

Form 5: Actual Expense Report

USE THIS FORMAT TO REPORT ALL EXPENSES FOR EACH BUDGET CATEGORY OF YOUR GRANT (USE ANOTHER SHEET IF NECESSARY)			
Budget Items	Budget vs Expenses		
List actual expenses as per the agreement made in initial application	Budgeted Amount	Actual Amount Spent	Difference (if any)
Totals			

(Use a separate sheet to record additional declarations if necessary)