

Core 300
DRAFT Statement of Functional Expenses
 January through December 2020

	East Africa (Programs)		US (Programs)		Total Programs		Management & General Expe...		Fundraising Expenses		TOTAL	
	Jan - Dec 20	% of Row	Jan - Dec 20	% of Row	Jan - Dec 20	% of Row	Jan - Dec 20	% of Row	Jan - Dec 20	% of Row	Jan - Dec 20	% of Row
Ordinary Income/Expense												
Expense												
Grants/Donations												
Foreign Organizations	56,329.00	100.0%	0.00	0.0%	56,329.00	100.0%	0.00	0.0%	0.00	0.0%	56,329.00	100.0%
US Organizations	0.00	0.0%	1,560.00	100.0%	1,560.00	100.0%	0.00	0.0%	0.00	0.0%	1,560.00	100.0%
Total Grants/Donations	56,329.00	97.3%	1,560.00	2.7%	57,889.00	100.0%	0.00	0.0%	0.00	0.0%	57,889.00	100.0%
Auto Expense												
Gas	18.42	30.0%	12.28	20.0%	30.70	50.0%	9.21	15.0%	21.48	35.0%	61.39	100.0%
Mileage Reimbursement	768.07	30.0%	512.04	20.0%	1,280.11	50.0%	384.03	15.0%	896.08	35.0%	2,560.22	100.0%
Public Transportation	0.00	0.0%	165.50	100.0%	165.50	100.0%	0.00	0.0%	0.00	0.0%	165.50	100.0%
Repairs & Maintenance	59.99	30.0%	39.99	20.0%	99.98	50.0%	29.99	15.0%	69.99	35.0%	199.96	100.0%
Total Auto Expense	846.48	28.3%	729.81	24.4%	1,576.29	52.8%	423.23	14.2%	987.55	33.1%	2,987.07	100.0%
Bank Charges & Credit Card Disc												
Foreign Transaction Fees	8.72	20.6%	0.00	0.0%	8.72	20.6%	33.56	79.4%	0.00	0.0%	42.28	100.0%
International Bank Service Fees	9.61	100.0%	0.00	0.0%	9.61	100.0%	0.00	0.0%	0.00	0.0%	9.61	100.0%
Merchant Fees	0.00	0.0%	0.00	0.0%	0.00	0.0%	5,279.69	100.0%	0.00	0.0%	5,279.69	100.0%
Bank Service Charges	0.00	0.0%	0.00	0.0%	0.00	0.0%	1,156.93	100.0%	0.00	0.0%	1,156.93	100.0%
Total Bank Charges & Credit Card Disc	18.33	0.3%	0.00	0.0%	18.33	0.3%	6,470.18	99.7%	0.00	0.0%	6,488.51	100.0%
Benevolence	0.00	0.0%	100.00	100.0%	100.00	100.0%	0.00	0.0%	0.00	0.0%	100.00	100.0%
Computer Expenses												
Internet	881.78	75.0%	58.79	5.0%	940.57	80.0%	235.13	20.0%	0.00	0.0%	1,175.70	100.0%
Software	0.00	0.0%	729.86	33.4%	729.86	33.4%	1,455.65	66.6%	0.00	0.0%	2,185.51	100.0%
Hardware	0.00	0.0%	0.00	0.0%	0.00	0.0%	525.59	100.0%	0.00	0.0%	525.59	100.0%
Total Computer Expenses	881.78	22.7%	788.65	20.3%	1,670.43	43.0%	2,216.37	57.0%	0.00	0.0%	3,886.80	100.0%
Dues & Subscriptions	0.00	0.0%	544.10	42.6%	544.10	42.6%	732.87	57.4%	0.00	0.0%	1,276.97	100.0%
Insurance												
Directors & Officers Liability	0.00	0.0%	0.00	0.0%	0.00	0.0%	873.80	100.0%	0.00	0.0%	873.80	100.0%
Total Insurance	0.00	0.0%	0.00	0.0%	0.00	0.0%	873.80	100.0%	0.00	0.0%	873.80	100.0%
Interest Expense	0.00	0.0%	0.00	0.0%	0.00	0.0%	1,743.54	100.0%	0.00	0.0%	1,743.54	100.0%
Marketing Expense												
Social Media	0.00	0.0%	5.00	0.7%	5.00	0.7%	298.94	43.1%	389.24	56.2%	693.18	100.0%
Direct Mail	300.88	100.0%	0.00	0.0%	300.88	100.0%	0.00	0.0%	0.00	0.0%	300.88	100.0%
Total Marketing Expense	300.88	30.3%	5.00	0.5%	305.88	30.8%	298.94	30.1%	389.24	39.2%	994.06	100.0%
Meals/Local Meetings	38.73	3.8%	812.01	78.9%	850.74	82.6%	178.78	17.4%	0.00	0.0%	1,029.52	100.0%
Medical Expenses	19.29	100.0%	0.00	0.0%	19.29	100.0%	0.00	0.0%	0.00	0.0%	19.29	100.0%
Penalties & Fines	0.00	0.0%	0.00	0.0%	0.00	0.0%	471.27	100.0%	0.00	0.0%	471.27	100.0%
Postage, Shipping, Delivery	17.99	2.4%	41.95	5.6%	59.94	8.1%	683.69	91.9%	0.00	0.0%	743.63	100.0%
Printing & Copying	371.87	72.3%	6.57	1.3%	378.44	73.6%	135.94	26.4%	0.00	0.0%	514.38	100.0%
Reference & Research	0.00	0.0%	29.45	49.1%	29.45	49.1%	30.59	50.9%	0.00	0.0%	60.04	100.0%
Retreat Expense	0.00	0.0%	876.76	100.0%	876.76	100.0%	0.00	0.0%	0.00	0.0%	876.76	100.0%
Sales Tax Expense	0.00	0.0%	0.00	0.0%	0.00	0.0%	34.90	100.0%	0.00	0.0%	34.90	100.0%
Telephone & Telecommunications	910.58	70.0%	260.17	20.0%	1,170.75	90.0%	130.08	10.0%	0.00	0.0%	1,300.83	100.0%
Training/Education Expense	0.00	0.0%	674.61	93.7%	674.61	93.7%	45.41	6.3%	0.00	0.0%	720.02	100.0%

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Travel												
Lodging	2,732.76	66.2%	1,135.07	27.5%	3,867.83	93.7%	0.00	0.0%	258.50	6.3%	4,126.33	100.0%
Transportation-Ground	20.00	100.0%	0.00	0.0%	20.00	100.0%	0.00	0.0%	0.00	0.0%	20.00	100.0%
Travel Insurance.	325.00	100.0%	0.00	0.0%	325.00	100.0%	0.00	0.0%	0.00	0.0%	325.00	100.0%
Tips	8.50	100.0%	0.00	0.0%	8.50	100.0%	0.00	0.0%	0.00	0.0%	8.50	100.0%
Visa	50.00	100.0%	0.00	0.0%	50.00	100.0%	0.00	0.0%	0.00	0.0%	50.00	100.0%
Meals	237.28	100.0%	0.00	0.0%	237.28	100.0%	0.00	0.0%	0.00	0.0%	237.28	100.0%
Parking	5.00	9.8%	44.00	86.3%	49.00	96.1%	2.00	3.9%	0.00	0.0%	51.00	100.0%
Travel - Other	177.80	100.0%	0.00	0.0%	177.80	100.0%	0.00	0.0%	0.00	0.0%	177.80	100.0%
Total Travel	3,556.34	71.2%	1,179.07	23.6%	4,735.41	94.8%	2.00	0.0%	258.50	5.2%	4,995.91	100.0%
Office Expenses & Supplies	1,346.14	40.0%	673.07	20.0%	2,019.21	60.0%	673.07	20.0%	673.06	20.0%	3,365.34	100.0%
Professional Fees												
Legal	0.00	0.0%	187.00	11.0%	187.00	11.0%	1,507.96	89.0%	0.00	0.0%	1,694.96	100.0%
Accounting	0.00	0.0%	0.00	0.0%	0.00	0.0%	6,970.00	100.0%	0.00	0.0%	6,970.00	100.0%
Notary	0.00	0.0%	0.00	0.0%	0.00	0.0%	30.00	100.0%	0.00	0.0%	30.00	100.0%
Consulting	0.00	0.0%	850.00	100.0%	850.00	100.0%	0.00	0.0%	0.00	0.0%	850.00	100.0%
Audio Video/Photographer Serv.	1,315.15	72.8%	160.00	8.9%	1,475.15	81.7%	42.90	2.4%	287.50	15.9%	1,805.55	100.0%
Grant Writer	0.00	0.0%	0.00	0.0%	0.00	0.0%	0.00	0.0%	2,360.20	100.0%	2,360.20	100.0%
Graphic Design.	0.00	0.0%	5,100.00	100.0%	5,100.00	100.0%	0.00	0.0%	0.00	0.0%	5,100.00	100.0%
Development Service.	1,334.25	14.2%	6,226.50	66.3%	7,560.75	80.5%	0.00	0.0%	1,834.25	19.5%	9,395.00	100.0%
Virtual Assitant	0.00	0.0%	0.00	0.0%	0.00	0.0%	500.00	100.0%	0.00	0.0%	500.00	100.0%
Total Professional Fees	2,649.40	9.2%	12,523.50	43.6%	15,172.90	52.9%	9,050.86	31.5%	4,481.95	15.6%	28,705.71	100.0%
Salaries & Wages												
Officers & Directors Salaries	14,000.00	40.0%	10,500.00	30.0%	24,500.00	70.0%	3,500.00	10.0%	7,000.00	20.0%	35,000.00	100.0%
Total Salaries & Wages	14,000.00	40.0%	10,500.00	30.0%	24,500.00	70.0%	3,500.00	10.0%	7,000.00	20.0%	35,000.00	100.0%
Payroll Tax Expense	1,261.40	40.0%	946.05	30.0%	2,207.45	70.0%	315.35	10.0%	630.70	20.0%	3,153.50	100.0%
Payroll Processing Fees	0.00	0.0%	219.64	46.2%	219.64	46.2%	255.40	53.8%	0.00	0.0%	475.04	100.0%
Employee Benefits												
Life Insurance-CEO	0.00	0.0%	772.00	50.0%	772.00	50.0%	386.00	25.0%	386.00	25.0%	1,544.00	100.0%
Total Employee Benefits	0.00	0.0%	772.00	50.0%	772.00	50.0%	386.00	25.0%	386.00	25.0%	1,544.00	100.0%
Supplies												
Media Supplies	0.00	0.0%	9.49	100.0%	9.49	100.0%	0.00	0.0%	0.00	0.0%	9.49	100.0%
Total Supplies	0.00	0.0%	9.49	100.0%	9.49	100.0%	0.00	0.0%	0.00	0.0%	9.49	100.0%
Taxes & Fees												
Franchise Tax Board	0.00	0.0%	0.00	0.0%	0.00	0.0%	10.00	100.0%	0.00	0.0%	10.00	100.0%
Secretary of State	0.00	0.0%	0.00	0.0%	0.00	0.0%	20.00	100.0%	0.00	0.0%	20.00	100.0%
Registry of Charitable Trusts	0.00	0.0%	0.00	0.0%	0.00	0.0%	50.00	100.0%	0.00	0.0%	50.00	100.0%
Total Taxes & Fees	0.00	0.0%	0.00	0.0%	0.00	0.0%	80.00	100.0%	0.00	0.0%	80.00	100.0%
Uniform & Laundry	40.95	7.6%	496.29	92.4%	537.24	100.0%	0.00	0.0%	0.00	0.0%	537.24	100.0%
Website Expenses	1,308.02	18.8%	2,598.41	37.4%	3,906.43	56.2%	593.15	8.5%	2,448.47	35.2%	6,948.05	100.0%
Total Expense	83,897.18	50.3%	36,346.60	21.8%	120,243.78	72.1%	29,325.42	17.6%	17,255.47	10.3%	166,824.67	100.0%
Net Ordinary Income	-83,897.18	50.3%	-36,346.60	21.8%	-120,243.78	72.1%	-29,325.42	17.6%	-17,255.47	10.3%	-166,824.67	100.0%
Net Income	-83,897.18	50.3%	-36,346.60	21.8%	-120,243.78	72.1%	-29,325.42	17.6%	-17,255.47	10.3%	-166,824.67	100.0%