

Background Summary					
Grant Balances 5.27.25					
Grant Balances 3.9.26	County Ledger Key				
	2102	Books, Periodicals, Subscriptions			
	2150	Food			
	2310	Non-County Professional/Specialized Services			
	2467	Training & Registrations			
	2479	Other Special Departmental Expenses			
	2490	Misc Service & Supplies			
Thank you Chair Lucey for your assistance in combing through the CCCWG Gmail & GDrive to provide backup documentation for grant expenditures from FY 2022-2023 to present. The 3.9.26 grant update provided by the County to the Commission, as well as a Grant Balance Report 5.27.25 sourced directly from the GDrive, have been guiding documents in listing all expenditures in one place in a format more conducive to a report for Commission.	Treasurer Acosta-Beere spent the month since last meeting organizing expenditures. All other tabs of information are based upon County ledger. Recommendation to request updated (as of today 4/28/26) Grants Balance spreadsheet ledger from County to				

	account for since-posted payments and contract obligations.				
Below are the final requests for documentation needed from the County ledger/records in order to complete an expenditures report covering the lifetime of the grants. Forwarded to our County Liaison, so that a more thorough report can continue.					
Backup Documentation Needed:					
<u>*FY 2022-2023 detail needed: memos refer to journal entries only but no subject memo or invoice references so that Commission may account for the detail of the following expenditures:</u>					
<u>3/31/2023</u>	<u>JV-2304-000875 - Contra Costa County - 03/31/2023 - Transaction Summary 7/1/22 thru 3/31/23</u>		<u>2102 (ledger code)</u>	<u>JV-2304-000875</u>	<u>414</u>
<u>3/31/2023</u>	<u>JV-2304-000875 - Contra Costa County - 03/31/2023 - Transaction Summary 7/1/22 thru 3/31/23</u>		<u>2310 (ledger code)</u>	<u>JV-2304-000875</u>	<u>700</u>
<u>3/31/2023</u>	<u>JV-2304-000875 - Contra Costa County - 03/31/2023 - Transaction Summary 7/1/22 thru 3/31/23</u>		<u>2479 (ledger code)</u>	<u>JV-2304-000875</u>	<u>2,642.00</u>
<u>6/30/2023</u>	<u>JV-2308-000477 - Contra Costa County - 06/30/2023 - To record FY2022-2023 Expenditure</u>		<u>2479 (ledger code)</u>	<u>JV-2308-000477</u>	<u>1,500.00</u>

	Accrual. Reverse the journal in FY2023-2024.				
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3/9/2026	1. Financial Summary as of 3/9/2026			
3/31/23	Beginning Balance (Grant 1):		\$25,000.00	
6/21/23	Beginning Balance (Grant 2):		\$17,500.00	
2/19/25	Final Dispersement		\$7,500.00	
	Total Beginning Balance:		\$50,000.00	
June 2025	Ending Balance (Grant 1):		-\$0.20	
	Ending Balance (Grant 2):		\$14,805.14	
	Total Ending Balance:		\$14,804.94	
	Contract Payments Pending		-\$8,522.00	Calatrello
	Available (Uncommitted) Balance:		\$6,282.94	

3/9/26	2. Expenditures Report									
2022-2023	Description	Amount	Grant 1/2	Le dger	TX Details/Invoice #s					
3/31/2023	JV-2304-000875 - Contra Costa County - 03/31/2023 - Transaction Summary 7/1/22 thru 3/31/23	414.00		2102						
			Grant 1		Wix.com					
3/31/2023	JV-2304-000875 - Contra Costa County - 03/31/2023 - Transaction Summary 7/1/22 thru 3/31/23	700.00		2310						
			Grant 1		Dreamscape Web Design					

3/31/2023	JV-2304-000875 - Contra Costa County - 03/31/2023 - Transaction Summary 7/1/22 thru 3/31/23	2,642.00	Grant 1	2479	Line Items	\$2,642.00			
					CA Newspaper Advertising 1/24	\$495.00			
					CA Newspaper Advertising 1/23	\$900.00			
					CA Newspaper Advertising 1/20	\$747.00			
					Collateral & Creative for Appointments Workshop	\$500.00			
6/30/2023	JV-2308-000477 - Contra Costa County - 06/30/2023 - To record FY2022-2023 Expenditure Accrual. Reverse the journal in FY2023-2024.	1,500.00	Grant 1	2479					
TOTAL 2022-2023		5,256.00							
2023-2024	Description	Amount	Grant 1/2	Ledger	TX Details/Invoice #s				
7/31/2023	PATCH MEDIA Online Advertising Contra Costa Commission for Women and Girls*1 week run*2023-0123*2023-01-28	1,500.00	Grant 1	2479	SIN055448				

8/9/2023	JV-2308-000478 - Contra Costa County - 08/09/2023 - To record FY2022-2023 Expenditure Accrual. Reverse the journal in FY2023-2024. (Reversal)	(1,500.00)	Grant 1						
8/29/2023	Domain 3 Year Plan: DREAMSCAPE WEB DESIGN LLC	50.71	Grant 1						
9/6/2023	The Press 3/8 pg ad + Calendar boosting 7/31/23: BRENTWOOD PRESS & PUB	602.00	Grant 1		263896				
12/12/2023	Calatrello Marketing October 2023	687.50	Grant 1						
12/29/2023	Calatrello Marketing November 2023	687.50	Grant 1						
1/2/2024	Calatrello Marketing December 2023	687.50	Grant 1						
2/1/2024	Calatrello Marketing January 2024	687.50	Grant 1						
3/7/2024	Mailchimp March	13.00	Grant 1						
3/1/2024	Calatrello Marketing Feb 2024	687.50	Grant 1						
4/1/2024	Calatrello Marketing March 2024	687.50	Grant 1						
4/19/2024	Calatrello (\$75) Rack Card, (\$400) Ad Management, (\$400) Ad Cost	875.00	Grant 1	2310	9612				
5/1/2024	Calatrello Marketing April 2024	687.50	Grant 1						
5/28/2024	Ad Hoc Payment: Marilyn Cachola Lucey - 05/28/2024	94.99	Grant 1		Herstory panel communication platform				
5/29/2024	Mailchimp April	13.00	Grant 1						
5/29/2024	Mailchimp May	13.00	Grant 1						

5/31/2024	Mailchimp June	13.00	Grant 1							
6/1/2024	Calatrello Marketing May 2024	687.50	Grant 1							
6/28/2024	Mailchimp July	13.00	Grant 1							
6/30/2024	Calatrello Marketing June 2024	687.50	Grant 1							
TOTAL 2023-2024		7,875.20								
2024-2025	Description	Amount	Grant 1/2	Le dger	TX Details/Invoice #s					
8/7/24	Mailchimp August	13.00	Grant 1	2102						
7/31/24	Calatrello Marketing July 2024	687.50	Grant 1	2310	1763					
9/4/24	Mailchimp September	13.00	Grant 1	2102						
9/13/24	Calatrello Marketing August 2024	687.50	Grant 1	2310	1773					
10/10/24	Calatrello Marketing September 2024	687.50	Grant 1	2310	1807					
10/28/24	Mailchimp October	13.00	Grant 1	2102						
11/4/24	Ad Hoc Payment: Shauna Polk - Food purchase for Retreat	143.55	Grant 1	2150						
11/4/24	Ad Hoc Payment: Shauna Polk - Food purchase for Retreat	99.03	Grant 1	2150						
11/4/2024	Imprint.Com Order #IMA274523123	\$1,684.83	Grant 1	2490	Line Items	\$1,861.69	<i>Coupon</i>	-176.86		
	CCCWG Exhibition Supplies				10ft x 10ft Full Color Pop Up Canopy Tents	\$817.26				
					33 x 80 Color Roll Up Retractable	\$161.92				

						<i>e Banner Stands</i>				
						<i>6FT Fitted Trade Show Table Cover</i>	\$115.9 8			
						<i>Dynamic Action Pens x550</i>	\$249.1 5			
						<i>Medium Spiral Curve Notebook x75</i>	\$177.3 8			
						<i>Custom Rectangle 5x3 Magnets x500</i>	\$340.0 0			
11/1/2024	Calatrello Marketing October 2024	687.50	Grant 1	2310	1827					
12/3/2024	Mailchimp November	13.00	Grant 1	2102						
12/31/2024	Mailchimp December	13.00	Grant 1	2102						
1/1/2025	Calatrello Marketing INCREASE Oct 15 2024	162.50	Grant 1	2310	1862	<i>increase per Contract #41714-03</i>				
1/1/2025	Calatrello Marketing November 2024	687.50	Grant 1	2310	1849	<i>previous monthly fee</i>				
2/1/2025	Calatrello Marketing December 2024	850.00	Grant 1	2310	1868	<i>note updated amount</i>				
2/1/2025	Calatrello Marketing January 2025	850.00	Grant 1	2310	1895					
2/19/2025	Mailchimp January	13.00	Grant 1	2102						
3/18/2025	Mailchimp February	13.00	Grant 1	2102						
3/1/2025	Calatrello Marketing February 2025	850.00	Grant 1	2310	1916					
4/11/2025	Mailchimp March	13.00	Grant 1	2102						

4/1/2025	Calatrello Marketing March 2025	850.00	Grant 1	2310	1942	SHERos Panel				
4/1/2025	Calatrello Ad Spend Reimbursement	600.00	Grant 1	2310	1907	SHERos Panel				
4/1/2025	Calatrello March 2025 Ad Spend Reimbursement	500.00	Grant 1	2310	1943					
5/12/2025	Mailchimp April	13.00	Grant 1	2102						
5/1/2025	Calatrello Marketing April 2025	850.00	Grant 1	2310	1964					
6/2/2025	Ad Hoc Payment: Christy Lam - 06/02/2025	264.40	Grant 1	2150		SHERos Panel				
6/25/2025	Mailchimp May	13.00	Grant 1	2102						
6/1/2025	Calatrello Marketing May 2025	850.00	Grant 1 \$598; Grant 2 \$252	2310	1982					
6/30/2025	Calatrello Marketing June 2025	850.00	Grant 2	2310	2002					
6/30/2025	Mailchimp June	13.00	Grant 2	2102						
TOTAL 2024-2025		12,984.81								
2025-2026	Description	Amount	Grant 1/2	Le dger	TX Details/Invoice #s					
7/29/2025	Mailchimp July	13.00	Grant 2	2102						
7/31/2025	Calatrello Marketing July 2025	850.00	Grant 2	2310	2025					
7/1/2025	JV-2508-000598 - Contra Costa County - 07/01/2025 - To record FY2024-25 Expenditure Accrual for Ad Hoc Payments. Reverse the journal in	(13.00)	Grant 2	2102						

2022-2023	Description	Amount	Grant 1/2	Ledger	TX Details/Invoice #s					
3/31/2023	JV-2304-000875 - Contra Costa County - 03/31/2023 - Transaction Summary 7/1/22 thru 3/31/23	414.00		2102	Wix.com					
3/31/2023	JV-2304-000875 - Contra Costa County - 03/31/2023 - Transaction Summary 7/1/22 thru 3/31/23	700.00		2310	Dreamscape Web Design					
3/31/2023	JV-2304-000875 - Contra Costa County - 03/31/2023 - Transaction Summary 7/1/22 thru 3/31/23	2,642.00		2479	Line Items		\$2,642.00			
					CA Newspaper Advertising 1/24		\$495.00			
					CA Newspaper Advertising 1/23		\$900.00			
					CA Newspaper Advertising 1/20		\$747.00			
					Collateral & Creative for Appointments Workshop		\$500.00			
6/30/2023	JV-2308-000477 - Contra Costa County - 06/30/2023 - To record FY2022-2023 Expenditure Accrual. Reverse the journal in FY2023-2024.	1,500.00		2479						
TOTAL 2022-2023		5,256.00								

2023-2024	Description	Amount	Grant 1/2	Leader	TX Details/Invoice #s					
7/31/2023	PATCH MEDIA Online Advertising Contra Costa Commission for Women and Girls*1 week run*2023-0123*2023-01-28	1,500.00	Grant 1	2479	SIN055448					
8/9/2023	JV-2308-000478 - Contra Costa County - 08/09/2023 - To record FY2022-2023 Expenditure Accrual. Reverse the journal in FY2023-2024. (Reversal)	(1,500.00)	Grant 1							
8/29/2023	Domain 3 Year Plan: DREAMSCAPE WEB DESIGN LLC	50.71	Grant 1							
9/6/2023	The Press 3/8 pg ad + Calendar boosting 7/31/23: BRENTWOOD PRESS & PUB	602.00	Grant 1		263896					
12/12/2023	Calatrello Marketing October 2023	687.50	Grant 1							
12/29/2023	Calatrello Marketing November 2023	687.50	Grant 1							
1/2/2024	Calatrello Marketing December 2023	687.50	Grant 1							
2/1/2024	Calatrello Marketing January 2024	687.50	Grant 1							
3/7/2024	Mailchimp March	13.00	Grant 1							
3/1/2024	Calatrello Marketing Feb 2024	687.50	Grant 1							
4/1/2024	Calatrello Marketing March 2024	687.50	Grant 1							
4/19/2024	Calatrello (\$75) Rack Card, (\$400)	875.00	Grant 1	2310	9612					

	Ad Management, (\$400) Ad Cost									
5/1/2024	Calatrello Marketing April 2024	687.50	Grant 1							
5/28/2024	Ad Hoc Payment: 4 Marilyn Cachola Lucey - 05/28/2024	94.99	Grant 1		Herstory panel communication platform					
5/29/2024	Mailchimp April	13.00	Grant 1							
5/29/2024	Mailchimp May	13.00	Grant 1							
5/31/2024	Mailchimp June	13.00	Grant 1							
6/1/2024	Calatrello Marketing May 2024	687.50	Grant 1							
6/28/2024	Mailchimp July	13.00	Grant 1							
6/30/2024	Calatrello Marketing June 2024	687.50	Grant 1							
TOTAL 2023-2024		7,875.20								
2024-2025	Description	Amount	Grant 1/2	Le dg er	TX Details/In voice #s					
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7/31/24	Calatrello Marketing July 2024	687.50	Grant 1	2310	1763					
9/4/24	Mailchimp September	13.00	Grant 1	2102						
9/13/24	Calatrello Marketing August 2024	687.50	Grant 1	2310	1773					
10/10/24	Calatrello Marketing September 2024	687.50	Grant 1	2310	1807					
10/28/24	Mailchimp October	13.00	Grant 1	2102						
11/4/24	Ad Hoc Payment: Shauna Polk - Food purchase for Retreat	143.55	Grant 1	2150						
11/4/24	Ad Hoc Payment: Shauna Polk - Food	99.03	Grant 1	2150						

	purchase for Retreat									
11/4/2024	Imprint.Com Order #IMA274523123	\$1,684.83	Grant 1	2490	Line Items		\$1,861.69	Coupon	-176.86	
	CCCWG Exhibition Supplies					10ft x 10ft Full Color Pop Up Canopy Tents	\$817.26			
						33 x 80 Color Roll Up Retractable Banner Stands	\$161.92			
						6FT Fitted Trade Show Table Cover	\$115.98			
						Dynamic Action Pens x550	\$249.15			
						Medium Spiral Curve Notebook x75	\$177.38			
						Custom Rectangle 5x3 Magnets x500	\$340.00			
11/1/2024	Calatrello Marketing October 2024	687.50	Grant 1	2310	1827					
12/3/2024	Mailchimp November	13.00	Grant 1	2102						
12/31/2024	Mailchimp December	13.00	Grant 1	2102						
1/1/2025	Calatrello Marketing INCREASE Oct 15 2024	162.50	Grant 1	2310	1862	increase per Contract #41714-03				
1/1/2025	Calatrello Marketing November 2024	687.50	Grant 1	2310	1849	previous monthly fee				

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2025-2026	Description	Amount	Grant 1/2	Leveller	TX Details/Invoice #s					
7/29/2025	Mailchimp July	13.00	Grant 2	2102						
7/31/2025	Calatrello Marketing July 2025	850.00	Grant 2	2310	2025					
7/1/2025	JV-2508-000598 - Contra Costa County - 07/01/2025 - To record FY2024-25 Expenditure Accrual for Ad Hoc Payments. Reverse the journal in FY2025-26. (Reversal)	(13.00)	Grant 2	2102						
9/1/2025	Calatrello Marketing August 2025	850.00	Grant 2	2310	2046					
10/1/2025	Calatrello Marketing September 2025	850.00	Grant 2	2310	2071					
10/16/2025	Mailchimp August	13.00	Grant 2	2102						
11/1/2025	Calatrello Marketing October 2025	850.00	Grant 2	2310	2096					
12/1/2025	Calatrello Marketing November 2025	850.00	Grant 2	2310	2123					
1/2/2026	Ad Hoc Payment: EM/POWEREDbyWMN - 11/15/25 Rise & Empower Summit - tickets for Commissioners and followers	2,000.00	Grant 2	2467						
1/9/2026	Mailchimp September	13.00	Grant 2	2102				March		850
1/9/2026	Mailchimp October	13.00	Grant 2	2102				April		850
2/23/2026	Mailchimp November	13.00	Grant 2	2102						
3/2/2026	Calatrello Marketing February 2026	850.00	Grant 2	2310	2200					
2/17/2026	Calatrello Marketing January 2026	850.00	Grant 2	2310	2175					
2/1/2026	*Calatrello Marketing December 2025	1,077.05	Grant 2	2310	2149					

TOTAL 2025-20 26		9,079. 05								
TOTAL EXPEND ITURES		35,195 .06			\$14,804.9 4					
<i>(this grant cycle)</i>					unspent					

4. Grant Status Summary				
Grant	Total Award	Spent to Date	Remaining	Expiration
Grant 1	\$25,000	\$25,000.20	-\$0.20	N/A
Expenditures	22-23	\$5,256		
	23-24	\$7,875		
	24-25	\$11,869		
Grant 2	\$25,000	\$10,194.86	\$14,805	Date
Revenue	\$17,500			
Final Dispersement	\$7,500			
Expenditures	24-25	\$1,115.81		
	25-26	\$9,079.05		

2. Budge t vs. 3/9/26 Actual												
	Grant 2	2025-2 6 Adjust ed Budget		Year to Date Actuals		Unenc umbere d Balanc e						
						Figure s per County ledger 3.9.26						

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