

SILC Monthly Performance and Expenditure Report
Month of: April 1 - 30, 2016

To: Kim Schmidt, Contract Administrator
NC Division of Vocational Rehabilitation Services

From: Debbie Hippler, Operations Manager

Date: May 9, 2016

Re: Purchase Order #: 2017000634
Contract #: DVR# 00032733
Invoice #: 2016-07

Pay to: NC Statewide Independent Living Council
505 Oberlin Road, Suite 206, Raleigh, NC 27605

1. The date, location and number of NCSILC members and staff who attended the quarterly NCSILC and committee meetings:

The following committees met via teleconference:

Goal 2 Membership Committee on April 13th attended by 3 members

Policy Committee did not meet during the month of April

Finance Committee on April 26th attended by 8 members

Goal 3 Committee on April 28th attended by 4 members

The Quarterly Board Meeting was held on March 31, 2016 – April 1, 2016 in Burlington, NC and was attended by 23 Board Members and 1 Staff Member.

2. The date, location, type of meeting/activity and the number of NCSILC members and staff who attended the SPIL related meetings/activities/conferences:

Three SPIL Writing Meetings were held at the SILC office on April 8th attended by 7 Board Members, April 12th attended by 3 Board Members, April 13th attended by 2 Board Members, April 14th attended by 3 Board Members, April 15th attended by 2 Board Members, April 22nd and 25th attended by 2 Board Members, and April 29th attended by 3 Board Members. NCSILC paid registrations for 5 board member to attend the 2016 NCIL Conference in July 2016. NCSILC paid the registrations for 3 new Board Members to receive online training on SILC Member Orientation to IL History and Philosophy during May 2016. The NCSILC paid \$2,500 for a sponsorship for the GREAT Conference. The NCSILC paid postage and printing expenses this month for the upcoming IL Summit on May 10-12, 2016.

3. The type, amount, date and location of SPIL related information that was distributed:

The NC SILC monitors and evaluates the SPIL goals of the State Plan on an ongoing basis. A report is made at the quarterly SILC meetings on the progress toward meeting each goal. There is a tracking document created to assist the Council in monitoring progress.

4. General operations of the NCSILC non-profit office:

The NCSILC paid wages/taxes for 2 pay periods for 2 staff members. NCSILC paid office rent, equipment rental/maintenance, supplies, and telephone/internet expenses.

Debbie Hippler, Operations Manager

NC Statewide Independent Living Council

Expenditure Report for the month of: April 1 - 30, 2016

Amount to be reimbursed: \$21,286.49

Expenditure Report - NC SILC, Inc.

\$
Cash Advance Amount 35,295.00

Cost Centers	Budget Amount	Balance Remaining Last Month	Actual Expenditures This Month	Remaining Balance This Month	Cumulative Expenditures
Salary/Wages	61,384.00	42,924.00	4,214.80	38,709.20	22,674.80
Fringe Benefits (federal and state income tax)	4,698.00	3,285.82	322.44	2,963.38	1,734.62
Accounting & Tax Services	695.00	612.75	7.00	605.75	89.25
Operational - Professional Services	5,815.00	5,227.32	1,046.44	4,180.88	1,634.12
Supplies & Materials	2,100.00	621.86	47.00	574.86	1,525.14
Travel - Contractor Staff	11,130.00	8,428.58	359.02	8,069.56	3,060.44
Travel - Board Members Expense	81,448.00	55,194.22	11,540.20	43,654.02	37,793.98
Printing & Binding	500.00	500.00	203.61	296.39	203.61
Media/Communication	999.00	629.00	450.66	178.34	820.66
Rent - Office Space	17,992.00	9,063.70	1,510.00	7,553.70	10,438.30
Utilities - Telephone	8,604.00	4,468.44	283.63	4,184.81	4,419.19
Equipment rental	5,340.00	2,329.35	384.83	1,944.52	3,395.48
Rent - other	3,920.00	3,265.00	718.87	2,546.13	1,373.87
Dues & Subscriptions	675.00	146.00	-	146.00	529.00
Insurance	3,400.00	1,381.00	-	1,381.00	2,019.00
Equipment - Office	750.00	552.01	197.99	354.02	395.98
Equipment - IT	550.00	550.00	-	550.00	-
Gross Monthly Expenditures	210,000.00	139,179.05	21,286.49	117,892.56	92,107.44
Advance received in October 2015	35,295.00				
Maximum Reimbursement/Total Contract	174,705.00				