

Budget Code	Description	Details
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Project Delivery team - Artistic Spend: Coordinator

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VN-001	Becca salary invoice	4 month salary invoice (Inv 2081)
VN-001/2	Becca and Janine invoice	January salary invoice (Inv 2112)
VN-001	Becca salary invoice	Inv 2205
VN-002	Janine salary invoice	Inv 2205
VN-001	Becca salary invoice	Inv 2225
VN-002	Janine salary invoice	Inv 2225
VN-001	Becca salary invoice	INV 1033
VN-002	Janine salary invoice	INV 1033
VN-001	Becca salary invoice	INV 2223
VN-002	Janine salary invoice	INV 2223
VN-001	Becca salary invoice	INV 2244
VN-002	Janine salaary invoice	INV 2244
VN-001	Becca salary invoice (July)	INV 2255
VN-002	Janine salary invoice (July)	INV 2255
VN-001/2	Becca and Janine contributions	ER NIC PENSION January - April (Inv 2268)
VN-001	Becca salary invoice	INV 2271
VN-002	Janine salary invoive	INV 2271

project delivery team sub total spend year one

Project delivery team sub total remaining

Management and Overheads

Management and Overheads - Overheads: Office Space

VN-003	Hosting Venue -Bureau	Office space etc (Payment Receipt 1)
VN-003	Management time (core costs)	interviews etc - Cath
VN-003	Printer	Becca's January Invoice 003
VN-003	Printer ink	Becca's March invoice 005
VN-003	Printer ink	Argos (leonie's receipt)

Management and Overheads sub total spend year one

Management and Overheads sub total remaining

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VN-004	Digital Development	Set Fee for CVS 2199
VN-004	Digital Development	The making rooms staff time invoice x 8 wks 1331

Digital Development Sub Total spend

Digital Development Sub Total remaining

Project runnig costs - Equipment and Materials

VN-005	Tablecloth	Cath invoice
VN-005	Chocolates for freshers fair	wednesday 7th September 21
VN-005	Mileage September 22	Becca's October invoice 001
VN-005	Mileage October 22	Becca's October invoice 001
VN-005	Mileage November 22	Becca's November invoice 002
VN-005	Coffee at meeting (IMO)	4th November 2022 (B Nov invoice 002)
VN-005	Mileage December 22	Becca's January invoice 003

VN-005	2023 wall planner	26/1/2023 (B January invoice)
VN -005	Whiteboard	27/1/23 (B January invoice)
VN - 005	Mileage February 23	Becca's February invoice 004
VN-005	Coffee at Meeting (Princes Trust)	Becca's February invoice 004
VN-005	Train tickets	Becca's February invoice 005
VN-005	Buzz the wire game	Becca's march invoice 005
VN-005	Mileage March 23	Becca's march invoice 005
VN-005	chocolate frogs (college fair)	Becca's march invoice 005
VN-005	coffee at meeting (Turton tower)	Becca's march invoice 005
VN-005	Car parking	Skipton train station B invoice 005
VN-005	Coffee in Newcastle	Becca's march invoice 005
VN-005	Meal in Newcastle	Becca's march invoice 005
VN-005	coffee at meeting (princes trust)	Janines march invoice 001
VN-005	coffee at meeting (Ian)	Janines march invoice 001
VN-005	coffee at meeting (ian)	Janines march invoice 001
VN-005	Train ticket	Janines march invoice 001
VN-005	Sweets for college fair	Janines march invoice 001
VN-005	Meal in Newcastle	Janines march invoice 001
VN-005	coffee at meeting (supervision)	Becca's April invoice 006
VN-005	stationary (Wilko receipt)	Becca's April invoice 006
VN-005	coffee at meeting (NFM)	Becca's April invoice 006
VN-005	Mileage April 2023	Janines April invoice 002
VN-005	Coffee at meeting	Janine April invoice 002
VN-005	Parking Witton	Becca May invoice 007
VN-005	Mileage May 23	Becca May invoice 007
VN-005	Glue Dots (NFM)	The Bureau invoice
VN-005	Mileage June 23	Becca June invoice 008
VN-005	Envelopes	Becca June invoice 008
VN-005	coffee at meeting	Becca June invoice 008
VN-005	tablet cover	Becca June invoice 008
VN-005	Tablet	Argos receipt (Leonie)
VN-005	coffee at meeting (vol)	Janies invoice 002
VN-005	coffee at meeting	Janines invoice 002
VN-005	Mileage June 23	Janines invoice 002
VN-005	Coffee at meeting (vol)	Janines invoice 002
VN-005	coffee at meeting (vol)	Janines invoice 002
VN-005	Glu dots (NFM)	Beccas invoice 009
VN-005	coffee at meeting	Beccas invoice 009
VN-005	Mileage August 23	Beccas invoice 010
Equipment and Materials total spend		
Equipment and Materials sub total remaining		

Project running costs - Marketing and Communications		
VN -006	Cath invoice	roller banner
VN-006	Solopress	Flyers and Business cards
VN-006	Ian - Freelance social media	Social media x 5hrs x 10 weeks @ £15 ph
VN-006	Phone Bill	February 2023 via CVS (inv 2205 inc vat)
VN-006	Stickers (ebay)	Becca's march invoice 005
VN-006	Instantprint	A5 flyer print (Becca's invoice 005)

VN-006	Ian - Freelance rebrand	£15 ph x 14 hours
VN-006	Mobile phone	Becca March 2023 (cvs invoice) inc vat
VN-006	Mobile phone	Janine March 2023 (cvs invoice) inc vat
VN-006	Mug printing	Becca's April Invoice 006
VN-006	Mobile phone	Becca April 2023 (cvs invoice 1033) ex vat
VN-006	Mobile phone	Janine April 2023 (cvs invoice 1033) ex vat
VN-006	Solopress	Flyers
VN-006	Solopress	Roller banner
VN-006	Solopress	Postcards
VN-006	Mobile phone	Becca May 2023 (cvs invoice 2223) inc vat
VN-006	Mobile phone	Janine May 2023 (cvs invoice 2223) inc vat
VN-006	Solopress	Roller banner (Becca June invoice)
VN-006	Mobile phone	Becca June (cvs invoice 2244)
VN-006	Mobile phone	Janine June (cvs invoice 2244)
VN-006	Leaflet holder	Janines invoice 002
VN-006	Leaflet stand x2	Janines invoice 002
VN-006	orange tshirts	Janines invoice 002
VN-006	Mobile phone	Becca July 2023
VN-006	Instaprint flyers	Becca August 2023
VN-006	Mobile phone	Becca August 2023 (cvs invoice 2271)
Marketing and Communication total spend		
Marketing and Communication sub total remaining		

Project Running Costs - Mentoring Programme		
mentoring - delivering organisations and people		
VN-007	Mentor training 3/11/22	Food and drink costs x 20 @BRFC (invoice no 3565)
VN-007	Mentor training 10/11/22	milk and biscuits (morrison's receipt)
VN-007	Mentor training 10/11/22	buffet lunch x 10 @ CVS invoice 1026
VN-007	Foodbank (INV-0080)	x1 mentee at 60% (Becky Shaw)
VN-007	BRCT (INV - 3909)	x8 mentee at 60%
VN-007	VIEWS Profiles	CVS invoice 1033
VN-007	B Festival of Light (INV 000080)	x 4 mentee at 100%
VN-007	Culturapedia (INV 0362)	X1 mentee at 100% (Hijab)
Mentoring Programme Sub Total spend year one		
Mentoring Programme Sub Total remaining		

Project running costs - Volunteer Expenses		
VN-008	Zoe Whittaker (bburn college)	rebrand prize
VN-008	Presentation box	rebrand prize
volunteer expenses sub total spend		
volunteer expenses sub total remaining		

Project running costs - Training and Accreditation Costs (match funding x £27k pa from cvs)		
VN-009	GDPR Training	Becca and Janine
VN-009	CVS Match funding	staff time
Training and Accreditation sub total spend		
Training and Accreditation sub total remaining		

Project running costs - Events		
VN-010		
events sub total spend		
Events sub total remaining		

Project running costs - Contingency		
VN-011	Contingency	
contingency sub total spend		
Contingency sub total remaining		
Project running costs - Evaluation (5%)		
VN-012	Kirsty Rose-Parker	50% of overall fee (inv 00967)
evaluation sub total spend		
Evaluation sub total remaining		

Invoice Date	Amount	Budget Year 1	Budget remaining
		£59,944.00	
16/11/22	£5,589.02	£59,944.00	£54,354.98
06/02/23	£2,207.21	£54,354.98	£52,147.77
01/03/24	£1,262.57	£52,147.77	£50,885.20
01/03/24	£944.64	£50,885.20	£49,940.56
28/3/23	£1,262.57	£49,940.56	£48,677.99
28/3/23	£944.64	£48,677.99	£47,733.35
02/05/23	£1,262.57	£47,733.35	£46,470.78
02/05/23	£944.64	£46,470.78	£45,526.14
02/06/23	£1,420.58	£45,526.14	£44,105.56
02/06/23	£1,036.52	£44,105.56	£43,069.04
03/07/23	£1,420.58	£43,069.04	£41,648.46
03/07/23	£1,036.52	£41,648.46	£40,611.94
07/08/23	£1,420.58	£40,611.94	£39,191.36
07/08/23	£1,036.52	£39,191.36	£38,154.84
11/08/23	£999.56	£38,154.84	£37,155.28
01/09/23	£1,420.58	£37,155.28	£35,734.70
01/09/23	£1,036.52	£35,734.70	£34,698.18
£25,245.82			
£34,698.18			

		£40,000.00	
30/09/22		£20,000.00	£0.00
	£180.00		
	£69.99		
31/3/23	£76.49		
24/6/23	£87.94		
£20,000.00			
£20,000.00			

10/02/23	£10,000.00	£20,000.00	£10,000.00
25/08/23	£3,000.00	£10,000.00	£7,000.00
£13,000.00			
£7,000.00			

	£15.45	£2,500.00	£2,484.55
4/11/22	£7.00	£2,484.55	£2,477.55
4/11/22	£3.06	£2,477.55	£2,474.49
4/11/22	£13.41	£2,474.49	£2,461.08
1/12/22	£4.68	£2,461.08	£2,456.40
1/12/22	£6.68	£2,456.40	£2,449.72
1/2/23	£2.79	£2,449.72	£2,446.93

1/2/23	£7.99	£2,446.93	£2,438.94
1/2/23	£5.00	£2,438.94	£2,433.94
1/3/23	£2.34	£2,433.94	£2,431.60
1/3/23	£9.25	£2,431.60	£2,422.35
1/3/23	£68.39	£2,422.35	£2,353.96
31/3/23	£2.00	£2,353.96	£2,351.96
31/3/23	£5.04	£2,351.96	£2,346.92
31/3/23	£4.75	£2,346.92	£2,342.17
31/3/23	£4.75	£2,342.17	£2,337.42
31/3/23	£4.00	£2,337.42	£2,333.42
31/3/23	£4.00	£2,333.42	£2,329.42
31/3/23	£7.09	£2,329.42	£2,322.33
	£6.70	£2,322.33	£2,315.63
	£7.30	£2,315.63	£2,308.33
	£7.15	£2,308.33	£2,301.18
	£64.59	£2,301.18	£2,236.59
	£16.38	£2,236.59	£2,220.21
	£8.99	£2,220.21	£2,211.22
5/4/23	£4.90	£2,211.22	£2,206.32
14/4/23	£6.30	£2,206.32	£2,200.02
26/4/23	£5.60	£2,200.02	£2,194.42
28/4/23	£1.89	£2,194.42	£2,192.53
21/4/23	£4.90	£2,192.53	£2,187.63
18/5/23	£0.80	£2,187.63	£2,186.83
18/5/23	£14.13	£2,186.83	£2,172.70
	£3.58	£2,172.70	£2,169.12
6/7/23	£3.78	£2,169.12	£2,165.34
6/7/23	£1.00	£2,165.34	£2,164.34
6/7/23	£4.90	£2,164.34	£2,159.44
6/7/23	£15.00	£2,159.44	£2,144.44
24/6/23	£199.00	£2,144.44	£1,945.44
21/7/23	£7.65	£1,945.44	£1,937.79
21/7/23	£4.90	£1,937.79	£1,932.89
21/7/23	£1.26	£1,932.89	£1,931.63
21/7/23	£6.80	£1,931.63	£1,924.83
21/7/23	£5.95	£1,924.83	£1,918.88
26/7/23	£8.97	£1,918.88	£1,909.91
26/7/23	£5.50	£1,909.91	£1,904.41
1/9/23	9	£1,904.41	£1,895.41
£604.59			
£1,895.41			

£3,000.00			
26/08/22	£48.76	£2,951.24	£2,951.24
14/10/22	£79.74	£2,871.50	£2,871.50
23/2/23	£750.00	£2,121.50	£2,121.50
01/03/23	£25.38	£2,096.12	£2,096.12
31/3/23	£11.99	£2,084.13	£2,084.13
31/3/23	£55.57	£2,028.56	£2,028.56

20/4/23	£210.00	£2,028.56	£1,818.56
28/3/23	£25.38	£1,818.56	£1,793.18
28/3/23	£25.38	£1,793.18	£1,767.80
28/4/23	£15.00	£1,767.80	£1,752.80
2/5/23	£25.38	£1,752.80	£1,727.42
2/5/23	£25.38	£1,727.42	£1,702.04
11/5/23	£57.38	£1,702.04	£1,644.66
11/5/23	£32.40	£1,644.66	£1,612.26
11/5/23	£32.14	£1,612.26	£1,580.12
2/6/23	£30.46	£1,580.12	£1,549.66
2/6/23	£30.46	£1,549.66	£1,519.20
28/6/23	£50.80	£1,519.20	£1,468.40
3/7/23	£30.46	£1,468.40	£1,437.94
3/7/23	£30.46	£1,437.94	£1,407.48
21/7/23	£5.98	£1,407.48	£1,401.50
21/7/23	£9.20	£1,401.50	£1,392.30
21/7/23	£14.00	£1,392.30	£1,378.30
7/8/23	£30.46	£1,378.30	£1,347.84
25/8/23	£44.44	£1,347.84	£1,303.40
1/9/23	30.46	£1,303.40	£1,272.94
£1,727.06			
£1,272.94			

£119,094.00			
01/12/22	£204.00	£119,094.00	£118,890.00
10/11/22	£5.25	£118,890.00	£118,884.75
19/4/23	£70.00	£118,884.75	£118,814.75
15/6/23	£360.00	£118,814.75	£118,454.75
22/6/23	£2,880.00	£118,454.75	£115,574.75
	£319.20	£115,574.75	£115,255.55
11/7/23	£2,400.00	£115,255.55	£112,855.55
27/7/23	£600.00	£112,855.55	£112,255.55
£6,838.45			
£112,255.55			
	£50.00	£11,250.00	£11,200.00
	£3.29	£11,200.00	£11,196.71
£53.29			
£11,196.71			
09/03/23	£14.40	£30,000.00	£29,985.60
	£27,000.00	£29,985.60	£2,985.60
£27,014.40			
£2,985.60			
		£1,000.00	£1,000.00
0			
£1,000.00			

		£9,000.00	£9,000.00
0			
£9,000.00			
09/08/23	3,900.00	£9,343.00	£5,443.00
			3,900.00
£5,443.00			

