Encino Neighborhood Council Annual Budget for Fiscal Year 2020-2021	
Annual Budget Funds	\$32,000.00
Rollover Funds*	\$ 10,000.00
Encumbered Funds* Pending release by city \$9204	.90
Total Annual Budget Funds	42000

Office/Operational Expenditures Category	
Internet and phone (Spectrum)	\$ 1,500.00
Website hosting & maintenance (The Web Corner)	\$ 2,400.00
Office supplies (paper, pens, toner, etc)	\$ 1,000.00
Copying for Board and committee Meetings (Office Depot)	\$ 600.00
Data Storage (Sound Cloud and Google)	\$ 300.00
Technical support for meetings	\$ 1,800.00
Emailing (Constant Contact)	\$ 600.00
Meeting refreshments	\$ 300.00
Total Office/Operational Expenditures	\$ 8,500.00

*The Funding Program will notify each NC of their Fiscal Year closing balance including available rollover funds and/or approved encumbered funds, if any, on August 1st or next business day. Depending on when an NC submits its Admin Packet/annual budget, the NC may need to revise and resubmit its annual budget to account for any rollover and/or encumbered funds. <u>PLEASE NOTE: Encumbered funds are intended only for earmarked</u> <u>expenditures submitted in the "Encumbrance Request Form" and approved by the Funding Program</u>

Outreach Expenditures Category	
Promotional items (bags, pens, erasers, etc)	\$ 2,000.00
Sponsorships and events	\$ 1,500.00
Congress of Neighborhoods	\$ 600.00
Budget Advocates	\$ 600.00
Social media	\$ 1,000.00
Other	\$ 1,500.00
Total Outreach Expenditures	\$ 7,200.00

Election Expenditures Category	
Outreach/Advertising	\$ 1,300.00
Printing and mailing	\$ 10,000.00
Total Election Expenditures	\$ 11,300.00

Neighborhood Purposes Grants (NPG) Expenditures Category	
Various	\$ 2,500.00
Total NPG Expenditures	\$ 2,500.00

Community Improvement Projects (CIP) Expenditures Category		
Signage and/or other projects	\$ 12,500.00	
Encumbered signage cost Pending release \$9204.90		
Total CIP Expenditures	12500	

TOTAL ANNUAL BUDGET ALLOCATIONS	
Office/Operational Expenditures	\$ 8,500.00
Outreach Expenditures	\$ 7,200.00
Election Expenditures	\$ 11,300.00
General and Operational Expenditures	\$ 27,000.00
Neighborhood Purposes Grants (NPG) Expenditures	\$ 2,500.00
Community Improvement Projects (CIP) Expenditures	12500
TOTAL EXPENDITURES FOR FISCAL YEAR 2020-2021	42000