

How to read a San Diego-Imperial Area Financial Report

Columns from left to right

- How much this month
- How much this year
- What was budgeted for the year
- Difference between budgeted and spent

Sections from top to bottom

CONTRIBUTIONS

- A through C: what was received in contributions

BUDGETED EXPENSES

- A-G: officers' expenses by type
- H: expenses of standing committees, by committee name
- I: expenses of ad-hoc (temporary) committees, by committee name
- J: seed money account for sale/purchase of materials by committees
- K: expenses of special events sponsored by Area 08
- L: administrative costs of area (rents, insurance, banking, interpretation, etc.)
- M: costs to operate and maintain Area-owned equipment and website

NON-BUDGETED EXPENSES

- N: needs that were unanticipated at the time of budget approval

Summary at end of report

- Q: amount sent to the General Service Office at the end of a calendar quarter
- Previous month ending balance: what was in the bank at the end of the previous reporting period
- Cash on hand: what is in the bank at the end of the current reporting period

How to interpret the numbers

- Variance column
 - Positive number: overspent for the year
 - Negative number: amount left to spend this year
- Totals on page 2
 - *TOTAL BUDGETED EXPENSES*
 - How much did we spend on goods and services as outlined in the approved budget
 - *CONTRIBUTIONS LESS BUDGETED EXPENSES*
 - Did we spend more or less on budgeted items than we received for the period (month/year)
 - A negative number means we spent more
 - A positive number means we spent less
 - *TOTAL EXPENSES*
 - *Total amount spent (expected plus unexpected)*
 - *CONTRIBUTIONS LESS TOTAL EXPENSES*
 - Did we spend more or less on all items than we received for the period (month/year)
 - A negative number means we spent more; a positive number, less