

4WB514 WSRTC Meeting Coordination, Western States Forum, Website Maintenance (A2 Phase 2 Task Order 8)

Project Start Date: 6/12/2025

Project End Date: 6/30/2026 New Project End Date: 12/31/2026

Budget \$115,172.00

Spent \$104,496.74

Remaining \$10,675.26

% Spent 91%

Balance		IDC/F&A rate	45%	Subtotal		Balance	Checks
		\$84,805.95	\$19,690.79	\$104,496.74			
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Participant Support T	Purchase Card Rebate	N	\$111.50	\$0.00	\$111.50	\$64,876.77														
Consultant/Professional	WSF 2026: event planner retainer	Y	\$500.00	\$225.00	\$725.00	\$64,151.77														
Salaries	January 24 - February 6, 2026 Paid February 18, 2026 Payroll 4	Y	\$1,157.89	\$521.05	\$1,678.94	\$62,472.83														
Benefits	January 24 - February 6, 2026 Paid February 18, 2026 Payroll 4	Y	\$717.48	\$322.87	\$1,040.35	\$61,432.49														
Salaries	February 7 - February 20, 2026 Paid March 4, 2026 Payroll 5	Y	\$1,375.62	\$619.03	\$1,994.65	\$59,437.84														
Benefits	February 7 - February 20, 2026 Paid March 4, 2026 Payroll 5	Y	\$816.66	\$367.50	\$1,184.16	\$58,253.68														
Salaries	February 21 - March 6, 2026 Paid March 18, 2026 Payroll 6	Y	\$937.60	\$421.92	\$1,359.52	\$56,894.16														
Benefits	February 21 - March 6, 2026 Paid March 18, 2026 Payroll 6	Y	\$569.97	\$256.49	\$826.46	\$56,067.71														
Participant Support M	WSF 2026: dinner catering deposit	N	\$600.00	\$0.00	\$600.00	\$55,467.71														
Participant Support M	WSF 2026: breakfast, lunch 6/17, catering deposit	N	\$1,464.92	\$0.00	\$1,464.92	\$54,002.79														
Participant Support M	WSF 2026: breakfast, lunch 6/18, catering deposit	N	\$1,062.19	\$0.00	\$1,062.19	\$52,940.60														
Participant Support M	WSF 2026: networking venue booking fee	N	\$525.00	\$0.00	\$525.00	\$52,415.60														
Participant Support M	WSF 2026: printing, mailing registration brochure and cover letter	N	\$850.77	\$0.00	\$850.77	\$51,564.83														
Salaries	March 7 - March 20, 2026 Paid April 1, 2026 Payroll 7	Y	\$361.48	\$162.67	\$524.15	\$51,040.68	\$1,053.75	\$474.19	\$1,527.94	1053.75										
Benefits	March 7 - March 20, 2026 Paid April 1, 2026 Payroll 7	Y	\$215.87	\$97.14	\$313.01	\$50,727.67	\$643.19	\$289.44	\$932.63	643.19										
Salaries	March 21 - April 3, 2026 Paid April 15, 2026 Payroll 8	Y	\$692.27	\$311.52	\$1,003.79	\$49,723.88	\$1,696.94	\$763.62	\$2,460.56											
Benefits	March 21 - April 3, 2026 Paid April 15, 2026 Payroll 8	Y	\$427.32	\$192.29	\$619.61	\$49,104.26														
Salaries	April 4 - April 17, 2026 Paid April 29, 2026 Payroll 9	Y	\$610.03	\$274.51	\$884.54	\$48,219.72														
Benefits	April 4 - April 17, 2026 Paid April 29, 2026 Payroll 9	Y	\$193.76	\$87.19	\$280.95	\$47,938.77														
Salaries	April 18 - May 1, 2026 Paid May 13, 2026 Payroll 10	Y	\$696.36	\$313.36	\$1,009.72	\$46,929.04														
Benefits	April 18 - May 1, 2026 Paid May 13, 2026 Payroll 10	Y	\$433.91	\$195.26	\$629.17	\$46,299.88														
Benefits	Total Benefits Pay No 2	Y	\$0.01	\$0.00	\$0.01	\$46,299.89														
Benefits	Total Benefits Pay No 1	Y	\$0.02	\$0.01	\$0.03	\$46,299.86														
Off Campus Services	WSF 2026: marketing support, branded tumblers	Y	\$1,734.78	\$780.65	\$2,515.43	\$43,784.43														
Program Expense	WSF 2026: name badge inserts	Y	\$38.77	\$17.45	\$56.22	\$43,728.21														
Program Expense	WSF 2026: 3 ring binder notebooks	Y	\$239.96	\$107.98	\$347.94	\$43,380.27														
Out-of-State Travel	WSRTC and WSF 2026: airfare	Y	\$588.41	\$264.78	\$853.19	\$42,527.08														
Salaries	May 2 - May 15, 2026 Paid May May 27, 2026 Payroll 11	Y	\$1,414.84	\$636.68	\$2,051.52	\$40,475.56														
Benefits	May 2 - May 15, 2026 Paid May May 27, 2026 Payroll 11	Y	\$867.53	\$390.39	\$1,257.92	\$39,217.64														
Program Expense	WSF 2026: speaker appreciation, branded Space Pens	Y	\$529.11	\$238.10	\$767.21	\$38,450.43														
Program Expense	WSF 2026: recognition, certificate paper	Y	\$21.06	\$9.48	\$30.54	\$38,419.89														
Program Expense	WSF 2026: preview, business card stock	Y	\$10.48	\$4.72	\$15.20	\$38,404.70														
Non-Employee Travel	WSF 2026: speaker, travel, airfare and agent fee (to be moved to PS)	Y	\$570.81	\$256.86	\$827.67	\$37,577.02														
Salaries	May 16 - May 29, 2026 Paid June 10, 2026 Payroll 12	Y	\$1,769.79	\$796.41	\$2,566.20	\$35,010.83														
Benefits	May 16 - May 29, 2026 Paid June 10, 2026 Payroll 12	Y	\$1,089.11	\$490.10	\$1,579.21	\$33,431.62														
Shipping	WSF 2026: ship notebook materials to event planner	Y	\$79.82	\$35.92	\$115.74	\$33,315.88														
Salaries	May 30 - June 12, 2026 Paid June 24, 2026 Payroll 13	Y	\$109.94	\$49.47	\$159.41	\$33,156.47														
Benefits	May 30 - June 12, 2026 Paid June 24, 2026 Payroll 13	Y	\$88.82	\$39.97	\$128.79	\$33,027.68														
Salaries	June 13 - June 26, 2026 Paid July 8, 2026 Payroll 14	Y	\$73.91	\$33.26	\$107.17	\$32,920.51														
Benefits	June 13 - June 26, 2026 Paid July 8, 2026 Payroll 14	Y	\$27.08	\$12.19	\$39.27	\$32,881.24														
Participant Support	WSF 2026: Catering, 2 breakfasts, 2 lunches; Cask & Cleaver	N	\$4,073.95	\$0.00	\$4,073.95	\$28,807.29														
Participant Support	WSF 2026: Catering, 2 dinners; Odell Craft BBQ	N	\$6,207.94	\$0.00	\$6,207.94	\$22,599.35														
Participant Support	WSF 2026: event refreshments, Gold Miners Inn	N	\$720.00	\$0.00	\$720.00	\$21,879.35														
Participant Support	WSF 2026: dish and utensil rentals, SRC Event Rentals	N	\$134.72	\$0.00	\$134.72	\$21,744.63														
Participant Support	WSF 2026: speaker, lodging	N	\$382.08	\$0.00	\$382.08	\$21,362.55														
Participant Support	WSF 2026: speaker, lodging	N	\$606.27	\$0.00	\$606.27	\$20,756.28														
Participant Support	WSRTC WSF 2026: lodging	N	\$382.08	\$0.00	\$382.08	\$20,374.20														
Participant Support	WSF 2026: speaker, lodging	N	\$382.08	\$0.00	\$382.08	\$19,992.12														
Participant Support	WSRTC WSF 2026: lodging	N	\$382.08	\$0.00	\$382.08	\$19,610.04														
Participant Support	WSF 2026: speaker, lodging	N	\$382.08	\$0.00	\$382.08	\$19,227.96														
Participant Support	WSF 2026: speaker, lodging	N	\$382.08	\$0.00	\$382.08	\$18,845.88														
Participant Support	WSF 2026: speaker, lodging	N	\$573.12	\$0.00	\$573.12	\$18,272.76														
Participant Support	WSF 2026: speaker, lodging	N	\$382.08	\$0.00	\$382.08	\$17,890.68														
Participant Support	WSF 2026: speaker, lodging	N	\$573.12	\$0.00	\$573.12	\$17,317.56														
Participant Support	WSF 2026: speaker, lodging	N	\$382.08	\$0.00	\$382.08	\$16,935.48														
Out-of-State Travel	WSRTC and WSF 2026: travel	Y	\$1,288.98	\$580.04	\$1,869.02	\$15,066.46														
Participant Support	WSRTC ITE 2026 Detroit: airfare and agent fee	N	\$1,109.40	\$0.00	\$1,109.40	\$13,957.06														
Participant Support	WSRTC ITE 2026 Detroit: airfare and agent fee	N	\$1,396.80	\$0.00	\$1,396.80	\$12,560.26														
Consultant/Professional	WSF 2026: event planner balance	Y	\$1,300.00	\$585.00	\$1,885.00	\$10,675.26														
	WSF 2026: event refreshments, networking food and supplies			\$0.00	\$0.00	\$10,675.26														
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Payroll

Salaries

Benefits

Consultant/Professional

Workshops/Conference

Minor Tools/Inst/Equ

Office/Computer Supp

Postage/Mailing

Advertising

Long Distance

Out of State Travel

Out of State Lodging

Out of State Car Rental

Out of State Meals

Travel

Non-Employee Travel

Educational Expense

IDC**Participant Support****Participant Support Meals****Participant Support Travel****Off Campus Printing**

Internet Services

Employee Award