

Summary – Budget to Actuals and Projections

This sheet will automatically populate with the information you enter in the monthly tabs. As you input tab, it will be reflected in the corresponding monthly column. The sheet will also calculate your Year-to-revenue and expenses.

A helper column provides a linear estimate of expected revenue and expenses for the year. Additional large expenses in the "Projected Fixed Exp_Revenue" tab, which will be factored into the Expected Y Expenditures—see the tab for details.

Finally, the Over/Under column automatically calculates the difference between your actual YTD value YTD projection.

Budget of Revenues for FY2025

	Adopted Budget	Expected YTD
State Revenue	\$4,665,448	\$3,110,298.67
State Grants	\$120,000	\$80,000.00
Federal Grants	\$2,723,256	\$1,815,504.00
City Grants	\$0	\$0.00
City Revenue	\$12,361,389	\$8,240,926.00
Pass-through	\$243,433	\$162,288.67
Self-Generated	\$760,848	\$507,232.00
Equitable Sharing Funds (Restricted)	\$0	\$0.00
Interest	\$3,500	\$2,333.33
TOTAL REVENUE	\$20,877,874.00	\$13,918,582.67

Budget of Expenditures for FY2025

Personal Services	Adopted Budget	Expected YTD
Salaries	\$11,346,476	\$7,564,317.33
State ADA Warrants	\$4,665,448	\$3,110,298.67
FICA and Medicare Tax	\$603,918	\$402,612.00
City Pension	\$1,154,607	\$769,738.00
DA Retirement	\$484,084	\$322,722.67
Workman's Comp	\$72,000	\$48,000.00
Other (Unemployment, Life Insurance, Payroll Processing, Parking, FSA Admin Fees)	\$110,380	\$73,586.67
	\$18,436,913.00	\$12,291,275.33

Other Operating	Adopted Budget	Expected YTD
Audit/Accounting Services	\$55,250.00	\$36,833.33
Automotive	\$1,500.00	\$1,000.00
Dues & Memberships	\$62,000.00	\$41,333.33
Office Repair/Maintenance	\$150.00	\$100.00
Office Supplies	\$45,000.00	\$30,000.00
Professional Services - Employment	\$20,000.00	\$13,333.33
Professional Services - Computer/Tech	\$0.00	\$0.00
Professional Services - Counseling Services	\$132,000.00	\$88,000.00

Professional Services - Legal Fees	\$792,000.00	\$528,000.00
Professional Services - Contracts	\$60,000.00	\$40,000.00
Postage and Delivery	\$14,400.00	\$9,600.00
File Storage	\$310,000.00	\$206,666.67
Telephone/Communications	\$138,000.00	\$92,000.00
Advertising	\$250.00	\$166.67
Recruitment	\$6,720.00	\$4,480.00
Civil Lawsuits	\$341,666.00	\$227,777.33
Facility Dog	\$1,000.00	\$666.67
Bank Charges	\$350.00	\$233.33
Online Inquires - TLO	\$6,700.00	\$4,466.67
Digital Hosting and Security Services	\$81,364.00	\$54,242.67
Legal Research - Westlaw	\$101,956.00	\$67,970.67
Computer and Printer Supplies	\$43,000.00	\$28,666.67
Copy Machine Lease - Xerox	\$35,000.00	\$23,333.33
Capital Lease - Vehicle	\$0.00	\$0.00
Office Equipment Maintenance and Supplies	\$1,500.00	\$1,000.00
Court Copies	\$3,000.00	\$2,000.00
Medical Records	\$300.00	\$200.00
Drug Testing	\$900.00	\$600.00
DNA Analysis	\$100,000.00	\$66,666.67
Expert Witness	\$37,000.00	\$24,666.67
Extradition	\$0.00	\$0.00
File Room Supplies	\$2,500.00	\$1,666.67
Meetings/Business Developments	\$2,500.00	\$1,666.67
Furniture and Fixtures	\$10,000.00	\$6,666.67
Grand Jury	\$1,000.00	\$666.67
Interpreters	\$7,500.00	\$5,000.00
Janitorial Supplies and Expenses	\$95,280.00	\$63,520.00
Law Books and Journals	\$23,558.00	\$15,705.33
Miscellaneous	\$44,134.00	\$29,422.67
Office and Computer Equipment	\$22,450.00	\$14,966.67
Services - Security	\$124,220.00	\$82,813.33
Printing	\$2,500.00	\$1,666.67
Trash Disposal	\$22,800.00	\$15,200.00
Case Management Software	\$159,671.00	\$106,447.33
Website Service	\$5,000.00	\$3,333.33
Transcripts	\$85,000.00	\$56,666.67
Transportation	\$200.00	\$133.33
Training and Professional Development	\$60,000.00	\$40,000.00
Witness Expense	\$175,000.00	\$116,666.67
Water	\$12,000.00	\$8,000.00
Communités of Hope/NODICE	\$270,000.00	\$180,000.00
Restorative Justice - Diversion	\$0.00	\$0.00

Grant Subrecipients (Pass-through)	\$0.00	\$0.00
Capital Outlays	\$185,495.00	\$123,663.33
TOTAL EXPENDITURES	\$3,701,814.00	\$2,467,876.00

	Adopted Budget	Expected YTD
TOTAL REVENUE	\$20,877,874.00	\$13,918,582.67
TOTAL EXPENDITURES	\$22,138,727.00	\$14,759,151.33
<i>Difference</i>	<i>\$1,260,853.00</i>	<i>\$840,568.67</i>

data in a monthly
 YTD (YTD)

Additionally, you can enter
 YTD

Actuals and the expected

YTD Revenue	Over/Under	January	February	March
\$0.00	\$3,110,298.67	\$0.00	\$0.00	\$0.00
\$80,000.00	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00
\$1,968,348.53	\$152,844.53	\$526,851.40	\$88,514.24	\$7,712.67
\$416,847.45	\$416,847.45	\$0.00	\$0.00	\$156,695.00
\$9,346,041.75	\$1,105,115.75	\$0.00	\$3,315,347.25	\$3,015,347.25
\$272,256.58	\$109,967.91	\$78,332.90	\$0.00	\$0.00
\$564,194.38	\$56,962.38	\$67,845.19	\$27,549.66	\$41,328.41
\$114,811.93	\$114,811.93	\$0.00	\$0.00	\$0.00
\$4,014.33	\$1,681.00	\$263.95	\$285.11	\$508.95
\$12,766,514.95	\$1,152,067.72	\$683,293.44	\$3,441,696.26	\$3,231,592.28

YTD Revenue	Over/Under	January	February	March
\$6,674,178.20	\$890,139.13	\$817,879.84	\$817,012.23	\$816,468.46
\$0.00	\$3,110,298.67	\$0.00	\$0.00	\$0.00
\$357,226.02	\$45,385.98	\$43,283.26	\$43,426.42	\$43,606.85
\$727,863.00	\$41,875.00	\$88,657.99	\$88,615.95	\$90,653.53
\$262,454.11	\$60,268.56	\$31,706.44	\$32,002.57	\$32,913.18
\$27,290.39	\$20,709.61	\$2,292.73	\$3,854.85	\$4,126.85
\$87,116.84	\$13,530.17	\$6,413.92	\$19,530.62	\$3,207.95
\$8,136,128.56	\$4,155,146.77	\$990,234.18	\$1,004,442.64	\$990,976.82

YTD Revenue	Over/Under	January	February	March
\$14,267.50	\$22,565.83	\$0.00	\$0.00	\$0.00
\$48.94	\$951.06	\$48.94	\$0.00	\$0.00
\$46,351.52	\$5,018.19	\$150.00	\$3,016.67	\$2,916.67
\$289.29	\$189.29	\$0.00	\$31.26	\$0.00
\$22,862.48	\$7,137.52	\$3,054.88	\$294.92	\$4,487.23
\$334.40	\$12,998.93	\$106.40	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$15,825.00	\$72,175.00	\$0.00	\$0.00	\$0.00

\$525,031.77	\$2,968.23	\$64,747.68	\$39,203.38	\$42,947.99
\$9,360.00	\$30,640.00	\$2,470.00	\$0.00	\$0.00
\$4,318.16	\$5,281.84	\$710.94	\$590.64	\$511.05
\$213,186.12	\$6,519.45	\$21,870.33	\$22,010.43	\$23,056.25
\$92,018.50	\$18.50	\$10,884.39	\$6,134.11	\$11,711.32
\$32.12	\$134.55	\$32.12	\$0.00	\$0.00
\$4,571.75	\$91.75	\$1,120.00	\$1,851.41	\$928.34
\$341,666.00	\$113,888.67	\$0.00	\$0.00	\$0.00
\$1,269.79	\$603.12	\$100.01	\$97.20	\$259.58
\$297.99	\$64.66	\$27.46	\$31.49	\$54.97
\$4,487.80	\$21.13	\$516.80	\$597.52	\$557.70
\$67,832.38	\$13,589.71	\$2,985.71	\$5,266.24	\$3,187.96
\$74,234.87	\$6,264.20	\$8,426.25	\$8,426.25	\$13,544.99
\$22,774.27	\$5,892.40	\$3,861.95	\$2,731.99	\$4,442.03
\$26,170.11	\$2,836.78	\$0.00	\$0.00	\$14,083.29
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00
\$1,119.51	\$880.49	\$22.69	\$84.69	\$64.00
\$0.00	\$200.00	\$0.00	\$0.00	\$0.00
\$704.00	\$104.00	\$159.00	\$104.00	\$208.00
\$16,340.63	\$50,326.04	\$0.00	\$2,900.00	\$2,700.00
\$36,328.36	\$11,661.69	\$0.00	\$6,154.36	\$800.00
\$3,877.00	\$3,877.00	\$0.00	\$0.00	\$0.00
\$2,808.25	\$1,141.58	\$440.25	\$456.25	\$597.00
\$328.56	\$1,338.11	\$0.00	\$0.00	\$0.00
\$1,546.94	\$5,119.73	\$0.00	\$1,446.96	\$0.00
\$634.34	\$32.33	\$72.06	\$89.62	\$89.30
\$7,736.89	\$2,736.89	\$2,900.55	\$0.00	\$786.22
\$69,656.01	\$6,136.01	\$18,284.92	\$636.40	\$7,896.98
\$20,104.61	\$4,399.28	\$4,446.77	\$1,713.17	\$2,738.77
\$207,924.38	\$178,501.71	\$226.41	\$157,674.18	\$3,586.95
\$8,243.93	\$6,722.74	\$0.00	\$1,332.19	\$1,314.83
\$0.00	\$82,813.33	\$0.00	\$0.00	\$0.00
\$1,367.06	\$299.61	\$436.00	\$0.00	\$0.00
\$16,281.80	\$1,081.80	\$1,802.65	\$1,933.86	\$2,066.33
\$178,382.02	\$71,934.69	\$0.00	\$481.98	\$2,507.20
\$0.00	\$3,333.33	\$0.00	\$0.00	\$0.00
\$48,036.50	\$8,630.17	\$5,435.50	\$4,158.50	\$8,753.50
\$0.00	\$133.33	\$0.00	\$0.00	\$0.00
\$32,239.77	\$7,760.23	\$4,005.50	\$1,989.49	\$338.92
\$66,968.80	\$49,697.87	\$2,212.32	\$5,942.85	\$8,854.39
\$6,716.23	\$1,283.77	\$796.93	\$713.72	\$380.86
\$86,808.09	\$93,191.91	\$0.00	\$665.00	\$17,340.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

\$200,798.68	\$200,798.68	\$0.00	\$32,115.05	\$68,543.22
\$229,627.06	\$105,963.73	\$0.00	\$0.00	\$2,657.10
\$2,731,810.18	\$263,934.18	\$162,355.41	\$310,875.78	\$254,912.94

YTD	Over/Under
\$12,766,514.95	\$1,152,067.72
\$10,867,938.74	\$3,891,212.59
\$1,898,576.21	\$2,739,144.88

April	May	June	July	August
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
\$566,118.32	\$90,813.26	\$0.00	\$611,969.44	\$76,369.20
\$0.00	\$260,152.45	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$1,507,673.63	\$0.00	\$1,507,673.62
\$100,658.27	\$0.00	\$0.00	\$93,265.41	\$0.00
\$206,400.71	\$73,840.02	\$45,728.06	\$36,764.53	\$64,737.80
\$114,811.93	\$0.00	\$0.00	\$0.00	\$0.00
\$700.52	\$640.69	\$532.00	\$564.81	\$518.30
\$998,689.75	\$435,446.42	\$1,563,933.69	\$752,564.19	\$1,659,298.92

April	May	June	July	August
\$839,569.63	\$831,056.73	\$861,835.37	\$861,811.01	\$828,544.93
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$45,079.01	\$44,501.19	\$46,775.73	\$46,119.18	\$44,434.38
\$92,051.71	\$92,231.30	\$93,972.81	\$92,727.92	\$88,951.79
\$33,380.64	\$33,073.47	\$33,294.00	\$33,482.06	\$32,601.75
\$3,854.85	\$2,753.93	\$3,854.85	\$2,697.48	\$3,854.85
\$19,183.05	\$7,066.93	\$10,159.49	\$15,621.17	\$5,933.71
\$1,033,118.89	\$1,010,683.55	\$1,049,892.25	\$1,052,458.82	\$1,004,321.41

April	May	June	July	August
\$0.00	\$14,267.50	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$2,916.67	\$5,916.67	\$2,916.67	\$25,601.50	\$2,916.67
\$0.00	\$99.06	\$158.97	\$0.00	\$0.00
\$2,703.24	\$3,347.65	\$2,502.19	\$3,655.04	\$2,817.33
\$0.00	\$0.00	\$0.00	\$228.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$3,412.50	\$4,237.50	\$4,575.00	\$3,600.00

\$80,951.05	\$0.00	\$120,401.38	\$151,755.64	\$25,024.65
\$0.00	\$2,990.00	\$520.00	\$2,860.00	\$520.00
\$373.41	\$430.99	\$693.07	\$508.06	\$500.00
\$22,399.27	\$45,522.52	\$23,138.18	\$24,195.35	\$30,993.79
\$12,424.20	\$12,557.69	\$13,080.53	\$12,662.41	\$12,563.85
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$672.00
\$0.00	\$0.00	\$0.00	\$0.00	\$341,666.00
\$85.59	\$0.00	\$0.00	\$727.41	\$0.00
\$56.33	\$32.54	\$31.33	\$32.54	\$31.33
\$565.18	\$558.14	\$562.10	\$567.82	\$562.54
\$31,603.74	\$2,774.72	\$10,235.47	\$6,227.39	\$5,551.15
\$8,426.25	\$8,426.25	\$10,132.38	\$8,426.25	\$8,426.25
\$1,007.98	\$407.67	\$5,061.70	\$2,584.15	\$2,676.80
\$0.00	\$22.00	\$6,338.82	\$5,726.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$265.81	\$133.50	\$397.94	\$150.88
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$166.00	\$67.00
\$10,740.63	\$0.00	\$0.00	\$0.00	\$0.00
\$5,324.00	\$0.00	\$21,250.00	\$2,800.00	\$0.00
\$0.00	\$0.00	\$3,877.00	\$0.00	\$0.00
\$0.00	\$0.00	\$447.75	\$447.75	\$419.25
\$0.00	\$0.00	\$0.00	\$0.00	\$328.56
\$0.00	\$0.00	\$99.98	\$0.00	\$0.00
\$83.39	\$41.61	\$93.07	\$122.36	\$42.93
\$437.82	\$0.00	\$1,718.60	\$874.19	\$1,019.51
\$13,668.28	\$0.00	\$7,137.53	\$15,298.89	\$6,733.01
\$1,713.17	\$3,297.20	\$1,713.17	\$2,241.17	\$2,241.19
\$42,314.23	\$105.49	\$3,363.27	\$590.96	\$62.89
\$527.37	\$742.56	\$4,567.84	\$0.00	\$240.86
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$280.00	\$336.06	\$315.00	\$0.00
\$2,060.60	\$2,060.60	\$2,192.72	\$2,080.43	\$2,084.61
\$42,065.04	\$0.00	\$133,327.80	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$2,885.50	\$4,234.50	\$5,721.00	\$6,041.50	\$10,806.50
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$7,886.26	\$11,510.63	\$1,188.57	\$4,459.40	\$861.00
\$8,746.85	\$14,390.32	\$8,824.34	\$7,070.98	\$10,926.75
\$475.50	\$627.67	\$1,119.01	\$1,542.46	\$1,060.08
\$20,607.32	\$0.00	\$25,026.00	\$23,169.77	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

\$31,996.88	\$19,271.61	\$48,871.92	\$0.00	
\$221,680.28	\$1,798.68	\$0.00	\$0.00	\$3,491.00
\$576,726.03	\$159,392.58	\$471,019.42	\$317,951.36	\$478,576.66

\$0.00	\$0.00	\$0.00	\$0.00

Optional – Update Budget Projections

This sheet gives you the optional ability to refine your Year-to-Date (YTD) expected revenue and expenses for specific events. This is useful when a simple linear projection does not provide enough nuance for accurate projections.

Example: Suppose you have a \$170,000 maintenance budget for the year. However, in May, you have a large, irregular expense. Instead of spreading the full \$170,000 evenly across the year, the projection will:

Remove the \$50,000 expense from the linear projection.

Distribute the remaining \$120,000 evenly over 12 months (\$10,000 per month).

Add the \$50,000 expense to May, ensuring a more accurate projection that accounts for large, irregular expenses.

To use this feature, enter the category in Column A, the month the cost will be realized in Column B, and the amount in Column D. If a large expense is paid out over multiple months, you can divide it into multiple entries across multiple months.

Use this feature only when needed to improve projection accuracy. Otherwise, the default linear projection is used.

Category	Month	Cost
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expenses by entering anticipated one-time revenue or expense
te forecasting.

anticipate a \$50,000 HVAC system upgrade. Instead of

egular costs.

| B, the cost of the bill in Column C, and a description in Column
s different months for more accurate tracking.

pproach will suffice.

Description

FTE Template – Staffing Report

List each position in Column A and enter the budgeted FTEs for the start of the year in Column B. Then, for each month, record the number of FTEs employed for that month in Columns D through O. Leave any future months blank.

As you update the FTEs each month, Column C will automatically calculate the current number of vacancies. An example entry is provided for reference.

Agencies that use the City's payroll system can contact Brandye DeLarge at badelarge@nola.gov for assistance with accessing personnel reports.

Position Title	Budgeted FTE	Revised Budgeted FTE	Vacancies
District Attorney	1	1	
1st Assistant District Attorney	1	1	
Executive Coordinator	1	1	
Legal Secretary	1	1	
Chief of Staff	1	1	
Chief of Operations and External Affairs	1	1	
Communications Director	1	1	
Administrative - Support Staff	20	20	1
Administrative - ADA	1	1	-1
Appeals - ADAs	4	4	-1
Civil Rights - ADAs	3	3	
Civil Rights - Investigators	2	2	
Civil Rights - Administrative	5	5	2
Diversion	5	5	
Domestic Violence - ADAs	5	0	
Homicide - ADAs	10	10	1
Homicide - Administrative	1	1	
Investigations	18	18	
Juvenile - ADAs	8	8	
Juvenile - Administrative	2	2	1
SAKI - ADAs	5	5	1
SAKI - Administrative	4	4	
Screening - ADAs	17	17	3
Screening Assistants	12	12	2
SVU - ADAs	3	3	
SVU - Administrative	2	2	
Trials - ADAs	27	32	5
Trial Assistants	22	22	
Victim/Witness Advocates/Coordinators	<u>21</u>	<u>21</u>	1
	204	204	0

**Magistrate ADAs (5) are now a part of the trials division
Previously part of screening division

**DV is under Screening

****Magistrate Screening Assistants are now under Trials Assistants**

January	February	March	April	May	June	July	
1		1	1	1	1	1	1
1		1	1	1	1	1	1
1		1	1	1	1	1	1
1		1	1	1	1	1	1
1		1	1	1	1	1	1
1		1	1	1	1	1	1
1		1	1	1	1	1	1
19		18	18	19	18	17	19
1		1	1	1	1	2	2
4		4	4	4	4	5	5
2		2	3	3	3	3	3
2		2	2	2	2	2	2
4		4	4	4	4	3	3
5		5	5	5	5	5	5
5		4	2	3	0	0	0
10		9	9	9	9	9	9
1		1	1	1	1	1	1
16		18	18	18	18	18	18
8		9	8	6	7	7	6
1		1	1	2	2	2	1
4		4	4	4	4	4	4
4		4	4	3	4	4	4
13		14	13	13	15	15	14
12		12	12	12	12	9	9
2		2	2	2	2	2	2
3		2	3	3	3	3	3
25		24	27	29	29	28	29
19		20	20	20	22	24	24
20		20	21	20	21	21	20

August	September	October	November	December
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1
1
1
1
1
1
1
19
2
5
3
2
3
5
0
9
1
18
8
1
4
4
14
10
3
2
27
22
20

Monthly Template – Budget to Actuals and Projections

Fill in column D with your monthly revenue and expenditures for the previous calendar month (e.g., reports due on February 29 should cover revenue and expenditures through January 31). Reporting should be on a cash basis (not an accrual basis). Fill in column E with the full year projected total revenue and expenditures for each category. Column F should be used to provide any supplemental information, including an explanation of projection methodologies. **A narrative explanation of the methodology used to project personnel expenditures is required.**

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Budget of Revenues for FY2025	Adopted Budget	Monthly Revenue	Projected Full Year Total	Notes/Methodology
State Revenue	\$4,665,448	\$0.00	\$4,665,448.00	
State Grants	\$120,000	\$10,000.00	\$120,000.00	
Federal Grants	\$2,723,256	\$526,851.40	\$2,723,256.00	
City Grant	\$0	\$0.00		
City Revenue	\$12,361,389	\$0.00	\$12,361,389.00	
Pass-through	\$243,433	\$78,332.90	\$243,433.00	
Self-Generated	\$760,848	\$67,845.19	\$760,848.00	
Equitable Sharing Funds (Restricted)	\$0	\$0.00	\$0.00	
Interest	\$3,500	\$263.95	\$3,500.00	
			\$683,293.44	

Budget of Expenditures for FY2025	Adopted Budget	Monthly Expenditures	Projected Full Year Total	Notes/Methodology
Personal Services				
Salaries	\$11,346,476	\$817,879.84	\$11,346,476.00	
State ADA Warrants	\$4,665,448	\$0.00	\$4,665,448.00	
FICA and Medicare Tax	\$603,918	\$43,283.26	\$603,918.00	
City Pension	\$1,154,607	\$88,657.99	\$1,154,607.00	
DA Retirement	\$484,084	\$31,706.44	\$484,084.00	
Workman's Comp	\$72,000	\$2,292.73	\$72,000.00	
Other (Unemployment, Life Insurance, Payroll Processing, Parking, FSA Admin Fees)	\$110,380	\$6,413.92	\$157,380.00	

Other Operating	Adopted Budget	Monthly Expenditures	Projected Full Year Total	Notes/Methodology
Audit/Accounting Services	\$55,250.00	\$0.00	\$55,250.00	
Automotive	\$1,500.00	\$48.94	\$1,500.00	
Dues & Memberships	\$62,000.00	\$150.00	\$62,000.00	
Office Repair/Maintenance	\$150.00	\$0.00	\$150.00	
Office Supplies	\$45,000.00	\$3,054.88	\$45,000.00	
Professional Services - Employment	\$20,000.00	\$106.40	\$20,000.00	
Professional Services - Computer/Tech	\$0.00	\$0.00	\$0.00	
Professional Services - Counseling Services	\$132,000.00	\$0.00	\$132,000.00	
Professional Services - Legal Fees	\$792,000.00	\$64,747.68	\$792,000.00	
Professional Services - Contracts	\$60,000.00	\$2,470.00	\$60,000.00	
Postage and Delivery	\$14,400.00	\$710.94	\$14,400.00	
File Storage	\$310,000.00	\$21,870.33	\$310,000.00	
Telephone/Communications	\$138,000.00	\$10,884.39	\$138,000.00	
Advertising	\$250.00	\$32.12	\$250.00	
Recruitment	\$6,720.00	\$1,120.00	\$6,720.00	
Civil Lawsuits	\$341,666.00	\$0.00	\$341,666.00	
Facility Dog	\$1,000.00	\$100.01	\$1,000.00	
Bank Charges	\$350.00	\$27.46	\$350.00	
Online Inquires - TLO	\$6,700.00	\$516.80	\$6,700.00	
Digital Hosting and Security Services	\$81,364.00	\$2,985.71	\$81,364.00	
Legal Research - Westlaw	\$101,956.00	\$8,426.25	\$101,956.00	
Computer and Printer Supplies	\$43,000.00	\$3,861.95	\$43,000.00	
Copy Machine Lease - Xerox	\$35,000.00	\$0.00	\$35,000.00	
Capital Lease - Vehicle	\$0.00	\$0.00	\$0.00	
Office Equipment Maintenance and Supplies	\$1,500.00	\$0.00	\$1,500.00	
Court Copies	\$3,000.00	\$22.69	\$3,000.00	
Medical Records	\$300.00	\$0.00	\$300.00	
Drug Testing	\$900.00	\$159.00	\$900.00	
DNA Analysis	\$100,000.00	\$0.00	\$100,000.00	
Expert Witness	\$37,000.00	\$0.00	\$37,000.00	
Extradition	\$0.00	\$0.00	\$0.00	
File Room Supplies	\$2,500.00	\$440.25	\$2,500.00	
Meetings/Business Developments	\$2,500.00	\$0.00	\$2,500.00	
Furniture and Fixtures	\$10,000.00	\$0.00	\$10,000.00	
Grand Jury	\$1,000.00	\$72.06	\$1,000.00	
Interpreters	\$7,500.00	\$2,900.55	\$7,500.00	
Janitorial Supplies and Expenses	\$95,280.00	\$18,284.92	\$95,280.00	
Law Books and Journals	\$23,558.00	\$4,446.77	\$23,558.00	
Miscellaneous	\$44,134.00	\$226.41	\$44,134.00	
Office and Computer Equipment	\$22,450.00	\$0.00	\$22,450.00	
Services - Security	\$124,220.00	\$0.00	\$124,220.00	
Printing	\$2,500.00	\$436.00	\$2,500.00	
Trash Disposal	\$22,800.00	\$1,802.65	\$22,800.00	
Case Management Software	\$159,671.00	\$0.00	\$159,671.00	
Website Service	\$5,000.00	\$0.00	\$5,000.00	
Transcripts	\$85,000.00	\$5,435.50	\$85,000.00	
Transportation	\$200.00	\$0.00	\$200.00	
Training and Professional Development	\$60,000.00	\$4,005.50	\$60,000.00	
Witness Expense	\$175,000.00	\$2,212.32	\$175,000.00	
Water	\$12,000.00	\$796.93	\$12,000.00	
Communities of Hope/NODICE	\$300,000.00	\$0.00	\$270,000.00	
Restorative Justice - Diversion	\$0.00	\$0.00	\$0.00	
Grant Subrecipients (Pass-through)	\$0.00	\$0.00	\$132,000.00	Previously classified as counseling services
Capital Outlays	\$185,495.00	\$0.00	\$185,495.00	
			\$1,152,589.59	

Monthly Template – Budget to Actuals and Projections

Fill in column D with your monthly revenue and expenditures for the previous calendar month (e.g., reports due on February 29 should cover revenue and expenditures through January 31). Reporting should be on a cash basis (not an accrual basis). Fill in column E with the full year projected total revenue and expenditures for each category. Column F should be used to provide any supplemental information, including an explanation of projection methodologies. **A narrative explanation of the methodology used to project personnel expenditures is required.**

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Budget of Revenues for FY2025	Adopted Budget	Monthly Revenue	Projected Full Year Total	Notes/Methodology
State Revenue	\$4,665,448	\$0.00	\$4,665,448.00	
State Grants	\$120,000	\$10,000.00	\$120,000.00	
Federal Grants	\$2,723,256	\$88,514.24	\$2,879,951.00	
City Grant	\$0	\$0.00		
City Revenue	\$12,361,389	\$3,315,347.25	\$12,361,389.00	
Pass-through	\$243,433	\$0.00	\$243,433.00	
Self-Generated	\$760,848	\$27,549.66	\$760,848.00	
Equitable Sharing Funds (Restricted)	\$0	\$0.00	\$0.00	
Interest	\$3,500	\$285.11	\$3,500.00	
			\$3,441,696.26	

Budget of Expenditures for FY2025	Adopted Budget	Monthly Expenditures	Projected Full Year Total	Notes/Methodology
Personal Services				
Salaries	\$11,346,476	\$817,012.23	\$11,346,476.00	
State ADA Warrants	\$4,665,448	\$0.00	\$4,665,448.00	
FICA and Medicare Tax	\$603,918	\$43,426.42	\$603,918.00	
City Pension	\$1,154,607	\$88,615.95	\$1,154,607.00	
DA Retirement	\$484,084	\$32,002.57	\$484,084.00	
Workman's Comp	\$72,000	\$3,854.85	\$72,000.00	
Other (Unemployment, Life Insurance, Payroll Processing, Parking, FSA Admin Fees)	\$110,380	\$19,530.62	\$157,380.00	Increased due to parking for Poydras St. location
Other Operating				
Audit/Accounting Services	\$55,250.00	\$0.00	\$55,250.00	
Automotive	\$1,500.00	\$0.00	\$1,500.00	
Dues & Memberships	\$62,000.00	\$3,016.67	\$62,000.00	
Office Repair/Maintenance	\$150.00	\$31.26	\$150.00	
Office Supplies	\$45,000.00	\$294.92	\$45,000.00	
Professional Services - Employment	\$20,000.00	\$0.00	\$20,000.00	
Professional Services - Computer/Tech	\$0.00	\$0.00	\$0.00	
Professional Services - Counseling Services	\$132,000.00	\$0.00	\$0.00	Re-classify into grants subrecipient
Professional Services - Legal Fees	\$792,000.00	\$39,203.38	\$792,000.00	
Professional Services - Contracts	\$60,000.00	\$0.00	\$60,000.00	
Postage and Delivery	\$14,400.00	\$590.64	\$14,400.00	
File Storage	\$310,000.00	\$22,010.43	\$310,000.00	
Telephone/Communications	\$138,000.00	\$6,134.11	\$138,000.00	
Advertising	\$250.00	\$0.00	\$250.00	
Recruitment	\$6,720.00	\$1,851.41	\$6,720.00	
Civil Lawsuits	\$341,666.00	\$0.00	\$341,666.00	
Facility Dog	\$1,000.00	\$97.20	\$1,000.00	
Bank Charges	\$350.00	\$31.49	\$350.00	
Online Inquires - TLO	\$6,700.00	\$597.52	\$6,700.00	
Digital Hosting and Security Services	\$81,364.00	\$5,266.24	\$81,364.00	
Legal Research - Westlaw	\$101,956.00	\$8,426.25	\$101,956.00	
Computer and Printer Supplies	\$43,000.00	\$2,731.99	\$43,000.00	
Copy Machine Lease - Xerox	\$35,000.00	\$0.00	\$35,000.00	
Capital Lease - Vehicle	\$0.00	\$0.00	\$0.00	
Office Equipment Maintenance and Supplies	\$1,500.00	\$0.00	\$1,500.00	
Court Copies	\$3,000.00	\$84.69	\$3,000.00	
Medical Records	\$300.00	\$0.00	\$300.00	
Drug Testing	\$900.00	\$104.00	\$900.00	
DNA Analysis	\$100,000.00	\$2,900.00	\$100,000.00	
Expert Witness	\$37,000.00	\$6,154.36	\$37,000.00	
Extradition	\$0.00	\$0.00	\$0.00	
File Room Supplies	\$2,500.00	\$456.25	\$2,500.00	
Meetings/Business Developments	\$2,500.00	\$0.00	\$2,500.00	
Furniture and Fixtures	\$10,000.00	\$1,446.96	\$10,000.00	
Grand Jury	\$1,000.00	\$89.62	\$1,000.00	
Interpreters	\$7,500.00	\$0.00	\$7,500.00	
Janitorial Supplies and Expenses	\$95,280.00	\$636.40	\$95,280.00	
Law Books and Journals	\$23,558.00	\$1,713.17	\$23,558.00	
Miscellaneous	\$44,134.00	\$157,674.18	\$200,829.00	Included \$156,695 for scanning/digitization not in original budget. Grant funded.
Office and Computer Equipment	\$22,450.00	\$1,332.19	\$22,450.00	
Services - Security	\$124,220.00	\$0.00	\$124,220.00	
Printing	\$2,500.00	\$0.00	\$2,500.00	
Trash Disposal	\$22,800.00	\$1,933.86	\$22,800.00	
Case Management Software	\$159,671.00	\$481.98	\$159,671.00	
Website Service	\$5,000.00	\$0.00	\$5,000.00	
Transcripts	\$85,000.00	\$4,158.50	\$85,000.00	
Transportation	\$200.00	\$0.00	\$200.00	
Training and Professional Development	\$60,000.00	\$1,989.49	\$60,000.00	
Witness Expense	\$175,000.00	\$5,942.85	\$175,000.00	
Water	\$12,000.00	\$713.72	\$12,000.00	
Communities of Hope/NODICE	\$300,000.00	\$665.00	\$270,000.00	
Restorative Justice - Diversion	\$0.00	\$0.00	\$0.00	
Grant Subrecipients (Pass-through)	\$0.00	\$32,115.05	\$132,000.00	Previously classified as counseling services
Capital Outlays	\$185,495.00	\$0.00	\$185,495.00	
			\$1,315,318.42	

Monthly Template – Budget to Actuals and Projections

Fill in column D with your monthly revenue and expenditures for the previous calendar month (e.g., reports due on February 29 should cover revenue and expenditures through January 31). Reporting should be on a cash basis (not an accrual basis). Fill in column E with the full year projected total revenue and expenditures for each category. Column F should be used to provide any supplemental information, including an explanation of projection methodologies. **A narrative explanation of the methodology used to project personnel expenditures is required.**

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Budget of Revenues for FY2025	Adopted Budget	Monthly Revenue	Projected Full Year Total	Notes/Methodology
State Revenue	\$4,665,448	\$0.00	\$4,665,448.00	
State Grants	\$120,000	\$10,000.00	\$120,000.00	
Federal Grants	\$2,723,256	\$7,712.67	\$2,723,256.00	
City Grant	\$0	\$156,695.00	\$156,695.00	
City Revenue	\$12,361,389	\$3,015,347.25	\$12,661,389.00	
Pass-through	\$243,433	\$0.00	\$243,433.00	
Self-Generated	\$760,848	\$41,328.41	\$760,848.00	
Equitable Sharing Funds (Restricted)	\$0	\$0.00	\$0.00	
Interest	\$3,500	\$508.95	\$3,500.00	
		\$3,231,592.28		

Budget of Expenditures for FY2025	Adopted Budget	Monthly Expenditures	Projected Full Year Total	Notes/Methodology
Personal Services				
Salaries	\$11,346,476	\$816,468.46	\$11,346,476.00	
State ADA Warrants	\$4,665,448	\$0.00	\$4,665,448.00	
FICA and Medicare Tax	\$603,918	\$43,606.85	\$603,918.00	
City Pension	\$1,154,607	\$90,653.53	\$1,154,607.00	
DA Retirement	\$484,084	\$32,913.18	\$484,084.00	
Workman's Comp	\$72,000	\$4,126.85	\$72,000.00	
Other (Unemployment, Life Insurance, Payroll Processing, Parking, FSA Admin Fees)	\$110,380	\$3,207.95	\$157,380.00	Increased due to parking for Poydras St. location

Other Operating	Adopted Budget	Monthly Expenditures	Projected Full Year Total	Notes/Methodology
Audit/Accounting Services	\$55,250.00	\$0.00	\$55,250.00	
Automotive	\$1,500.00	\$0.00	\$1,500.00	
Dues & Memberships	\$62,000.00	\$2,916.67	\$62,000.00	
Office Repair/Maintenance	\$150.00	\$0.00	\$150.00	
Office Supplies	\$45,000.00	\$4,487.23	\$45,000.00	
Professional Services - Employment	\$20,000.00	\$0.00	\$20,000.00	
Professional Services - Computer/Tech	\$0.00	\$0.00	\$0.00	
Professional Services - Counseling Services	\$132,000.00	\$0.00	\$0.00	Re-classify into grants subrecipient
Professional Services - Legal Fees	\$792,000.00	\$42,947.99	\$792,000.00	
Professional Services - Contracts	\$60,000.00	\$0.00	\$60,000.00	
Postage and Delivery	\$14,400.00	\$511.05	\$14,400.00	
File Storage	\$310,000.00	\$23,056.25	\$310,000.00	
Telephone/Communications	\$138,000.00	\$11,711.32	\$138,000.00	
Advertising	\$250.00	\$0.00	\$250.00	
Recruitment	\$6,720.00	\$928.34	\$6,720.00	
Civil Lawsuits	\$341,666.00	\$0.00	\$341,666.00	
Facility Dog	\$1,000.00	\$259.58	\$1,000.00	
Bank Charges	\$350.00	\$54.97	\$350.00	
Online Inquires - TLO	\$6,700.00	\$557.70	\$6,700.00	
Digital Hosting and Security Services	\$81,364.00	\$3,187.96	\$81,364.00	
Legal Research - Westlaw	\$101,956.00	\$13,544.99	\$101,956.00	
Computer and Printer Supplies	\$43,000.00	\$4,442.03	\$43,000.00	
Copy Machine Lease - Xerox	\$35,000.00	\$14,083.29	\$35,000.00	
Capital Lease - Vehicle	\$0.00	\$0.00	\$0.00	
Office Equipment Maintenance and Supplies	\$1,500.00	\$0.00	\$1,500.00	
Court Copies	\$3,000.00	\$64.00	\$3,000.00	
Medical Records	\$300.00	\$0.00	\$300.00	
Drug Testing	\$900.00	\$208.00	\$900.00	
DNA Analysis	\$100,000.00	\$2,700.00	\$100,000.00	
Expert Witness	\$37,000.00	\$800.00	\$37,000.00	
Extradition	\$0.00	\$0.00	\$0.00	
File Room Supplies	\$2,500.00	\$597.00	\$2,500.00	
Meetings/Business Developments	\$2,500.00	\$0.00	\$2,500.00	
Furniture and Fixtures	\$10,000.00	\$0.00	\$10,000.00	
Grand Jury	\$1,000.00	\$89.30	\$1,000.00	
Interpreters	\$7,500.00	\$786.22	\$7,500.00	
Janitorial Supplies and Expenses	\$95,280.00	\$7,896.98	\$95,280.00	
Law Books and Journals	\$23,558.00	\$2,738.77	\$23,558.00	
Miscellaneous	\$44,134.00	\$3,586.95	\$200,829.00	Included \$156,695 for scanning/digitization not in original budget. Grant funded.
Office and Computer Equipment	\$22,450.00	\$1,314.83	\$22,450.00	
Services - Security	\$124,220.00	\$0.00	\$124,220.00	
Printing	\$2,500.00	\$0.00	\$2,500.00	
Trash Disposal	\$22,800.00	\$2,066.33	\$22,800.00	
Case Management Software	\$159,671.00	\$2,507.20	\$159,671.00	
Website Service	\$5,000.00	\$0.00	\$5,000.00	
Transcripts	\$85,000.00	\$8,753.50	\$85,000.00	
Transportation	\$200.00	\$0.00	\$200.00	
Training and Professional Development	\$60,000.00	\$338.92	\$60,000.00	
Witness Expense	\$175,000.00	\$8,854.39	\$175,000.00	
Water	\$12,000.00	\$380.86	\$12,000.00	
Communities of Hope/NODICE	\$300,000.00	\$17,340.00	\$270,000.00	
Restorative Justice - Diversion	\$0.00	\$0.00	\$0.00	
Grant Subrecipients (Pass-through)	\$0.00	\$68,543.22	\$132,000.00	Previously classified as counseling services
Capital Outlays	\$185,495.00	\$2,657.10	\$185,495.00	
		\$1,245,889.76		

Monthly Template – Budget to Actuals and Projections

Fill in column D with your monthly revenue and expenditures for the previous calendar month (e.g., reports due on February 29 should cover revenue and expenditures through January 31). Reporting should be on a cash basis (not an accrual basis). Fill in column E with the full year projected total revenue and expenditures for each category. Column F should be used to provide any supplemental information, including an explanation of projection methodologies. **A narrative explanation of the methodology used to project personnel expenditures is required.**

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Budget of Revenues for FY2025	Adopted Budget	Monthly Revenue	Projected Full Year Total	Notes/Methodology
State Revenue	\$4,665,448	\$0.00	\$4,665,448.00	
State Grants	\$120,000	\$10,000.00	\$120,000.00	
Federal Grants	\$2,723,256	\$566,118.32	\$2,723,256.00	
City Grant	\$0	\$0.00	\$156,695.00	
City Revenue	\$12,361,389	\$0.00	\$12,661,389.00	
Pass-through	\$243,433	\$100,658.27	\$243,433.00	
Self-Generated	\$760,848	\$206,400.71	\$760,848.00	
Equitable Sharing Funds (Restricted)	\$0	\$114,811.93	\$114,811.93	
Interest	\$3,500	\$700.52	\$3,500.00	
			\$998,689.75	

Budget of Expenditures for FY2025	Monthly Expenditures	Projected Full Year Total	Notes/Methodology	
Personal Services				
Salaries	\$11,346,476	\$839,569.63	\$11,346,476	
State ADA Warrants	\$4,665,448	\$0.00	\$4,665,448	
FICA and Medicare Tax	\$603,918	\$45,079.01	\$603,918	
City Pension	\$1,154,607	\$92,051.71	\$1,154,607	
DA Retirement	\$484,084	\$33,380.64	\$484,084	
Workman's Comp	\$72,000	\$3,854.85	\$72,000	
Other (Unemployment, Life Insurance, Payroll Processing, Parking, FSA Admin Fees)	\$110,380	\$19,183.05	\$157,380	Increased due to parking for Poydras St. location
Other Operating				
Audit/Accounting Services	\$55,250.00	\$0.00	\$55,250.00	
Automotive	\$1,500.00	\$0.00	\$1,500.00	
Dues & Memberships	\$62,000.00	\$2,916.67	\$62,000.00	
Office Repair/Maintenance	\$150.00	\$0.00	\$150.00	
Office Supplies	\$45,000.00	\$2,703.24	\$45,000.00	
Professional Services - Employment	\$20,000.00	\$0.00	\$20,000.00	
Professional Services - Computer/Tech	\$0.00	\$0.00	\$0.00	
Professional Services - Counseling Services	\$132,000.00	\$0.00	\$0.00	Re-classify into grants subrecipient
Professional Services - Legal Fees	\$792,000.00	\$80,951.05	\$792,000.00	
Professional Services - Contracts	\$60,000.00	\$0.00	\$60,000.00	
Postage and Delivery	\$14,400.00	\$373.41	\$14,400.00	
File Storage	\$310,000.00	\$22,399.27	\$310,000.00	
Telephone/Communications	\$138,000.00	\$12,424.20	\$138,000.00	
Advertising	\$250.00	\$0.00	\$250.00	
Recruitment	\$6,720.00	\$0.00	\$6,720.00	
Civil Lawsuits	\$341,666.00	\$0.00	\$341,666.00	
Facility Dog	\$1,000.00	\$85.59	\$1,000.00	
Bank Charges	\$350.00	\$56.33	\$350.00	
Online Inquires - TLO	\$6,700.00	\$665.18	\$6,700.00	
Digital Hosting and Security Services	\$81,364.00	\$31,603.74	\$81,364.00	
Legal Research - Westlaw	\$101,956.00	\$8,426.25	\$101,956.00	
Computer and Printer Supplies	\$43,000.00	\$1,007.98	\$43,000.00	
Copy Machine Lease - Xerox	\$35,000.00	\$0.00	\$35,000.00	
Capital Lease - Vehicle	\$0.00	\$0.00	\$0.00	
Office Equipment Maintenance and Supplies	\$1,500.00	\$0.00	\$1,500.00	
Court Copies	\$3,000.00	\$0.00	\$3,000.00	
Medical Records	\$300.00	\$0.00	\$300.00	
Drug Testing	\$900.00	\$0.00	\$900.00	
DNA Analysis	\$100,000.00	\$10,740.63	\$100,000.00	
Expert Witness	\$37,000.00	\$5,324.00	\$37,000.00	
Extradition	\$0.00	\$0.00	\$0.00	
File Room Supplies	\$2,500.00	\$0.00	\$2,500.00	
Meetings/Business Developments	\$2,500.00	\$0.00	\$2,500.00	
Furniture and Fixtures	\$10,000.00	\$0.00	\$10,000.00	
Grand Jury	\$1,000.00	\$83.39	\$1,000.00	
Interpreters	\$7,500.00	\$437.82	\$7,500.00	
Janitorial Supplies and Expenses	\$95,280.00	\$13,668.28	\$95,280.00	
Law Books and Journals	\$23,558.00	\$1,713.17	\$23,558.00	
Miscellaneous	\$44,134.00	\$42,314.23	\$243,015.76	Includes \$198,881.76 in grant funded purchases not included in budget (ARPA/Record Digitization)
Office and Computer Equipment	\$22,450.00	\$527.37	\$22,450.00	
Services - Security	\$124,220.00	\$0.00	\$124,220.00	
Printing	\$2,500.00	\$0.00	\$2,500.00	
Trash Disposal	\$22,800.00	\$2,060.60	\$22,800.00	
Case Management Software	\$159,671.00	\$42,065.04	\$159,671.00	
Website Service	\$5,000.00	\$0.00	\$5,000.00	
Transcripts	\$85,000.00	\$2,885.50	\$85,000.00	
Transportation	\$200.00	\$0.00	\$200.00	
Training and Professional Development	\$60,000.00	\$7,886.26	\$60,000.00	
Witness Expense	\$175,000.00	\$8,746.85	\$175,000.00	
Water	\$12,000.00	\$475.50	\$12,000.00	
Communities of Hope/NODICE	\$300,000.00	\$20,607.32	\$270,000.00	
Restorative Justice - Diversion	\$0.00	\$0.00	\$0.00	
Grant Subrecipients (Pass-through)	\$0.00	\$31,996.88	\$132,655.15	Previously classified as counseling services
Capital Outlays	\$185,495.00	\$221,680.28	\$403,460.69	Includes \$217,965.69 in grant funded purchases (not previously budgeted)
			\$1,609,844.92	

Monthly Template – Budget to Actuals and Projections

Fill in column D with your monthly revenue and expenditures for the previous calendar month (e.g., reports due on February 29 should cover revenue and expenditures through January 31). Reporting should be on a cash basis (not an accrual basis). Fill in column E with the full year projected total revenue and expenditures for each category. Column F should be used to provide any supplemental information, including an explanation of projection methodologies. **A narrative explanation of the methodology used to project personnel expenditures is required.**

Agencies that use the City's payroll and/or financial systems can contact Brandye DeLarge at badelarge@nola.gov for assistance accessing budget reports.

Budget of Revenues for FY2025	Adopted Budget	Monthly Revenue	Projected Full Year Total	Notes/Methodology
State Revenue	\$4,665,448	\$0.00	\$4,665,448.00	
State Grants	\$120,000	\$10,000.00	\$120,000.00	
Federal Grants	\$2,723,256	\$90,813.26	\$2,565,550.53	
City Grants	\$0	\$260,152.45	\$416,847.45	
City Revenue	\$12,361,389	\$0.00	\$12,661,389.00	
Pass-through	\$243,433	\$0.00	\$178,991.17	
Self-Generated	\$760,848	\$73,840.02	\$759,349.00	
Equitable Sharing Funds (Restricted)	\$0	\$0.00	\$114,811.93	
Interest	\$3,500	\$640.69	\$4,899.00	
			\$435,446.42	

Budget of Expenditures for FY2025	Adopted Budget	Monthly Expenditures	Projected Full Year Total	Notes/Methodology
Personal Services				
Salaries	\$11,346,476	\$831,056.73	\$11,346,476	
State ADA Warrants	\$4,665,448	\$0.00	\$4,665,448	
FICA and Medicare Tax	\$603,918	\$44,501.19	\$603,918	
City Pension	\$1,154,607	\$92,231.30	\$1,154,607	
DA Retirement	\$484,084	\$33,073.47	\$484,084	
Workman's Comp	\$72,000	\$2,753.93	\$45,000	
Other (Unemployment, Life Insurance, Payroll Processing, Parking, FSA Admin Fees)	\$110,380	\$7,066.93	\$142,380	Increased due to parking for Poydras St. location
Other Operating				
Audit/Accounting Services	\$55,250.00	\$14,267.50	\$55,250.00	
Automotive	\$1,500.00	\$0.00	\$1,500.00	
Dues & Memberships	\$62,000.00	\$5,916.67	\$62,000.00	
Office Repair/Maintenance	\$150.00	\$99.06	\$150.00	
Office Supplies	\$45,000.00	\$3,347.65	\$45,000.00	
Professional Services - Employment	\$20,000.00	\$0.00	\$20,000.00	
Professional Services - Computer/Tech	\$0.00	\$0.00	\$0.00	
Professional Services - Counseling Services	\$132,000.00	\$3,412.50	\$58,500.00	Re-classified LPP/1st 72/Loyola into grants subrecipient / Added on site counselor
Professional Services - Legal Fees	\$792,000.00	\$0.00	\$960,000.00	
Professional Services - Contracts	\$60,000.00	\$2,990.00	\$42,120.00	
Postage and Delivery	\$14,400.00	\$430.99	\$14,400.00	
File Storage	\$310,000.00	\$45,522.52	\$310,000.00	
Telephone/Communications	\$138,000.00	\$12,557.69	\$145,000.00	Increased due to Poydras location
Advertising	\$250.00	\$0.00	\$250.00	
Recruitment	\$6,720.00	\$0.00	\$8,828.00	
Civil Lawsuits	\$341,666.00	\$0.00	\$341,666.00	
Facility Dog	\$1,000.00	\$0.00	\$1,000.00	
Bank Charges	\$350.00	\$32.54	\$350.00	
Online Inquires - TLO	\$6,700.00	\$558.14	\$6,700.00	
Digital Hosting and Security Services	\$81,364.00	\$2,774.72	\$86,443.00	
Legal Research - Westlaw	\$101,956.00	\$8,426.25	\$107,074.74	
Computer and Printer Supplies	\$43,000.00	\$407.67	\$43,000.00	
Copy Machine Lease - Xerox	\$35,000.00	\$22.00	\$35,000.00	
Capital Lease - Vehicle	\$0.00	\$0.00	\$0.00	
Office Equipment Maintenance and Supplies	\$1,500.00	\$0.00	\$1,500.00	
Court Copies	\$3,000.00	\$265.81	\$3,000.00	
Medical Records	\$300.00	\$0.00	\$300.00	
Drug Testing	\$900.00	\$0.00	\$900.00	
DNA Analysis	\$100,000.00	\$0.00	\$100,000.00	
Expert Witness	\$37,000.00	\$0.00	\$37,000.00	
Extradition	\$0.00	\$0.00	\$0.00	
File Room Supplies	\$2,500.00	\$0.00	\$2,500.00	
Meetings/Business Developments	\$2,500.00	\$0.00	\$2,500.00	
Furniture and Fixtures	\$10,000.00	\$0.00	\$10,000.00	
Grand Jury	\$1,000.00	\$41.61	\$1,000.00	
Interpreters	\$7,500.00	\$0.00	\$8,500.00	
Janitorial Supplies and Expenses	\$95,280.00	\$0.00	\$88,200.00	
Law Books and Journals	\$23,558.00	\$3,297.20	\$29,894.00	
Miscellaneous	\$44,134.00	\$105.49	\$204,980.69	Includes \$198,881.76 in grant funded purchases not included in budget (ARPA/Record Digitization)
Office and Computer Equipment	\$22,450.00	\$742.56	\$22,450.00	
Services - Security	\$124,220.00	\$0.00	\$124,220.00	
Printing	\$2,500.00	\$280.00	\$2,500.00	
Trash Disposal	\$22,800.00	\$2,060.60	\$22,800.00	
Case Management Software	\$159,671.00	\$0.00	\$203,071.00	
Website Service	\$5,000.00	\$0.00	\$5,000.00	
Transcripts	\$85,000.00	\$4,234.50	\$85,000.00	
Transportation	\$200.00	\$0.00	\$200.00	
Training and Professional Development	\$60,000.00	\$11,510.63	\$60,000.00	
Witness Expense	\$175,000.00	\$14,390.32	\$175,000.00	
Water	\$12,000.00	\$627.67	\$12,000.00	
Communities of Hope/NODICE	\$300,000.00	\$0.00	\$270,000.00	
Restorative Justice - Diversion	\$0.00	\$0.00	\$0.00	
Grant Subrecipients (Pass-through)	\$0.00	\$19,271.61	\$151,926.76	Previously classified as counseling services
Capital Outlays	\$185,495.00	\$1,798.68	\$403,460.69	Includes \$217,965.69 in grant funded purchases (not previously budgeted)
			\$1,170,076.13	

Monthly Template – Budget to Actuals and Projections

Fill in column D with your monthly revenue and expenditures for the previous calendar month (e.g., reports due on February 29 should cover revenue and expenditures through January 31). Reporting should be on a cash basis (not an accrual basis). Fill in column E with the full year projected total revenue and expenditures for each category. Column F should be used to provide any supplemental information, including an explanation of projection methodologies. **A narrative explanation of the methodology used to project personnel expenditures is required.**

Agencies that use the City's payroll and/or financial systems can contact Brandye DeLarge at badelarge@nola.gov for assistance accessing budget reports.

Budget of Revenues for FY2025	Adopted Budget	Monthly Revenue	Projected Full Year Total	Notes/Methodology
State Revenue	\$4,665,448	\$0.00	\$4,665,448.00	
State Grants	\$120,000	\$10,000.00	\$120,000.00	
Federal Grants	\$2,723,256	\$0.00	\$2,565,550.53	
City Grants	\$0	\$0.00	\$416,847.45	
City Revenue	\$12,361,389	\$1,507,673.63	\$12,661,389.00	
Pass-through	\$243,433	\$0.00	\$178,991.17	
Self-Generated	\$760,848	\$45,728.06	\$759,349.00	
Equitable Sharing Funds (Restricted)	\$0	\$0.00	\$114,811.93	
Interest	\$3,500	\$532.00	\$4,899.00	
		\$1,563,933.69		

Budget of Expenditures for FY2025	Adopted Budget	Monthly Expenditures	Projected Full Year Total	Notes/Methodology
Personal Services				
Salaries	\$11,346,476	\$861,835.37	\$11,346,476	
State ADA Warrants	\$4,665,448	\$0.00	\$4,665,448	
FICA and Medicare Tax	\$603,918	\$46,775.73	\$603,918	
City Pension	\$1,154,607	\$93,972.81	\$1,154,607	
DA Retirement	\$484,084	\$33,294.00	\$484,084	
Workman's Comp	\$72,000	\$3,854.85	\$45,000	
Other (Unemployment, Life Insurance, Payroll Processing, Parking, FSA Admin Fees)	\$110,380	\$10,159.49	\$142,380	Increased due to parking for Poydras St. location
Other Operating				
Audit/Accounting Services	\$55,250.00	\$0.00	\$55,250.00	
Automotive	\$1,500.00	\$0.00	\$1,500.00	
Dues & Memberships	\$62,000.00	\$2,916.67	\$62,000.00	
Office Repair/Maintenance	\$150.00	\$158.97	\$150.00	
Office Supplies	\$45,000.00	\$2,502.19	\$45,000.00	
Professional Services - Employment	\$20,000.00	\$0.00	\$20,000.00	
Professional Services - Computer/Tech	\$0.00	\$0.00	\$0.00	
Professional Services - Counseling Services	\$132,000.00	\$4,237.50	\$58,500.00	Re-classified LPP/1st 72/Loyola into grants subrecipient / Added on site counselor
Professional Services - Legal Fees	\$792,000.00	\$120,401.38	\$960,000.00	
Professional Services - Contracts	\$60,000.00	\$520.00	\$42,120.00	
Postage and Delivery	\$14,400.00	\$693.07	\$14,400.00	
File Storage	\$310,000.00	\$23,138.18	\$310,000.00	
Telephone/Communications	\$138,000.00	\$13,080.53	\$145,000.00	Increased due to Poydras location
Advertising	\$250.00	\$0.00	\$250.00	
Recruitment	\$6,720.00	\$0.00	\$8,828.00	
Civil Lawsuits	\$341,666.00	\$0.00	\$341,666.00	
Facility Dog	\$1,000.00	\$0.00	\$1,000.00	
Bank Charges	\$350.00	\$31.33	\$350.00	
Online Inquires - TLO	\$6,700.00	\$562.10	\$6,700.00	
Digital Hosting and Security Services	\$81,364.00	\$10,235.47	\$86,443.00	
Legal Research - Westlaw	\$101,956.00	\$10,132.38	\$107,074.74	
Computer and Printer Supplies	\$43,000.00	\$5,061.70	\$43,000.00	
Copy Machine Lease - Xerox	\$35,000.00	\$6,338.82	\$35,000.00	
Capital Lease - Vehicle	\$0.00	\$0.00	\$0.00	
Office Equipment Maintenance and Supplies	\$1,500.00	\$0.00	\$1,500.00	
Court Copies	\$3,000.00	\$133.50	\$3,000.00	
Medical Records	\$300.00	\$0.00	\$300.00	
Drug Testing	\$900.00	\$0.00	\$900.00	
DNA Analysis	\$100,000.00	\$0.00	\$100,000.00	
Expert Witness	\$37,000.00	\$21,250.00	\$37,000.00	
Extradition	\$0.00	\$3,877.00	\$0.00	
File Room Supplies	\$2,500.00	\$447.75	\$2,500.00	
Meetings/Business Developments	\$2,500.00	\$0.00	\$2,500.00	
Furniture and Fixtures	\$10,000.00	\$99.98	\$10,000.00	
Grand Jury	\$1,000.00	\$93.07	\$1,000.00	
Interpreters	\$7,500.00	\$1,718.60	\$8,500.00	
Janitorial Supplies and Expenses	\$95,280.00	\$7,137.53	\$88,200.00	
Law Books and Journals	\$23,558.00	\$1,713.17	\$29,894.00	
Miscellaneous	\$44,134.00	\$3,363.27	\$204,980.69	Includes \$198,881.76 in grant funded purchases not included in budget (ARPA/Record Digitization)
Office and Computer Equipment	\$22,450.00	\$4,567.84	\$22,450.00	
Services - Security	\$124,220.00	\$0.00	\$124,220.00	
Printing	\$2,500.00	\$336.06	\$2,500.00	
Trash Disposal	\$22,800.00	\$2,192.72	\$22,800.00	
Case Management Software	\$159,671.00	\$133,327.80	\$203,071.00	
Website Service	\$5,000.00	\$0.00	\$5,000.00	
Transcripts	\$85,000.00	\$5,721.00	\$85,000.00	
Transportation	\$200.00	\$0.00	\$200.00	
Training and Professional Development	\$60,000.00	\$1,188.57	\$60,000.00	
Witness Expense	\$175,000.00	\$8,824.34	\$175,000.00	
Water	\$12,000.00	\$1,119.01	\$12,000.00	
Communities of Hope/NODICE	\$300,000.00	\$25,026.00	\$270,000.00	
Restorative Justice - Diversion	\$0.00	\$0.00	\$0.00	
Grant Subrecipients (Pass-through)	\$0.00	\$48,871.92	\$151,926.76	Previously classified as counseling services
Capital Outlays	\$185,495.00	\$0.00	\$403,460.69	Includes \$217,965.69 in grant funded purchases (not previously budgeted)
		\$1,520,911.67		

Monthly Template – Budget to Actuals and Projections

Fill in column D with your monthly revenue and expenditures for the previous calendar month (e.g., reports due on February 29 should cover revenue and expenditures through January 31). Reporting should be on a cash basis (not an accrual basis). Fill in column E with the full year projected total revenue and expenditures for each category. Column F should be used to provide any supplemental information, including an explanation of projection methodologies. **A narrative explanation of the methodology used to project personnel expenditures is required.**

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Budget of Revenues for FY2025	Adopted Budget	Monthly Revenue	Projected Full Year Total	Notes/Methodology
State Revenue	\$4,665,448	\$0.00	\$4,665,448.00	
State Grants	\$120,000	\$10,000.00	\$120,000.00	
Federal Grants	\$2,723,256	\$611,969.44	\$2,565,550.53	
City Grants	\$0	\$0.00	\$416,847.45	
City Revenue	\$12,361,389	\$0.00	\$12,361,389.00	
Pass-through	\$243,433	\$93,265.41	\$178,991.17	
Self-Generated	\$760,848	\$36,764.53	\$759,349.00	
Equitable Sharing Funds (Restricted)	\$0	\$0.00	\$114,811.93	
Interest	\$3,500	\$564.81	\$4,899.00	
			\$752,564.19	

Budget of Expenditures for FY2025	Adopted Budget	Monthly Expenditures	Projected Full Year Total	Notes/Methodology
Personal Services				
Salaries	\$11,346,476	\$861,811.01	\$11,346,476	
State ADA Warrants	\$4,665,448	\$0.00	\$4,665,448	
FICA and Medicare Tax	\$603,918	\$46,119.18	\$603,918	
City Pension	\$1,154,607	\$92,727.92	\$1,154,607	
DA Retirement	\$484,084	\$33,482.06	\$484,084	
Workman's Comp	\$72,000	\$2,697.48	\$45,000	
Other (Unemployment, Life Insurance, Payroll Processing, Parking, FSA Admin Fees)	\$110,380	\$15,621.17	\$142,380	Increased due to parking for Poydras St. location

Budget of Expenditures for FY2025	Adopted Budget	Monthly Expenditures	Projected Full Year Total	Notes/Methodology
Other Operating				
Audit/Accounting Services	\$55,250.00	\$0.00	\$55,250.00	
Automotive	\$1,500.00	\$0.00	\$1,500.00	
Dues & Memberships	\$62,000.00	\$25,601.50	\$62,000.00	
Office Repair/Maintenance	\$150.00	\$0.00	\$150.00	
Office Supplies	\$45,000.00	\$3,655.04	\$45,000.00	
Professional Services - Employment	\$20,000.00	\$228.00	\$20,000.00	
Professional Services - Computer/Tech	\$0.00	\$0.00	\$0.00	
Professional Services - Counseling Services	\$132,000.00	\$4,575.00	\$58,500.00	Re-classified LPP/1st 72/Loyola into grants subrecipient / Added on site counselor
Professional Services - Legal Fees	\$792,000.00	\$151,755.64	\$960,000.00	
Professional Services - Contracts	\$60,000.00	\$2,860.00	\$42,120.00	
Postage and Delivery	\$14,400.00	\$508.06	\$14,400.00	
File Storage	\$310,000.00	\$24,195.35	\$310,000.00	
Telephone/Communications	\$138,000.00	\$12,662.41	\$145,000.00	Increased due to Poydras location
Advertising	\$250.00	\$0.00	\$250.00	
Recruitment	\$6,720.00	\$0.00	\$8,828.00	
Civil Lawsuits	\$341,666.00	\$0.00	\$341,666.00	
Facility Dog	\$1,000.00	\$727.41	\$1,000.00	
Bank Charges	\$350.00	\$32.54	\$350.00	
Online Inquires - TLO	\$6,700.00	\$567.82	\$6,700.00	
Digital Hosting and Security Services	\$81,364.00	\$6,227.39	\$86,443.00	
Legal Research - Westlaw	\$101,956.00	\$8,426.25	\$107,074.74	
Computer and Printer Supplies	\$43,000.00	\$2,584.15	\$43,000.00	
Copy Machine Lease - Xerox	\$35,000.00	\$5,726.00	\$35,000.00	
Capital Lease - Vehicle	\$0.00	\$0.00	\$0.00	
Office Equipment Maintenance and Supplies	\$1,500.00	\$0.00	\$1,500.00	
Court Copies	\$3,000.00	\$397.94	\$3,000.00	
Medical Records	\$300.00	\$0.00	\$300.00	
Drug Testing	\$900.00	\$166.00	\$900.00	
DNA Analysis	\$100,000.00	\$0.00	\$100,000.00	
Expert Witness	\$37,000.00	\$2,800.00	\$37,000.00	
Extradition	\$0.00	\$0.00	\$0.00	
File Room Supplies	\$2,500.00	\$447.75	\$2,500.00	
Meetings/Business Developments	\$2,500.00	\$0.00	\$2,500.00	
Furniture and Fixtures	\$10,000.00	\$0.00	\$10,000.00	
Grand Jury	\$1,000.00	\$122.36	\$1,000.00	
Interpreters	\$7,500.00	\$874.19	\$8,500.00	
Janitorial Supplies and Expenses	\$95,280.00	\$15,298.89	\$88,200.00	
Law Books and Journals	\$23,558.00	\$2,241.17	\$29,894.00	
Miscellaneous	\$44,134.00	\$590.96	\$204,980.69	Includes \$198,881.76 in grant funded purchases not included in budget (ARPA/Record Digitization)
Office and Computer Equipment	\$22,450.00	\$0.00	\$22,450.00	
Services - Security	\$124,220.00	\$0.00	\$124,220.00	
Printing	\$2,500.00	\$315.00	\$2,500.00	
Trash Disposal	\$22,800.00	\$2,080.43	\$22,800.00	
Case Management Software	\$159,671.00	\$0.00	\$203,071.00	
Website Service	\$5,000.00	\$0.00	\$5,000.00	
Transcripts	\$85,000.00	\$6,041.50	\$85,000.00	
Transportation	\$200.00	\$0.00	\$200.00	
Training and Professional Development	\$60,000.00	\$4,459.40	\$60,000.00	
Witness Expense	\$175,000.00	\$7,070.98	\$175,000.00	
Water	\$12,000.00	\$1,542.46	\$12,000.00	
Communities of Hope/NODICE	\$300,000.00	\$23,169.77	\$270,000.00	
Restorative Justice - Diversion	\$0.00	\$0.00	\$0.00	
Grant Subrecipients (Pass-through)	\$0.00	\$0.00	\$151,926.76	Previously classified as counseling services
Capital Outlays	\$185,495.00	\$0.00	\$403,460.69	Includes \$217,965.69 in grant funded purchases (not previously budgeted)

\$1,370,410.18

Monthly Template – Budget to Actuals and Projections

Fill in column D with your monthly revenue and expenditures for the previous calendar month (e.g., reports due on February 29 should cover revenue and expenditures through January 31). Reporting should be on a cash basis (not an accrual basis). Fill in column E with the full year projected total revenue and expenditures for each category. Column F should be used to provide any supplemental information, including an explanation of projection methodologies. **A narrative explanation of the methodology used to project personnel expenditures is required.**

Agencies that use the City's payroll and/or financial systems can contact Brandye DeLarge at badelarge@nola.gov for assistance accessing budget reports.

Budget of Revenues for FY2025	Adopted Budget	Monthly Revenue	Projected Full Year Total	Notes/Methodology
State Revenue	\$4,665,448	\$0.00	\$4,665,448.00	
State Grants	\$120,000	\$10,000.00	\$120,000.00	
Federal Grants	\$2,723,256	\$76,369.20	\$2,565,550.53	
City Grants	\$0	\$0.00	\$416,847.45	
City Revenue	\$12,361,389	\$1,507,673.62	\$12,361,389.00	
Pass-through	\$243,433	\$0.00	\$178,991.17	
Self-Generated	\$760,848	\$64,737.80	\$759,349.00	
Equitable Sharing Funds (Restricted)	\$0	\$0.00	\$114,811.93	
Interest	\$3,500	\$518.30	\$4,899.00	
			\$1,659,298.92	

Budget of Expenditures for FY2025	Adopted Budget	Monthly Expenditures	Projected Full Year Total	Notes/Methodology
Personal Services				
Salaries	\$11,346,476	\$828,544.93	\$11,346,476	
State ADA Warrants	\$4,665,448	\$0.00	\$4,665,448	
FICA and Medicare Tax	\$603,918	\$44,434.38	\$603,918	
City Pension	\$1,154,607	\$88,951.79	\$1,154,607	
DA Retirement	\$484,084	\$32,601.75	\$484,084	
Workman's Comp	\$72,000	\$3,854.85	\$45,000	
Other (Unemployment, Life Insurance, Payroll Processing, Parking, FSA Admin Fees)	\$110,380	\$5,933.71	\$142,380	Increased due to parking for Poydras St. location
Other Operating				
Audit/Accounting Services	\$55,250.00	\$0.00	\$55,250.00	
Automotive	\$1,500.00	\$0.00	\$1,500.00	
Dues & Memberships	\$62,000.00	\$2,916.67	\$62,000.00	
Office Repair/Maintenance	\$150.00	\$0.00	\$150.00	
Office Supplies	\$45,000.00	\$2,817.33	\$45,000.00	
Professional Services - Employment	\$20,000.00	\$0.00	\$20,000.00	
Professional Services - Computer/Tech	\$0.00	\$0.00	\$0.00	
Professional Services - Counseling Services	\$132,000.00	\$3,600.00	\$58,500.00	Re-classified LPP/1st 72/Loyola into grants subrecipient / Added on site counselor
Professional Services - Legal Fees	\$792,000.00	\$25,024.65	\$960,000.00	
Professional Services - Contracts	\$60,000.00	\$520.00	\$42,120.00	
Postage and Delivery	\$14,400.00	\$500.00	\$14,400.00	
File Storage	\$310,000.00	\$30,993.79	\$310,000.00	
Telephone/Communications	\$138,000.00	\$12,563.85	\$145,000.00	Increased due to Poydras location
Advertising	\$250.00	\$0.00	\$250.00	
Recruitment	\$6,720.00	\$672.00	\$8,828.00	
Civil Lawsuits	\$341,666.00	\$341,666.00	\$341,666.00	
Facility Dog	\$1,000.00	\$0.00	\$1,000.00	
Bank Charges	\$350.00	\$31.33	\$350.00	
Online Inquires - TLO	\$6,700.00	\$562.54	\$6,700.00	
Digital Hosting and Security Services	\$81,364.00	\$5,551.15	\$86,443.00	
Legal Research - Westlaw	\$101,956.00	\$8,426.25	\$107,074.74	
Computer and Printer Supplies	\$43,000.00	\$2,676.80	\$43,000.00	
Copy Machine Lease - Xerox	\$35,000.00	\$0.00	\$35,000.00	
Capital Lease - Vehicle	\$0.00	\$0.00	\$0.00	
Office Equipment Maintenance and Supplies	\$1,500.00	\$0.00	\$1,500.00	
Court Copies	\$3,000.00	\$150.88	\$3,000.00	
Medical Records	\$300.00	\$0.00	\$300.00	
Drug Testing	\$900.00	\$67.00	\$900.00	
DNA Analysis	\$100,000.00	\$0.00	\$100,000.00	
Expert Witness	\$37,000.00	\$0.00	\$37,000.00	
Extradition	\$0.00	\$0.00	\$0.00	
File Room Supplies	\$2,500.00	\$419.25	\$2,500.00	
Meetings/Business Developments	\$2,500.00	\$328.56	\$2,500.00	
Furniture and Fixtures	\$10,000.00	\$0.00	\$10,000.00	
Grand Jury	\$1,000.00	\$42.93	\$1,000.00	
Interpreters	\$7,500.00	\$1,019.51	\$8,500.00	
Janitorial Supplies and Expenses	\$95,280.00	\$6,733.01	\$88,200.00	
Law Books and Journals	\$23,558.00	\$2,241.19	\$29,894.00	
Miscellaneous	\$44,134.00	\$62.89	\$204,980.69	Includes \$198,881.76 in grant funded purchases not included in budget (ARPA/Record C
Office and Computer Equipment	\$22,450.00	\$240.86	\$22,450.00	
Services - Security	\$124,220.00	\$0.00	\$124,220.00	
Printing	\$2,500.00	\$0.00	\$2,500.00	
Trash Disposal	\$22,800.00	\$2,084.61	\$22,800.00	
Case Management Software	\$159,671.00	\$0.00	\$203,071.00	
Website Service	\$5,000.00	\$0.00	\$5,000.00	
Transcripts	\$85,000.00	\$10,806.50	\$85,000.00	
Transportation	\$200.00	\$0.00	\$200.00	
Training and Professional Development	\$60,000.00	\$861.00	\$60,000.00	
Witness Expense	\$175,000.00	\$10,926.75	\$175,000.00	
Water	\$12,000.00	\$1,060.08	\$12,000.00	
Communities of Hope/NODICE	\$300,000.00	\$0.00	\$270,000.00	
Restorative Justice - Diversion	\$0.00	\$0.00	\$0.00	
Grant Subrecipients (Pass-through)	\$0.00	\$0.00	\$151,926.76	Previously classified as counseling services
Capital Outlays	\$185,495.00	\$3,491.00	\$403,460.69	Includes \$217,965.69 in grant funded purchases (not previously budgeted)
			\$1,482,898.07	

Monthly Template – Budget to Actuals and Projections

Fill in column D with your monthly revenue and expenditures for the previous calendar month (e.g., 1 should cover revenue and expenditures through January 31). Reporting should be on a cash basis (column E with the full year projected total revenue and expenditures for each category. Column F should contain any supplemental information, including an explanation of projection methodologies. **A narrative explanation of methodology used to project personnel expenditures is required.**

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Budget of Revenues for FY2025

Adopted Budget

State Revenue	\$4,665,448
State Grants	\$120,000
Federal Grants	\$2,723,256
City Revenue	\$12,061,389
Pass-through	\$243,433
Self-Generated	\$760,848
Interest	\$3,500

Budget of Expenditures for FY2025

Personal Services

Salaries	\$11,346,476
State ADA Warrants	\$4,665,448
FICA and Medicare Tax	\$603,918
City Pension	\$1,154,607
DA Retirement	\$484,084
Workman's Comp	\$72,000
Other (Unemployment, Life Insurance, Payroll Processing, Parking, FSA Admin Fees)	\$110,380

Other Operating

Audit/Accounting Services	\$55,250.00
Automotive	\$1,500.00
Dues & Memberships	\$62,000.00
Office Repair/Maintenance	\$150.00
Office Supplies	\$45,000.00
Professional Services - Employment	\$20,000.00
Professional Services - Computer/Tech	\$0.00
Professional Services - Counseling Services	\$132,000.00
Professional Services - Legal Fees	\$792,000.00
Professional Services - Contracts	\$60,000.00
Postage and Delivery	\$14,400.00
File Storage	\$310,000.00
Telephone/Communications	\$138,000.00
Advertising	\$250.00
Recruitment	\$6,720.00

Civil Lawsuits	\$341,666.00
Facility Dog	\$1,000.00
Bank Charges	\$350.00
Online Inquires - TLO	\$6,700.00
Digital Hosting and Security Services	\$81,364.00
Legal Research - Westlaw	\$101,956.00
Computer and Printer Supplies	\$43,000.00
Copy Machine Lease - Xerox	\$35,000.00
Capital Lease - Vehicle	\$0.00
Office Equipment Maintenance and Supplies	\$1,500.00
Court Copies	\$3,000.00
Medical Records	\$300.00
Drug Testing	\$900.00
DNA Analysis	\$100,000.00
Expert Witness	\$37,000.00
Extradition	\$0.00
File Room Supplies	\$2,500.00
Meetings/Business Developments	\$2,500.00
Furniture and Fixtures	\$10,000.00
Grand Jury	\$1,000.00
Interpreters	\$7,500.00
Janitorial Supplies and Expenses	\$95,280.00
Law Books and Journals	\$23,558.00
Miscellaneous	\$44,134.00
Office and Computer Equipment	\$22,450.00
Services - Security	\$124,220.00
Printing	\$2,500.00
Trash Disposal	\$22,800.00
Case Management Software	\$159,671.00
Website Service	\$5,000.00
Transcripts	\$85,000.00
Transportation	\$200.00
Training and Professional Development	\$60,000.00
Witness Expense	\$175,000.00
Water	\$12,000.00
Restorative Justice - Diversion	\$0.00
Capital Outlays	\$185,495.00

Monthly Template – Budget to Actuals and Projections

Fill in column D with your monthly revenue and expenditures for the previous calendar month (e.g., 1 should cover revenue and expenditures through January 31). Reporting should be on a cash basis (column E with the full year projected total revenue and expenditures for each category. Column F should contain any supplemental information, including an explanation of projection methodologies. **A narrative explanation of methodology used to project personnel expenditures is required.**

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Budget of Expenditures for FY2025

Personal Services

Salaries	\$11,346,476
State ADA Warrants	\$4,665,448
FICA and Medicare Tax	\$603,918
City Pension	\$1,154,607
DA Retirement	\$484,084
Workman's Comp	\$72,000
Other (Unemployment, Life Insurance, Payroll Processing, Parking, FSA Admin Fees)	\$110,380

Other Operating

Audit/Accounting Services	\$55,250.00
Automotive	\$1,500.00
Dues & Memberships	\$62,000.00
Office Repair/Maintenance	\$150.00
Office Supplies	\$45,000.00
Professional Services - Employment	\$20,000.00
Professional Services - Computer/Tech	\$0.00
Professional Services - Counseling Services	\$132,000.00
Professional Services - Legal Fees	\$792,000.00
Professional Services - Contracts	\$60,000.00
Postage and Delivery	\$14,400.00
File Storage	\$310,000.00
Telephone/Communications	\$138,000.00
Advertising	\$250.00
Recruitment	\$6,720.00

Civil Lawsuits	\$341,666.00
Facility Dog	\$1,000.00
Bank Charges	\$350.00
Online Inquires - TLO	\$6,700.00
Digital Hosting and Security Services	\$81,364.00
Legal Research - Westlaw	\$101,956.00
Computer and Printer Supplies	\$43,000.00
Copy Machine Lease - Xerox	\$35,000.00
Capital Lease - Vehicle	\$0.00
Office Equipment Maintenance and Supplies	\$1,500.00
Court Copies	\$3,000.00
Medical Records	\$300.00
Drug Testing	\$900.00
DNA Analysis	\$100,000.00
Expert Witness	\$37,000.00
Extradition	\$0.00
File Room Supplies	\$2,500.00
Meetings/Business Developments	\$2,500.00
Furniture and Fixtures	\$10,000.00
Grand Jury	\$1,000.00
Interpreters	\$7,500.00
Janitorial Supplies and Expenses	\$95,280.00
Law Books and Journals	\$23,558.00
Miscellaneous	\$44,134.00
Office and Computer Equipment	\$22,450.00
Services - Security	\$124,220.00
Printing	\$2,500.00
Trash Disposal	\$22,800.00
Case Management Software	\$159,671.00
Website Service	\$5,000.00
Transcripts	\$85,000.00
Transportation	\$200.00
Training and Professional Development	\$60,000.00
Witness Expense	\$175,000.00
Water	\$12,000.00
Restorative Justice - Diversion	\$0.00
Capital Outlays	\$185,495.00

Monthly Template – Budget to Actuals and Projections

Fill in column D with your monthly revenue and expenditures for the previous calendar month (e.g., 1 should cover revenue and expenditures through January 31). Reporting should be on a cash basis (column E with the full year projected total revenue and expenditures for each category. Column F should contain any supplemental information, including an explanation of projection methodologies. **A narrative explanation of methodology used to project personnel expenditures is required.**

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Self-Generated	\$760,848
Interest	\$3,500

Budget of Expenditures for FY2025

Personal Services

Salaries	\$11,346,476
State ADA Warrants	\$4,665,448
FICA and Medicare Tax	\$603,918
City Pension	\$1,154,607
DA Retirement	\$484,084
Workman's Comp	\$72,000
Other (Unemployment, Life Insurance, Payroll Processing, Parking, FSA Admin Fees)	\$110,380

Other Operating

Audit/Accounting Services	\$55,250.00
Automotive	\$1,500.00
Dues & Memberships	\$62,000.00
Office Repair/Maintenance	\$150.00
Office Supplies	\$45,000.00
Professional Services - Employment	\$20,000.00
Professional Services - Computer/Tech	\$0.00
Professional Services - Counseling Services	\$132,000.00
Professional Services - Legal Fees	\$792,000.00
Professional Services - Contracts	\$60,000.00
Postage and Delivery	\$14,400.00
File Storage	\$310,000.00
Telephone/Communications	\$138,000.00
Advertising	\$250.00
Recruitment	\$6,720.00

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Facility Dog	\$1,000.00
Bank Charges	\$350.00
Online Inquires - TLO	\$6,700.00
Digital Hosting and Security Services	\$81,364.00
Legal Research - Westlaw	\$101,956.00
Computer and Printer Supplies	\$43,000.00
Copy Machine Lease - Xerox	\$35,000.00
Capital Lease - Vehicle	\$0.00
Office Equipment Maintenance and Supplies	\$1,500.00
Court Copies	\$3,000.00
Medical Records	\$300.00
Drug Testing	\$900.00
DNA Analysis	\$100,000.00
Expert Witness	\$37,000.00
Extradition	\$0.00
File Room Supplies	\$2,500.00
Meetings/Business Developments	\$2,500.00
Furniture and Fixtures	\$10,000.00
Grand Jury	\$1,000.00
Interpreters	\$7,500.00
Janitorial Supplies and Expenses	\$95,280.00
Law Books and Journals	\$23,558.00
Miscellaneous	\$44,134.00
Office and Computer Equipment	\$22,450.00
Services - Security	\$124,220.00
Printing	\$2,500.00
Trash Disposal	\$22,800.00
Case Management Software	\$159,671.00
Website Service	\$5,000.00
Transcripts	\$85,000.00
Transportation	\$200.00
Training and Professional Development	\$60,000.00
Witness Expense	\$175,000.00
Water	\$12,000.00
Restorative Justice - Diversion	\$0.00
Capital Outlays	\$185,495.00

Monthly Template – Budget to Actuals and Projections

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Dues & Memberships	\$62,000.00
Office Repair/Maintenance	\$150.00
Office Supplies	\$45,000.00
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Legal Research - Westlaw	\$101,956.00
Computer and Printer Supplies	\$43,000.00
Copy Machine Lease - Xerox	\$35,000.00
Capital Lease - Vehicle	\$0.00
Office Equipment Maintenance and Supplies	\$1,500.00
Court Copies	\$3,000.00
Medical Records	\$300.00
Drug Testing	\$900.00
DNA Analysis	\$100,000.00
Expert Witness	\$37,000.00
Extradition	\$0.00
File Room Supplies	\$2,500.00
Meetings/Business Developments	\$2,500.00
Furniture and Fixtures	\$10,000.00
Grand Jury	\$1,000.00
Interpreters	\$7,500.00
Janitorial Supplies and Expenses	\$95,280.00
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Printing	\$2,500.00
Trash Disposal	\$22,800.00
Case Management Software	\$159,671.00
Website Service	\$5,000.00
Transcripts	\$85,000.00
Transportation	\$200.00
Training and Professional Development	\$60,000.00
Witness Expense	\$175,000.00
Water	\$12,000.00
Restorative Justice - Diversion	\$0.00
Capital Outlays	\$185,495.00

