

# Trauma Intervention Programs of Arizona, Inc.

*"Citizens Helping Citizens in Crisis"*

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**Our Mission:** To provide immediate emotional and practical support to individuals and families who are experiencing a crisis in their lives. We believe that no one should be alone during a time of need.

December 17, 2012

Chief Bill Fessler  
Prescott Valley Police Department  
7601 E. Civic Circle  
Prescott Valley, AZ 86314

Dear Chief Fessler,

The Trauma Intervention Programs of Arizona began in 2000. I have been with the TIP program since its inception and we have always maintained a very tight budget. For the first 10 years I, as the Executive Director, did not draw a salary but rather volunteered 60 plus hours each week to run the program. Every year my husband, Steve, and I loan and donate funds to TIP to keep it running. We are both dedicated and passionate about the importance of this program for the fire, law enforcement and hospital agencies and the citizens of Yavapai County. In 2010 I decided to start preparing for my eventual retirement from TIP. I believe there are very few people who can, or will, work so many hours for no income. So, in 2010 I started taking a small salary in hopes to prepare it for my successor. For TIP of Arizona to successfully continue it needs to fairly pay and compensate a minimum of 2 full time employees without being financially supported by myself and my husband.

The last few years have been very difficult economic times for many. This has reflected in our inability to gather adequate grants to help support TIP. I have been told by several Foundations they feel our program is a critical component of the services provided by fire, law enforcement and hospitals and they should financially support the program more than they currently do.

The Town of Prescott Valley currently pays TIP \$5,000.00 annually for the services TIP performs 24/7/365. We will be raising our fee to \$13,005.00 annually starting July 1, 2013 and setting a 3% increase each following year. Consideration taken into deciding the fees for the agencies is done on a per capita basis. The last reported population for your town is 38,822. This is a cost of \$1.48 per hour or \$0.335 per citizen for the 24/7/365 service. I have enclosed a copy of our last fiscal year actual costs, budget for 2013-2014 and our balance sheet.

The TIP program has successfully responded to assist your employees and the citizens for many years. Just from January 1, 2012 to November 30, 2012 we have responded to assist on 77 calls to help 317 citizens of Prescott Valley. This estimates to 84 calls and 346 citizens annually.

I have included a letter that should help explain what TIP does to help your staff and citizens. I have also included some 2012 emergency responder quotes that demonstrate the support TIP has from agency personnel.

The goal of TIP is to continue to provide outstanding service to all agencies, emergency responders and the citizens of Yavapai County. My personal goal is to continue on as the Executive Director of TIP for several more years.

I know this is a difficult time to be presenting a large fee increase for the next fiscal year. For TIP to continue past June 30, 2013, it is what it is. Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Susan Rutherford". The signature is fluid and cursive, with a large loop at the end.

Susan Rutherford, R.N.  
Executive Director

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## YE Nov 2011 – YE Nov 2012 Agency Comparison

	<b>YE Nov 2011</b>	<b>YE Nov 2012</b>	<b>% Inc/Dec</b>
Total calls	483	597	23.6%
Cancelled calls	201	214	6.5%
Avg. Response time	30m	30m	0.0%
Avg. Time on call	2h 8m	2h 8m	0.0%

	<b># of Calls</b>		<b>% Inc/Dec</b>
	<b>YE Nov 2011</b>	<b>YE Nov 2012</b>	
<b>Assisted</b>			
Adult Protective Services		2	
Animal Control		1	
Bueler Funeral Home	1		-100.0%
Business	1		-100.0%
Camp Verde Fire District	2	25	1150.0%
Camp Verde Marshals	12	17	41.7%
Central Yavapai Fire District	56	159	183.9%
Child Protective Services		2	
Chino Valley Fire District	15	47	213.3%
Chino Valley Police Department	13	25	92.3%
Citizen	6	15	150.0%
Clarkdale Fire District	4	6	50.0%
Clarkdale Police Department	5	5	0.0%
Client	49	27	-44.9%
Coconino County Sheriff Dept		1	
Cottonwood Fire Department	7	32	357.1%
Cottonwood Police Department	16	24	50.0%
Department of Public Safety	4	2	-50.0%
Flagstaff Medical Center	1	2	100.0%
Granite Mountain Hospice	2		-100.0%
Groom Creek Fire Department		1	
Guardian Medical Transport		2	
Hospice	3	5	66.7%
Hospice of the Pines		1	
Lifeline	13	35	169.2%
Mayer Fire District	7	16	128.6%
Montezuma Rimrock	4	6	50.0%
Prescott Dispatch		2	
Prescott Fire Department	23	89	287.0%
Prescott Police Department	58	72	24.1%
Prescott Valley Police Department	70	82	17.1%
Red Cross		2	
Sedona Fire District	18	28	55.6%
Sedona Police Department	12	18	50.0%
TIP Volunteer	1	1	0.0%
US Forest Service Fire Management		2	
VA Medical Center		1	
Verde Valley Ambulance	4	8	100.0%
Verde Valley Fire District	17	59	247.1%
Verde Valley Guidance Clinic		1	

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Verde Valley Medical Center Cottonwood	22	45	104.5%
Verde Valley Medical Center Sedona	6	6	0.0%
Walker Fire		1	
Yavapai County Medical Examiner		1	
Yavapai County Sheriff's Office	73	130	78.1%
Yavapai County Victim Services		1	
YRMC East	44	46	4.5%
YRMC West	37	35	-5.4%

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## YE Nov 2011 – YE Nov 2012 Prescott Comparison

	<b>YE Nov 2011</b>	<b>YE Nov 2012</b>	<b>% Inc/Dec</b>
Total calls	332	398	19.9%
Cancelled calls	186	192	3.2%
Avg. Response time	29m	29m	0.0%
Avg. Time on call	2h 8m	2h 8m	0.0%
<b>Call types:</b>			
Anxious/Depressed	12	8	
Auto accident	6	2	
Auto/Pedestrian accident			
Auto Fire	1		
Casualty Exercise	1		
Crime Victim: Arson	4	6	
Crime: Aggravated DUI	1		
Crime: Auto Death DUI	1		
Crime: Auto DUI	1	2	
Crime: child abuse	1	2	
Crime: child endangerment	2		
Crime: Death Homicide investig.	9	20	
Crime: death investigation	11	3	
Crime: domestic violence	1	1	
Crime: homicide DV	2		
Crime: Illegal Substance			
Crime: Kidnapping		1	
Crime: Other		2	
Crime: physical assault	4		
Crime: Road Rage	1		
Crime: Sexual assault	1	1	
Crime: Shooting invest.	1		
Death: auto	4	3	
Death: auto DUI			
Death: Drug Overdose	2	3	
Death: ME Investigation	14	51	
Death: Natural/accidental	118	133	
Death: Natural Disaster		2	
Death Notification	10	4	
Death: Suicide	23	29	
Diffusing		1	
Medical Emergency	43	55	
Natural Disaster		1	
Resource Assistance	20	37	
Structure Fire	26	27	
Suicide: attempted	8	4	
Welfare Assistance	4		

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[www.TIPofAZ.org](http://www.TIPofAZ.org)

**Calls by location:**

Home	180	218
Hospital	81	78
Phone	14	39
Police Dept.	13	3
Fire Station		2
Care Facility		7
Public location	2	9
Scene	41	37
Workplace	1	5

<b>Clients Assisted</b>	958	1358	41.8%
calls w/child clients	35	69	97.1%
calls w/child victims	9	26	188.9%

<b>EMS assisted</b>	1389	2343	68.7%
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**PO Box 25195**  
**Prescott Valley, AZ 86312**

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Office (928)445-4655 Fax: (866)717-8189

**Primary Goal of a TIP Volunteer:**

- Provide emotional and practical support to victims, families, and friends during any tragedy
- Allow emergency personnel to concentrate on their job which, hopefully, gets them back into service quickly

**Who TIP Volunteers help?**

- victims of any traumatic event
- family members and friends following a natural or unexpected death
- victims of crime including rape, assault, robbery and burglary
- victims of fire/flood
- disoriented or lonely older persons
- persons involved in vehicle accidents or medical emergencies
- children whose families are in crisis
- any persons who are distraught and seeking immediate support
- family members of a person who has attempted or completed suicide
- *TIP will respond to any situation at any location when requested by contracted agency and deemed safe for volunteer*

**What TIP Volunteers Do:**

- respond 24/7/365 within the coverage area
- arrive usually within 20-30 minutes
- provide emotional support
- help arrange for shelter, food, clothing, and transportation
- notify family and friends
- serve as liaison between the victims and emergency and hospital authorities
- help arrange follow-up services
- provide information and referral to appropriate agencies for ongoing assistance

**What TIP Volunteers Won't Do:**

- Transport (But we will find them a ride!)
- Give death notification to primary family (But we will be there to provide emotional and practical assistance so law enforcement can return to service)

To give you a better understanding of the types of calls TIP responds to, below is a list of the categories of our calls. We have responded of the types below since we began in 2000. Remember, we will respond to **anything, anywhere** as long as it is safe for the TIP volunteer.

Anxious Depressed Citizen  
Auto Accident  
Auto Accident – DUI  
Auto Fire  
Auto/Pedestrian Accident  
Crime: Arson  
Crime: Domestic Violence  
Crime: Home Invasion  
Crime: Homicide  
Crime: Homicide – Domestic Violence  
Crime: Kidnapping  
Crime: Physical Assault  
Crime: Sexual Assault  
Crime: Assault on a Police Officer  
Crime: Child Abuse  
Crime: Child Endangerment  
Crime: Death Related to Altercation with Law Enforcement  
Crime: Robbery  
Crime: Shooting Investigation  
Crime: Death Related Investigation  
Crime: Other  
Death: Airplane  
Death: Auto Accident  
Death: Auto Accident – DUI  
Death: Auto Accident – Under Investigation  
Death: Auto/Pedestrian Accident  
Death: Drug Overdose  
Death: Natural Disaster  
Death: Notification  
Death: Off Road Vehicle Accident  
Death: Suicide – completed  
Disoriented Older Person  
Medical Emergency  
Natural Disaster: Fire  
Natural Disaster: Flood  
Natural Disaster: Other  
Off Road Vehicle Accident  
Resource Assistance  
Structure Fire  
Structure Flood  
Suicide Attempted  
Welfare Assistance

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## **Emergency Responders Quotes Regarding TIP 2012**

"I have been here since the inception of TIP and have honestly been 100% satisfied with the program. It is an amazing resource! We also had a 41 y/o male that passed away that same day at 14504 E Ridge Way... In Dewey, I do not remember the volunteer's name on that call but wanted to let you know she was wonderful and as always a huge asset to the 911 system."

"It is always helpful and a relief to see the TIP volunteer arrive on scene. On the suicide call I would not have been able to do my job and take care of the people at the scene without help."

"Monica was VERY helpful and stayed to make sure the residents were taken care of. Thank you!!"

"Kathy was a great help. Once again the TIP program sent a qualified and highly trained professional to the emergency scene."

"Barbara Cadwell was outstanding. She was so helpful and took care of the client's needs including getting medication that had been destroyed in the fire and making all necessary contacts."

"Kathy did a fantastic job of helping the son of the deceased understand the process involving the ME's office, funeral home, etc. He was a younger man (19-20?) and seemed greatly overwhelmed. Kathy was able to provide some direction at what must have been a very difficult time for him. Thanks!"

"Very helpful and kind to widow, came out at 4 am to assist, wish more people in this world were that kind and giving as Katie Sawert! Cottonwood Police and the family of this gentleman are in your debt! Thanks again!"

It was helpful that there was "a source I could offer the family, it was good to have someone to offer and not just my sympathy."

"The TIP Volunteer was very helpful and allowed me time to concentrate on my job. Everyone I have worked with in your organization has been great. Keep up the good work."

"Kathy responded to assist with the needs of a client who lost everything in a structure fire. She was there fast and stayed till the very end. She assisted the client with phone calls, insurance needs and emotional support. Kathy has the life experience and aptitude that make her well suited to be a TIP volunteer. She was an invaluable member of our team that day and made a big difference not only to the client but also to me. Thank you Kathy and thank you TIP!"

"Claire responded to assist with a 0330 structure fire. Claire was professional and helpful throughout the call. She attended to the needs of the patient helping her get personal belongings, dealing with insurance and ensuring lodging. She also provided excellent emotional support from the minute she arrived on scene. It was as cold dark and a long night of which Claire responded fast and stayed till the very end. Claire did an excellent job on her first fire call and I look forward to working with her on the next incident."

"Kathy was fast to respond and made the family of the deceased at ease with the transition of the body back to California."

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"This was by no means an ordinary call. There was nothing criminal about the call, but it was very difficult getting the information needed to complete the call. Dora was very helpful in talking with Monica to try and gather some of the information while Officers dealt with the doctors and medical examiner. Dora even dedicated herself to helping Monica, who is from Massachusetts, finding a place to stay and getting back home to her family. Without the help of Dora this call could have easily been very overwhelming and would have required extra Police Officers to assist."

"Carrie assisted in supporting all 3 family members who all had exceptional emotional needs as well as physical/mental needs of husband of patient. She was compassionate, caring and went above and beyond in every way possible. Her help was very, very appreciated."

"Thank you for the information I was hoping to hear she talked with her daughter. Thank you for your help on the call. It was a difficult situation that could have been very stressful without your help."

"This was a difficult situation and Michelle showed great skill at handling the patient's wife, who is well known to us and can be quite challenging. I really appreciated how professional and calm Michelle was; she did a great job."

"Erin was very helpful on this call. She freed me up so I could finish my investigation and was very helpful to the survivor in this case. Thank her for me."

"Mrs. Glade went out of her way to make sure the victim's friend had the support he needed. In addition to discovering his friend dead, his mother had also died recently so Mrs. Glade made extra calls to provide him with outside services to discuss his grief. She also calmed him down and allowed me to focus on my investigation."

"Your volunteer Barbara seemed to be much help to the family. And she did indeed free me up to do what I needed to do and clear the scene. You may tell her that I appreciated her help."

"It was nice to see she had paperwork and a video to give to the family on how to tell the small child. The mother of the victim expressed concern about that task and it was helpful information at the right time. I always enjoy watching the TIP volunteers work. They are always helpful and it is a BIG help and relief when they arrive on scene. I never worry about the family from that point on, I can focus on the rest of the work that needs to be done."

"I am grateful for what you all do. You are an asset to our duties as a police officer, Thank you for all you do."

"Jody was great. She kept the family busy and provided all the right information to the family. I actually ended up repeating things she had already relayed to the family by accident because she was so thorough. Thanks! We love you guys."

"I would also like to add that the TIP Volunteer did a very well and professional job at answering any and all questions to the next of kin. Thank you!"

"As usual the TIP program is a huge help and I was happy to have the assistance. Doreen was super friendly and made the whole thing easier for the family. I was able to get arrangements/investigations finished more efficiently as well. Thanks for everything you all do."

"Sara did a great job. This was a difficult call due to the family dynamic. There was a lot of tension when we arrived and if it weren't for TIPS, our resources would have been committed for quite a while."

"I just want you to know that the TIPs volunteers were amazing. This allowed me to complete the accident investigation without issue, and to continue to take additional calls for service without incident. The teenagers were trying to act tough but were clearly scared about the situation. I could see the positive affect the volunteers made in this situation, also, they arrived at the hospital before me!"

"The call was rough on all of us as we could see the pain in both the children's eyes; not just from separation from their parents, but the abuse they have been living with. Barbara was able to handle the mother and two young children until CPS arrived. Both parents were arrested, and Barbara worked well with CPS and the children. We feel good that TIP was able to take care of the children that needed help so badly. Thank you for all TIP does for our communities."

"As usual with all your volunteers, Donna met with the homeowner and gathered all the information that I needed for my report so I didn't have to ask the same questions of the homeowner."

"As always your volunteers are a great asset to Verde Valley Fire as they assist our residents in their time of need as with all you personnel. Ellen was very professional, considerate, and knowledgeable and a great help and comfort to these fire victim."

"TIP is an amazing organization and you have responded EVERY time OB has asked for help. Thanks again!!!"

"As always, the assistance provided by the TIPS volunteers was of the greatest value to us. The wife of the suicide victim in this case was the epitome of a trauma victim and having the TIPS volunteers there while we dealt with the grim scene was a huge help to us. There were initially two TIPS volunteers on scene, and one remained on scene even after we completed our duties and had to leave. It was great to know that the wife of the victim, and her parents, who came to be with her, had the TIPS volunteer there to assist if needed. The peace of mind it gave me, knowing they were not just sitting there alone after this traumatic incident, allowed me to go on to the next calls without having to worry about their welfare. I can't say enough about the fine service given by your people. Thank you very much."

"The TIP volunteer responded quickly, was incredibly helpful and tended to the victim's mother and fiancé's needs. I was able to do my job knowing that they were in good hands. Thanks again."

"This was a unique situation involving an elderly woman whose daughter and son in law were involved in a motorcycle accident out of state and were in serious condition at the hospital. Her primary care taker was her daughter who was involved in the accident and while he daughter was on vacation they left the daughters son to take care of her. The son took off on the next flight to be with his parents leaving the elderly woman home alone. I was able to make arraignments with other family to come up the following morning but was concerned for her welfare in the meantime. I was so grateful that a TIPS representative was able to assist and comfort the elderly female. I really had no one else to turn to and you really helped out."

"Katie was crucial in assisting with this call. The victim's husband is deaf/mute and legally blind. Katie was able to use her command of sign language to help communicate with him and to help calm him. She also stayed long after we did to assist him as he and his son argued and separated for the night, and he had no one else to help. I am greatly appreciative of her assistance and her dedication."

"I want to let you know that TIPS response to these situations is always greatly appreciated and is a huge help to us."

"As always, the TIP volunteer was more than helpful to me. I was able to attend to matters while she was with the family. I was able to return to my duties much faster than would have been possible if she was not there."

"Barbara did an outstanding job and was eager to help. She provided a helpful link between the victims and law enforcement and allowed us to concentrate on the road blocks and the investigation. Thank you for your help."

"You and your team of volunteers are an amazing asset to us! Thank you so much for the wonderful work you do and the help you provide, not only to us, but to our communities."

"Kathy provided and invaluable service on this evening! Her assistance in coordinating care for a family pet could not have been accomplished without her help! She worked with the family to make sure someone could come and get their pet, while we coordinated keeping the husband (who had Parkinson's) with his wife."

"The volunteer was awesome! She was emotionally supportive and a calming influence on our 17-year old patient. It is always a pleasure to have your volunteers here."

"Kathy was instrumental in providing a caring, holistic environment for this patient and her family. I deeply appreciate her empathy and her time spent with family. Her one on one care made this family feel attended to and cared for."

"I felt like she was a team player, helping me to work out the best solution to this crisis. She was also very knowledgeable and warm with the patient, who was very traumatized by this event."

"Donna Tina Charles was able to talk to the male's family and communicate any problems to me. When on a call where the death was not expected and there are drugs on scene, the scene can become busy. Donna Tina Charles helped me control the scene by communicating with the son of the deceased and any of the other family that showed up. This gave me time to handle the criminal scene and contact the investigators that needed to be on scene."

"She really made my job much easier and I was able to focus on my tasks because of her. I strongly agree she freed me up to do my job and it made me feel good people were being helped. Tell her thank you."



**TIP of AZ Operating Budget**

	<b>2013-2014 Budget</b>	<b>2011-2012 Actual</b>
<b>Income:</b>		
Donations	\$5,500.00	\$4,819.22
Fundraisers (1)	\$3,933.00	\$3,485.81
Grants (2)	\$20,500.00	\$32,184.50
Service Agreements	\$128,767.00	\$74,534.64
<b>Total Income</b>	<b>\$158,700.00</b>	<b>\$115,024.17</b>
<b>Expenses:</b>		
<b>Communication</b>		
Internet and website fees	\$1,800.00	\$1,789.55
TIP Dispatcher Cell Phones (3)	\$9,000.00	\$10,159.16
<b>Total</b>	<b>\$10,800.00</b>	<b>\$11,948.71</b>
Dues & Subscriptions (4)	\$10,400.00	\$7,413.30
Insurance - Liability	\$5,300.00	\$5,260.00
<b>Supplies</b>		
Computers (new laptops) (5)	\$0.00	\$4,625.11
Database Update (5)	\$0.00	\$2,074.07
Mini storage fees (6)	\$0.00	\$371.27
Paper, etc	\$450.00	\$408.15
Postage	\$200.00	\$168.01
Printing	\$150.00	\$141.35
Resource Guides - Printing (7)	\$500.00	\$398.51
Volunteer - safety vests, flashlights, bags, etc.	\$2,000.00	\$3,078.39
<b>Total</b>	<b>\$3,300.00</b>	<b>\$11,264.86</b>
<b>Recruitment &amp; Training of Volunteers</b>		
TIP National Trainer Fees	\$500.00	\$1,447.00
TIP National Trainer Fuel Reimb	\$300.00	\$285.37
TIP National Trainer Meals	\$200.00	\$74.59
TIP Trainee Background Checks	\$100.00	\$319.98
TIP Trainee Manuals	\$1,000.00	\$771.53
TIP Training Advertising (8)	\$5,000.00	\$2,159.15
Trainer's Lodging	\$1,850.00	\$1,815.65
Training Misc	\$150.00	\$138.58
<b>Total</b>	<b>\$9,100.00</b>	<b>\$7,011.85</b>
Payroll & Payroll Burden (9)	\$109,250.00	\$66,677.74
Staff Mileage Reimbursement (10)	\$5,000.00	\$0.00
<b>Professional Fees</b>		
Accounting	\$700.00	\$680.00
Grantwriting	\$4,800.00	\$4,800.00
<b>Misc</b>		
License/Permits	\$50.00	\$10.00
<b>Total Expense</b>	<b>\$158,700.00</b>	<b>\$115,066.46</b>

- (1) Dice Run net income In Sept 2012 was \$2900. Other fundraisers Included are ink jets, misc booth events
- (2) TIP is losing the Victims of Crime Act (VOCA) grant as of June 30, 2012. VOCA claims since we do more than "crime calls" they will no longer fund TIP to the extent they have been. 2011-2012 VOCA Grant was \$12,955.
- (3) TIP has been able to reduce it's cell service fees while keeping the current number of TIP Dispatcher cell phones. Dispatchers need smartphones to effectively deal with the 911 communication centers, call volunteers and direct them into call locations.
- (4) TIP National dues are 7% of income or expenses, whichever is higher. Dues will be higher 2013-2014 due to increase in income.
- (5) Received a grant for new computers and updating the database in 2011.
- (6) Previously had a mini storage unit to store supplies. January 2012 Prescott Fire offered free storage space to TIP.
- (7) Call volume is increasing which will cause a need for more resource guides.
- (8) TIP used paid advertising to a minimum the first half of fiscal year and saw a decline in finding volunteers, Need to increase paid advertising to draw trainees.
- (9) Current payroll = \$30,000 for Exec. Director and 2 PT staff at total of \$34,000. One PT staff member started February 2012 so the 2011-2012 does not indicate a full year of 1 full time and 2 PT staff members. Will increase ED payroll to \$50,000 and 2 PT staff to total \$45,000 starting July 2013.
- (10) Mileage reimbursement to staff has not previously been given. Staff travels around Yavapai County at their own expense. Will start reimbursing staff for 2013-2014 fiscal year.

**TIPofAZ**  
**Balance Sheet**  
As of June 30, 2012

	<u>Jun 30, 12</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Checking Account Wells Fargo	391.36
<b>Total Checking/Savings</b>	<u>391.36</u>
<b>Total Current Assets</b>	391.36
<b>Fixed Assets</b>	
Accumulated Depreciation	
A/D - Machinery & Equipment	-1,004.00
<b>Total Accumulated Depreciation</b>	-1,004.00
Machinery & Equipment	1,065.23
<b>Total Fixed Assets</b>	<u>61.23</u>
<b>TOTAL ASSETS</b>	<b><u>452.59</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Payroll Liabilities	
FICA Payable	609.57
FWH Payable	366.00
<b>Total Payroll Liabilities</b>	975.57
Rutherford Loan	28,715.84
<b>Total Other Current Liabilities</b>	<u>29,691.41</u>
<b>Total Current Liabilities</b>	<u>29,691.41</u>
<b>Total Liabilities</b>	29,691.41
<b>Equity</b>	
Fund Balance	-29,196.88
Net Income	-41.94
<b>Total Equity</b>	<u>-29,238.82</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>452.59</u></b>