

4WA284 WSRTC Meeting Coordination, Western States Forum, Website Maintenance (Phase 2 Task Order 2)

Project Start Date: 4/01/2023

Project End Date: 6/30/2024

Budget	\$110,000.00
Spent	\$110,000.00
Remaining	\$0.00
% Spent	100%

Balance	Expenditure Category	Date/Time Period/Description	IDC Y/N	Direct Cost	45%	Subtotal	Balance	Checks	Totals
					IDC/F&A rate				
					\$21,425.59	\$110,000.00			
	Benefits	April 2023	Y	\$490.83	\$220.87	\$711.70	\$109,288.30		
	Benefits	April 2024	Y	\$772.93	\$347.82	\$1,120.75	\$108,167.55		
	Benefits	August 2023	Y	\$380.52	\$171.23	\$551.75	\$107,615.79		
	Benefits	December 2023	Y	\$842.49	\$379.12	\$1,221.61	\$106,394.18		
	Benefits	February 2024	Y	\$498.53	\$224.34	\$722.87	\$105,671.32		
	Benefits	January 2024	Y	\$686.23	\$308.80	\$995.03	\$104,676.28		
	Benefits	July 2023	Y	\$226.55	\$101.95	\$328.50	\$104,347.78		
	Benefits	June 2023	Y	\$643.03	\$289.36	\$932.39	\$103,415.39		
	Benefits	June 2024	Y	\$663.60	\$298.62	\$962.22	\$102,453.17		
	Benefits	March 2024	Y	\$462.49	\$208.12	\$670.61	\$101,782.56		
	Benefits	May 2023	Y	\$888.12	\$399.65	\$1,287.77	\$100,494.79		
	Benefits	May 2024	Y	\$539.51	\$242.78	\$782.29	\$99,712.50		
	Benefits	November 2023	Y	\$821.23	\$369.55	\$1,190.78	\$98,521.71		
	Benefits	October 2023	Y	\$410.20	\$184.59	\$594.79	\$97,926.92		
	Benefits	September 2023	Y	\$336.19	\$151.29	\$487.48	\$97,439.45		
	Communication	June 2023	Y	\$518.08	\$233.14	\$751.22	\$96,688.23		
	Consultant/Professional	WSF 2024: event planner	Y	\$1,300.00	\$585.00	\$1,885.00	\$94,803.23		
	Consultant/Professional	WSF 2024: event planner booking, 2/21/2024	Y	\$500.00	\$225.00	\$725.00	\$94,078.23		
	Contracted Services	June 2023	Y	\$1,460.00	\$657.00	\$2,117.00	\$91,961.23		
	Non-Employee Meals	June July 2023	Y	\$287.50	\$129.38	\$416.88	\$92,378.11		
	Off Campus Services	WSF 2024: name badges; Supplies, SmartBuy MSU, 6/10/2024	Y	\$17.65	\$7.94	\$25.59	\$92,352.51		
	Off Campus Services	WSF 2024: printing, mailing Call for Abstracts; 2/16/2024	Y	\$664.77	\$299.15	\$963.92	\$91,388.60		
	Off Campus Services	WSF 2024: printing, mailing registration brochure; 5/23/2024	Y	\$629.21	\$283.14	\$912.35	\$90,476.24		
	Off Campus Services	WSF 2024: printing, mailing Save the Date postcards, 12/7/2023	Y	\$359.09	\$161.59	\$520.68	\$89,955.56		
	Participant Support	August 2023	N	\$4,081.50	\$0.00	\$4,081.50	\$85,874.06		
	Participant Support	June 2023	N	\$15,834.62	\$0.00	\$15,834.62	\$70,039.44		
	Participant Support	May 2023	N	\$4,043.41	\$0.00	\$4,043.41	\$65,996.03		
	Participant Support	Posted October 2023	N	\$203.30	\$0.00	\$203.30	\$65,792.73		
	Participant Support - Meals	WSF 2024: breakfast, lunch, catering deposit; 3/14/2024	N	\$2,885.54	\$0.00	\$2,885.54	\$62,907.19		
	Participant Support - Meals	WSF 2024: breakfast, lunch, catering; 6/20/2024	N	\$2,539.10	\$0.00	\$2,539.10	\$60,368.09		
	Participant Support - Meals	WSF 2024: dinner catering deposit; 3/14/2024	N	\$1,000.00	\$0.00	\$1,000.00	\$59,368.09		
	Participant Support Meals	June July 2023	N	\$756.41	\$0.00	\$756.41	\$58,611.68		
	Participant Support Travel	August 2023	N	\$1,205.81	\$0.00	\$1,205.81	\$57,405.87		
	Participant Support Travel	June July 2023	N	\$1,138.94	\$0.00	\$1,138.94	\$56,266.93		
	Participant Support Travel	September 2023	N	\$4,689.62	\$0.00	\$4,689.62	\$51,577.31		
	Program Expense	WSF 2024: binders; SmartBuy MSU 5/29/2024	Y	\$207.79	\$93.51	\$301.30	\$51,276.02		
	Purchase Card Rebate - Off Campus Services	April 2024	Y	\$5.51	\$2.48	\$7.99	\$51,284.01		
	Purchase Card Rebate - Off Campus Services	June 2024	Y	\$9.80	\$4.41	\$14.21	\$51,298.22		
	Purchase Card Rebate - Participant Support	June 2024	N	\$57.28	\$0.00	\$57.28	\$51,355.50		
	Purchase Card Rebate - Participant Support	March 2024	N	\$211.23	\$0.00	\$211.23	\$51,566.73		
	Purchase Card Rebate - Participant Support	September 2023	N	\$39.84	\$0.00	\$39.84	\$51,606.57		
	Purchase Card Rebate - Participant Support	September 2023	N	\$22.90	\$0.00	\$22.90	\$51,629.47		
	Purchase Card Rebate - Shipping	April 2024	Y	\$0.43	\$0.19	\$0.62	\$51,630.09		
	Purchase Card Rebate - Subscriptions	June 2024	Y	\$0.15	\$0.07	\$0.22	\$51,630.31		
	Rent	June 2023	N	\$2,915.00	\$0.00	\$2,915.00	\$48,715.31		
	Salaries	April 2023	Y	\$974.31	\$438.44	\$1,412.75	\$47,302.56		
	Salaries	August 2023	Y	\$1,612.66	\$725.70	\$2,338.36	\$44,964.20		
	Salaries	December 2023	Y	\$2,690.83	\$1,210.87	\$3,901.70	\$41,062.50		
	Salaries	February 2024	Y	\$2,059.41	\$926.73	\$2,986.14	\$38,076.36		
	Salaries	January 2024	Y	\$2,110.68	\$949.81	\$3,060.49	\$35,015.87		

Salaries	July 2023	Y	\$946.58	\$425.96	\$1,372.54	\$33,643.33
Salaries	June 2023	Y	\$2,728.70	\$1,227.92	\$3,956.62	\$29,686.72
Salaries	March 2024	Y	\$2,043.36	\$919.51	\$2,962.87	\$26,723.85
Salaries	March 2024 paid April 2024	Y		\$0.00	\$0.00	\$26,723.85
Salaries	May 2023	Y	\$2,410.33	\$1,084.65	\$3,494.98	\$23,228.87
Salaries	November 2023	Y	\$3,477.35	\$1,564.81	\$5,042.16	\$18,186.71
Salaries	October 2023	Y	\$2,368.76	\$1,065.94	\$3,434.70	\$14,752.01
Salaries	Paid April 2024	Y	\$3,283.75	\$1,477.69	\$4,761.44	\$9,990.57
Salaries	Paid June 2024	Y	\$2,088.70	\$939.92	\$3,028.62	\$6,961.96
Salaries	Paid May 2024	Y	\$1,708.03	\$768.61	\$2,476.64	\$4,485.31
Salaries	September 2023	Y	\$1,899.33	\$854.70	\$2,754.03	\$1,731.28
Shipping	WSF 2023: shipping speaker items, 11/3/2023	Y	\$27.95	\$12.58	\$40.53	\$1,690.76
Subscriptions	WSF 2024: Eventbrite event registration; 3/15/2024	Y	\$9.99	\$4.50	\$14.49	\$1,676.27
Supplies	June 2023	Y	\$350.65	\$157.79	\$508.44	\$1,167.83
Travel	June 2023	Y	\$805.40	\$362.43	\$1,167.83	\$0.00
				\$0.00	\$0.00	\$0.00