

CONTRACT BUDGET AND COST BREAKDOWN

SCHEDULE A

Agency: _____

Reporting Period: _____

#	COST CATEGORY	CONTRACT BUDGET	ACTUAL CUMULATIVE COSTS TO END OF PRECEDING PERIOD	TOTAL COSTS FOR REPORTING PERIOD	TOTAL COSTS THROUGH END OF REPORTING PERIOD (B+C)	BUDGET BALANCE (A-D)
		A	B	C	D	E
	Citywide Neighborhood Network Fund					
1	Staff expenses (administrative)	15,000.00	3,119.02	7,094.64	10,213.66	4,786.34
2	Employee benefits					
3	Professional services					
4	Occupancy					
5	General liability insurance					
6	Directors' and Officers' insurance					
7	Translation, interpretation and accessibility support					
	Citywide Neighborhood Network Fund TOTAL	15,000.00	3,119.02	7,094.64	10,213.66	4,786.34
	Equitable Engagement Fund					
8	Staff expenses (non-administrative)	1,750.00	294.52	540.75	835.27	914.73
9	Community Events and Meetings	1,800.00	424.30	584.01	1,008.31	791.69
10	Professional services					
11	Supplies and Materials	50.00				50.00
12	Engagement/Outreach	1,400.00	510.82	432.60	943.42	456.58
13	Project Expenses					
14	Food for events (5% of total contract maximum)					
15	Other (describe):					
	Equitable Engagement Fund TOTAL	5,000.00	1,229.64	1,557.36	2,787.00	2,213.00
TOTAL:		\$20,000.00	\$4,348.66	\$8,652.00	\$13,000.66	\$6,999.34

Contract # _____