



Texas "J" RAC Grant Expenditure Summary 2010-2011

Entity: _____ County _____

Address: _____
City/Zip _____

Project Coordinator: _____ Total Amount of Allocation Received: \$ _____

Total Amount of Expenditures: \$ _____

Purchases/expenditures September 1st to July 1st:

Education and Training: Course: _____ Cost: _____

Date Class Began: _____ Date Class Ended: _____

Number of People Trained: _____

Equipment:

Type: _____ #Purchased _____ Total Cost: _____

Type: _____ #Purchased _____ Total Cost: _____

Type: _____ #Purchased _____ Total Cost: _____

Communication Equipment:

Type: _____ #Purchased _____ Total Cost: _____

Type: _____ #Purchased _____ Total Cost: _____

Type: _____ #Purchased _____ Total Cost: _____

Operational Expense:

Office Supplies: _____ Total Cost: _____

Salaries/Wages: _____ Total Cost: _____

Dues: _____ Total Cost: _____

Travel: _____ Total Cost: _____

Insurance: _____ Total Cost: _____

Fuel: _____ Total Cost: _____

Utilities: _____ Total Cost: _____

Other Purchases/Expenditures:

Item: _____ # Purchased _____ Total Cost: _____

Item: _____ # Purchased _____ Total Cost: _____

Item: _____ # Purchased _____ Total Cost: _____

Item: _____ # Purchased _____ Total Cost: _____

Checklist:

- Clearly identifiable invoice(s) for all purchases.
- Copy of cancelled check used to pay for purchases.
- Date of invoice and check within time period.
- Taxes and all ineligible purchases deducted from total cost.
- Insurance Receipts prorated for time frame.
- Receipts match report. (This is your responsibility.)

Signature

Date