



Grantee Final Report Expense Details

Budgeted vs. Actual Expense Amounts: Please list all expenses associated with your project that CCSG funds were used to purchase. Include all items originally budgeted (whether ultimately purchased or not) as well as all actual expenses (whether budgeted or not) and explain the reason(s) for any variances in the last column. Please reference the example provided with questions. Note: The “Actual Amount (\$)” column should match receipts turned in.

#	Item (Include description of purpose)	Budgeted Amount (\$)	Actual Amount (\$)	Reason for difference between amounts (if any)
1	Menards – Wood for community garden sign	\$200	\$200	N/A
2	Marie Smith – Artist for sign	\$100	\$0	Artist donated services
3	The Home Depot - Apple tree	\$0	\$100	Used leftover funds from sign (donated services above) to purchase apple tree for garden
4	The Home Depot - Planter boxes	\$50	\$50	N/A
5	Garden Center - Bench	\$150	\$100	Garden Center held Memorial Day sale
6	Garden Center - Potting soil	\$0	\$50	Planned to have soil donated but donor fell through, used leftover bench dollars to purchase
7				
8				
9				
10				
Total		\$500	\$500	

If additional lines are needed, please attach multiple copies of this document.