

NEIGHBORHOOD LEGAL SERVICES PROGRAM OF THE DISTRICT OF COLUMBIA
PROFIT AND LOSS STATEMENT
PERIOD ENDING FEBRUARY 29, 2024

	YTD Actual 2/29/2024	2024 Budget	% of Budget
REVENUE			
Carryover		\$ 344,000	100%
Legal Services Corp.			
Basic Field Grant		\$ 958,849	
TIG CIR		\$ 57,218	
DC Bar Foundation	\$ 50,000	\$ 3,544,099	1%
DC Bar Foundation - AEE		\$ 84,000	0%
CLCPP Carryover		\$ 101,000	0%
Contributions	\$ 3,454	\$ 714,173	0%
Child and Family Services		\$ 200,000	0%
Westwood Fellowship Covington & Burling		\$ 125,000	0%
DHCD		\$ 91,132	0%
Other Foundations	\$ 7,750	\$ 254,173	3%
Investment Revenue	\$ 12,788	\$ 58,800	22%
Miscellaneous Revenue			
Total Revenue	\$ 73,992	\$ 6,532,444	1%
EXPENSE			
Personnel Costs			
Salaries	\$ 604,413	\$ 4,279,068	14.12%
Payroll Taxes	\$ 51,520	\$ 329,060	15.66%
Payroll Fees	\$ 2,831	\$ 15,000	18.87%
Employee Benefits	\$ 70,960	\$ 468,780	15.14%
Bar Dues	\$ 133	\$ 15,078	0.88%
Staff Training	\$ 3,147	\$ 47,500	6.62%
Total Personnel Costs	\$ 733,004	\$ 5,154,486	14.22%
NON-PERSONNEL COSTS			
Other Expenses			
Contract Services	\$ 59,502	\$ 254,000	23.43%
Subgrants	\$ 6,100	\$ 225,800	2.70%
Travel - Staff	\$ 4,616	\$ 20,000	23.08%
Meeting Expenses	\$ 116	\$ 2,000	5.80%
Legal Library Expenses	\$ 6,333	\$ 37,800	16.75%
Litigation Expenses	\$ 989	\$ 20,000	4.95%
Total Other Expenses	\$ 77,656	\$ 559,600	13.88%
Facilities and Equipment			
Janitorial Services	\$ 299	\$ 10,000	2.99%
Rent	\$ 57,463	\$ 422,608	13.60%

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Utilities	\$ 820	\$ 10,000	8.20%
Maintenance	\$ 390	\$ 5,000	7.80%
Building Security	\$ 253	\$ 6,000	4.22%
Equipment	\$ 1,011	\$ 6,000	16.85%
Equipment Lease Expense	\$ 2,064		
Storage	\$ 2,023	\$ 12,000	16.86%
Total Facilities and Equipment	\$ 64,323	\$ 471,608	13.64%
Fundraising			
Special Events Expense	\$ 981	\$ 67,500	1.45%
Total Fundraising	\$ 981	\$ 67,500	1.45%
Business Operations			
Postage, Mailing	\$ 269	\$ 6,000	4.48%
Copying Expense	\$ -	\$ 25,000	0.00%
Supplies	\$ 1,622	\$ 12,000	13.52%
Total Business Operations	\$ 1,891	\$ 43,000	4.40%
Technology			
Internet/Telephone	\$ 9,544	\$ 50,000	19.09%
Technology Services	\$ 18,473	\$ 106,000	17.43%
Total Technology	\$ 28,017	\$ 156,000	17.96%
Business Expenses			
Bank Fees	\$ 167	\$ 2,000	8.33%
Advertising Expense	\$ 495	\$ 2,500	19.80%
Board Expenses	\$ -	\$ 250	0.00%
Insurance	\$ 4,110	\$ 52,500	7.83%
Professional Dues and Fees	\$ 264	\$ 20,000	1.32%
Contingency (Other)	\$ 120	\$ 3,000	4.00%
Total Business Expense	\$ 5,156	\$ 80,250	6.42%
Total Non-Personnel Expense	\$ 178,024	\$ 1,377,958	12.92%
Total Expense	\$ 911,027	\$ 6,532,444	13.95%
Net Income	\$ (837,036)	\$ -	