

5. EXPENSE DETAIL

Round all dollar figures to nearest \$10

	1 Copy Projected Expenses Budgeted in Application	2 List Actual Cash Expenditures	3 List In-Kind Expenditures
Staff	_____	_____	_____
Outside Consultants' Fees	_____	_____	_____
Capital Expenditure (not funded by grant)	_____	_____	_____
Mortgage Payments	_____	_____	_____
Space Rental	_____	_____	_____
Marketing (advertising, publicity, etc.)	_____	_____	_____
Travel/Transportation	_____	_____	_____
Telephone	_____	_____	_____
Utilities	_____	_____	_____
Postage	_____	_____	_____
Facility Maintenance	_____	_____	_____
Rentals (other than space)	_____	_____	_____
HVAC	_____	_____	_____
Insurance	_____	_____	_____
Supplies	_____	_____	_____
Program Access Accommodation (itemize)	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Other	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Payment of Loans (interest)	_____	_____	_____
TOTAL EXPENSES	_____	_____	_____

6. Narrative: This section must be completed. No response or an unacceptable response may result in jeopardizing the final grant payment and/or eligibility for a FY2009 local history grant. [Please type or legibly print the answers to the following narrative questions in the spaces provided below.]

I Describe the use of the grant funds, including a timeline, and the outcome or result. Provide a sample of any publicity materials and brochures that illustrate compliance with crediting the NJHC and OCCHC for funding.

I Describe a significant accomplishment/success of the organization during this grant period that this funding enabled.

I Evaluate the overall financial success of the organization's activities funded through this grant.

I Estimate how many people benefited: Number of adults _____ Number of children under 18 _____

Does the organization maintain a log of visitors/program attendees? Yes No

Signatures Authorized by the Organization:

Program/Project Director _____ Phone# _____ Date: _____

Chief Financial Officer _____ Phone# _____ Date: _____

KEEP A COPY OF THIS REPORT FOR YOUR ORGANIZATION'S FILE