**California State Library – State Funded Grants -**

**Financial Expenditure Detail Report**

This report is due on the date listed in the Grant Agreement and Certification of Compliance for this project. This document was part of your grant award packet.

Work with your assigned Library Programs Consultant or Project Advisor to complete this report. Once complete, attach the **unsigned** form to your report in Submittable. **The grant monitor will review all reports at a set date and time following the report deadline.** Upon review, you will receive an email from your grant monitor notifying you that your report has either been approved or a revision is needed. If a revision is needed, resubmit the report to your grant monitor for approval after you have made the requested revision. Once approved the report document will be sent to you via DocuSign for signature.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Grant Award #: |       | Fiscal Year: |       | Grantee Organization: |       |
| Project Title: |       | Project Coordinator: |       | Telephone: |       |
| Organization Director: |       | Title: |       | Telephone: |       |
| Signature of Director: |  |

Expenditures reported are for the full project period. The total for each category in the State Funds column will equal column (6) on the April – Project End Date Financial Report.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| EXPENDITURE DETAIL | State Funds | Cash Match | In-Kind | Description |
| (a) Salaries/Wages/Benefits (see instructions for definition) |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
| Total Salaries/Wages/Benefits | $0 | $0 | $0 |  |
| (b) Consultant Fees (see instructions for definition) |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
| Total Consultant Fees  | $0 | $0 | $0 |  |
| (c) Travel (see instructions for definition) |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
| Total Travel  | $0 | $0 | $0 |  |
| (d) Supplies/Materials (see instructions for definition) |  |  |  |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
| Total Supplies/Materials | $0 | $0 | $0 |  |
| EXPENDITURE DETAIL (continued) | State Funds | Cash Match | In-Kind | Description |
| (e) Equipment (see instructions for definition) |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
| Total Equipment  | $0 | $0 | $0 |  |
| (f) Services (see instructions for definition) |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
|       | $0 | $0 | $0 |       |
| Total Services | $0 | $0 | $0 |  |
| (h) Indirect Costs (see instructions for definition) |
|       | $0 | $0 | $0 |       |
| Total Indirect | $0 | $0 | $0 |  |
| Grand Total | $0 | $0 | $0 |  |