GOVERNMENT OF GUAM
DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES
DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT

EDDIE BAZA CALVO
GOVERNOR

RAY TENORIO
LIEUTENANT GOVERNOR

JAMES W. GILLAN
DIRECTOR

LEO G. CASIL
DEPUTY DIRECTOR

AUG 17 2012

Doris Flores Brooks, CPA, CGFM
Public Auditor
Office of Public Accountability
Suite 401, DNA Building
238 Archbishop Flores Street
Hagtna, Guam 96910

RECEIVED
OFFICE OF PUBLIC ACCOUNTABILITY
DATE: 21 August 12
TIME: 3PM
BY: MHUFFER

Dear Ms. Brooks:

Buenas yan Saluda! Submitted herewith are copies of the fiscal year 2012, second quarter reports of activities and inventory of non-expendable property of Alee I and II, and Guma San Jose Shelters. These reports have already been received by the Office of the Speaker of the Thirty-First Guam Legislature. A stamp-received copy by the Office of the Speaker is also attached. This is in compliance with Public Law 29-19 Section 6. The report is available on the Department of Public and Social Services website at www.dphss.guam.gov.

Should you have any questions, please contact Ms. Lydia Diaz Tenorio, Human Services Administrator for the Bureau of Social Services Administration at 475-2653/2672.

Sincerely,

JAMES W. GILLAN

Attachment

RECEIVED
OFFICE OF PUBLIC ACCOUNTABILITY
DATE: 22 August 12
TIME: 3:20PM
BY: MHuffer

123 CHALAN KARETA, MANGILAO, GUAM 96913-6304
www.dphss.guam.gov • Ph.: 1.671.735.7102 • Fax: 1.671.734.5910

GOVERNMENT OF GUAM
DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES
DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT

EDDIE BAZA CALVO
GOVERNOR

RAY TENORIO
LIEUTENANT GOVERNOR

JAMES W. GILLAN
DIRECTOR

LEO G. CASIL
DEPUTY DIRECTOR

Office of the Speaker
Judith T. Won Pat, Ed. D.
Date 8/9/12
Time 2:53
Received by

AUG 08 2012

Hon. Judith Won Pat
Speaker
31st Guam Legislature
Hagatna, Guam

Dear Madam Speaker:

Buenas yan Hafa Adai! Attached are the reports of activities and inventory of non-expendable property of Alee I & II and Guma San Jose shelters for 2nd quarter FY 2012. This is in compliance with Public Law 29-19 Section 6. The report is available on the Department of Public Health and Social Services website at www.dphss.guam.gov .

Should you have any questions or need additional information, please contact Ms. Lydia D. Tenorio, Human Services Administrator for the Bureau of Social Services Administration at 475-2653/2672. *Si Yu'os Ma'ase.*

Sincerely,

JAMES W. GILLAN

Attachment

Cc: Office of the Public Auditor

123 CHALAN KARETA, MANGILAO, GUAM 96913-6304
www.dphss.guam.gov • Ph.: 1.671.735.7102 • Fax: 1.671.734.5910

Bureau of Social Services Administration
Program Management Section
2nd Quarter Fiscal Year 2012

Alee I & II Shelters

2nd Quarter Report of Activities and Inventory of Non-Expendable Property

Summary of Activities

I. Alee I shelter provides 24-hour emergency shelter and support services for women with or without children who been abused or battered by a spouse or individual(s) as a result of family disturbance and has been requested or has been referred for services. Victims of family violence are allowed to stay at the shelter for a maximum of 45 days. Shelter makes 5 slots available for extended services beyond emergency status for those cases which have more complicated and deep problem which cannot be resolved within the 45-day period. Shelter is providing services on a 24-hour, seven days a week basis. Round the clock hotline is maintained to provide crisis intervention at all hours of the day.

During the monitoring, the shelter was empty. The Program Manager detailed shelter workers to Alee II shelter for children to assist the other shelter workers. Likewise, CSS staff helped the shelter worker in Alee I in hauling huge furniture, fixtures, and beds. The furniture was transferred to the new shelter named Catherine's Home. The new shelter was formally inaugurated on March 29, 2012 and is now officially opened for occupancy. The shelter is requesting for additional staff to augment the present working staff. In addition, it is also in preparation for the forthcoming implementation of P.L. 31-73 (An Act to Establish the Administrative Rules and Regulations of the Department of Public Health and Social Services Relative to Child Care Facilities and Group Child Homes).

For 2nd quarter FY 2012, Alee I shelter for victims of family violence has admitted 15 women and 22 of their children.

II. Alee II shelter for children provides 24-hour emergency shelter and support services for children who are victims of abuse and neglect. Shelter provides services for 12 children ages birth through 17 and must be referred by the Bureau of Social Services Administration. Children are also served with meals commensurate with age. Services are rendered on a 24-hour, seven day a week schedule. Shelter has emergency clothing available anytime. At present, shelter has only 3 bedrooms. This is not enough to accommodate 12 children. The living room is temporarily used for infants and toddlers in a playpen. The Program Manager is fully aware of the situation and has made precautionary measures by putting up barriers in every room leading to the living room. Shelter has enough supply of food, milk, medicines and clothing.

The Department representative observed that children were being transported with escort to and from their respective schools by an assigned shelter worker. Shelter has valid Sanitary Permit to operate and Health Certificate of the staff. The shelter is licensed to house up to 12 children. The shelter worker continues to bring children to their schools, medical and dental appointments as well as having them involved in different therapeutic outing activities. Alee II shelter for children reached its capacity. The shelter served 13 children. The children attended a Fitness Fair at the Sports Complex in Dededo, photo day with other foster children at Harvest Christian Academy, and Special Olympic at Okkodo High School. The children continue to show improvements in their physical growth and appearance. Those with special needs are being well attended and given daily exercise to improve on their physical weakness. The 4-year-old client who walks with assistance of a walker is making progress and soon will not be dependent on it. The Guam Early Intervention program that includes a teacher, occupational therapist, and a Nurse perform their regular visit to the shelter to evaluate the children that are under the age of 3. The school age children are given study and homework period.

The Program Manager reminded all shelter workers of the accountability of their jobs and encourages all to be team players. She also stressed the importance of effectiveness in the job and to expect change any time. The shelter workers continue their work in teaching the children life skills, manners and setting up different activities to make them occupied. The children were involved in indoor and outdoor activities. The shelter staff are encouraged to develop themselves professionally. At present, Alee shelter has 1 program/shelter coordinator and 7 shelter workers. The community support continues their monitory donations. University of Guam students in the School of Education presented a $700.00 check donation to the program at Catherine's Home on March 29, 2012. Black Construction Company donated a brand new refrigerator and electric stove top range. Catherine's Home is also grateful to the Class of 59 Association for their donation of an electric dryer, washer, and a round table with 4 chairs. Alee II shelter for victims of abuse and neglect has admitted 37 children.

For the 2nd quarter FY 2012, Alee shelters served meals and transportations based on the attached report signed by the Program Manager:

Alee I Family Violence Shelter

Total Number of Women and Children----------**34**

a) Total Number of Meals Served----------456
(3 meals and 3 snacks per day)
b) Total Number of Transportation Service-------200

Alee II Children's Shelter

Total Number of Children----------**19**

a) Total Number of Meals Served----------6,618
(3 meals and 3 snacks per day)

b) Total Number of Transportation Served---------1,122

Prepared by:

Buddy J. Cabanero MA III

Catholic Social Service - Alee Shelters

FY2012 2nd Quarter Report on Meals and Transportation
January 1, 2012 - March 31, 2012

I. Alee I - Family Violence Center

Total number of women & children: **34**

A. Total Number of Meals Served (3 meals and 3 snacks per day)	-	456
B. Total Number for Transportation Service	-	200

II. Alee II - Children's Shelter

Total number of children: **19**

A. Total Number of Meals Served (3 meals and 3 snacks per day)	-	6,618
B. Total Number for Transportation Service	-	1,122

Submitted by: Sister Brigid Perez, RSM
for Program Manager

EXPENDITURE REPORT FOR FISCAL YEAR 2012
CATHOLIC SOCIAL SERVICE
ALEE SHELTER (ADULT)

For the month ending: January 31, 2012

PERSONNEL & BENEFITS COSTS (110/111)	ADMINISTRATIVE COSTS		SERVICE EXPENDITURES		TOTAL	
	CURRENT	CUMULATIVE	CURRENT	CUMULATIVE	CURRENT	Y-T-D CUMULATVE
Salaries	$ 1,886.18	$ 7,544.72	$ 10,260.41	$ 40,119.61	$ 12,146.59	$ 47,664.33
Fica Taxes	$ 152.69	$ 610.76	$ 520.10	$ 1,760.98	$ 672.79	$ 2,371.74
Health & Welfare		$ -		$ -	$ -	$ -
Fica Taxes		$ -		$ -	$ -	$ -
Subtotal (110/111)	$ 2,038.87	$ 8,155.48	$ 10,780.51	$ 41,880.59	$ 12,819.38	$ 50,036.07
TRAVEL (220)						
Local Mileage		$ -		$ -	$ -	$ -
Off-Island Travel		$ -		$ -	$ -	$ -
Sub Total (220)	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL (230)						
Equipment Maintenance	$ 166.87	$ 667.48	$ 64.12	$ 256.49	$ 230.99	$ 923.97
Lease Equipment	$ 30.69	$ 122.76	$ 67.45	$ 371.00	$ 98.14	$ 493.76
Building Rent	$ 545.23	$ 2,180.92	$ 3,500.00	$ 14,000.00	$ 4,045.23	$ 16,180.92
Training		$ -		$ 85.00	$ -	$ 85.00
Payroll Service Fees		$ -	$ 49.51	$ 233.28	$ 49.51	$ 233.28
Insurance	$ 56.89	$ 227.56		$ 750.51	$ 56.89	$ 978.07
Printing		$ -		$ -	$ -	$ -
Audit		$ -		$ -	$ -	$ -
Trash Removal	$ 35.51	$ 142.04	$ 54.86	$ 568.55	$ 90.37	$ 710.59
Workman's Comp		$ -		$ 314.32	$ -	$ 314.32
Building Maintenance		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (230)	$ 835.19	$ 3,340.76	$ 3,735.94	$ 16,579.15	$ 4,571.13	$ 19,919.91
SUPPLIES AND MATERIALS (240)						
Office/Computer Supplies	$ 15.77	$ 63.08	$ 32.25	$ 76.45	$ 48.02	$ 139.53
Household Supplies		$ -		$ -	$ -	$ -
Food		$ -	$ 39.88	$ 159.50	$ 39.88	$ 159.50
Fuel		$ -	$ 40.00	$ 160.00	$ 40.00	$ 160.00
Subtotal (240)	$ 15.77	$ 63.08	$ 112.13	$ 395.95	$ 127.90	$ 459.03
EQUIPMENT (250) (under $500.00)						
Equipment		$ -	$ 219.64	$ 347.89	$ 219.64	$ 347.89
		$ -		$ -	$ -	$ -
Subtotal (250)	$ -	$ -	$ 219.64	$ 347.89	$ 219.64	$ 347.89
MISCELLANEOUS (290)						
Client Assistance		$ -		$ 35.00	$ -	$ 35.00
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (290)	$ -	$ -	$ -	$ 35.00	$ -	$ 35.00
UTILITIES (360)						
Power	$ 129.60	$ 518.40	$ 555.99	$ 2,223.95	$ 685.59	$ 2,742.35
Water/Sewer	$ 4.38	$ 17.52	$ 136.24	$ 690.31	$ 140.62	$ 707.83
Telephone/Fax	$ 115.42	$ 461.68	$ 120.14	$ 489.52	$ 235.56	$ 951.20
Subtotal (360)	$ 249.40	$ 997.60	$ 812.37	$ 3,403.78	$ 1,061.77	$ 4,401.38
CAPITAL OUTLAY (450) (above $500.00)						
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (450)	$ -	$ -	$ -	$ -	$ -	$ -
GRAND TOTAL	$ 3,139.23	$ 12,556.92	$ 15,660.59	$ 62,642.36	$ 18,799.82	$ 75,199.28

2/3/2012

EXPENDITURE REPORT FOR FISCAL YEAR 2012
CATHOLIC SOCIAL SERVICE
ALEE SHELTER (CHILDREN)

For the month ending: January 31, 2012

PERSONNEL & BENEFITS COSTS (110/111)	ADMINISTRATIVE COSTS		SERVICE EXPENDITURES		TOTAL	
	CURRENT	CUMULATIVE	CURRENT	CUMULATIVE	CURRENT	Y-T-D CUMULATVE
Salaries	$ 2,155.65	$ 8,754.39	$ 19,592.38	$ 71,531.01	$ 21,748.03	$ 80,285.40
Fica Taxes	$ 174.49	$ 697.96	$ 1,701.45	$ 4,580.47	$ 1,875.94	$ 5,278.43
Health & Welfare		$ -		$ -	$ -	$ -
Fica Taxes		$ -		$ -	$ -	$ -
Subtotal (110/111)	$ 2,330.14	$ 9,452.35	$ 21,293.83	$ 76,111.48	$ 23,623.97	$ 85,563.83
TRAVEL (220)						
Local Mileage		$ -		$ -	$ -	$ -
Off-Island Travel		$ -		$ -	$ -	$ -
Sub Total (220)	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL (230)						
Equipment Maintenance	$ 190.70	$ 803.94		$ 192.37	$ 190.70	$ 996.31
Lease Equipment	$ 35.07	$ 140.28		$ 170.94	$ 35.07	$ 311.22
Building Rent	$ 623.12	$ 2,492.48	$ 2,200.00	$ 8,800.00	$ 2,823.12	$ 11,292.48
Training		$ -	$ 9.00	$ 604.00	$ 9.00	$ 604.00
Payroll Service Fees		$ -	$ 56.58	$ 311.55	$ 56.58	$ 311.55
Insurance	$ 65.02	$ 260.08		$ 3,041.00	$ 65.02	$ 3,301.08
Printing		$ -		$ 316.00	$ -	$ 316.00
Audit		$ -		$ -	$ -	$ -
Trash Removal	$ 40.58	$ 162.32		$ -	$ 40.58	$ 162.32
Workman's Comp		$ -		$ 359.22	$ -	$ 359.22
Building Maintenance		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (230)	$ 954.49	$ 3,859.10	$ 2,265.58	$ 13,795.08	$ 3,220.07	$ 17,654.18
SUPPLIES AND MATERIALS (240)						
Office/Computer Supplies	$ 21.00	$ 39.03	$ 32.25	$ 76.45	$ 53.25	$ 115.48
Household Supplies		$ -		$ 450.77	$ -	$ 450.77
Food		$ -		$ 821.12	$ -	$ 821.12
Fuel		$ -		$ 320.00	$ -	$ 320.00
Subtotal (240)	$ 21.00	$ 39.03	$ 32.25	$ 1,668.34	$ 53.25	$ 1,707.37
EQUIPMENT (250) (under $500.00)						
		$ -		$ 128.25	$ -	$ 128.25
		$ -		$ -	$ -	$ -
Subtotal (250)	$ -	$ -	$ -	$ 128.25	$ -	$ 128.25
MISCELLANEOUS (290)						
Client Assistance		$ -		$ 147.00	$ -	$ 147.00
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (290)	$ -	$ -	$ -	$ 147.00	$ -	$ 147.00
UTILITIES (360)						
Power	$ 376.32	$ 672.54	$ 865.37	$ 6,515.59	$ 1,241.69	$ 7,188.13
Water/Sewer	$ 25.36	$ 35.38	$ 115.07	$ 574.06	$ 140.43	$ 609.44
Telephone/Fax	$ 119.56	$ 484.00	$ 231.96	$ 1,041.52	$ 351.52	$ 1,525.52
Subtotal (360)	$ 521.24	$ 1,191.92	$ 1,212.40	$ 8,131.17	$ 1,733.64	$ 9,323.09
CAPITAL OUTLAY (450) (above $500.00)						
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (450)	$ -	$ -	$ -	$ -	$ -	$ -
GRAND TOTAL	$ 3,826.87	$ 14,542.40	$ 24,804.06	$ 99,981.32	$ 28,630.93	$ 114,523.72

2/3/2012

EXPENDITURE REPORT FOR FISCAL YEAR 2012
CATHOLIC SOCIAL SERVICE
ALEE SHELTER (ADULT)

For the month ending: February 28, 2012

PERSONNEL & BENEFITS COSTS (110/111)	ADMINISTRATIVE COSTS		SERVICE EXPENDITURES		TOTAL	
	CURRENT	CUMULATIVE	CURRENT	CUMULATIVE	CURRENT	-T-D CUMULATV
Salaries	$ 1,886.18	$ 9,430.90	$ 10,650.29	$ 50,769.90	$ 12,536.47	$ 60,200.80
Fica Taxes	$ 152.69	$ 763.45	$ 479.66	$ 2,240.64	$ 632.35	$ 3,004.09
Health & Welfare		$ -		$ -	$ -	$ -
Fica Taxes		$ -		$ -	$ -	$ -
Subtotal (110/111)	$ 2.038.87	$ 10,194.35	$ 11,129.95	$ 53,010.54	$ 13,168.82	$ 63,204.89
TRAVEL (220)						
Local Mileage		$ -		$ -	$ -	$ -
Off-Island Travel		$ -		$ -	$ -	$ -
Sub Total (220)	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL (230)						
Equipment Maintenance	$ 166.87	$ 834.35		$ 256.49	$ 166.87	$ 1,090.84
Lease Equipment	$ 30.69	$ 153.45	$ 98.69	$ 469.69	$ 129.38	$ 623.14
Building Rent	$ 545.23	$ 2,726.15	$ 3,500.00	$ 17,500.00	$ 4,045.23	$ 20,226.15
Training		$ -		$ 85.00	$ -	$ 85.00
Payroll Service Fees		$ -	$ 74.37	$ 307.65	$ 74.37	$ 307.65
Insurance	$ 56.89	$ 284.45		$ 750.51	$ 56.89	$ 1,034.96
Printing		$ -		$ -	$ -	$ -
Audit		$ -		$ -	$ -	$ -
Trash Removal	$ 35.51	$ 177.55	$ 20.77	$ 589.32	$ 56.28	$ 766.87
Workman's Comp		$ -		$ 314.32	$ -	$ 314.32
Building Maintenance		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (230)	$ 835.19	$ 4,175.95	$ 3,693.83	$ 20.272.98	$ 4,529.02	$ 24,448.93
SUPPLIES AND MATERIALS (240)						
Office/Computer Supplies	$ 15.77	$ 78.85		$ 76.45	$ 15.77	$ 155.30
Household Supplies		$ -		$ -	$ -	$ -
Food		$ -		$ 159.50	$ -	$ 159.50
Fuel		$ -		$ 160.00	$ -	$ 160.00
Subtotal (240)	$ 15.77	$ 78.85	$ -	$ 395 95	$ 15.77	$ 474.80
EQUIPMENT (250) (under $500.00)						
Office Equipment		$ -		$ 347.89	$ -	$ 347.89
		$ -		$ -	$ -	$ -
Subtotal (250)	$ -	$ -	$ -	$ 347.89	$ -	$ 347.89
MISCELLANEOUS (290)						
Client Assistance		$ -		$ 35.00	$ -	$ 35.00
Othe Taxes & Licenses		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (290)	$ -	$ -	$ -	$ 35.00	$ -	$ 35.00
UTILITIES (360)						
Power	$ 129.60	$ 648.00	$ 589.15	$ 2,813.10	$ 718.75	$ 3,461.10
Water/Sewer	$ 4.38	$ 21.90	$ 128.00	$ 818.31	$ 132.38	$ 840.21
Telephone/Fax	$ 115.42	$ 577.10	$ 119.66	$ 609.18	$ 235.08	$ 1,186.28
Subtotal (360)	$ 249.40	$ 1,247.00	$ 836.81	$ 4,240 59	$ 1,086.21	$ 5,487.59
CAPITAL OUTLAY (450) (above $500.00)						
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (450)	$ -	$ -	$ -	$ -	$ -	$ -
GRAND TOTAL	$ 3 139.23	$ 15.696.15	$ 15,660.59	$ 78,302.95	$ 18.799.82	$ 93.999.10

RECEIVED
FEB 16 2012
Dr H&S
BOSSA

2/16/2012

EXPENDITURE REPORT FOR FISCAL YEAR 2012
CATHOLIC SOCIAL SERVICE
ALEE SHELTER (CHILDREN)

For the month ending: February 28, 2012

PERSONNEL & BENEFITS COSTS (110/111)	ADMINISTRATIVE COSTS		SERVICE EXPENDITURES		TOTAL	
	CURRENT	CUMULATIVE	CURRENT	CUMULATIVE	CURRENT	Y-T-D CUMULATVE
Salaries	$ 2,155.65	$ 10,910.04	$ 19,245.23	$ 90,776.24	$ 21,400.88	$ 101,686.28
Fica Taxes	$ 174.49	$ 872.45	$ 917.31	$ 5,497.78	$ 1,091.80	$ 6,370.23
Health & Welfare		$ -				$ -
Fica Taxes		$ -		$ -	$ -	$ -
Subtotal (110/111)	$ 2,330.14	$ 11,782.49	$ 20,162.54	$ 96,274.02	$ 22,492.68	$ 108,056.51
TRAVEL (220)						
Local Mileage		$ -		$ -	$ -	$ -
Off-Island Travel		$ -		$ -	$ -	$ -
Sub Total (220)	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL (230)						
Equipment Maintenance	$ 190.70	$ 994.64		$ 192.37	$ 190.70	$ 1,187.01
Lease Equipment	$ 35.07	$ 175.35	$ 56.98	$ 227.92	$ 92.05	$ 403.27
Building Rent	$ 623.12	$ 3,115.60	$ 2,200.00	$ 11,000.00	$ 2,823.12	$ 14,115.60
Training		$ -	$ 170.00	$ 774.00	$ 170.00	$ 774.00
Payroll Service Fees		$ -	$ 84.99	$ 396.54	$ 84.99	$ 396.54
Insurance	$ 65.02	$ 325.10		$ 3,041.00	$ 65.02	$ 3,366.10
Printing		$ -		$ 316.00	$ -	$ 316.00
Audit		$ -		$ -	$ -	$ -
Trash Removal	$ 40.58	$ 202.90		$ -	$ 40.58	$ 202.90
Workman's Comp		$ -		$ 359.22	$ -	$ 359.22
Building Maintenance		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (230)	$ 954.49	$ 4,813.59	$ 2,511.97	$ 16,307.05	$ 3,466.46	$ 21,120.64
SUPPLIES AND MATERIALS (240)						
Office/Computer Supplies	$ 18.03	$ 57.06		$ 76.45	$ 18.03	$ 133.51
Household Supplies		$ -		$ 450.77	$ -	$ 450.77
Food		$ -		$ 821.12	$ -	$ 821.12
Fuel		$ -		$ 320.00	$ -	$ 320.00
Subtotal (240)	$ 18.03	$ 57.06	$ -	$ 1,668.34	$ 18.03	$ 1,725.40
EQUIPMENT (250) (under $500.00)						
		$ -		$ 128.25	$ -	$ 128.25
		$ -		$ -	$ -	$ -
Subtotal (250)	$ -	$ -	$ -	$ 128.25	$ -	$ 128.25
MISCELLANEOUS (290)						
Client Assistance		$ -		$ 147.00	$ -	$ 147.00
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (290)	$ -	$ -	$ -	$ 147.00	$ -	$ 147.00
UTILITIES (360)						
Power	$ 148.11	$ 820.65	$ 2,039.31	$ 8,554.90	$ 2,187.42	$ 9,375.55
Water/Sewer	$ 5.01	$ 40.39	$ 98.42	$ 672.48	$ 103.43	$ 712.87
Telephone/Fax	$ 131.91	$ 615.91	$ 231.00	$ 1,272.52	$ 362.91	$ 1,888.43
Subtotal (360)	$ 285.03	$ 1,476.95	$ 2,368.73	$ 10,499.90	$ 2,653.76	$ 11,976.85
CAPITAL OUTLAY (450) (above $500.00)						
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (450)	$ -	$ -	$ -	$ -	$ -	$ -
GRAND TOTAL	$ 3,587.69	$ 18,130.09	$ 25,043.24	$ 125,024.56	$ 28,630.93	$ 143,154.65

EXPENDITURE REPORT FOR FISCAL YEAR 2012
CATHOLIC SOCIAL SERVICE
ALEE SHELTER (ADULT)

For the month ending: March 31, 2012

PERSONNEL & BENEFITS	ADMINISTRATIVE COSTS		SERVICE EXPENDITURES		TOTAL	
COSTS (110/111)	CURRENT	CUMULATIVE	CURRENT	CUMULATIVE	CURRENT	Y-T-D CUMULATVE
Salaries	$ 1,886.18	$ 11,317.08	$ 9,889.46	$ 60,659.36	$ 11,775.64	$ 71,976.44
Fica Taxes	$ 152.69	$ 916.14	$ 435.40	$ 2,676.04	$ 588.09	$ 3,592.18
Health & Welfare		$ -		$ -	$ -	$ -
Fica Taxes		$ -		$ -	$ -	$ -
Subtotal (110/111)	$ 2,038.87	$ 12,233.22	$ 10,324.86	$ 63,335.40	$ 12,363.73	$ 75,568.62
TRAVEL (220)						
Local Mileage		$ -		$ -	$ -	$ -
Off-Island Travel		$ -		$ -	$ -	$ -
Sub Total (220)	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL (230)						
Equipment Maintenance	$ 166.87	$ 1,001.22	$ 128.25	$ 384.74	$ 295.12	$ 1,385.96
Lease Equipment	$ 30.69	$ 184.14	$ 103.68	$ 573.37	$ 134.37	$ 757.51
Building Rent	$ 545.23	$ 3,271.38	$ 3,500.00	$ 21,000.00	$ 4,045.23	$ 24,271.38
Training		$ -		$ 85.00	$ -	$ 85.00
Payroll Service Fees		$ -	$ 74.37	$ 382.02	$ 74.37	$ 382.02
Insurance	$ 56.89	$ 341.34	$ 320.00	$ 1,070.51	$ 376.89	$ 1,411.85
Printing		$ -		$ -	$ -	$ -
Audit		$ -		$ -	$ -	$ -
Trash Removal	$ 35.51	$ 213.06	$ 20.77	$ 610.09	$ 56.28	$ 823.15
Workman's Comp		$ -	$ 244.97	$ 559.29	$ 244.97	$ 559.29
Building Maintenance		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (230)	$ 835.19	$ 5,011.14	$ 4,392.04	$ 24,665.02	$ 5,227.23	$ 29,676.16
SUPPLIES AND MATERIALS (240)						
Office/Computer Supplies	$ 15.77	$ 94.62		$ 76.45	$ 15.77	$ 171.07
Household Supplies		$ -		$ -	$ -	$ -
Food		$ -		$ 159.50	$ -	$ 159.50
Fuel		$ -	$ 120.00	$ 280.00	$ 120.00	$ 280.00
Subtotal (240)	$ 15.77	$ 94.62	$ 120.00	$ 515.95	$ 135.77	$ 610.57
EQUIPMENT (250) (under $500.00)						
Office Equipment		$ -		$ 347.89	$ -	$ 347.89
		$ -		$ -	$ -	$ -
Subtotal (250)	$ -	$ -	$ -	$ 347.89	$ -	$ 347.89
MISCELLANEOUS (290)						
Client Assistance		$ -	$ 20.00	$ 55.00	$ 20.00	$ 55.00
Othe Taxes & Licenses		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (290)	$ -	$ -	$ 20.00	$ 55.00	$ 20.00	$ 55.00
UTILITIES (360)						
Power	$ 129.60	$ 777.60	$ 552.67	$ 3,365.77	$ 682.27	$ 4,143.37
Water/Sewer	$ 4.38	$ 26.28	$ 126.16	$ 944.47	$ 130.54	$ 970.75
Telephone/Fax	$ 115.42	$ 692.52	$ 124.86	$ 734.04	$ 240.28	$ 1,426.56
Subtotal (360)	$ 249.40	$ 1,496.40	$ 803.69	$ 5,044.28	$ 1,053.09	$ 6,540.68
CAPITAL OUTLAY (450) (above $500.00)						
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (450)	$ -	$ -	$ -	$ -	$ -	$ -
GRAND TOTAL	$ 3,139.23	$ 18,835.38	$ 15,660.59	$ 93,963.54	$ 18,799.82	$ 112,798.92

3/6/2012

EXPENDITURE REPORT FOR FISCAL YEAR 2012
CATHOLIC SOCIAL SERVICE
ALEE SHELTER (CHILDREN)

For the month ending: March 31, 2012

PERSONNEL & BENEFITS COSTS (110/111)	ADMINISTRATIVE COSTS		SERVICE EXPENDITURES		TOTAL	
	CURRENT	CUMULATIVE	CURRENT	CUMULATIVE	CURRENT	Y-T-D CUMULATVE
Salaries	$ 2,155.65	$ 13,065.69	$ 17,244.12	$ 108,020.36	$ 19,399.77	$ 121,086.05
Fica Taxes	$ 174.49	$ 1,046.94	$ 1,007.07	$ 6,504.85	$ 1,181.56	$ 7,551.79
Health & Welfare		$ -		$ -	$ -	$ -
Fica Taxes		$ -		$ -	$ -	$ -
Subtotal (110/111)	$ 2,330.14	$ 14,112.63	$ 18,251.19	$ 114,525.21	$ 20,581.33	$ 128,637.84
TRAVEL (220)						
Local Mileage		$ -		$ -	$ -	$ -
Off-Island Travel		$ -		$ -	$ -	$ -
Sub Total (220)	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL (230)						
Equipment Maintenance	$ 190.70	$ 1,185.34	$ 128.25	$ 320.62	$ 318.95	$ 1,505.96
Lease Equipment	$ 35.07	$ 210.42	$ 56.98	$ 284.90	$ 92.05	$ 495.32
Building Rent	$ 623.12	$ 3,738.72	$ 2,200.00	$ 13,200.00	$ 2,823.12	$ 16,938.72
Training		$ -		$ 774.00	$ -	$ 774.00
Payroll Service Fees		$ -	$ 84.99	$ 481.53	$ 84.99	$ 481.53
Insurance	$ 65.02	$ 390.12		$ 3,041.00	$ 65.02	$ 3,431.12
Printing		$ -	$ 316.00	$ 632.00	$ 316.00	$ 632.00
Audit		$ -		$ -	$ -	$ -
Trash Removal	$ 40.58	$ 243.48		$ -	$ 40.58	$ 243.48
Workman's Comp		$ -	$ 337.11	$ 696.33	$ 337.11	$ 696.33
Building Maintenance		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (230)	$ 954.49	$ 5,768.08	$ 3,123.33	$ 19,430.38	$ 4,077.82	$ 25,198.46
SUPPLIES AND MATERIALS (240)						
Office/Computer Supplies		$ 57.06		$ 76.45	$ -	$ 133.51
Household Supplies		$ -	$ 450.77	$ 901.54	$ 450.77	$ 901.54
Food		$ -	$ 821.12	$ 1,642.24	$ 821.12	$ 1,642.24
Fuel		$ -	$ 300.00	$ 620.00	$ 300.00	$ 620.00
Subtotal (240)	$ -	$ 57.06	$ 1,571.89	$ 3,240.23	$ 1,571.89	$ 3,297.29
EQUIPMENT (250) (under $500.00)						
Printer		$ -		$ 128.25	$ -	$ 128.25
		$ -		$ -	$ -	$ -
Subtotal (250)	$ -	$ -	$ -	$ 128.25	$ -	$ 128.25
MISCELLANEOUS (290)						
Client Assistance		$ -	$ 147.00	$ 294.00	$ 147.00	$ 294.00
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (290)	$ -	$ -	$ 147.00	$ 294.00	$ 147.00	$ 294.00
UTILITIES (360)						
Power		$ 820.65	$ 1,785.59	$ 10,340.49	$ 1,785.59	$ 11,161.14
Water/Sewer		$ 40.39	$ 231.10	$ 903.58	$ 231.10	$ 943.97
Telephone/Fax		$ 615.91	$ 236.20	$ 1,508.72	$ 236.20	$ 2,124.63
Subtotal (360)	$ -	$ 1,476.95	$ 2,252.89	$ 12,752.79	$ 2,252.89	$ 14,229.74
CAPITAL OUTLAY (450) (above $500.00)						
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (450)	$ -	$ -	$ -	$ -	$ -	$ -
GRAND TOTAL	$ 3,284.63	$ 21,414.72	$ 25,346.30	$ 150,370.86	$ 28,630.93	$ 171,785.58

3/6/2012

COPY

Accid by Betty C 7/6/12

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY UNDER $500.00 IN VALUE
January 2012 - March 2012

PROGRAM NAME: Alee Shelter
LOCATION: Catholic Social Service, 234-A U.S. Army Juan C. Fejeran St. Barrigada, Guam 96913

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair,Poor) N	F	P	% OF PROGRAM USE (j)	Remarks
n/a	LCD Monitor	1	Acer AL1706A	ETL480B182712050B03945	n/a	n/a	n/a	Admin Asst		x		100	
n/a	Keyboard	1	KM-2501		n/a	n/a	n/a	Admin Asst		x		100	
n/a	CPU	1	Window XP Professional E85-03013		n/a	n/a	n/a	Admin Asst				100	
n/a	Scanner	1	Cannon 3000EX	UZN067325	n/a	n/a	n/a	office			x		
n/a	Printer	1	HP LaserJet 1100/C4224A	USPE044350	n/a	n/a	n/a	Admin Asst		x		100	
n/a	Computer/office desk	1			n/a	n/a	n/a	Admin Asst		x		100	
6/3/2010	office chair w/ blue padding and arm rest	1	n/a	n/a	n/a	donated	n/a	Office		x		100	replaced 7/23/2010 sent to CSS Tent Sale
7/23/2010	Office chair with arm rest (black color)	1	n/a	n/a	n/a	donated	n/a	Admin Asst		x		100	
n/a	Typewriter	1	IBM Wheel Writer Series II	11-0271478	n/a	n/a	n/a	Admin Asst		x		50	very old but functioning
n/a	Typewriter table (brown)	1			n/a	n/a	n/a	Admin Asst		x		50	
n/a	8 Sheet Paper Shredder	1	Royal	PCUA 29079H	n/a	n/a	n/a	Admin Asst		x		20	
n/a	10 transparent drawer	1	Neox		n/a	n/a	n/a	Admin Asst		x		100	
n/a	1 shelf sliding cabinet	1			n/a	n/a	n/a	Admin Asst		x		100	
Feb-08	2 drawer filing cabinet	1	Global		n/a	purchased	program fund	Admin Asst	x			100	
n/a	beige long table with 2 locked drawers	1	n/a	n/a	n/a	donated	n/a	office		x			
n/a	rose colored 9 drawer office desk	1	n/a	n/a	n/a	donated	n/a	social worker		x		100	Mar. 2012 Catherine's Home

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY UNDER $500.00 IN VALUE
January 2012 - March 2012

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ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair,Poor) N	F	P	% OF PROGRAM USE (j)	Remarks
n/a	office chair with wheels	1	n/a	n/a	n/a	donated	n/a	social worker		x		100	
n/a	wooden coffee table	1	n/a	n/a	n/a	donated	n/a	office		x		100	
n/a	end table with drawers	2	n/a	n/a	n/a	donated	n/a	office		x		100	
n/a	standing lamps	4	n/a	n/a	n/a	donated	n/a	office		x		100	
n/a	microwave table - offwhite	1	n/a	n/a	n/a	donated	n/a	office		x			
n/a	table lamps	5	n/a	n/a	n/a	donated	n/a	office		x			
n/a	blue sofa couch	1	n/a	n/a	n/a	donated	n/a	office		x			
n/a	tan recliner	1	n/a	n/a	n/a	donated	n/a	office		x			2/28/12 Transitional Housing B-1
n/a	office desk w/side drawer	1	n/a	n/a	n/a	donated	n/a	office		x		100	
n/a	glass coffee table	1	n/a	n/a	n/a	donated	n/a	office		x			
n/a	office chair with wheels Alee 012-04	1	n/a	n/a	n/a	n/a	n/a	office		x		100	
n/a	black office arm chair w/ wheels	1	n/a	n/a	n/a	donated	n/a	office		x			
May-08	computer monitor	1	DC LCD	615L9W01CL1251	n/a	n/a	n/a	office	x			100	
May-08	Keyboard	1	Echostar/ES-Combo 068	n/a	n/a	n/a	n/a	office	x			100	
May-08	CPU	1	V2 Premier	n/a	n/a	n/a	n/a	office	x			100	

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January 2012 - March 2012

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ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair,Poor) N	F	P	% OF PROGRAM USE (j)	Remarks
n/a	computer lap top	1	HP/Compaq	CNUB152JWF	n/a	n/a	n/a	social worker			x	100	Turned in to CSS Computer Tech for repair (keyboard broken) on Jan. 17, 2012
Jan-12	computer lap top	1	Lenovo/0769	L3XE402	n/a	n/a	n/a	social worker		x		100	
	USB keyboard	1	n/a	878294018182	14.00	donated	n/a	social worker	x			100	storage room
03/05/08	Glass Round Dining Table	1	n/a	n/a	150.00	purchased	income-donation	transitional		x			
n/a	Glass Oblong Dining Table	1	n/a	n/a	n/a	donated	n/a	admin kitchen		x			
n/a	dining chairs	4	n/a	n/a	n/a	donated	n/a	admin kitchen		x			
n/a	dining chair w/ arms	1	n/a	n/a	n/a	donated	n/a	admin storage		x			
n/a	dining chairs	2	n/a	n/a	n/a	donated	n/a	admin storage		x			
n/a	dining chairs w/ arms (black cushion)	4	n/a	n/a	n/a	donated	n/a	office		x		100	
n/a	brown wooden dining table for six	1	n/a	n/a	n/a	donated	n/a	office		x		100	
02/26/08	cordless telephone units	3	GE 5.8 GHZ		76.99	purchased	income-donation	office	x			100	
June-09	Digital cordless phone w/ 2 handsets	1	Panasonic 6.0	KX-TG6412	80.00	purchased	income-donation	office	x			100	
n/a	4 drawer filing cabinets (beige)	4	n/a	n/a	n/a	n/a	n/a	supply room		x		100	
n/a	3 drawer filing cabinet (beige)	1	n/a	n/a	n/a	n/a	n/a	supply room		x		100	

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY UNDER $500.00 IN VALUE
January 2012 - March 2012

PROGRAM NAME: Alee Shelter
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ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair,Poor) N	F	P	% OF PROGRAM USE (j)	Remarks
n/a	2 drawer filing cabinet (beige)	1	n/a	n/a	n/a	n/a	n/a	supply room			x	100	
n/a	vertical 4 shelf cabinet w/doors (beige)	2	n/a	n/a	n/a	n/a	n/a	supply room		x		100	
n/a	arm chair (off white)	2	n/a	n/a	n/a	donated	n/a	program manager's office		x		100	
n/a	sofa couch (blue)	1	n/a	n/a	n/a	donated	n/a	program manager's office		x		100	
n/a	glass coffee table	1	n/a	n/a	n/a	donated	n/a	program manager's office		x		100	
n/a	glass top long table	1	n/a	n/a	n/a	donated	n/a	program manager's office		x			
n/a	3 tier book shelf	1	n/a	n/a	n/a	donated	n/a	program manager's office		x		100	
n/a	5 tier book shelf	1	n/a	n/a	n/a	donated	n/a	program manager's office		x		100	
n/a	computer table	1	n/a	n/a	n/a	donated	n/a	program manager's office		x		100	
n/a	office 9 drawer desk	1	n/a	n/a	n/a	donated	n/a	program manager's office		x		100	
n/a	blue padded office chair w/ wheels	1	n/a	n/a	n/a	donated	n/a	program manager's office		x		100	
n/a	end table	1	n/a	n/a	n/a	donated	n/a	program manager's office		x			
n/a	Adding machine	1	SHARP EL-1801C	n/a	n/a	n/a	n/a	program manager's office		x		100	
n/a	Printer	1	HP Photosmart 7260	n/a	n/a	n/a	n/a	program manager's office		x		100	

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January 2012 - March 2012

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ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair,Poor) N	F	P	% OF PROGRAM USE (j)	Remarks
n/a	computer monitor	1	VE175 Viewsonic VS10231	P8D045103545	n/a	n/a	n/a	program manager's office		x		100	
n/a	CPU	1	Window XP Professional E85-03014	n/a	n/a	n/a	n/a	program manager's office		x		100	
n/a	Keyboard	1	KM-2501	n/a	n/a	n/a	n/a	program manager's office		x		100	
n/a	Modem	1	Terayon/TJ 716X	507390531383	n/a	n/a	n/a	program manager's office		x		100	
06/25/08	Wireless Router	1	WBR2310	n/a	n/a	n/a	n/a	CSS -MIS	x				damaged by thunderstorm
Sep-08	Wireless Router	1	Trendnet	n/a	89.95	purchased	income-donation	program manager's office	x			100	
12/24/08	Digital Camera	1	Pentax Optio M40 8.0 mega pixels	9350145	169.00	purchased	income-donation	office	x			100	Micropac
08/21/08	Lawn Mower	1	n/a	n/a	159.99	purchased	income-donation	maintenance	x				
04/08/09	Navy Blue couch	1	n/a	n/a	200.00	donated	n/a	office		x		100	
06/22/09	DVD Home Theater Sound System	1	Panasonic SA-PT760	DBBC010130	n/a	donated	n/a	office	x			100	
10/20/09	Desk with cubicle	1	n/a	n/a	n/a	donated	n/a	office		x		100	from Judiciary of Guam for self-help Kiosk
10/22/09	Arm chair with maroon padding	1	n/a	NY23348(W1)	n/a	donated	n/a	office		x		100	from Judiciary of Guam for self-help Kiosk

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY UNDER $500.00 IN VALUE
January 2012 - March 2012

PROGRAM NAME: Alee Shelter
LOCATION: Catholic Social Service, 234-A U.S. Army Juan C. Fejeran St. Barrigada, Guam 96913

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair,Poor) N	F	P	% OF PROGRAM USE (j)	Remarks
07/14/10	20" Sylvania Flat Screen TV	1	LC2604	n/a	n/a	donated	n/a	office		x		0	From Alee I
n/a	Window Airconditioner	1	White Westinghouse	n/a	n/a	Landlord's	n/a	office				0	Not working - from Alee II
July 2011	Microwave	1	Amana	n/a	n/a	purchased	n/a	n/a	x			100	
n/a	TV	1	Sony	DS13630	n/a	n/a	n/a	n/a			x	0	broken from Alee II
n/a	Day bed	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Single bed	4	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	4 drawer bureau/chest	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Lamp(table)	3	n/a	n/a	n/a	purchased	n/a	Alee I		x		100	
n/a	Lamp(table)	4	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Stool	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Futon	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Fan	3	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	5 drawer bureau/chest	3	n/a	n/a	n/a	purchased	n/a	Alee I		x		100	
n/a	Wooden night stand	4	n/a	n/a	n/a	purchased	n/a	Alee I	x			100	
n/a	Infant play pen	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
4/13/2010	Infant play pen	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY UNDER $500.00 IN VALUE
January 2012 - March 2012

PROGRAM NAME: Alee Shelter
LOCATION: Catholic Social Service, 234-A U.S. Army Juan C. Fejeran St. Barrigada, Guam 96913

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair,Poor) N	F	P	% OF PROGRAM USE (j)	Remarks
n/a	Maroon Love seat & couch	1	n/a	n/a	n/a	purchased	n/a	Alee I	x			100	
n/a	Arm chair w/ ottoman	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Wooden end tables	5	n/a	n/a	n/a	purchased	n/a	Alee I		x		100	
n/a	coffee table	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	wooden book shelves	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Single size head board	3	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Queen size bed	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	King size headboard	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Wooden end tables	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	2 drawer filing cabinet	1	n/a	n/a	n/a	purchased	n/a	Alee I		x		100	
n/a	Office chair w/ arms	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	slightly broken on arms
6/18/2010	Office chair	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	wooden coffee table	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	repaired
n/a	Wooden Office Desk	1	n/a	n/a	n/a	purchased	n/a	Alee I		x		100	
n/a	Floor Lamp	1	n/a	n/a	n/a	purchased	n/a	Alee I		x		100	
n/a	Floor Lamp	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Wooden Phone Table	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY UNDER $500.00 IN VALUE
January 2012 - March 2012

PROGRAM NAME: Alee Shelter
LOCATION: Catholic Social Service, 234-A U.S. Army Juan C. Fejeran St. Barrigada, Guam 96913

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair,Poor) N	F	P	% OF PROGRAM USE (j)	Remarks
n/a	Picture Frame	1	n/a	n/a	n/a	purchased	n/a	Alee I		x		100	
6/9/2010	21"Television	1	Sharp 25L 11100B	626371	n/a	donated	n/a	Alee I		x		100	previously broken/repaired
n/a	Portable Stereo System	1	Sony Megabase CFS-710	n/a	n/a	donated	n/a	Alee I		x		100	From Office
n/a	Video Player	1	JVC	n/a	n/a	donated	n/a	Alee I	x			100	
n/a	Toddler High Chair	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Baby High Chair	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Microwave	1	Panasonic	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Wooden 3 shelf cabinet w/ door	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Washer	1	Kenmore	CT5030378	n/a	n/a	n/a	Alee I		x		100	Landlord - leaking
08/27/08	Dryer	1	Kenmore	MW2434107	378.98	purchased	n/a	Alee I	x			100	
n/a	50lbs gas tank	2	n/a	n/a	n/a	donated	n/a	Alee I			x		For typhoon use
12/11/2008	dining glass table w/ 6 chairs	1	n/a	n/a	500.00	donated	n/a	Alee I		x		100	chair repaired
12/11/2008	hutch (China cabinet)	1	n/a	n/a	500.00	donated	n/a	Alee I		x		100	
6/22/2009	Portable Stereo System	1	Sony MP3	8216418	n/a	donated	n/a	Alee I		x		100	Transferred from Office
6/22/2009	2 door cabinet for TV/Stereo/Video Tapes	1	n/a	n/a	n/a	donated	n/a	Alee I		x			

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n/a	Wooden dining table w/ 5 chairs	1	n/a	n/a	n/a	donated	n/a	Alee I				100	Garage - fair to poor
8/1/2009	7 drawer dresser w/mirror (white)	1	n/a	n/a	n/a	donated	n/a	Alee I				100	okay - cabinet door doesn't close tightly sold to staff C.M $75 4/6/12
8/1/2009	5 drawer bureau/chest (white)	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Rocking chair	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	Garage
n/a	DVD Player	1	Philips	n/a	n/a	donated	n/a	Alee I		x		100	
3/22/2010	Metal Framed Toddler Bed	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	from TH and Office
1/12/2010	Wooden Book shelf (2shelves)	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
1/8/2010	Rattan Chair and table	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	front patio
6/9/2010	Gas Stove	1	n/a	n/a	n/a	donated	n/a	Alee I			x	n/a	For typhoon use (Outside/rusty) - donated to Guma San Jose Homeless Men Shelter
6/9/2010	Bassinet	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	

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6/11/2010	Compact Component System	1	JVC CLMXKCA	660V 1289	n/a	donated	n/a	Alee I		x		100	Only radio is working
n/a	Radio/Cassette Player (Portable)	1	Sony Megabase CFS-710	n/a	n/a	donated	n/a	Alee I					From Office
7/20/2010	Love Seat/Couch	1	Lime Green	n/a	n/a	donated	n/a	Alee I		x			
8/12/2010	Chest Freezer	1	19502/19702	n/a	289.99	purchased	Program Income - donation	Alee I	x			100	K-mart
8/13/2010	Cordless/Corded Telephone	1	KXTG1061M Panasonic	9JAQB037396	119.00	purchased	Program Income - donation	Alee I	x				Micropac inv#KDG-24367
n/a	Cordless phone w/ receiver	1	V-Tech	ZS5111	n/a	donated	n/a	Alee I					Broken - discarded/replaced
8/31/2010	Water Dispenser	1	G-01A	000035	n/a	donated	n/a	Alee I				100	
n/a	King size bed	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
12/1/2010	Single bed w/ drawer and headboard	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Gray utility cabinet - 2 drawer shelves	1	n/a	n/a	n/a	donated	n/a	Alee I			x	100	
n/a	3 drawer office desk	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Cordless/Corded Telephone	1	KXTG1061M Panasonic	n/a	n/a	n/a	n/a	Alee I		x		100	noted on 6/30/11
n/a	22" Television	1	Sony KV-27S20	n/a	n/a	donated	n/a	Alee I		x		100	noted on 6/30/11

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n/a	Toddler Bed	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	noted on 6/30/11
n/a	Baby Swing	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	noted on 6/30/11
n/a	Baby Bouncer	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	noted on 6/30/11
9/6/2011	King size mattress	1	n/a	n/a	n/a	donated	n/a	Alee I	x			100	Stored away
9/6/2011	bunk bed w/ wooden/metal frames	2	n/a	n/a	n/a	donated	n/a	Alee I		x		0	from Transitional
9/6/2011	King size frame	1	n/a	n/a	n/a	donated	n/a	Alee I		x		0	Stored away
n/a	couch (red color)	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	upstairs
n/a	wooden table	3	n/a	n/a	n/a	donated	n/a	Alee I		x		100	living room
n/a	office chair with arms(gray)	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	office area
n/a	wall mirror (black)	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	upstairs
n/a	DVD shelf (black)	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	living room
n/a	wooden round table with glass	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	living room
n/a	Keyboard	1	Yamaha	n/a	n/a	donated	n/a	Alee I		x		100	living room
n/a	Sewing machine	1	Marigold	n/a	n/a	donated	n/a	Alee I		x		10	living room

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n/a	iron board (flower print)	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	upstairs
n/a	globe	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	upstairs
n/a	iron (white)	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	upstairs
n/a	rice dispenser (pink/white)	1	n/a	n/a	n/a	donated	n/a	Alee I			x	100	kitchen
n/a	rice cooker	1	Midea	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	single couch (flower print)	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	living room
n/a	printer	1	Epson	n/a	n/a	n/a	n/a	Alee I		x		100	office area
n/a	wooden table (white/brown)	2	n/a	n/a	n/a	donated	n/a	Alee I		x		100	living room
n/a	Wicker Chair (brown)	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	patio
n/a	children's chair	2	Little tike	n/a	n/a	donated	n/a	Alee I			x	100	patio
n/a	safety gate	1	Kelcraft	n/a	n/a	donated	n/a	Alee I		x		0	Room I
n/a	folding bed (white)	1	n/a	n/a	n/a	donated	n/a	Alee I		x		100	Room I
n/a	Toaster	1	Black & Decker	n/a	n/a	donated	n/a	Alee I		x		100	
n/a	Toaster	1	Proctor Silex	n/a	n/a	donated	n/a	Alee I		x		100	

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n/a	Computer speaker	2	Echostar	n/a	n/a	donated	n/a	Alee I		x		100	office area
3/9/2009	Refrigerator	1	Hotpoint	VH804691	n/a		n/a	Alee II		x		100	Kitchen - From Alee I
1/1/2009	Electric range	1	Whirlpool	W10114281	n/a	donated	n/a	Alee II			x	100	Broken/replaced
n/a	Dishwasher	1	Kenmore	665,13592K600	n/a	Landlord's	n/a	Alee II	x			100	
n/a	Water Dispenser	1	Royal Sovereign/RWDC-28LS	40049879	n/a		n/a	Alee II		x		100	repaired
n/a	Stool	2		n/a	n/a	n/a	n/a	Alee II		x		100	
n/a	Gray Storage Bin	1	n/a	n/a	n/a	n/a	n/a	Alee II		x		100	Dining patio
n/a	Paper Towel Dispenser	4	n/a	n/a	n/a	n/a	n/a	Alee II		x		100	Dining Room/ Kitchen/B&G bathrooms
n/a	Children's table	2	n/a	n/a	n/a	n/a	n/a	Alee II		x		100	Dining Room
n/a	Beige Stand	1	n/a	n/a	n/a	n/a	n/a	Alee II		x		100	
n/a	Brown Shelf	2	n/a	n/a	n/a	n/a	n/a	Alee II		x		100	
n/a	Dining Table w/ 6 chairs	set	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Fan	1	n/a	n/a	n/a	n/a	n/a	Alee II		x		100	
n/a	Baby High Chair (wooden)	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Baby High Chair (plastic)	1	Graco	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Baby High Chair (plastic)	1	J. Mason	n/a	n/a	donated	n/a	Alee II		x		100	

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n/a	Window Airconditioner	1	Whirlpool	n/a	n/a	donated	n/a	Alee II		x		100	Dining room - replaced the landlord's a/c
n/a	Baker's Rack	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Deep Freeze	1	GE	FCM150TBWH	n/a		n/a	Alee II		x		100	
n/a	Blue & Whie Shelf	1	n/a	n/a	n/a		n/a	Alee II		x		100	middle room
n/a	TV Stand	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	Living Room
Dec-08	Flat Screen TV	1	Panasonic	LA82540667	n/a	donated	n/a	Alee II	x			100	
n/a	Bookshelf	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Beige Shelf	2	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	End Table	2	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	standing lamps	2	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	table lamps	2	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	coffee table	1	n/a	n/a	n/a	donated	n/a	Alee II				100	Broken
n/a	Wooden Bunk Bed	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	Boys' Room
n/a	White Bunk Bed	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Night Stand	3	n/a	n/a	n/a	donated	n/a	Alee II		x		100	1 G. room/1 middle room/1 office
n/a	Toddler Bed	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	Boys' Room

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n/a	Brown Drawer	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Baby Crib	2	n/a	n/a	n/a	donated	n/a	Alee II		x		100	middle room
n/a	Diaper Changer Table	2	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Night Stand	2	n/a	n/a	n/a	donated	n/a	Alee II		x		100	1 M. Rm/ 1 G. Rm
n/a	Brown Drawer	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Blue & Whie Shelf	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Bunkbed (3 Tier)	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	Girls' Room
n/a	Toddler Bed	3	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Brown Drawer	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Night Stand	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Small Refrigerator	1	Sanyo	951001057	n/a	n/a	n/a	Alee II		x		100	Office
n/a	computer monitor	1	Amptron/AV88	n/a	n/a	n/a	n/a	CSS -MIS			x	100	Broken/replaced
n/a	Modem	1	Cool Max	n/a	n/a	n/a	n/a	Alee II			x	100	
Feb-11	Printer	1	Brother/HL-2140 Laser Printer	U61944ROJ761270	$ 238.00	Purchased	income-donat	Alee II	X			100	
n/a	Brown Computer Desk	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Desk w/ 6 drawers	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Brown Large Shelf	1	n/a	n/a	n/a	n/a	n/a	Alee II		x		100	Office
n/a	End Table	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	

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n/a	5 tier book shelf	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	black office chair	1	n/a	n/a	n/a	n/a	n/a	Alee II		x		100	
n/a	Beige File Cabinet	1	n/a	n/a	n/a	n/a	n/a	Alee II		x		100	
n/a	Brown Computer Desk	1	n/a	n/a	n/a	n/a	n/a	Alee II		x		100	
n/a	Window Airconditioner 5,000BTU	1	Haier	n/a	n/a	Landlord's	n/a	Alee II		x		100	
n/a	Ceiling Fan	10	n/a	n/a	n/a	Landlord's	n/a	Alee II		x		100	
n/a	Central Airconditioner	1	Carrier/50GS060301	1004G31186	n/a	Landlord's	n/a	Alee II		x		100	
Jun-09	Digital cordless phone w/ 2 handsets	1	Panasonic 6.0	KX-TG6412	80.00	purchased	income-donat	Alee II			x	0	not working
n/a	Bench	2	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
Oct-Dec09	Standing Fan	1	Lasko	n/a	n/a	donated	n/a	Alee II				100	
Oct-Dec09	Video Cassette Recorder (VCR)	1	RCA	n/a	n/a	donated	n/a	Alee II		x		100	
Aug-09	Wooden toddler bed	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
n/a	Fax Phone	1	Panasonic KX-FPG371	n/a	n/a	n/a	n/a	Alee II		x		100	Alee Office 4/12/11
7/20/2010	olive green/gold 2 piece couch	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	From Alee I
8/13/2010	Cordless/Corded Telephone	1	KXTG1061M Panasonic	9JAQB037387	119.00	purchased	Income - donation	Alee II	x				Micropac inv#KDG-24367

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY UNDER $500.00 IN VALUE
January 2012 - March 2012

PROGRAM NAME: Alee Shelter
LOCATION: Catholic Social Service, 234-A U.S. Army Juan C. Fejeran St. Barrigada, Guam 96913

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair,Poor) N	F	P	% OF PROGRAM USE (j)	Remarks
n/a	Keyboard	1	Casio CTK-401	n/a	n/a	donated	n/a	Alee II		x		100	Alee Office 4/12/11
n/a	TV	1	Syvania C520FDG	n/a	n/a	donated	n/a	Alee II		x		100	Broken - Alee Office 4/11
n/a	Iron	1	Panasonic/NI-H24NR	n/a	n/a	donated	n/a	Alee II			x		Broken - Alee Office 4/11
3/22/2011	5 gallon water bottle	2	n/a	n/a	n/a	purchased	income-donat	Alee II	x			100	
Jan-11	High chair	1	Fisher Price	VSX63	129.99	donated	n/a	Alee II	x			100	
Jan-11	Wooden diaper change table	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	Male's bathroom
4/25/2011	Mini component	1	AMC 400u	SA611009192	n/a	donated	n/a	Alee II	x				
6/6/2011	Multiple drawer	1	n/a	n/a	n/a	donated	n/a	Alee II		x			
8/12/2011	Computer workstation	1	n/a	n/a	n/a	donated	n/a	Alee II		x		100	
9/30/2011	Computer workstation	2	n/a	n/a	n/a	donated	n/a	Alee II		x		100	from FJC/IHOM
n/a	computer monitor	1	DELL	MX0178OR4780101511MG	n/a	n/a	n/a	Alee II		x		100	Office - received from CSS-MIS @ April 2011
n/a	computer tower (CPU)	1	n/a	CHASIS Number	n/a	n/a	n/a	Alee II		x		100	Office (repaired by CSS-MIS)
7/12/2011	Microwave	1	Sanyo	96452635	n/a	donated	n/a	Alee II		x		100	from Office
7/18/2011	Rice cooker	1	Galanz	A701T5044	n/a	purchased	income-donation	Alee II	x			100	

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY UNDER $500.00 IN VALUE
January 2012 - March 2012

PROGRAM NAME: Alee Shelter
LOCATION: Catholic Social Service, 234-A U.S. Army Juan C. Fejeran St. Barrigada, Guam 96913

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair,Poor) N	F	P	% OF PROGRAM USE (j)	Remarks
8/12/2011	computer monitor	1	COMPAQ	903CD61SS355	n/a	donated	n/a	Alee II		x		100	Refurbished - rec'd from Lt. Gov Tenorio's office Comp for Kids program
8/12/2011	computer monitor	1	COMPAQ	IW221511756	n/a	donated	n/a	Alee II		x		100	Refurbished - rec'd from Lt. Gov Tenorio's office Comp for Kids program
8/12/2011	computer monitor	1	COMPAQ	IV74601251	n/a	donated	n/a	Alee II		x		100	Refurbished - rec'd from Lt. Gov Tenorio's office Comp for Kids program
8/12/2011	computer keyboard	1	IBM	00097249	n/a	donated	n/a	Alee II		x		100	Refurbished - rec'd from Lt. Gov Tenorio's office Comp for Kids program
8/12/2011	computer keyboard	1	DELL	01273265	n/a	donated	n/a	Alee II		x		100	Refurbished - rec'd from Lt. Gov Tenorio's office Comp for Kids program
8/12/2011	computer keyboard	1	SK-8110	07N242	n/a	donated	n/a	Alee II		x		100	Refurbished - rec'd from Lt. Gov Tenorio's office Comp for Kids program
8/12/2011	Computer tower/hard drive (CPU)	1	HP	2UB33508LL	n/a	donated	n/a	Alee II		x		100	Refurbished - rec'd from Lt. Gov Tenorio's office Comp for Kids program
8/12/2011	Computer tower/hard drive (CPU)	1	DELL	GXYVS71	n/a	donated	n/a	Alee II		x		100	Refurbished - rec'd from Lt. Gov Tenorio's office Comp for Kids program
8/12/2011	Computer tower/hard drive (CPU)	1	DELL	JT5CV91	n/a	donated	n/a	Alee II		x		100	Refurbished - rec'd from Lt. Gov Tenorio's office Comp for Kids program

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY UNDER $500.00 IN VALUE
January 2012 - March 2012

PROGRAM NAME: Alee Shelter
LOCATION: Catholic Social Service, 234-A U.S. Army Juan C. Fejeran St. Barrigada, Guam 96913

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair,Poor) N	F	P	% OF PROGRAM USE (j)	Remarks
8/12/2011	computer mouse	1	LOG Tech	HCA51305022	n/a	donated	n/a	Alee II		x		100	Refurbished - rec'd from Lt. Gov Tenorio's office Comp for Kids program
8/12/2011	computer mouse	1	LOG Tech	HCA51314524	n/a	donated	n/a	Alee II		x		100	Refurbished - rec'd from Lt. Gov Tenorio's office Comp for Kids program
8/12/2011	computer mouse	1	LOG Tech	SAGM002	n/a	donated	n/a	Alee II		x		100	Refurbished - rec'd from Lt. Gov Tenorio's office Comp for Kids program
9/27/2011	Washer	1	Kenmore	C12921661	406.59	Purchased	income-donation	Alee II	x			100	replaced broken washer
9/27/2011	Dryer	1	Kenmore	M11619723	387.59	Purchased	income-donation	Alee II	x			100	replaced broken dryer

INVENTORY PREPARED BY: _____ SIGNATURE and DATE _____ POSITION TITLE

INVENTORY VERIFIED BY: [signature] for 7/6/12 SIGNATURE and DATE Acting Program Manager POSITION TITLE

INVENTORY CERTIFIED BY: _____ SIGNATURE and DATE _____ POSITION TITLE

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY OVER $500.00 IN VALUE

January 2012 - March 2012

PROGRAM NAME: Alee Shelter

LOCATION: Catholic Social Service, 234-A U.S. Army Juan C. Fejeran St. Barrigada, Guam 96913

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED /LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair,Poor) N	F	P	% OF PROGRAM USE (j)	Remarks
12/23/2006	24,000 BTU Split Aircon	1	TCL/TAK-24CS/R2		720.00	purchased	income	Admin		x		100	
12/28/2007	2007Stone white 7 passenger van	1	Dodge GR Caravan	1D4GPZ4RX7B160810	n/a	n/a	n/a	Alee II	x			100	Right rear tire changed due to hole in original tire 9/21/10
	2003 White sedan	1	Mazda Protégé DX	JM 1BJ225430138705	n/a	n/a	n/a	Alee II		x		100	Transferred from Alee Admin
	2000 Blue 4 door sedan	1	Toyota Echo	JTOBT1235Y0094997	n/a	n/a	n/a	Alee I		x		100	transferred from Alee II
	1999 Beige 4 door sedan	1	Mazda Protégé	JM1BJ2223X0105321	n/a	n/a	n/a	Alee II				100	okay - still running
	1996 silver pickup	1	Mitsubishi Mighty Max	JA7LS21G9TP000733	n/a	n/a	n/a	Maintenance				0	Transferred to CSS Support Service 1/25/12
1/29/2009	Copier All In One (Digital Imaging System)	1	Ricoh SP 3200 SF	S2579100525	578.00	purchased	program funds/income-donation	Admin	x			100	S.T.O.P. VAW Grant 2008-VA-GX-0053 $300 and donation $178
2/28/2009	2009 7 seater white wagon	1	Hyundai/Veracruz	KM8NU13CO9UO85462	26,000.00	purchased	S.T.O.P. VAW program fund/income - donation	Alee I	x			100	S.T.O.P. VAW Grant 2007-WF-AX-0048 $20,697 and donation $5,303 7/20/10 Transferred from Admin
3/1/2009	Brown Couch/sofa set	1	n/a	n/a	695.00	purchased	income-donation	Transitional Housing	x			100	Transferred from Alee II
7/16/2009	2009 Silver Wagon	1	Hyundai/Tuscon	KM8JM12B09U114322	n/a	leased	program fund	Transitional Housing	x			100	Cars Plus
7/12/2010	2010 White Wagon	1	Hyundai Elantra Touring	KMHDC8AE4AU081561	16,000.00	purchased	income-donation	Alee II	x			100	Cars Plus - Transferred from Admin, Aug 2010
1/25/2012	2006 White Pick Up	1	Ford Ranger 4x2 s/c	1FTYR10D46PA83062	9,000.00	purchased	income-donation	Maintenance	x			100	Triple J Enterprises
2/22/2012	2012 Gray Coupe	1	KIA FORTE	KNAFU4AZ5C5515747	15,447.00	Financed	income-donation	Admin	x			100	Triple J Enterprises - Financed for 5 years, monthly payment of $300 from donation
3/22/2012	White 18 Cu. Ft. Top Freezer Refrigerator	1	GE/GTH18EBCWW W	N/A	629.00	Donated	N/A	Alee I	X			100	Kitchen
3/22/2012	White 30" Electric Range	1	GE/JBP23DRWWW	N/A	519.00	Donated	N/A	Alee I	X			100	Kitchen

INVENTORY PREPARED BY: _____ SIGNATURE and DATE _____ POSITION TITLE

INVENTORY VERIFIED BY: [signature] 7/6/12 SIGNATURE and DATE Acting Program Manager POSITION TITLE

INVENTORY CERTIFIED BY: _____ SIGNATURE and DATE _____ POSITION TITLE

Bureau of Social Services Administration
Program Management Section
2nd Quarter fiscal Year 2012

Guma San Jose

2nd Quarter Report of Activities and Inventory for Fiscal Year 2012

Summary of Activities

Guma San Jose (GSJ) shelters provide 24-hour emergency shelter and support services for individuals(s) or families who are homeless. Services are available for a 60-day period. The main shelter in Dededo and shelter for single male in Barrigada are fully occupied. At present, GSJ shelters are manned by 1 Program Manager, 2 Shelter Managers, 1 Case Worker and 12 Shelter Workers.

GSJ has assisted 116 cases or 241 individuals for 2nd quarter FY 2012. Breakdown is shown below;

No. of Cases	No. of Individuals	Physical/Health/Condition
25 cases	26 individuals	Elderly
02 cases	02 individuals	Elderly & Physically Disabled
11 cases	11 individuals	Physically Disabled
02 cases	02 individuals	Mentally Disabled
76 cases	200 individuals	Able bodied and stable
51 cases	145 individuals	Not accommodated due to no available space.

SERVICES PROVIDED:

2nd Quarter Report on Meals and Transportation served by Guma San Jose for FY 2012.

Total Number of Adults and Children ------ 82

Total Number of Meals Served ---------- 3,405
Total Number of Transportation Served ----------237
Total Number of Phone Calls----------865

The meals were only served to clients who are not under the food stamp program. The transportation was provided to and from the office/shelter, job sites, job search, and job interviews, Catholic Social Services office, Liheng Department, home search, workshops, Salvation Army, Mayor's Office, Guam Superior Court, Guam Public Guardian, DPHSS, GMHA, DMHSA, AHRD, DOE, DISID, and GHURA.

Various donations, luncheon and dinners were extended to GSJ staff and clients. On February 01, 2012, Vicente Benavente Middle School Life Club students along with their advisor, Mr. Lawrence Batangan, visited the shelter and donated miscellaneous used clothing, canned goods, soap and cookies to the clients. The Kusinan Santa Barbara sponsored their monthly dinner serving held at their parish hall. On February 18, 2012, Saint John Episcopal Church sponsored their monthly dinner held at their fellowship hall. The New Covenant Life Church sponsored their monthly dinner serving held at the GSJ. On February 19, 2012, the 36th Air Force Medical Group volunteered their time in painting and cleaning the shelter. They also donated used miscellaneous clothing, shoes, 6 new mattress protector covers and paint materials. Lunch was provided by GSJ for the volunteers. On March 17, 2012, all clients were transported to Saint John Episcopal Church to attend the monthly dinner serving held at their Fellowship Hall. On March 18-25, 2012, clients and staff on duty joined Ms. Evelyn Burke from Remax Diamond Realty and volunteers in painting the shelter. Clients participated in the New Covenant Life Church dinner held at the GSJ's Lanai. On March 28, 2012, clients have joined the parishioners at Santa Barbara for the Kusinan Santa Barbara monthly dinner serving held at their parish social hall.

Donations: The following are the donors and listed donated items for the 2nd quarter FY 2012. These are given out to the clients and some are being kept for further use of other incoming clients.

1) Cheryl & Walter Rozanski donated used miscellaneous children clothing;
2) Debra Gallo donated various canned goods;
3) Rudolpho Borja donated fresh bananas;
4) Ramon Santos donated a used couch;

5) Horizon Properties, Inc., donated used miscellaneous clothing, kitchenware, electric fun and a mattress;
6) Vincent and Carmelita San Nicolas donated second hand washer & dryer;
7) Ramon and Natalie San Nicolas donated pillow cases, comforters, flat sheets, bathroom rugs, seat covers and floor mats;
8) Atonika Riley donated used clothing, kitchen utensils, baby clothes, canned goods, pillow cases and flat sheets;
9) Mikaela Santos donated kitchen utensils, curtains, clothing and a shoe rock.

CONFERENCES and TRAINING

The Program Manager, Shelter Managers and the staff participated/attended various meetings, conferences and outreaches.

On January 19, 2012, Program Manager, Shelter Managers, Caseworker and 2 Shelter Workers attended the "Point in Time Homeless Count" training at Catholic Social Services conference room. On January 27, 2012, they also participated in the annual conference of "Point in Time Homeless Count".

On January 30, 2012, the Program Manager and the 2 Shelter Managers attended the Occupational Safety and Health Administration (OSHA) presentation held at the CSS main conference room. The Program Manager and the Shelter Managers attended the training on various labor topics and laws held at the Department of Labor at the GCIC building.

On February 28, 2012, Shelter Managers and 3 Shelter Workers attended training on "Fire Alarm & Fire Extinguisher" sponsored by the Guam Fire Department. This was held at the CSS Adult Care Center in Barrigada. On March 17 & 24, 2012 Program Manager, Shelter Managers and 3 Shelter Workers attended First Aid & CPR training held at Life Support Training Center in Tamuning. The Program Manager and the Caseworker attended the 2012 National Association of Social Workers (NASW) Regional Training Conference held at Guam Reef Hotel in Tumon.

ACCOMPLISHMENTS

Shelter accomplishments for 2nd quarter FY 2012 are the following:

25 cases or 57 individuals were able to find a place to rent;
06 cases or 09 individuals moved in with family;
02 cases of 04 individuals were accepted into the Liheng Transitional Housing Program;
02 cases or 07 individuals were accepted into the Homeless Prevention and Rapid Re-Housing Program (HPRRP);
01 case or 01 individual relocated to family off island;
02 cases or 02 individuals were able to find employment;
03 clients from the men's shelter were being financially assisted by the Program Fundraising Fund to obtain medication, police and court clearances, or health certificates.

PROGRAM PROBLEMS and NEEDS:

a) The 2 family units in the main shelter remain unfilled due to final inspection and sealant of the roof by the building contractor;
b) Shortage of staff;
c) Staff needs mental health training to learn and gain the knowledge on how to handle the mentally disabled client;
d) No fire extinguisher at the male shelter in Barrigada. Requisition on these items is still pending approval with CSS;
e) 09 cases or 09 individuals reapplied and were accepted into the program.

CLIENT PROFILE

Case # 111215
A single mother and her teenage son were admitted at the shelter on November 29, 2011. Client claimed that they were living with a relative in Dededo for 4 months. Their living condition became unbearable which forced them to seek for another place to stay. They came to GSJ for emergency housing assistance and were accepted into the program. Client suffers from a medical condition and illness related to diabetes. Client is unable to work and relies only on public assistance through the Department of Public Health and Social Services. In November 2011, Shelter Worker assisted the client with her application for low cost housing with GHURA. Likewise, she has been communicating with friends and a family member for shelter assistance. On January 28, 2012, client and her son left the shelter to live with her family friend in Dededo.

Case # 11215

A couple was admitted at the shelter on January 30, 2012. Client claimed that they were evicted from their apartment in December 2011. They were living in an abandoned building for a month. A friend referred them to GSJ for emergency housing assistance and was accepted into the program. They are under the GSJ meals program and were provided with hygiene products, clothing and shoes. Shelter Worker assisted the client in filling out their application for housing with GHURA. The male individual is presently employed with the security agency. The female individual was employed at a restaurant in Dededo. The couple is currently saving their wages and searching for shelter among relatives until they have funds to rent on their own.

Case # 21202

A married couple was admitted at the shelter on February 09, 2012. Client claimed that they were renting at the house of their oldest daughter for a few months in Yona. The male individual is physically disabled with various medical illnesses and is a veteran. They encountered family problems and moved out. The male individual being a veteran, went to Veteran Affairs Office where he was referred to GSJ and was accepted into the program. Shelter Worker assisted the client in their application for housing with GHURA. In March 2012, the couple received their voucher for housing. They are currently searching for their own place.

Prepared by:

BUDDY J. CABANERO MA III

EXPENDITURE REPORT FOR FISCAL YEAR 2012
CATHOLIC SOCIAL SERVICE
GUMA SAN JOSE

For the month ending: January 31, 2012

PERSONNEL & BENEFITS COSTS (110/111)	ADMINISTRATIVE COSTS		SERVICE EXPENDITURES		TOTAL	
	CURRENT	CUMULATIVE	CURRENT	CUMULATIVE	CURRENT	Y-T-D CUMULATVE
Salaries	$ 2,424.89	$ 10,361.00	$ 34,464.40	$ 131,047.73	$ 36,889.29	$ 141,408.73
Fica Taxes	$ 196.52	$ 817.24	$ 2,091.20	$ 7,826.57	$ 2,287.72	$ 8,643.81
Health & Welfare		$ -		$ -	$ -	$ -
Fica Taxes		$ -		$ -	$ -	$ -
Subtotal (110/111)	$ 2,621.41	$ 11,178.24	$ 36,555.60	$ 138,874.30	$ 39,177.01	$ 150,052.54
TRAVEL (220)						
Local Mileage		$ -		$ -	$ -	$ -
Off-Island Travel		$ -		$ -	$ -	$ -
Sub Total (220)	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL (230)						
Equipment Maintenance	$ 214.55	$ 858.20	$ 208.33	$ 833.32	$ 422.88	$ 1,691.52
Lease Equipment	$ 39.46	$ 157.84	$ 57.91	$ 231.64	$ 97.37	$ 389.48
Building Rent	$ 701.01	$ 2,804.04	$ 1,800.00	$ 7,200.00	$ 2,501.01	$ 10,004.04
Training		$ -	$ 300.00	$ 716.00	$ 300.00	$ 716.00
Payroll Service Fees		$ -	$ 63.65	$ 1,098.26	$ 63.65	$ 1,098.26
Insurance	$ 73.14	$ 292.56		$ 503.39	$ 73.14	$ 795.95
Printing		$ -	$ 125.00	$ 125.00	$ 125.00	$ 125.00
Audit		$ -		$ -	$ -	$ -
Trash Removal	$ 45.65	$ 182.60	$ 80.63	$ 322.52	$ 126.28	$ 505.12
Workman's Comp		$ -		$ 404.13	$ -	$ 404.13
Building Maintenance		$ -		$ 45.89	$ -	$ 45.89
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (230)	$ 1,073.81	$ 4,295.24	$ 2,635.52	$ 11,480.15	$ 3,709.33	$ 15,775.39
SUPPLIES AND MATERIALS (240)						
Office/Computer Supplies	$ 20.28	$ 81.12	$ 32.45	$ 76.65	$ 52.73	$ 157.77
Household Supplies		$ -		$ 21.50	$ -	$ 21.50
Food		$ -	$ 250.00	$ 1,000.00	$ 250.00	$ 1,000.00
Fuel		$ -	$ 69.45	$ 277.75	$ 69.45	$ 277.75
Subtotal (240)	$ 20.28	$ 81.12	$ 351.90	$ 1,375.90	$ 372.18	$ 1,457.02
EQUIPMENT (250) (under $500.00)						
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (250)	$ -	$ -	$ -	$ -	$ -	$ -
MISCELLANEOUS (290)						
Other Taxes & Licenses		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (290)	$ -	$ -	$ -	$ -	$ -	$ -
UTILITIES (360)						
Power	$ 166.63	$ 953.80	$ 412.14	$ 6,460.83	$ 578.77	$ 7,414.63
Water/Sewer	$ 11.98	$ 39.59	$ 1,048.56	$ 4,901.60	$ 1,060.54	$ 4,941.19
Telephone/Fax	$ 148.39	$ 534.41	$ 192.45	$ 779.50	$ 340.84	$ 1,313.91
Subtotal (360)	$ 327.00	$ 1,527.80	$ 1,653.15	$ 12,141.93	$ 1,980.15	$ 13,669.73
CAPITAL OUTLAY (450) (above $500.00)						
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (450)	$ -	$ -	$ -	$ -	$ -	$ -
GRAND TOTAL	$ 4,042.50	$ 17,082.40	$ 41,196.17	$ 163,872.28	$ 45,238.67	$ 180,954.68

2/3/2012

EXPENDITURE REPORT FOR FISCAL YEAR 2012
CATHOLIC SOCIAL SERVICE
GUMA SAN JOSE

For the month ending: February 28, 2012

PERSONNEL & BENEFITS COSTS (110/111)	ADMINISTRATIVE COSTS		SERVICE EXPENDITURES		TOTAL	
	CURRENT	CUMULATIVE	CURRENT	CUMULATIVE	CURRENT	Y-T-D CUMULATVE
Salaries	$ 2,424.89	$ 12,785.89	$ 32,893.27	$ 163,941.00	$ 35,318.16	$ 176,726.89
Fica Taxes	$ 196.52	$ 1,013.76	$ 1,726.41	$ 9,552.98	$ 1,922.93	$ 10,566.74
Health & Welfare		$ -		$ -	$ -	$ -
Fica Taxes		$ -		$ -	$ -	$ -
Subtotal (110/111)	$ 2,621.41	$ 13,799.65	$ 34,619.68	$ 173,493.98	$ 37,241.09	$ 187,293.63
TRAVEL (220)						
Local Mileage		$ -		$ -	$ -	$ -
Off-Island Travel		$ -		$ -	$ -	$ -
Sub Total (220)	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL (230)						
Equipment Maintenance	$ 214.55	$ 1,072.75	$ 208.33	$ 1,041.65	$ 422.88	$ 2,114.40
Lease Equipment	$ 39.46	$ 197.30	$ 57.91	$ 289.55	$ 97.37	$ 486.85
Building Rent	$ 701.01	$ 3,505.05	$ 1,800.00	$ 9,000.00	$ 2,501.01	$ 12,505.05
Training		$ -	$ 22.00	$ 738.00	$ 22.00	$ 738.00
Payroll Service Fees		$ -	$ 100.37	$ 1,198.63	$ 100.37	$ 1,198.63
Insurance	$ 73.14	$ 365.70		$ 503.39	$ 73.14	$ 869.09
Printing		$ -		$ 125.00	$ -	$ 125.00
Audit		$ -		$ -	$ -	$ -
Trash Removal	$ 45.65	$ 228.25	$ 435.29	$ 757.81	$ 480.94	$ 986.06
Workman's Comp		$ -		$ 404.13	$ -	$ 404.13
Building Maintenance		$ -		$ 45.89	$ -	$ 45.89
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (230)	$ 1,073.81	$ 5,369.05	$ 2,623.90	$ 14,104.05	$ 3,697.71	$ 19,473.10
SUPPLIES AND MATERIALS (240)						
Office/Computer Supplies	$ 20.28	$ 101.40	$ 76.45	$ 153.10	$ 96.73	$ 254.50
Household Supplies		$ -	$ 21.50	$ 43.00	$ 21.50	$ 43.00
Food		$ -	$ 580.00	$ 1,580.00	$ 580.00	$ 1,580.00
Fuel		$ -	$ 40.00	$ 317.75	$ 40.00	$ 317.75
Subtotal (240)	$ 20.28	$ 101.40	$ 717.95	$ 2,093.85	$ 738.23	$ 2,195.25
EQUIPMENT (250) (under $500.00)						
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (250)	$ -	$ -	$ -	$ -	$ -	$ -
MISCELLANEOUS (290)						
Other Taxes & Licenses		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (290)	$ -	$ -	$ -	$ -	$ -	$ -
UTILITIES (360)						
Power	$ 166.63	$ 1,120.43	$ 2,998.93	$ 9,459.76	$ 3,165.56	$ 10,580.19
Water/Sewer	$ 5.63	$ 45.22	$ 115.75	$ 5,017.35	$ 121.38	$ 5,062.57
Telephone/Fax	$ 148.39	$ 682.80	$ 126.31	$ 905.81	$ 274.70	$ 1,588.61
Subtotal (360)	$ 320.65	$ 1,848.45	$ 3,240.99	$ 15,382.92	$ 3,561.64	$ 17,231.37
CAPITAL OUTLAY (450) (above $500.00)						
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (450)	$ -	$ -	$ -	$ -	$ -	$ -
GRAND TOTAL	$ 4,036.15	$ 21,118.55	$ 41,202.52	$ 205,074.80	$ 45,238.67	$ 226,193.35

3/6/2012

EXPENDITURE REPORT FOR FISCAL YEAR 2012
CATHOLIC SOCIAL SERVICE
GUMA SAN JOSE

For the month ending: March 31, 2012

PERSONNEL & BENEFITS COSTS (110/111)	ADMINISTRATIVE COSTS		SERVICE EXPENDITURES		TOTAL	
	CURRENT	CUMULATIVE	CURRENT	CUMULATIVE	CURRENT	Y-T-D CUMULATVE
Salaries	$ 2,424.89	$ 15,210.78	$ 34,749.84	$ 198,690.84	$ 37,174.73	$ 213,901.62
Fica Taxes	$ 196.52	$ 1,210.28	$ 2,860.04	$ 12,413.02	$ 3,056.56	$ 13,623.30
Health & Welfare		$ -		$ -	$ -	$ -
Fica Taxes		$ -		$ -	$ -	$ -
Subtotal (110/111)	$ 2,621.41	$ 16,421.06	$ 37,609.88	$ 211,103.86	$ 40,231.29	$ 227,524.92
TRAVEL (220)						
Local Mileage		$ -		$ -	$ -	$ -
Off-Island Travel		$ -		$ -	$ -	$ -
Sub Total (220)	$ -	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL (230)						
Equipment Maintenance	$ 214.55	$ 1,287.30		$ 1,041.65	$ 214.55	$ 2,328.95
Lease Equipment	$ 39.46	$ 236.76		$ 289.55	$ 39.46	$ 526.31
Building Rent	$ 701.01	$ 4,206.06	$ 1,800.00	$ 10,800.00	$ 2,501.01	$ 15,006.06
Training		$ -		$ 738.00	$ -	$ 738.00
Payroll Service Fees		$ -	$ 190.95	$ 1,389.58	$ 190.95	$ 1,389.58
Insurance	$ 73.14	$ 438.84		$ 503.39	$ 73.14	$ 942.23
Printing		$ -		$ 125.00	$ -	$ 125.00
Audit		$ -		$ -	$ -	$ -
Trash Removal	$ 45.65	$ 273.90	$ 95.65	$ 853.46	$ 141.30	$ 1,127.36
Workman's Comp		$ -		$ 404.13	$ -	$ 404.13
Building Maintenance		$ -		$ 45.89	$ -	$ 45.89
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (230)	$ 1,073.81	$ 6,442.86	$ 2,086.60	$ 16,190.65	$ 3,160.41	$ 22,633.51
SUPPLIES AND MATERIALS (240)						
Office/Computer Supplies	$ 20.28	$ 121.68		$ 153.10	$ 20.28	$ 274.78
Household Supplies		$ -		$ 43.00	$ -	$ 43.00
Food		$ -		$ 1,580.00	$ -	$ 1,580.00
Fuel		$ -		$ 317.75	$ -	$ 317.75
Subtotal (240)	$ 20.28	$ 121.68	$ -	$ 2,093.85	$ 20.28	$ 2,215.53
EQUIPMENT (250) (under $500.00)						
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (250)	$ -	$ -	$ -	$ -	$ -	$ -
MISCELLANEOUS (290)						
Other Taxes & Licenses		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (290)	$ -	$ -	$ -	$ -	$ -	$ -
UTILITIES (360)						
Power	$ 166.63	$ 1,287.06	$ 1,263.98	$ 10,723.74	$ 1,430.61	$ 12,010.80
Water/Sewer	$ 5.63	$ 50.85	$ 115.75	$ 5,133.10	$ 121.38	$ 5,183.95
Telephone/Fax	$ 148.39	$ 831.19	$ 126.31	$ 1,032.12	$ 274.70	$ 1,863.31
Subtotal (360)	$ 320.65	$ 2,169.10	$ 1,506.04	$ 16,888.96	$ 1,826.69	$ 19,058.06
CAPITAL OUTLAY (450) (above $500.00)						
		$ -		$ -	$ -	$ -
		$ -		$ -	$ -	$ -
Subtotal (450)	$ -	$ -	$ -	$ -	$ -	$ -
GRAND TOTAL	$ 4,036.15	$ 25,154.70	$ 41,202.52	$ 246,277.32	$ 45,238.67	$ 271,432.02

3/6/2012

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY OVER $ 500.00

PROGRAM NAME: Guma San Jose
LOCATION: Dededo/Barrigada
DATE OF INVENTORY: FY'12 Jan. 23rd - March 31st, 2012

ACQUIRED DATE	ITEM DESCRIPTION	QTY	MAKE/MODEL	SERIAL NUMBER	UNIT COST	PURCHASED LEASED OR DONATED	PURCHASED LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME	LOCATION	CONDITION (NEW,FAIR, POOR)	% OF PROGRAM USE	COMMENTS
2004	Computer	1	Set/UPS Back Up	X08-54518	2,200	P	PF	Dededo	F	100	Computer 2000
2006	Vehicle, Van	1	Nissan Quest	721DF002619	5,000	D		Dededo	F	100	Bank Of Hawaii
2009	Freezer, Chest	1	Kelvinator	WB64625145	800	P	PF	Dededo	F	100	Toppy Furniture
2010	Sofa/Loveseat	1	2 piece set	Mocha	899	D	PI	Dededo	N	100	Merril Lynch/Furniture Outlet
2010	Sofa/Loveseat	1	2 piece set	Cappucino	825	D	PI	Dededo	N	100	Merril Lynch/Furniture Outlet /Damage Destroyed
2010	Telephone System	1	Panasonic	KS-TA824	500	D	PI	Dededo	N	100	Merril Lynch/Furniture Outlet
2010	Telephone System	1	Panasonic	8KBCF018125	200	D	PI	Dededp	N	100	Merril Lynch/Hi Tech, Inc.
2010	Telephone System	4	Panasonic	8KBCF018	179	D	PI	Dededo	N	100	Merril Lynch/Hi Tech, Inc.
2010	Table, Dining	1	Marc	Set w/8 chairs	699	D	PI	Dededo	N	100	Merril Lynch/Townhouse
2010	Bed, Bunk	11	Twin-Merlot Set	w/mattress	500	D	PI	Dededo	N	100	Merril Lynch/Townhouse
2011	Bed, Bunk	5	Twin	w/mattress	500	D	PI	Dededo	N	100	Furniture Outlet
2010	Bed, Bunk	11	Full Size	Box/Mattress/Legs	500	D	PI	Dededo	N	100	Merril Lynch/Townhouse
2010	Refrigerator	1	Kenmore	BA02602146	500	D	PI	Barrigada	N	100	Merril Lynch/Kmart
2010	Refrigerator	1	White-Westinghouse	WRTD23X6AW4	500	D	PI	Barrigada	F	100	Merril Lynch/Townhouse
2011	Refrigerator	1	Kenmore	BA04503338	500	D	PI	Dededo	N	100	Sears Guam
2011	Refrigerator	1	Kenmore	BA04503301	500	D	PI	Dededo	N	100	Sears Guam
2010	Range, Electric	1	Maytag	13646669JT	500	D	PI	Dededo	N	100	Merril Lynch/Townhouse
2010	Range, Electric	1	Maytag	13748580LA	500	D	PI	Dededo	N	100	Merril Lynch/Townhouse

INVENTORY PREPARED BY: Jacinta Perez POSITION TITLE: Shelter Manager

INVENTORY VERIFIED BY: Andrew May POSITION TITLE: Program Manager

INVENTORY CERTIFIED BY: Diana Calvo POSITION TITLE: Executive Director

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY UNDER $ 500.00 IN VALUE

PROGRAM NAME: Guma San Jose
LOCATION: Dededo/Barrigada
DATE OF INVENTORY: FY'12 Jan. 23rd -March 31st, 2012

	ITEM DESCRIPTION	QTY	MAKE/MODEL	SERIAL NUMBER	UNIT COST	PURCHASED LEASED OR DONATED	PURCHASED LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME	LOCATION	CONDITION (NEW, FAIR, POOR)	% OF PROGRAM USE	COMMENTS
2003	Printer	1	HP LaserJet P1006			D		Dededo	F	100	Salvation Army
2008	Printer, 3 in 1	1	HP OfficeJet 5610	CN78PF30NP		P	PF	Dededo	F	100	Megabyte
2009	Printer	1	HP LaserJet 1300	CNBB047760		P	PF	Dededo	F	100	Megabyte
2003	Table, Dining	1	Wooden	No Chairs		D		Dededo	F	100	Anonymous
2004	Drawer	9	5 piece drawer set	Plastic		P	PF	Dededo	F	100	Kmart
2007	Bed	3	Single	Box/Mattress		D		Dededo/Barrigada	F	100	Caridad/Alee Shelter
2008	Bench, Patio	2	Wooden			D		Dededo	F	100	Alee Shelter
2011	Couch, Sectional	1	3 piece sofa			D		Dededo	F	100	Ms. Guadalupe
2008	Table, End	8	1 drawer/2 drawer	Wooden		D		Dededo	F	100	Alee Shelter
2007	Drawer	1	2 piece drawer set	Rattan		D		Dededo	F	100	Alee Shelter
2006	TV	1	Sony	KV-214512		D		Dededo	F	100	Anonymous
2008	TV	1	RCA	617443816		D		Dededo	F	100	Anonymous
2008	TV	1	Sharp	524210		D		Dededo	F	100	Anonymous
2002	Chair, Executive	1	Black			D		Dededo	F	100	Toppy Furniture
2003	Chair, Executive	1	Black			D		Dededo	F	100	Toppy Furniture
2005	Generator, Gas	1	Briggs & Stratton, 3,500hps	68860107		D		Dededo	F	100	Emergency Receiving Home
1998	Cabinet, File	4	4 Drawer	Beige		D		Dededo	F	100	Catholic Social Service/National Office Supply
1998	Cabinet, File	1	2 Drawer	Black/Brown		D		Dededo	F	100	Catholic Social Service
1998	Desk	3	7 Drawer	Metal		D		Dededo	F	100	CSS/Military Salvage Yard/Rosa Fejeran
2005	Desk	2	2 Drawer	Metal		D		Dededo/Barrigada	F	100	Catholic Social Service

INVENTORY PREPARED BY: Jacinta Perez POSITION TITLE: Shelter Manager

INVENTORY VERIFIED BY: Andrew May POSITION TITLE: Program Manager

INVENTORY CERTIFIED BY: Diana Calvo POSITION TITLE: Executive Director

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY UNDER $ 500.00 IN VALUE

PROGRAM NAME: Guma San Jose
LOCATION: Dededo/Barrigada
DATE OF INVENTORY : FY'12 Jan. 23rd - March 31st, 2012

ACQUIRED DATE	ITEM DESCRIPTION	QTY	MAKE/MODEL	SERIAL NUMBER	UNIT COST	PURCHASED LEASED OR DONATED	PURCHASED LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME	LOCATION	CONDITION (NEW, FAIR, POOR)	% OF PROGRAM USE	COMMENTS
2007	Desk	2	1 piece drawer	Wood		D		Dededo	F	100	Alee Shelter
2010	Table, Folding	8	Plastic			D	PI	Dededo/Barrigada	N	100	Merril Lynch/Townhouse
2010	Chair, Folding	63	Metal	Black		D	PI	Dededo	N	100	Merril Lynch/Townhouse
2009	Chair, Stackable	12	W/cushion			P	PF	Dededo/Barrigada	F	100	National Office Supply
2010	Desk	1	7 Drawer	Metal		D		Dededo	F	100	EMSI/LL-P Services
1999	Table, Dining	1	Glass top/brass leg			D		Dededo	F	100	Catholic Social Service
2010	Sofa	1	Black			D		Dededo	F	100	Anonymous
2010	Washer/Dryer, 2 in 1	1	LG	310WK000146		D		Dededo	F	100	Lisa Mangune / Not working Destroyed
2009	Chair, Swivel	2	W/cushion	Black		P	PF	Dededo	F	100	Toppy Furniture
2010	Extinguisher, Fire	3		1265/39, 46, 61		D		Dededo	F	100	Part of the buidling
2010	Air Conditioner	6	Alpha Plus	27/29/38/43/44/46		D		Dededo	N	100	Part of the buidling
2010	Range, Electric	1	Galaxy-Elcran	VF01765295		D	PI	Barrigada	N	100	Merril Lynch/Kmart
2010	Heater, Water	1	GE, electric	0810R09078		D	PI	Barrigada	N	100	Merril Lynch/Home Depot
2011	Washer	1	Kenmore	C02240374		D	PI	Dededo	N	100	Merril Lynch/KMart
2011	Dryer, Electric	1	Kenmore	M02453536		D	PI	Dededo	N	100	Merril Lynch/KMart
2010	Bed, Cot	10	Green			D		Dededo/Barrigada	F	100	Governor's Office
2010	Sofa	2	Black, Leather			D		Barrigada	F	100	Catholic Social Service
2010	Sofa	1	Brown, Leather			D		Barrigada	F	100	Catholic Social Service
2011	Shelf	4	Metal, 4 shelf			P	PI	Dededo	N	100	Home Depot
2011	Chair, Swivel	2	Gray	W/cushion		D		Dededo	F	100	EMSI/LL-P Services
2011	Loveseat	1	Floral			D		Dededo	F	100	Jeffrey Taitingfong

INVENTORY PREPARED BY: Jacinta Perez POSITION TITLE: Shelter Manager

INVENTORY VERIFIED BY: Andrew May POSITION TITLE: Program Manager

INVENTORY CERTIFIED BY: Diana Calvo POSITION TITLE: Executive Director

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY UNDER $ 500.00 IN VALUE

PROGRAM NAME: Guma San Jose
LOCATION: Dededo/Barrigada
DATE OF INTERVIEW : FY'12 Jan. 23rd - March 31st, 2012

ACQUIRED DATE	ITEM DESCRIPTION	QTY	MAKE/MODEL	SERIAL NUMBER	UNIT COST	PURCHASED LEASED OR DONATED	PURCHASED LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME	LOCATION	CONDITION (NEW, FAIR, POOR)	% OF PROGRAM USE	COMMENTS
2007	Drawer	1	2 piece drawer	Wooden		D		Dededo	F	100	Alee Shelter
2011	Playpen	2	Large & small			D		Dededo	F	100	Justin Nededog/Anonymous
2011	Crib	1				D		Dededo	F	100	Anonymous
2011	Drawer	1	w/closet	Marble Style		D		Dededo	F	100	Anonymous
2011	Desk, Computer	1	Wood/Metal			D		Dededo	F	100	John Aguon
2010	Sofa	1	Black			D		Dededo	F	100	Alee Shelter
2012	Rattan Sofa	1	Rattan/ Lt Blue material cover			D		Dededo	F	100	Donation
2012	Rattan Sofa Single Chair	2	Lt. Blue Material Cover			D		Dededo	F	100	Donation
2012	TV	1	Apex w/Remote			D		Dededo	F	100	Donation
2012	Refrigerator	1	LG 2 Door Staiinless Steel	701KRXD00290		D		Dededo	F	100	Alee Shelter
2012	Washer	1	Whirlpool Commerical Quality Sup	SM8280867		D		Dededo	F	100	Donation
2012	Dryer	1	Whirlpool Heavy Duty Extra Large	MG3243461		D		Dededo	F	100	Donation
2012	Coby DVD Player	1	Coby DVD 224	1032010-0007979		D		Dededo	N	100	Donation
2012	2010 Dodge Caravan	1	2010 Dodge Grand Caravan	2D4RN5D16AR135101	49,995	P		Dededo	N	100	CSS
2012	Computerw/Keyboard / mice		Hard dirve	MXL7470L1L		D		Dededo	F	100	36 CS/SCOSA
2012	Computerw/Keyboard / mice	1	Hard dirve	MXL7470L9B		D		Dededo	F	100	36 CS/SCOSA
2012	Computerw/Keyboard / mice	1	Hard dirve	MXL7470L9C		D		Dededo	F	100	36 CS/SCOSA
2012	Computerw/Keyboard / mice	1	Hard dirve	MSL7470LC9		D		Dededo	F	100	36 CS/SCOSA
2012	Computerw/Keyboard / mice	1	Hard dirve	MXL740LCZ		D		Dededo	F	100	36 CS/SCOSA
2012	Computerw/Keyboard / mice	1	Hard dirve	MXL7470LD4		D		Dededo	F	100	36 CS/SCOSA
2012	Computerw/Keyboard / mice	1	Hard dirve	MXL7470LD9		D		Dededo	F	100	36 CS/SCOSA

INVENTORY PREPARED BY: Jacinta Perez POSITION TITLE: Shelter Manager

INVENTORY VERIFIED BY: Andrew May POSITION TITLE: Program Manager

INVENTORY CERTIFIED BY: Diana Calvo POSITION TITLE: Executive Director

FY 2012 NON-EXPENDABLE PROPERTY INVENTORY UNDER $500.OO IN VALUE

PROGRAM NAME: Guma San Jose
LOCATION: Dededo/Barrigada
DATE OF INTERVIEW: FY'12 Jan. 23rd - March 31st, 2012

ACQUIRED DATE	ITEM DESCRIPTION	QTY	MAKE/MODEL	SERIAL NUMBER	UNIT COST	PURCHASED LEASED OR DONATED	PURCHASED LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME	LOCATION	CONDITION (NEW, FAIR, POOR)	% OF PROGRAM USE	COMMENTS
2012	Computer	1	Hard Drive	MXL7470LF4		D		Dededo	Fair	100	36CS /SCOSA
2012	Computer	1	Hard Drive	MXL7470LHN		D		Dededo	Fair	100	36CS /SCOSA
2012	Computer	1	Hard Drive	MXL7470LJ4		D		Dededo	Fair	100	36CS /SCOSA
2012	Computer	1	Monitor	02061Y		D		Dededo	Fair	100	36CS /SCOSA
2012	Computer	1	Monitor	AG508H64250		D		Dededo	Fair	100	36CS /SCOSA
2012	Computer	1	Monitor	GHI7HCFT90821P		D		Dededo	Fair	100	36CS /SCOSA
2012	Computer	1	Monitor	3C5-ADNA		D		Dededo	Fair	100	36CS /SCOSA
2012	Computer	1	Monitor	416-A3ZW		D		Dededo	Fair	100	36CS /SCOSA
2012	Computer	1	Monitor	323-D3EM		D		Dededo	Fair	100	36CS /SCOSA
2012	Computer	1	Monitor	3BL-N1ND		D		Dededo	Fair	100	36CS /SCOSA
2012	Computer	1	Monitor	3BL-N1NK		D		Dededo	Fair	100	36CS /SCOSA
2012	Computer	1	Monitor	3BL-N1M3		D		Dededo	Fair	100	36CS /SCOSA
2012	Computer	1	Monitor	61J-35HS		D		Dededo	Fair	100	36CS /SCOSA
2012	Computer	1	**Printer**	USKB036700		D		Dededo	Fair	100	36CS /SCOSA

INVENTORY PREPARED BY: Jacinta Rare POSITION TITLE: GSJ Shelter Manager

INVENTORY CERTIFIED BY: Andrew May POSITION TITLE: Program Manager

INVENTORY CERTIFIED BY: Diana Calvo POSITION TITLE: Executive Director