



### Budget Report

Grantee Name: Richland County Project Number: 123-ADF  
 Project Name: ABC Plan Contract Number: ABC123  
 Reporting Period: July 1 - September 30

Instructions: List all ADFP expenditures for this reporting period only. If no expenses have been incurred, please indicate such Funds, up to 10%, can be moved within the approved line items without prior approval. Any amount above 10% will require prior approval of the Budget Manager. No new line items will be allowed without prior approval of the Project Administrator and the Budget Manager.

#### ADFP Funds Report

Expenditure Categories	Beginning Balance	ADFP Funds Spent	Current Balance
306 Consultant & Specialized Services	8,000	5,000	3,000
303 Equipment	15,000	5,000	10,000
304 Travel			
318 Special Program Supplies	3,000	1,000	2,000
319 Workshop and Conferences	1,000	500	500
307 Personnel/Administrative			
308 Office Supplies	500	200	300
309 Printing and Binding	500	200	300
310 Promotional Materials	500	200	300
<b>Total Expenditures</b>		12,100	
<b>Current Balance</b>	28,500	12,100	16,400

#### Matching Funds Report

Instructions: Please list all matching funds received for this project during this reporting period. For personnel services provide the rate of pay and number of hours worked. Please attach supporting documentation such as time sheets, copies of checks, invoices, or other billing documents that verify expenses. (See www.ncadfp.org for more details on documentation.)

Source of Funding	Amount of Match	Cash (C) or In-Kind (IK)	Cost per unit and Number of units (if applicable)	Description of Expenditures	Notes
<i>Example:</i>					
Richland County	\$ 700	IK	\$10/hr for 70 hours	administrative	
ABC Conservancy	\$ 2,000	C	N/A	survey	

Grantee Finance Signature: \_\_\_\_\_ Date \_\_\_\_\_

ADFP Signature: \_\_\_\_\_ Date \_\_\_\_\_