

FINAL INCOME REPORT 2003

Budget Categories	Reporting Period (1)	Year-To-Date (2)	Projected for Year (3)	Approved Budget (4)	CDRP (5)	Agency (6)	Other Grants (7)	In Kind Approved (8)	In Kind Year-To-Date (9)	Reporting Period (10)
CDRP Funds		75,362.57	75,362.57	75,362.57	75,362.57					
Training Income		5,170.05								
Agency Funds										
A. Tax Refund		153.71	153.71							
B. Adjustment		109.03	109.03							
C. Meal Deal	55.00	510.80	510.80							
D. Donation		495.00	495.00	2,000.00		2,000.00				
E. Divorce		420.00	420.00							
F. SPED		1,200.00	1,200.00							
G. 33rd Circuit Court		1,000.00	1,000.00	1,000.00		1,000.00				
H. 57th Circuit Court										
I. 90th District Charlevoix		1,500.00	1,500.00	1,500.00		1,500.00				
J. 90th District Emmet		1,500.00	1,500.00	1,500.00		1,500.00				
K. Charlevoix County										
L. Emmet County										
M. Designated Gifts	420.00	420.00	420.00							
N. Fees for Service										
O. Other	49.29	74.42	74.42							
Grants										
A. Charlevoix Foundation				4,400.00			4,400.00			
B. Petoskey Foundation	260.00	260.00	260.00	2,000.00			2,000.00			
C. Kennedy Foundation				5,000.00			5,000.00			
D. United Way				1,000.00			1,000.00			
E. Petoskey Rotary										
F. Charlevoix Rotary										
G. Revenue Sharing										
Carry Over										
Interest	312.59	312.59	312.59							
REAL INCOME	1,096.88	88,488.17	88,488.17	93,762.57	75,362.57	6,000.00	12,400.00			
PPMP										
A. Services		1679.34	1679.34							
B. Supplies										
TRANSFER INCOME		1679.34	1679.34							
REAL + TRANSFER	1,096.88	90,167.51	90,167.51	93,762.57	75,362.57	6,000.00	12,400.00			

Total Real Income: 1 + 14 = Profit Loss Statement Income for the Month. 2 + 13 + \$55,000 = Profit Loss Statement Income Year-to-Date. 3 + 12 = Total Projection for the Year. 4 + 11 = Total Approved Budget. 5 + 6 + 7 = 4.

FINAL INCOME REPORT 2003

Budget Categories In Kind	Reporting Period (1)	Year-To-Date (2)	Projected for Year (3)	Approved Budget (4)	CDRP Approved (5)	Agency Approved (6)	Other Grants (7)	In Kind Approved (8)	In Kind Year- To-Date (9)	Reporting Period (10)
	A. Accounting Services		200.00	200.00	600.00				600.00	600.00
B. Volunteer Mediators	2,770.00	26,625.00	26,625.00	17,595.42				17,595.42	39,990.00	3,845.00
C. Volunteer Clerical	104.00	504.00	504.00	2,760.00				2,760.00	504.00	104.00
D. Volunteer Trainer		9,000.00	9,000.00							
E. Mediation Locations	550.00	4,850.00	4,850.00	7,150.00				7,150.00	7,550.00	750.00
F. Rent	350.00	700.00	700.00						700.00	350.00
G. Other		885.36	885.36						1,017.36	1,017.36
H. Petoskey Lock & Key	132.00	132.00	132.00						132.00	132.00
I. Miscellaneous Supplies	150.00	150.00	150.00						150.00	150.00
J. Office Furniture	1,825.00	1,825.00	1,825.00						1,825.00	1,825.00
IN KIND INCOME	5,881.00	44,871.36	44,871.36	28,105.42				28,105.42	52,468.36	8,173.36
TOTAL	6,977.88	135,038.87	135,038.87	121,867.00	75,362.47	6,000.00	12,400.00	28,105.42	52,468.36	8,173.36

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FINAL EXPENSE REPORT 2003

Budget Categories	Reporting Period (1)	Year-To Date (2)	Projected for Year (3)	Approved Budget (4)	CDRP (5)	Agency (6)	Other Grants (7)
1. Personnel							
A. Salaries	4,872.70	60,567.31	60,567.31	62,246.00	60,401.00	1,845.00	
B. Payroll Expenses (FICA)	372.77	4,786.70	4,786.70				
C. Unemployment		151.86	151.86				
D. Worker's Compensation							
E. Health Insurance		1,308.09	1,308.09				
F. Fringe Benefits				7,252.00	7,188.00	64.00	
2. Accounting		3,045.00	3,045.00	2,650.00		2,650.00	
3. Training							
A. Mediator		2,947.46	2,947.46	750.00	275.00	475.00	
B. Technical Assistance				350.00		350.00	
4. Contractual							
5. Travel				3,500.00			
A. Lodging		235.29	235.29		178.00	3,322.00	
B. Meals		66.71	66.71				
C. Mileage	1,971.80	2,296.24	2,296.24				
D. Other		137.00	137.00				
6. Equipment				1,200.00		1,200.00	
A. Purchase	658.90	1,149.84	1,149.84				
B. Repair & Maintenance	329.00	1,885.25	1,885.25				
7. Operating Expenses				4,200.57	4,200.57		
A. Occupancy							
1. Rent	600.00	4,200.00	4,200.00				
2. Electricity	126.69	509.45	509.45				
3. Gas	13.70	370.76	370.76				
B. Supplies	226.52	1,966.20	1,966.20	900.00		900.00	
C. Communications				2,600.00	2,120.00	480.00	
1. Telephone	198.46	2,610.41	2,610.41				
2. Internet	15.00	389.59	389.59				
D. Postage	215.01	1,309.51	1,309.51	1,400.00	1,000.00	400.00	

TOTAL: 1 + 11 = Profit Loss Statement Expense for the Month. 2 + 10 + \$55,000 - \$151.86 - \$1679.34 = Profit Loss Statement Expense Year-to-Date. 3 + 9 = Total Projection for Year. 4 + 8 = Total Approved Budget. 5 + 6 + 7 = 4.

FINAL EXPENSE REPORT 2003

PPMP Approved (8)	PPMP Projected (9)	PPMP To Date (10)	PPMP Reporting Period (11)
1,560.00	1,560.00	1,560.00	
119.34	119.34	119.34	
1,128.00	276.29	276.29	172.26
18,125.00	16,986.48	16,986.48	3,103.00
4,514.74	752.22	752.22	84.72
	2,422.72	2,422.72	1,605.96
577.92	222.84	222.84	111.08
720.00	1,230.55	1,230.55	276.57
400.00	264.44	264.44	55.07

TOTAL: 1 + 11 = Profit Loss Statement Expense for the Month. 2 + 10 + \$55,000 - \$151.86 - \$1679.34 = Profit Loss Statement Expense Year-to-Date. 3 + 9 = Total Projection for Year. 4 + 8 = Total Approved Budget. 5 + 6 + 7 = 4.

FINAL EXPENSE REPORT 2003

Budget Categories	Reporting Period (1)			Year-To Date (2)	Projected for Year (3)	Approved Budget (4)	CDRP (5)	Agency (6)	Other Grants (7)
E. Printing				858.74	858.74	3,250.00		3,250.00	
F. Insurance									
1. Audit				25.00	25.00				
2. Employment Practices				243.00	243.00				
3. Directors & Officers				1,287.00	1,287.00				
4. Commercial Umbrella									
6. Business Protection				810.00	810.00				
7. Worker's Compensation				530.00	530.00				
8. Liability									
9. Mediator									
8. Advertising				569.80	569.80	350.00		350.00	
9. Other									
A. Board				61.40	2,163.09	500.00		500.00	
B. Executive Director					307.03				
C. Hospitality				155.52	378.04				
D. PD				70.00	446.60				
E. Licenses, Fees, Dues					260.00				
F. Annual Meeting				6.00	700.00				
G. Relocation				1,607.31	1,607.31				
H. Tenth Anniversary									
I. Other									
J. Software						800.00		800.00	
K. Board Visioning						1,050.00		25.00	1,025.00
Total				13,030.78	100,118.28	95,072.57		18,685.00	1,025.00
Liability									
TOTAL				13,030.78	103,987.58	103,987.58		18,685.00	1,025.00

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NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
 As of December 31, 2003

	Dec 31, 03	Dec 31, 02	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CD First Comm. Bank 60302215	6,580.93	6,358.08	222.85	3.5%
CD Northwestern Bank	5,183.74	5,094.00	89.74	1.8%
CD Standard Federal	0.00	-405.50	405.50	100.0%
Checking Charlevoix State Bank	12,714.26	0.00	12,714.26	100.0%
Checking Northwestern Bank	1,589.78	28,528.85	-26,939.07	-94.4%
Total Checking/Savings	26,068.71	39,575.43	-13,506.72	-34.1%
Total Current Assets	26,068.71	39,575.43	-13,506.72	-34.1%
Fixed Assets				
Accumulated Depreciation	-4,149.00	-2,907.00	-1,242.00	-42.7%
Equipment	6,209.42	6,209.42	0.00	0.0%
Total Fixed Assets	2,060.42	3,302.42	-1,242.00	-37.6%
TOTAL ASSETS	28,129.13	42,877.85	-14,748.72	-34.4%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Accrued Federal Unemp..	-151.86	-36.80	-115.06	-312.7%
Accrued State Unemp.	0.00	-116.36	116.36	100.0%
Federal Income Tax Withheld	338.25	-524.91	863.16	164.4%
Fica Tax Withheld	745.51	524.93	220.58	42.0%
State Income Tax Withheld	579.07	405.82	173.25	42.7%
Total Other Current Liabilities	1,510.97	252.68	1,258.29	498.0%
Total Current Liabilities	1,510.97	252.68	1,258.29	498.0%
Total Liabilities	1,510.97	252.68	1,258.29	498.0%
Equity				
*Retained Earnings	42,625.17	52,892.85	-10,267.68	-19.4%
Net Income	-16,007.01	-10,267.68	-5,739.33	-55.9%
Total Equity	26,618.16	42,625.17	-16,007.01	-37.6%
TOTAL LIABILITIES & EQUITY	28,129.13	42,877.85	-14,748.72	-34.4%