

**TRANSITION HOUSE, INC.
BOARD OF DIRECTOR'S INFORMATION
DECEMBER, 2023**

TH DROP-IN CENTER – 700 ASP, STE. 4, NORMAN, OK

Vision Statement: A community committed to connection, recovery, wellness, and joy.

Mission Statement: Changing lives by creating pathways for mental wellness.

Impact Statement: Improving our community by providing tools for sustaining mental wellness with skills development, supportive care, and advocacy.

Culture Statement: We Listen. We Respect. We Support. We Empower.

Value Statement: We believe in inspiring hope for recovery and wellness through healthy connections.

Our Commitment to Recovery: Belief in recovery, mutual trust & respect, connection, integrity, fun and gratitude.

TH Elevator Speech: “Transition House is an organization in the Norman community, helping people come to manage their serious mental illness. They do this by providing support, listening to needs, building respect and empowering wellness to positively restore healthy connections in their lives and community. I got involved with this organization because...”

Transition House

Annual Holiday Party/Open House

Thursday, December 19, 3-5pm

TH Drop-In Center

Guests are Welcome.



Included: Director's Report, Minutes from previous Board meeting; Monthly & Financial Reports

Note: Board meeting documents are available at <https://www.thouse.org/th-board-information>; Included are links to: Board forms

TH Board Meetings for 2024

- Thursday, January 18, 2024, 5:30pm
- Thursday, February 15, 2024, 5:30pm
- Thursday, March 21, 2024, 5:30pm
- Thursday, April 18, 2024, 5:30pm
- Thursday, May 16, 2024, 5:30pm
- **Thursday, June 20, 2024, 5:30pm – Annual Meeting**
- Thursday, July 18, 2024, 5:30pm
- **No August Meeting**
- Thursday, September 19, 2024, 5:30pm
- Thursday, October 17, 2024, 5:30pm
- Thursday, November 21, 2024, 5:30pm
- No **December Meeting – TH Holiday Party/Open House – Thursday, December 19, 2024, 3-5pm**

DIRECTOR'S REPORT FOR DECEMBER 2023

ADMINISTRATIVE REPORT:

1. Staff:

- The Oklahoma Department of Mental Health and Substance Abuse Services, Justice & Recovery Conference and Prevention & Recovery Conference - Momentum: Prevention, Justice, Recovery was December 5 -7, 2023. Clinical Staff & I attended. It's been a while and we were grateful to be able to hear some good presenters. We had a couple of opportunities to share information on TH. People in at least 2 breakout sessions were looking for transitional living for persons with mental illness, so it provided us with a great opportunity to share about TH, while also pointing out the need for our program.
- I met with Alex to discuss training and development needs – especially related to agency growth. Our first step is discussion with Exec. Committee and we'll go from there.
- We are continuing our search for a new Staff clinical consultant. We have a candidate with 40 years of experience in mental health. Unfortunately, this person works at Griffin Memorial Hospital and one of our clients was just hired in her area. We are hoping to be able to find a way to manage this appropriately so we can still utilize her expertise without compromising our client in any way.



2. Board:

- Hopefully Jacey Goerlitz will be ready to be presented as a candidate in January.
- We need to continue Board recruitment efforts.
- Impact Statements: Just a reminder to get your TH Impact Statement to me if you haven't already done so.

3. Cleveland County Mental Health Task Force: Meetings start back in January.

4. TH Policy Work: Amanda and Alex are continuing to make excellent progress on Clinical Policies and Procedures. This will provide us with a solid baseline document for our agency, while also providing needed information as we consider pursuing becoming a Preferred/Best Practice.

5. Donor Tracking Tool - Bloomerang: Progress is being made with using this tool. I think Ilene could use some additional support and time with this.

6. TH Office Space & Drop-In Center: I spoke with our landlord/property owner (for our office & Drop-In Center space) Linda on Dec. 14. She thinks the sale will go through, but it hasn't closed yet. TH just signed a year lease for 2024 (same rate as 2023) and our neighbor has a 2 year lease. This gives us a bit more time to address the potential issues related to the potential new owner and his vision for the property.

7. TH's Vision for Growth: As I/we continue to explore this topic, here's some steps I've taken and/or will be taking soon:

- I've asked staff for some written feedback.
- I met with Alex regarding this and she and I developed some preliminary points.
- I met with Geneva from the E-Team. I think the E-Team is going to be a key partner through this process. I'm going to work to schedule a meeting with Exec. Committee, Amanda and myself for a preliminary meeting with Geneva so she can listen to our discussion regarding this topic – then expand the discussion further to develop clarity with our vision and next action steps. With the UWN LOI's and RFP's happening in January and February, I'll need enough clarity to include that in our application – especially since at least some on the Impact Council will also be reviewing the ARPA funds request as well (see below).
- I have a meeting scheduled with Central Oklahoma Community Mental Health Center on Monday, December 18 to talk with Johnna, their Executive Director about our thoughts regarding potential expansion and the best way to ensure we are adding to needed services rather than duplication.

8. TH Shirts: Please let me know if you haven't received your TH shirts. Also, the JBJ shirts are done! We haven't distributed them yet, but we're starting. We're already getting some positive feedback and interest in them!



FINANCE REPORT:

1. Financial status/Bank Balance: Preliminary Bank Balance for end of November 2023 = \$130,090.70. Extra expenses this month included conference costs and staff holiday bonuses. We're also feeling the impact of inflation – especially with client supplies, activities, food, etc.

2. Staff Holiday Bonuses: The staff is very grateful for the wonderful and generous Holiday Bonuses – Thank You!

3. United Way: UWN campaign just wrapped up. We are out of the blackout period. Just received notification regarding the additional County ARPA funds that will be available through UWN. Our regular UWN application process begins in January with LOI's, then RFP's in February. Here are the details on the ARPA funds:

- April 16, 2024 ARPA RFP opens to agencies | April 30, 2024 - ARPA closes to agencies
- May 2 to May 24 Committee will review and score applications, meet with agencies, and make final allocation decisions
- May 28 Allocation recommendations go to United Way Board of Directors for approval
- May 29 United Way advises county on awards
- Prior to June 30 Agencies awarded allocation of county money
- RFP MUST be related to COVID. If the committee cannot connect the dots from the application request description, we cannot award that agency any dollars. Also, if a UW agency has previously received Cleveland County ARPA money, that agency is not eligible for this round of dollars per Cleveland County request.

FUND RAISING:

1. Donor Drive for FY'24: Kick off is Dec. 15, 2023! Thank you all for your work on this!

2. JBJ'24: JBJ'24 is set for June 1, 2024 at The Well. We need to start having Sponsor & Production Committee meetings in January.

CLIENT REPORT:

1. TL Program Census: Census is 12!

2. Challenges: The holidays can be an extra challenging time for many – especially our clients. Staff continue to work to bring as much joy as possible while helping people manage holiday-related challenges appropriately.

3. Successes: We have 4 people working and 1 will be starting a new position!

4. Holiday Party/Open House: I hope the Board and others can attend our annual Holiday Party/Open House. This is the final big event of the Holiday Season and an opportunity to directly connect with the people you are helping. Staff purchase gifts for TLP & COP clients and it's a wonderful celebration with lots of connection and celebration. For many, it is their best holiday experience, so we work extra hard to make this a special event. The event is the 3rd Thursday of Dec. (21st) from 3-5.



Your Support is Making a Difference Every Day! Thank You!

Transition House, Inc.
Minutes of Board of Directors
Thursday, November 16th, 2023, at 5:30 PM
Meeting Location: Drop-in Center – 700 Asp, Suite 2, Norman, OK

- 1) **Call to order:** Sara called the meeting to order at 5:31 PM CST.
(5 members present at start of meeting – quorum achieved.)
- 2) **Welcome and Introductions –**

Board Members Present

Kelly Bergin, Secretary
Marilyn Korhonen
Rebecca Delsigne, Treasurer
Kristen Lazalier
Preston Court, Vice President (excused)

Board Members Absent

Kris Glenn
Sara King, President
Cordt Huneke

Gavin King, Board Fellow
Liz McKown, prospective Board member

Staff Present

Bonnie Peruttzi

Clients Present

Chris Crooks and Fox Burley

- 3) **Consideration of the Agenda:** Marilyn motions to approve the Agenda, Kelly second, no opposition.
- 4) **Consideration of October's meeting minutes:** Kristen motion to approve the September meeting minutes, Marilyn second, no opposition.
- 5) **Client Report –**
 - a. Fox presented for us on TLP and Chris presented on Outreach
- 6) **President's Report –** Preston (for Sara)
 - a. Board Retreat was great
 - b. Three Main Goals
 - i. Cultivating relationships that will lead to sponsorship/donation for JBJ and in general
 - ii. Building our board – becoming more diverse
 1. Liz is one of our prospective members; Jacey Goerlitz from OK Food Bank is considering joining and will be with us at the January meeting
 - iii. Helping Bonnie to promote JBJ and starting that process early – work on creating media that can be used to promote JBJ and year-round – connect the community to our mission
 - c. Donor Drive

- i. Sara and Bonnie are working on it
- ii. Usually hit it at the end of the year
- iii. **Want each Board member to identify people we could invite to make a gift – want this to be more targeted than a general mailing blast**
 1. Can be done by email, put up on website, etc – massive blasts in the past haven't worked/been expensive
- iv. Bonnie wants to get back to doing more gratitude – thank you notes and Gifts of Hope

7) **Treasurer's Report** – Rebecca

- a. We have had some expenses (security, new mattresses, etc)
- b. Client fees are down this month but will be going back up now
- c. United Way blackout is over
- d. Kelly moves to approve Treasurer's Report, Marilyn second, none opposed

8) **Governance**

- a. We covered this in President's Report

9) **Business**

- a. Accept Rahil's resignation – Marilyn motion to accept, Kristen second, none opposed.
- b. Consideration of Liz McKown for Board membership – Kristen motion to accept, Marilyn second, none opposed.
- c. Consideration of Staff Holiday Bonuses
 - i. We have budgeted \$5,000
 1. Staff = Amanda, Kaylee, Tyrese, Irene, Bonnie
 2. Marilyn motions to increase budget for staff bonuses to \$8,000 and distribute it as follows, Kristen second, none opposed
 - a. \$2,000 to Bonnie
 - b. \$1,500 to Amanda, Kaylee, Tyrese, & Irene
- d. Consideration of JBJ t-shirts order quantity
 - i. Bonnie showed us the design she's worked on
 - ii. Want to get the shirts out early this year
 - iii. We usually order 100 – do we want to do more this year?
 1. Any leftovers are given out to clients – never wasted
 2. The shirts will be some a teal-ish blue and some black; can do multiple colors without extra cost as long as the white print can be used on all of them
 - a. Board members can request additional colors if desired;
Bonnie will circulate another Google doc
 - iv. Marilyn motion to go ahead and order 100, half black half teal and allow for Board members to order additional if desired; Preston second; no opposition.
- e. FY'24 Donor Drive – Already covered above
- f. Holiday Party/Open House – Dec. 21, 3-5pm in the Drop-In Center
 - i. All welcome, very fun – great time to bring people in who might be interested in the agency
 - ii. Food needs – plan for 30-40 – **Board will take on the food**
 1. **Kelly will look into sandwich trays from Crest**

- a. Could also look for other deli type places that might donate something similar (Louie's did JBJ, maybe

- iii. Christmas gifts for clients

- 1. It is budgeted in but we do usually go over budget
- 2. Board can make donations toward that
- 3. Each client creates a list & gifts are personalized by the staff

10) Fundraising –

- a. JBJ'24 Saturday June 1st, 2024 at The Well

11) Board Activity Report

- a. Marilyn has another potential Board member (Steve Roberts) – may not be able to fully commit to the Board but could be a wonderful volunteer
- b. Marilyn has been gathering stuff for Christmas presents

12) Staff Report – Bonnie

- a. We had 12 clients – down one since Friday
- b. Have one client about to complete the program and another that will likely complete the program within the next couple of months
- c. Hard to move someone in during the holidays, staff will be at a 3 day training week after next, census may stay down a bit but will come back up soon
- d. Dept of Mental Health Commissioner is taking a new position after the end of this calendar year
- e. Red Rock just became a certified provider
- f. Kaylee recently helped an Outreach client get approved for Social Security – he had been trying for years

13) Executive Director's Report – Bonnie

- a. Bonnie continues to work on brainstorming solutions within the community and making TH part of that solution
- b. 5 people have completed the TLP program since the start of the fiscal year

14) As May Arise

- a. None

15) Adjourn Board meeting: Marilyn motion to adjourn, Kelly seconded, no opposition.

Meeting adjourned at 6:31 PM.

Submitted by: Kelly Bergin, Secretary.

Sara King, President

Kelly Bergin, Secretary

Roll Call Voting Record: M= Motion S= Second Y=Yes N=No

Board Members	Agenda	Minutes from Oct Meeting	Rahil's Resignation	Treasurer's Report	Accept Liz McKown	Staff Holiday Bonuses	JBK Tshirt Order	Adjournment
Sara King								
Rebecca Delsigne	Y	Y	Y	Y	Y	Y	Y	Y
Preston Court	Y	Y	Y	Y	Y	Y	S-Y	Y
Kris Glenn								
Cordt Huneke								
Kristen Lazalier	Y	M-Y	S-Y	Y	M-Y	S-Y	Y	Y
Marilyn Korhonen	M-Y	S-Y	M-Y	S-Y	S-Y	M-Y	M-Y	M-Y
Kelly Bergin	S-Y	Y	Y	M-Y	Y	Y	Y	S-Y

Transition House, Inc., Monthly Report

Nov 2023

I. PEOPLE SERVED

A. Total # of (Unduplicated) Participants:		55
B. Transitional Living Program (TLP)		
1. Number of Clients:	14	
2. Details:		
# of males:	10	
# of females:	4	
# employed:	4	
# volunteering outside of TH:	1	
# in school:	1	
# in crisis bed:	0	
3. TL Days:	346	
II. INCOME/EXPENDITURES		
A. Total Income:		\$31,562.37
B. Total Expenditures:		\$45,587.24
C. TLP		
1. Expenditures:	\$36,019.55	
2. TLP Client Fees:	\$961	
3. Cost/TLP Day:	\$104.10	
D. COP		
1. Expenditures:	\$9,567.69	
2. Cost/COP Contact:	\$60.56	

C. Community Outreach Program (COP)		
	duplicated	unduplicated
1. Total # of Participants:	56	41
Drop-In:	41	
Activities:	15	
Community Wellness Project:	0	
Student Wellness Project:	0	
2. Total # of Contacts:	158	
Drop-In:	158	
Activities:	36	
Community Wellness Project:	0	
Student Wellness Project:	0	
3. Details:		
Services:	# Participants	# Contacts
Supportive Counseling:	0	0
Crisis Intervention:	0	0
Grocery Shopping:	0	0
Community Living Support:	13	32
Social/Recreational:	37	103
Grocery Shopping/ Social:	7	16
Grocery Shopping/Com. Living:	4	7
Community Wellness:	0	0
Unduplicated Totals:	41	158

IV. NARRATIVE

During the month of November, focus is on gratitude and continued holiday celebrations. Thanks to our staff for working hard to create a space for people to have positive holiday experiences that provide a sense of joy and hope. A special activity that happens during this time is the development of a gratitude chain. Gratitude is an important part of recovery and healing, and this practice of writing down gratitude and connecting them together helps reinforce both the value of the gratitude experience along with a sense of connection.

I have been asked to be involved with meetings with City of Norman leadership along with others from our community to discuss potential strategies for addressing local issues - in particular related to the unhoused. TH is always happy to have opportunities to share perspective and how we can contribute to challenges that our community faces.

We are very excited that clients as well as others have been given our newest TH logo shirts. It's been a while since we've had these available to share with clients. We also finalized our JBJ'24 shirts - with the message - "Your Story has Power" on the front. We'll begin distribution of the JBJ shirts in December. This theme is our public advocacy message tied to June Bug Jam 2024 - scheduled for June 1, 2024. We hope that publicly validating people's stories will help with our efforts to reduce stigma. We're already getting positive feedback on this year's JBJ'23 theme and people are interested in the shirts.

At the end of November, TH staff had the pleasure of joining one of our TLP grad's, current COP client, Steve, at his retirement party from GMH. As we talk about impact and outcomes, Steve's journey is one of many reminders of what long term impact and recovery looks like. Each year, as Steve celebrates his recovery anniversary, he sends a letter of gratitude to the TH Board and Staff - with permission to share publicly. Despite his health challenges, he remains committed to his mental well-being and sobriety. This is long term impact. He's taken lessons learned and continues to help others - whether through his professional position, or now in his retirement life. As people find their healing path and do their best to manage the challenges, our hope is they can also mentor others along the way. We are grateful for Steve and so many others who continue to inspire hope!



Bonnie L. Perutzi, MHR, Executive Director

12/14/2023

Transition House, Inc., Monthly Report

Nov 2023	
V. HOURS OF DIRECT SERVICES:	224
A. Individual Basis (total hours):	96
1. Daily Living:	34.5
2. Pre-voc./Vocational:	12.5
3. Social Skills:	14
4. Crisis Intervention:	9
5. Treatment/Rehab. Plans:	12
6. Supportive Counseling	14
B. Group Basis (total hours):	76
1. Daily Living:	49
2. Pre-voc/Vocational:	8
3.Social Skills:	19
C. Com Outreach (total hours):	40.5
1. Structured Activities:	14
2. Drop-In:	26.5
3. Community Wellness Project	0
4. Student Wellness Project	0
D. Referrals/Screening/Interviewing (total hours):	11.5
VI. HOURS OF NON-DIRECT SERVICES:	221
1. Consultation:	169.5
2. Documentation & Activity Prep:	48.5
3. Training:	3
HHRC Webinar: Low-Barrier Shelter Models for People Who Use Drugs; Bonnie 11/21/23	1.5
VII. HOURS OF ADMINISTRATIVE WORK:	272
1. Meetings:	28.5
2. Community Contacts:	31
3. Administrative Duties:	212.5
<i>Guest Speaker (who, when)</i>	
VIII. SCREENING FOR T.H. PROGRAM:	
1. Total #of Inquiries:	32
2. Total #of Referrals Received:	0
3. Total # Interviewed For Admission:	2
4. Total # Accepted:	2
IX. DONATIONS to T.H.:	
1. Volunteer Names:	Volunteers Hours
	0
	0
Mary Lee	2
Ali Bush	6
Daisy Looper	9
Stephanie Miller	12
	0
<i>Total:</i>	29
2. In-Kind Donations (List of Donors; Items Donated):	Estimated Value
Food & Drinks from Board for the retreat	\$100
Lunch from Midway Deli for retreat	\$200
Scones for the retreat from Sconed	\$50
Coffee - Starbucks	\$50
Kevin - microwave	\$50
TOTAL:	\$450

Transition House FY'24 Monthly Financial Report

TH INCOME: Preliminary		Admin:	FR:	TL:	COP:	Total:	Nov FR FY'24	TH Budget FY'24	\$ Over Budget	% of Budget
Contributions	\$0	\$0	\$0	\$0	\$0	\$0	0.00	8.33	(8.33)	0.00%
United Way/Norman	\$4,312	\$733	\$86	\$1,383	\$2,110	\$4,312	4,312.00	4,312.00	0.00	100.00%
Fund Raising										
Fund Raising Exp.	\$2,500						-1,309.37	-208.33	(1,101.04)	628.51%
Fund Raising Inc.	\$22,500						140.00	1,875.00	(1,735.00)	7.47%
FR Events - Total	-\$1,169	-\$199	-\$23	-\$585	-\$363	-\$1,169	-1,169.37	1,666.67	(2,836.04)	-70.16%
DMHSAS										
Unreimbursed services	\$0								0.00	0.00%
**ODMHSAS contract-billed	\$0								0.00	0.00%
DMHSAS	\$23,197	\$3,943	\$464	\$16,934	\$1,856	\$23,197	23,196.67	\$22,500	696.67	103.10%
Other Gov. Grants(SVSC & ARPA)	\$3,569	\$607	\$71	\$1,837	\$1,054	\$3,569	3,568.57	\$4,055	(486.43)	88.00%
Foundation Grants	\$0	\$0	\$0	\$0	\$0	\$0	0.00	\$833	(833.33)	0.00%
Civic Clubs Donations/Grants	\$0	\$0	\$0	\$0	\$0	\$0	0.00	\$83	(83.33)	0.00%
Donor Drive	\$694	\$118	\$14	\$444	\$118	\$694	693.50	\$1,833	(1,139.83)	37.83%
Client/Participant Fees	\$961	\$163	\$19	\$778	\$0	\$961	961.00	\$683	277.67	140.64%
Interest	\$0	\$0	\$0	\$0	\$0	\$0	0.00	\$41	(41.33)	0.00%
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	0.00	\$0	0.00	0.00%
TOTAL	\$31,562	\$5,366	\$631	\$20,791	\$4,774	\$31,562	31,562.37	\$36,017	(4,454.28)	87.63%
TH EXPENSES: Preliminary										
Salaries	\$27,917	\$4,746	\$558	\$17,867	\$4,746	\$27,917	27,916.66	20,333.33	7,583.33	137.30%
Employees Health, Dental, Life Ins.	\$911	\$155	\$18	\$583	\$155	\$911	910.73	2,666.67	(1,755.94)	34.15%
Worker's Comp.	\$0	\$0	\$0	\$0	\$0	\$0	0.00	416.67	(416.67)	0.00%
FICA/Pay.Tax/OES	\$2,136	\$363	\$43	\$1,367	\$363	\$2,136	2,135.61	1,750.00	385.61	122.04%
Professional Services(Legal/Acct/Consultants)	\$540	\$92	\$11	\$346	\$92	\$540	540.00	1,391.67	(851.67)	38.80%
Office Supplies (including QuickBook Payroll Exp)	\$1,577	\$268	\$32	\$1,009	\$268	\$1,577	1,577.21	250.00	1,327.21	630.88%
Telephone/Internet/Website	\$339	\$58	\$7	\$217	\$58	\$339	339.05	375.00	(35.95)	90.41%
Postage	\$0	\$0	\$0	\$0	\$0	\$0	0.00	33.33	(33.33)	0.00%
Rent	\$4,510	\$767	\$90	\$2,886	\$767	\$4,510	4,510.00	4,416.67	93.33	102.11%
Utilities	\$913	\$155	\$18	\$585	\$155	\$913	913.29	1,083.33	(170.04)	84.30%
Household	\$784	\$133	\$16	\$502	\$133	\$784	784.17	233.33	550.84	336.08%
Maint/Rep-Property	\$0	\$0	\$0	\$0	\$0	\$0	0.00	83.33	(83.33)	0.00%
Maint/Rep-Equipment	\$451	\$77	\$9	\$288	\$77	\$451	450.55	416.67	33.88	108.13%
Training/Development	\$1,660	\$282	\$33	\$1,062	\$282	\$1,660	1,660.00	333.33	1,326.67	498.01%
Food	\$304	\$52	\$6	\$194	\$52	\$304	303.63	208.33	95.30	145.75%
Client Supplies/Activities	\$2,621	\$446	\$52	\$1,678	\$446	\$2,621	2,621.37	875.00	1,746.37	299.59%
Streaming Services (NetFlix & Zoom)	\$52	\$9	\$1	\$33	\$9	\$52	51.96	41.67	10.29	124.69%
Vehicle - Gas	\$66	\$11	\$1	\$42	\$11	\$66	66.12	166.67	(100.55)	39.67%
Vehicle - Maint/Repair	\$807	\$137	\$16	\$516	\$137	\$807	806.89	208.33	598.56	387.31%
Vehicle- Insurance/Tag	\$0	\$0	\$0	\$0	\$0	\$0	0.00	233.33	(233.33)	0.00%
Dues & Subscriptions	\$0	\$0	\$0	\$0	\$0	\$0	0.00	50.00	(50.00)	0.00%
Advertising	\$0	\$0	\$0	\$0	\$0	\$0	0.00	8.33	(8.33)	0.00%
General/Prof Liability	\$0	\$0	\$0	\$0	\$0	\$0	0.00	270.83	(270.83)	0.00%
Dir./Officers Liability	\$0	\$0	\$0	\$0	\$0	\$0	0.00	170.83	(170.83)	0.00%
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	0.00	0.00	0.00	0.00%
TOTAL	\$45,587	\$7,750	\$912	\$29,176	\$7,750	\$45,587	45,587.24	\$36,016.65	9,570.59	126.57%
Dif. Between Inc vs Exp:	-\$14,025	-\$2,384	-\$280	-\$8,385	-\$2,975	-\$14,025	-14,024.87	8.33	(14,033.20)	-168365.79%
Overall Program %		17%	2%	64%	17%	100%	Bank Balance	\$130,090.70		

Transition House FY'24 Year to Date Financial Report

TH INCOME: Preliminary		Admin:	FR:	TL:	COP:	Total:	Year to Date FR FY'24	TH Budget FY'24	\$ Over Budget	% of Budget
Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$41.69	(41.69)	0.00%
United Way/Norman	\$21,560	\$3,665	\$431	\$6,915	\$10,548	\$21,560	\$21,560.00	\$21,560.00	0.00	100.00%
Fund Raising									0.00	0.00%
Fund Raising Exp.	\$2,500						-\$1,424.44	-\$1,041.69	(382.75)	136.74%
Fund Raising Inc.	\$22,500						\$432.00	\$9,375.00	(8,943.00)	4.61%
FR Events - Total	-\$992	-\$169	-\$20	-\$496	-\$308	-\$992	-\$992.44	\$8,333.31	(9,325.75)	-11.91%
DMHSAS										
Unreimbursed services	-\$1,705						-\$1,705.00		(1,705.00)	100.00%
**ODMHSAS contract-billed	\$109,053						\$109,053.35	\$112,500.00	(3,446.65)	96.94%
DMHSAS	\$107,348	\$18,249	\$2,147	\$78,364	\$8,588	\$107,348	\$107,348.35	\$112,500.00	(5,151.65)	95.42%
Other Gov. Grants(SVSC & ARPA)	\$17,800	\$3,026	\$356	\$9,163	\$5,255	\$17,800	\$17,799.91	\$20,275.00	(2,475.09)	87.79%
Foundation Grants	\$10,000	\$1,700	\$200	\$6,400	\$1,700	\$10,000	\$10,000.00	\$4,166.69	5,833.31	240.00%
Civic Clubs Donations/Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$416.69	(416.69)	0.00%
Donor Drive	\$6,357	\$1,081	\$127	\$4,068	\$1,081	\$6,357	\$6,356.50	\$9,166.69	(2,810.19)	69.34%
Client/Participant Fees	\$1,620	\$275	\$32	\$1,312	\$0	\$1,620	\$1,620.00	\$3,416.69	(1,796.69)	47.41%
Interest	\$291	\$49	\$6	\$49	\$186	\$291	\$291.01	\$206.69	84.32	140.80%
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0.00	0.00	0.00%
TOTAL	\$163,983	\$27,877	\$3,280	\$105,776	\$27,051	\$163,983	\$163,983.33	\$180,083.45	(16,100.12)	91.06%
TH EXPENSES: Preliminary										
Salaries	\$107,583	\$18,289	\$2,152	\$68,853	\$18,289	\$107,583	\$107,583.30	\$101,666.69	5,916.61	105.82%
Employees Health, Dental, Life Ins.	\$11,283	\$1,918	\$226	\$7,221	\$1,918	\$11,283	\$11,283.41	\$13,333.31	(2,049.90)	84.63%
Worker's Comp.	\$3,985	\$677	\$80	\$2,550	\$677	\$3,985	\$3,985.00	\$2,083.31	1,901.69	191.28%
FICA/Pay.Tax/OES	\$8,904	\$1,514	\$178	\$5,699	\$1,514	\$8,904	\$8,904.18	\$8,750.00	154.18	101.76%
Professional Services(Legal/Acct/Consultants)	\$7,808	\$1,327	\$156	\$4,997	\$1,327	\$7,808	\$7,807.50	\$6,958.31	849.19	112.20%
Office Supplies (including QuickBook Payroll Exp)	\$2,876	\$489	\$58	\$1,841	\$489	\$2,876	\$2,876.46	\$1,250.00	1,626.46	230.12%
Telephone/Internet/Website	\$1,527	\$260	\$31	\$977	\$260	\$1,527	\$1,527.23	\$1,875.00	(347.77)	81.45%
Postage	\$70	\$12	\$1	\$45	\$12	\$70	\$70.23	\$166.69	(96.46)	42.13%
Rent	\$22,550	\$3,834	\$451	\$14,432	\$3,834	\$22,550	\$22,550.00	\$22,083.31	466.69	102.11%
Utilities	\$6,140	\$1,044	\$123	\$3,929	\$1,044	\$6,140	\$6,139.68	\$5,416.69	722.99	113.35%
Household (includes new mattresses)	\$3,424	\$582	\$68	\$2,192	\$582	\$3,424	\$3,424.46	\$1,166.69	2,257.77	293.52%
Maint/Rep-Property(includes Ring cameras)	\$1,944	\$331	\$39	\$1,244	\$331	\$1,944	\$1,944.40	\$416.69	1,527.71	466.63%
Maint/Rep-Equipment	\$2,258	\$384	\$45	\$1,445	\$384	\$2,258	\$2,258.28	\$2,083.31	174.97	108.40%
Training/Development	\$1,660	\$282	\$33	\$1,062	\$282	\$1,660	\$1,660.00	\$1,666.69	(6.69)	99.60%
Food	\$591	\$101	\$12	\$378	\$101	\$591	\$591.28	\$1,041.69	(450.41)	56.76%
Client Supplies/Activities	\$4,864	\$827	\$97	\$3,113	\$827	\$4,864	\$4,863.77	\$4,375.00	488.77	111.17%
Streaming Services (NetFlix & Zoom)	\$130	\$22	\$3	\$83	\$22	\$130	\$129.90	\$208.31	(78.41)	62.36%
Vehicle - Gas	\$521	\$89	\$10	\$333	\$89	\$521	\$520.60	\$833.31	(312.71)	62.47%
Vehicle - Maint/Repair	\$2,768	\$470	\$55	\$1,771	\$470	\$2,768	\$2,767.52	\$1,041.69	1,725.83	265.68%
Vehicle- Insurance/Tag	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$1,166.69	(1,166.69)	0.00%
Dues & Subscriptions	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$250.00	(250.00)	0.00%
Advertising	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$41.69	(41.69)	0.00%
General/Prof Liability	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$1,354.19	(1,354.19)	0.00%
Dir./Officers Liability	\$2,032	\$345	\$41	\$1,300	\$345	\$2,032	\$2,032.00	\$854.19	1,177.81	237.89%
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0.00	0.00	0.00%
TOTAL	\$192,919	\$32,796	\$3,858	\$123,468	\$32,796	\$192,919	\$192,919.20	\$180,083.45	12,835.75	107.13%
Dif. Between Inc vs Exp:	-\$28,936	-\$4,919	-\$579	-\$17,692	-\$5,746	-\$28,936	-\$28,935.87	\$0.00	(28,935.87)	100.00%
Overall Program %		17%	2%	64%	17%	100%	Bank Balance	\$130,090.70		

Transition House FY'24 Monthly Financial Report

TH INCOME:		Admin:	FR:	TL:	COP:	Total:	Nov FR FY'24	TH Budget FY'24	\$ Over Budget	% of Budget
Contributions	\$0	\$0	\$0	\$0	\$0	\$0	0.00	8.33	(8.33)	0.00%
United Way/Norman	\$4,312	\$733	\$86	\$1,383	\$2,110	\$4,312	4,312.00	4,312.00	0.00	100.00%
Fund Raising										
Fund Raising Exp.	\$2,500						-1,309.37	-208.33	(1,101.04)	628.51%
Fund Raising Inc.	\$22,500						140.00	1,875.00	(1,735.00)	7.47%
FR Events - Total	-\$1,169	-\$199	-\$23	-\$585	-\$363	-\$1,169	-1,169.37	1,666.67	(2,836.04)	-70.16%
DMHSAS										
Unreimbursed services	\$0								0.00	0.00%
**ODMHSAS contract-billed	\$0								0.00	0.00%
DMHSAS	\$23,197	\$3,943	\$464	\$16,934	\$1,856	\$23,197	23,196.67	\$22,500	696.67	103.10%
Other Gov. Grants(SVSC & ARPA)	\$3,569	\$607	\$71	\$1,837	\$1,054	\$3,569	3,568.57	\$4,055	(486.43)	88.00%
Foundation Grants	\$0	\$0	\$0	\$0	\$0	\$0	0.00	\$833	(833.33)	0.00%
Civic Clubs Donations/Grants	\$0	\$0	\$0	\$0	\$0	\$0	0.00	\$83	(83.33)	0.00%
Donor Drive	\$694	\$118	\$14	\$444	\$118	\$694	693.50	\$1,833	(1,139.83)	37.83%
Client/Participant Fees	\$961	\$163	\$19	\$778	\$0	\$961	961.00	\$683	277.67	140.64%
Interest	\$63	\$11	\$1	\$11	\$41	\$63	63.40	\$41	22.07	153.40%
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	0.00	\$0	0.00	0.00%
TOTAL	\$31,626	\$5,376	\$633	\$20,802	\$4,815	\$31,626	31,625.77	\$36,017	(4,390.88)	87.81%
TH EXPENSES:										
Salaries	\$27,917	\$4,746	\$558	\$17,867	\$4,746	\$27,917	27,916.66	20,333.33	7,583.33	137.30%
Employees Health, Dental, Life Ins.	\$2,593	\$441	\$52	\$1,660	\$441	\$2,593	2,593.17	2,666.67	(73.50)	97.24%
Worker's Comp.	\$0	\$0	\$0	\$0	\$0	\$0	0.00	416.67	(416.67)	0.00%
FICA/Pay.Tax/OES	\$2,136	\$363	\$43	\$1,367	\$363	\$2,136	2,135.61	1,750.00	385.61	122.04%
Professional Services(Legal/Acct/Consultants)	\$540	\$92	\$11	\$346	\$92	\$540	540.00	1,391.67	(851.67)	38.80%
Office Supplies (including QuickBook Payroll Exp; Bloomerang)	\$1,577	\$268	\$32	\$1,009	\$268	\$1,577	1,577.21	250.00	1,327.21	630.88%
Telephone/Internet/Website	\$339	\$58	\$7	\$217	\$58	\$339	339.05	375.00	(35.95)	90.41%
Postage	\$0	\$0	\$0	\$0	\$0	\$0	0.00	33.33	(33.33)	0.00%
Rent	\$4,510	\$767	\$90	\$2,886	\$767	\$4,510	4,510.00	4,416.67	93.33	102.11%
Utilities	\$913	\$155	\$18	\$585	\$155	\$913	913.29	1,083.33	(170.04)	84.30%
Household	\$784	\$133	\$16	\$502	\$133	\$784	784.17	233.33	550.84	336.08%
Maint/Rep-Property	\$0	\$0	\$0	\$0	\$0	\$0	0.00	83.33	(83.33)	0.00%
Maint/Rep-Equipment	\$451	\$77	\$9	\$288	\$77	\$451	450.55	416.67	33.88	108.13%
Training/Development	\$1,660	\$282	\$33	\$1,062	\$282	\$1,660	1,660.00	333.33	1,326.67	498.01%
Food	\$304	\$52	\$6	\$194	\$52	\$304	303.63	208.33	95.30	145.75%
Client Supplies/Activities	\$2,621	\$446	\$52	\$1,678	\$446	\$2,621	2,621.37	875.00	1,746.37	299.59%
Streaming Services (NetFlix & Zoom)	\$52	\$9	\$1	\$33	\$9	\$52	51.96	41.67	10.29	124.69%
Vehicle - Gas	\$66	\$11	\$1	\$42	\$11	\$66	66.12	166.67	(100.55)	39.67%
Vehicle - Maint/Repair	\$807	\$137	\$16	\$516	\$137	\$807	806.89	208.33	598.56	387.31%
Vehicle- Insurance/Tag	\$0	\$0	\$0	\$0	\$0	\$0	0.00	233.33	(233.33)	0.00%
Dues & Subscriptions	\$0	\$0	\$0	\$0	\$0	\$0	0.00	50.00	(50.00)	0.00%
Advertising	\$0	\$0	\$0	\$0	\$0	\$0	0.00	8.33	(8.33)	0.00%
General/Prof Liability	\$0	\$0	\$0	\$0	\$0	\$0	0.00	270.83	(270.83)	0.00%
Dir./Officers Liability	\$0	\$0	\$0	\$0	\$0	\$0	0.00	170.83	(170.83)	0.00%
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	0.00	0.00	0.00	0.00%
TOTAL	\$47,270	\$8,036	\$945	\$30,253	\$8,036	\$47,270	47,269.68	36,016.65	11,253.03	131.24%
Dif. Between Inc vs Exp:	-\$15,644	-\$2,659	-\$313	-\$9,451	-\$3,221	-\$15,644	-15,643.91	0.00	(15,643.91)	100.00%
Overall Program %		17%	2%	64%	17%	100%	Bank Balance	\$128,471.66		

Transition House FY'24 Year to Date Financial Report

TH INCOME:		Admin:	FR:	TL:	COP:	Total:	Year to Date FR FY'24	TH Budget FY'24	\$ Over Budget	% of Budget
Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$41.69	(41.69)	0.00%
United Way/Norman	\$21,560	\$3,665	\$431	\$6,915	\$10,548	\$21,560	\$21,560.00	\$21,560.00	0.00	100.00%
Fund Raising									0.00	0.00%
Fund Raising Exp.	\$2,500						-\$1,424.44	-\$1,041.69	(382.75)	136.74%
Fund Raising Inc.	\$22,500						\$432.00	\$9,375.00	(8,943.00)	4.61%
FR Events - Total	-\$992	-\$169	-\$20	-\$496	-\$308	-\$992	-\$992.44	\$8,333.31	(9,325.75)	-11.91%
DMHSAS										
Unreimbursed services	-\$1,705						-\$1,705.00		(1,705.00)	100.00%
**ODMHSAS contract-billed	\$109,053						\$109,053.35	\$112,500.00	(3,446.65)	96.94%
DMHSAS	\$107,348	\$18,249	\$2,147	\$78,364	\$8,588	\$107,348	\$107,348.35	\$112,500.00	(5,151.65)	95.42%
Other Gov. Grants(SVSC & ARPA)	\$17,800	\$3,026	\$356	\$9,163	\$5,255	\$17,800	\$17,799.91	\$20,275.00	(2,475.09)	87.79%
Foundation Grants	\$10,000	\$1,700	\$200	\$6,400	\$1,700	\$10,000	\$10,000.00	\$4,166.69	5,833.31	240.00%
Civic Clubs Donations/Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$416.69	(416.69)	0.00%
Donor Drive	\$6,357	\$1,081	\$127	\$4,068	\$1,081	\$6,357	\$6,356.50	\$9,166.69	(2,810.19)	69.34%
Client/Participant Fees	\$1,620	\$275	\$32	\$1,312	\$0	\$1,620	\$1,620.00	\$3,416.69	(1,796.69)	47.41%
Interest	\$354	\$60	\$7	\$60	\$227	\$354	\$354.41	\$206.69	147.72	171.47%
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0.00	0.00	0.00%
TOTAL	\$164,047	\$27,888	\$3,281	\$105,787	\$27,091	\$164,047	\$164,046.73	\$180,083.45	(16,036.72)	91.10%
TH EXPENSES:										
Salaries	\$107,583	\$18,289	\$2,152	\$68,853	\$18,289	\$107,583	\$107,583.30	\$101,666.69	5,916.61	105.82%
Employees Health, Dental, Life Ins.	\$12,966	\$2,204	\$259	\$8,298	\$2,204	\$12,966	\$12,965.85	\$13,333.31	(367.46)	97.24%
Worker's Comp.	\$3,985	\$677	\$80	\$2,550	\$677	\$3,985	\$3,985.00	\$2,083.31	1,901.69	191.28%
FICA/Pay.Tax/OES	\$8,904	\$1,514	\$178	\$5,699	\$1,514	\$8,904	\$8,904.18	\$8,750.00	154.18	101.76%
Professional Services(Legal/Acct/Consultants)	\$7,808	\$1,327	\$156	\$4,997	\$1,327	\$7,808	\$7,807.50	\$6,958.31	849.19	112.20%
Office Supplies (including QuickBook Payroll Exp; Bloomerang)	\$2,876	\$489	\$58	\$1,841	\$489	\$2,876	\$2,876.46	\$1,250.00	1,626.46	230.12%
Telephone/Internet/Website	\$1,527	\$260	\$31	\$977	\$260	\$1,527	\$1,527.23	\$1,875.00	(347.77)	81.45%
Postage	\$70	\$12	\$1	\$45	\$12	\$70	\$70.23	\$166.69	(96.46)	42.13%
Rent	\$22,550	\$3,834	\$451	\$14,432	\$3,834	\$22,550	\$22,550.00	\$22,083.31	466.69	102.11%
Utilities	\$6,140	\$1,044	\$123	\$3,929	\$1,044	\$6,140	\$6,139.68	\$5,416.69	722.99	113.35%
Household (includes new mattresses)	\$3,424	\$582	\$68	\$2,192	\$582	\$3,424	\$3,424.46	\$1,166.69	2,257.77	293.52%
Maint/Rep-Property(includes Ring cameras)	\$1,944	\$331	\$39	\$1,244	\$331	\$1,944	\$1,944.40	\$416.69	1,527.71	466.63%
Maint/Rep-Equipment	\$2,258	\$384	\$45	\$1,445	\$384	\$2,258	\$2,258.28	\$2,083.31	174.97	108.40%
Training/Development	\$1,660	\$282	\$33	\$1,062	\$282	\$1,660	\$1,660.00	\$1,666.69	(6.69)	99.60%
Food	\$591	\$101	\$12	\$378	\$101	\$591	\$591.28	\$1,041.69	(450.41)	56.76%
Client Supplies/Activities	\$4,864	\$827	\$97	\$3,113	\$827	\$4,864	\$4,863.77	\$4,375.00	488.77	111.17%
Streaming Services (NetFlix & Zoom)	\$130	\$22	\$3	\$83	\$22	\$130	\$129.90	\$208.31	(78.41)	62.36%
Vehicle - Gas	\$521	\$89	\$10	\$333	\$89	\$521	\$520.60	\$833.31	(312.71)	62.47%
Vehicle - Maint/Repair	\$2,768	\$470	\$55	\$1,771	\$470	\$2,768	\$2,767.52	\$1,041.69	1,725.83	265.68%
Vehicle- Insurance/Tag	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$1,166.69	(1,166.69)	0.00%
Dues & Subscriptions	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$250.00	(250.00)	0.00%
Advertising	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$41.69	(41.69)	0.00%
General/Prof Liability	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$1,354.19	(1,354.19)	0.00%
Dir./Officers Liability	\$2,032	\$345	\$41	\$1,300	\$345	\$2,032	\$2,032.00	\$854.19	1,177.81	237.89%
Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0.00	0.00	0.00%
TOTAL	\$194,602	\$33,082	\$3,892	\$124,545	\$33,082	\$194,602	\$194,601.64	\$180,083.45	14,518.19	108.06%
Dif. Between Inc vs Exp:	-\$30,555	-\$5,194	-\$611	-\$18,758	-\$5,991	-\$30,555	-\$30,554.91	\$0.00	(30,554.91)	100.00%
Overall Program %		17%	2%	64%	17%	100%	Bank Balance	\$128,471.66		

**Trenary CPA Firm, P.L.L.C.
Certified Public Accountants
3222 SW 119th Street
Oklahoma City, Oklahoma 73170**

**TO THE BOARD OF DIRECTORS
TRANSITION HOUSE, INC.
NORMAN, OK**

Transition House has hired me to prepare financial reports for management use in their decision making. I did not audit or review the financial statements nor was I required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an opinion, or a conclusion, nor provide any form of assurance on these financial statements.

The reports attached to this letter cover the five months ended November 30, 2023.

**TRENARY CPA FIRM, P.L.L.C.
OKLAHOMA CITY, OKLAHOMA**
TRENARY CPA FIRM, P.L.L.C.

19-Dec-23

Transition House, Inc.
Balance Sheet Prev Year Comparison
As of November 30, 2023

	Nov 30, 23	Nov 30, 22	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1012 - Armstrong Checking	128,471.66	68,590.05	59,881.61	87.3%
Total Checking/Savings	128,471.66	68,590.05	59,881.61	87.3%
Other Current Assets				
1055 - OKDMH contract receivable	17,159.99	18,094.99	-935.00	-5.17%
1060 - Prepaid insurance	4,284.61	4,284.61	0.00	0.0%
1075 - Pledges receivable - JBJ	500.00	500.00	0.00	0.0%
Total Other Current Assets	21,944.60	22,879.60	-935.00	-4.09%
Total Current Assets	150,416.26	91,469.65	58,946.61	64.44%
Fixed Assets				
1120 - Furniture & equipment	34,303.33	34,303.33	0.00	0.0%
1124 - Vehicles	21,800.00	21,800.00	0.00	0.0%
1130 - Accumulated depreciation	-48,980.64	-48,980.64	0.00	0.0%
Total Fixed Assets	7,122.69	7,122.69	0.00	0.0%
TOTAL ASSETS	157,538.95	98,592.34	58,946.61	59.79%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
2200 - FICA taxes payable	94.05	94.05	0.00	0.0%
2205 - MC taxes payable	23.99	23.99	0.00	0.0%
2210 - FIT WH payable	96.00	96.00	0.00	0.0%
2220 - OK WH taxes payable	29.00	29.00	0.00	0.0%
2230 - United Way WH payable	8.00	10.00	-2.00	-20.0%
2240 - Accrued vacation payable	7,792.58	7,792.58	0.00	0.0%
Total Other Current Liabilities	8,043.62	8,045.62	-2.00	-0.03%
Total Current Liabilities	8,043.62	8,045.62	-2.00	-0.03%
Long Term Liabilities				
2402 - Deferred ARPA Grant Revenue	84,261.68	0.00	84,261.68	100.0%
Total Long Term Liabilities	84,261.68	0.00	84,261.68	100.0%
Total Liabilities	92,305.30	8,045.62	84,259.68	1,047.27%
Equity				
3001 - Unrestricted net assets	-3,434.86	36,565.14	-40,000.00	-109.39%
3002 - Retained Earnings	59,223.42	63,823.84	-4,600.42	-7.21%
			0.00	0.0%
3004 - Reserve Fund	40,000.00	0.00	40,000.00	100.0%
Net Income	-30,554.91	-9,842.26	-20,712.65	-210.45%
Total Equity	65,233.65	90,546.72	-25,313.07	-27.96%
TOTAL LIABILITIES & EQUITY	157,538.95	98,592.34	58,946.61	59.79%

Transition House, Inc.
Profit & Loss Prev Year Comparison
July 1, 2023 - November 30, 2023

	<u>Jul '23-Nov '23</u>	<u>Jul '22-Nov '22</u>	<u>\$ Change</u>	<u>% Change</u>
Income				
4000 · Contributions	0.00	507.12	-507.12	-100.0%
4100 · United Way allocation	21,560.00	19,166.65	2,393.35	12.49%
4101 · ARPA Grant Revenue	17,358.30	0.00	17,358.30	100.0%
4200 · Fund raising				
4201 · Fund raising expenses	-1,424.44	-131.00	-1,293.44	-987.36%
4200 · Fund raising - Other	432.00	348.51	83.49	23.96%
Total 4200 · Fund raising	<u>-992.44</u>	<u>217.51</u>	<u>-1,209.95</u>	<u>-556.27%</u>
5000 · ODMHSAS contract				
5001 · Unreimbursed contract services	-1,705.00	0.00	-1,705.00	-100.0%
5000 · ODMHSAS contract - Other	109,053.35	112,463.35	-3,410.00	-3.03%
Total 5000 · ODMHSAS contract	<u>107,348.35</u>	<u>112,463.35</u>	<u>-5,115.00</u>	<u>-4.55%</u>
5500 · Other Gov. grants	441.61	4,299.10	-3,857.49	-89.73%
5501 · Foundation/Civic Club Grants	10,000.00	10,000.00	0.00	0.0%
6000 · Donor Drive	6,356.50	9,327.00	-2,970.50	-31.85%
6200 · Participant fee	1,620.00	4,905.00	-3,285.00	-66.97%
6500 · Interest income	354.41	191.45	162.96	85.12%
6700 · Donated services & materials	0.00	0.00	0.00	0.0%
6900 · Miscellaneous revenues	0.00	46.86	-46.86	-100.0%
Total Income	<u>164,046.73</u>	<u>161,124.04</u>	<u>2,922.69</u>	<u>1.81%</u>
Gross Profit	164,046.73	161,124.04	2,922.69	1.81%
Expense				
Management & General	33,082.28	29,064.27	4,018.01	13.83%
Fundraising	3,892.03	3,419.33	472.71	13.83%
Transitional Living	124,545.05	109,418.43	15,126.62	13.83%
Community Outreach	33,082.28	29,064.27	4,018.01	13.83%
Total Expense	<u>194,601.64</u>	<u>170,966.30</u>	<u>23,635.34</u>	<u>13.83%</u>
Net Income/(Loss)	<u><u>-30,554.91</u></u>	<u><u>-9,842.26</u></u>	<u><u>-20,712.65</u></u>	<u><u>-210.45%</u></u>

Transition House, Inc.
Statement of Functional Expenses
Prev Year Comparison
July 1, 2023 - Nov 30, 2023

Expense	Mgmt & Transitional Community Total				Mgmt & Transitional Community Total					
	General	Fundraising	Living	Outreach	Jul '23-Nov '23	General	Fundraising	Living	Outreach	Jul '22-Nov '22
7000 · Salaries & wages	18,289.16	2,151.67	68,853.31	18,289.16	107,583.30	17,567.81	2,066.80	66,137.64	17,567.81	103,340.06
7002 · Employee Health,Dental,Life Ins	2,204.19	259.32	8,298.14	2,204.19	12,965.85	1,851.67	217.84	6,970.98	1,851.67	10,892.15
7003 · Workers' comp	677.45	79.70	2,550.40	677.45	3,985.00	749.19	88.14	2,820.48	749.19	4,407.00
7004 · FICA/MC/OESC	1,513.71	178.08	5,698.68	1,513.71	8,904.18	1,374.43	161.70	5,174.33	1,374.43	8,084.89
8000 · Legal & accounting	1,327.28	156.15	4,996.80	1,327.28	7,807.50	264.35	31.10	995.20	264.35	1,555.00
8100 · Office supplies	489.00	57.53	1,840.93	489.00	2,876.46	711.13	83.66	2,677.19	711.13	4,183.11
8200 · Telephone/Internet/Website	259.63	30.54	977.43	259.63	1,527.23	278.19	32.73	1,047.32	278.19	1,636.43
8300 · Postage	11.94	1.40	44.95	11.94	70.23	10.20	1.20	38.40	10.20	60.00
8400 · Rent	3,833.50	451.00	14,432.00	3,833.50	22,550.00	3,604.00	424.00	13,568.00	3,604.00	21,200.00
8410 · Utilities	1,043.75	122.79	3,929.40	1,043.75	6,139.68	976.40	114.87	3,675.85	976.40	5,743.52
8420 · Household expenses	582.16	68.49	2,191.65	582.16	3,424.46	204.39	24.05	769.46	204.39	1,202.28
8430 · Property maintenance & repairs	330.55	38.89	1,244.42	330.55	1,944.40	43.10	5.07	162.24	43.10	253.50
8500 · Equipment maintenance & repair	383.91	45.17	1,445.30	383.91	2,258.28	318.26	37.44	1,198.14	318.26	1,872.10
8800 · Training & development	282.20	33.20	1,062.40	282.20	1,660.00	18.43	2.17	69.40	18.43	108.44
8910 · Food	100.52	11.83	378.42	100.52	591.28	130.10	15.31	489.79	130.10	765.29
Total 8920 · Client Supplies/Activites	826.84	97.28	3,112.81	826.84	4,863.77	448.73	52.79	1,689.35	448.73	2,639.61
8925 · Streaming Services	22.08	2.60	83.14	22.08	129.90	38.23	4.50	143.94	38.23	224.90
8930 · Gasoline	88.50	10.41	333.18	88.50	520.60	69.95	8.23	263.34	69.95	411.47
8940 · Vehicle maintenance & repair	470.48	55.35	1,771.21	470.48	2,767.52	20.49	2.41	77.15	20.49	120.55
8950 · Vehicle insurance	-	-	-	-	-	-	-	-	-	-
9000 · Dues & subscriptions	-	-	-	-	-	44.71	5.26	168.32	44.71	263.00
9450 · General & prof liability ins	-	-	-	-	-	-	-	-	-	-
9455 · Directors & officers liab ins	345.44	40.64	1,300.48	345.44	2,032.00	340.51	40.06	1,281.92	340.51	2,003.00
9500 · Depreciation	-	-	-	-	-	-	-	-	-	-
9710 · Other expenses	-	-	-	-	-	-	-	-	-	-
Total Expense	33,082.28	3,892.03	124,545.05	33,082.28	194,601.64	29,064.27	3,419.33	109,418.43	29,064.27	170,966.30

Transition House, Inc.
Statement of Cash Flows
July 1, 2023 - November 30, 2023

	<u>Jul '23-Nov '23</u>	<u>Jul '22-Nov '22</u>
OPERATING ACTIVITIES		
Net Income	-30,554.91	-9,842.26
Adjustments to reconcile Net Income to net cash provided by operations:		
1055 · OKDMH contract receivable	-1,760.00	275.00
1060 · Prepaid Insurance	0.00	0.00
2200 · FICA taxes payable	0.00	93.97
2205 · MC taxes payable	0.00	23.99
2210 · FIT WH payable	0.00	96.00
2215 · TSA payable	0.00	0.00
2220 · OK WH taxes payable	0.00	46.00
2230 · United Way WH payable	0.00	-1.00
2240 · Accrued Vacation payable	0.00	0.00
2401 · Deferred grant revenue	0.00	0.00
Net cash provided by Operating Activities	<u>-32,314.91</u>	<u>-9,308.30</u>
INVESTING ACTIVITIES		
1120 · Furniture & Equipment	0.00	0.00
1130 · Accumulated Depreciation	0.00	0.00
Net cash provided by Investing Activities	<u>0.00</u>	<u>0.00</u>
FINANCING ACTIVITIES		
2402 · Deferred ARPA Grant Revenue	-17,358.30	0.00
Net cash provided by Financing Activities	<u>-17,358.30</u>	<u>0.00</u>
Net cash increase for period	-49,673.21	-9,308.30
Cash at beginning of period	178,144.87	77,898.35
Cash at end of period	<u><u>128,471.66</u></u>	<u><u>68,590.05</u></u>