	
CDRP Funds		21,132.50	67,982.08	67,982.08	41,250.00	41,250.00	22,491.16	
Training Income			2,000.00	2,000.00				
Agency Funds								
A. Tax Refund								
B. Adjustment	45.36	45.36						
C. Meal Deal	35.00	91.00	480.00	480.00				
D. Donation	165.00	265.00						
E. Divorce		140.00						
F. SPED								
G. 33rd Circuit Court								
H. 57th Circuit Court								
I. 90th District Charlevoix								
J. 90th District Emmet								
K. Charlevoix County			15,000.00	15,000.00				
L. Emmet County			15,000.00	15,000.00				
M. Designated Gifts	250.00	500.00	2,930.00	2,930.00				
N. Fees for Service			6,150.00	6,150.00				
O. Other								
Grants								
A. Charlevoix Foundation								
B. Petoskey Foundation								
C. Kennedy Foundation								
D. United Way								
E. Petoskey Rotary			250.00	250.00				
F. Charlevoix Rotary			0.00	250.00				
G. Revenue Sharing			7,000.00					
Carry Over				2,459.57				
Replacement Fund		65.32	340.32					
REAL INCOME	495.36	22,239.18	117,132.40	112,501.65	41,250.00	41,250.00	22,491.16	
PPMP								
A. Services			240.00	240.00				
B. Supplies			260.00	260.00				
TRANSFER INCOME			500.00	500.00				
REAL + TRANSFER	495.36	22,239.18	117,632.40	113,001.65	41,250.00	41,250.00	22,491.16	
In Kind								
A. Accounting Services			600.00	600.00				
B. Volunteer Mediators	2,275.05	5,575.05	18,000.00	18,000.00	15,000.00	15,000.00	2,191.60	1,266.60
C. Volunteer Clerical			2,520.00	2,520.00				
D. Volunteer Coordinator		60.00	360.00					
E. Mediation Locations	150.00	150.00	1,200.00	5,000.00		1,800.00	400.00	250.00
F. Rent	1,000.00	2,000.00	12,000.00	12,000.00				
IN KIND INCOME	3,425.05	7,785.05	34,680.00	38,120.00		16,800.00	2,591.60	1,516.60
TOTAL INCOME	3,920.41	30,024.23	152,312.40	151,121.65	56,250.00	58,050.00	25,082.76	1,516.60

Real Income: 1 + 14 = Profit Loss Statement Income for the Month. 2 + 13 = Profit Loss Statement Income Year-to-Date. 3 + 12 = Total Projection for the Year. 4 + 11 = Total Approved Budget. 5 + 6 + 7 = 4.

FEBRUARY EXPENSE REPORT - 2004

Budget Categories	Reporting Period (1)	Year-To Date (2)	Projected for Year (3)	Approved Budget (4)	PPMP Approved (8)	PPMP Projected (9)	PPMP To Date (10)	PPMP Reporting Period (11)
1. Personnel								
A. Salaries	5,105.57	9,883.27	64,642.80	64,642.80	2,379.00	2,379.00		
B. Payroll Expenses (FICA)	390.57	756.07	4,945.18	4,945.18	181.99	181.99		
C. Unemployment			646.43	646.43				
D. Worker's Compensation			1,939.28	1,939.28				
2. Accounting			3,500.00	3,500.00				
3. Training								
A. Mediator			1,000.00	1,000.00	792.00	792.00		
B. Technical Assistance			500.00	500.00				
4. Contractual					27,187.50	27,187.50	3,396.62	1,551.50
5. Travel					4,988.46	4,988.46	145.32	75.05
A. Lodging		166.06	390.00	390.00				
B. Meals		69.38	186.00	186.00				
C. Mileage		345.60	3,434.00	3,434.00				
D. Other			150.00	150.00			13.68	13.68
6. Equipment								
A. Purchase		99.99	1,500.00	1,500.00				
B. Repair & Maintenance			1,000.00	1,000.00				
7. Operating Expenses								
A. Occupancy								
1. Rent	600.00	1,200.00	7,200.00	7,200.00	750.00	750.00		
2. Electricity		20.65	20.65					
3. Gas								
B. Supplies	324.66	371.46	2,000.00	2,000.00	731.05	731.05	100.98	
C. Communications								
1. Telephone	436.37	860.75	2,316.00	2,316.00	2,500.00	2,500.00	204.19	145.69
2. Internet	39.95	61.10	243.45	180.00				
D. Postage	3.85	203.85	1,440.00	1,440.00	450.00	450.00	83.39	43.67
E. Printing			2,484.00	2,484.00	1,290.00	1,290.00	19.90	8.50
F. Insurance								
1. Audit			25.00	25.00				
2. Employment Practices			296.70	296.70				
3. Directors & Officers			1,454.75	1,454.75				
4. Commercial Umbrella			529.00	529.00				
6. Business Protection			463.45	463.45				
7. Worker's Compensation		512.00	632.50	632.50				
8. Liability								
9. Mediator								
8. Advertising		250.00	4,000.00	4,000.00				
9. Other								
A. Board	55.45	59.41	1,472.46	1,500.00				
B. Executive Director		147.00	940.00	1,040.00				
C. Hospitality	2.50	2.50	400.00	400.00				
D. PD			250.00	250.00				
E. Licenses, Fees, Dues	53.00	53.00	300.00	300.00				
F. Annual Meeting			900.00	1,000.00				
G. Relocation		76.00	600.00	600.00				
H. Tenth Anniversary			900.00	1,000.00				
I. Other			0.00	56.56				
J. Replacement Fund		25.00	300.00					
Total	7,011.92	15,163.09	113,001.65	113,001.65	41,250.00	41,250.00	3,964.08	1,838.09
CD								
Liability								
TOTAL	7,011.92	15,163.09	113,001.65	113,001.65	41,250.00	41,250.00	3,964.08	1,838.09