

Request for Reimbursement			
SECTION I: PROGRAM OPERATING COSTS	Corporation	Grantee	Total
A. Personnel	\$0	\$2,977	\$2,977
Account 66000 (50% Executive Director's time & 50% Associate Director's time)		\$2,977	\$2,977
B. Benefits	\$0	\$1,213	\$1,213
Account 66000			
FICA		\$221	\$221
Workers Comp		\$213	\$213
Health Insurance		\$779	\$779
C. Travel	\$0	\$0	\$0
C. 1. Staff Travel			
C. 2. Member Travel	\$0	\$0	\$0
Mileage to Training (x.43)			
D. Equipment	\$0	\$0	\$0
E. Supplies	\$0	\$419	\$419
Volunteer Supplies			
Office Supplies		\$114	\$114
Program Supplies		\$111	\$111
Garden Supplies		\$194	\$194
F. Contracts & Consultants	\$0	\$0	\$0
G. Training	\$0	\$0	\$0
G.1. Training – Staff	\$0	\$0	\$0
G.2. Training – Member	\$0	\$0	\$0
H. Evaluation	\$0	\$0	\$0
I. Other	\$0	\$711	\$711
Account 65000			
rent, utilities, other		\$711	\$711
Subtotal SECTION I.	\$0	\$5,319	\$5,319
SECTION II: MEMBER COSTS	Corporation	Grantee	Total
A. Living Allowance	\$16,320	\$0	\$16,320
Account 66000			
Payroll Expenses other	\$7,980		

Full Time Member	\$3,646		\$3,646
Part Time Member	\$2,163		\$2,163
Reduced Part Time Member	\$2,531		\$2,531
B. FICA	\$0	\$1,249	\$1,249
fica for members		\$1,249	\$1,249
C. Worker's Compensation	\$0	\$496	\$496
		\$496	\$496
D. Health Care	\$152	\$0	\$152
	\$152		\$152
E. Other Member Costs	\$0	\$236	\$236
Account 68000 member support costs		\$36	\$36
Recruitment			
housing stipend		\$200	\$200
Subtotal SECTION II.	\$16,472	\$1,981	\$18,453
SECTION III: ADMINISTRATIVE COSTS	Corporation	Grantee	Total
A. Grantee Administrative Costs	\$0	\$0	\$0
Automobile Insurance		\$0	
Liability Insurance			
B. Indirect Cost Rate	\$0	\$0	\$0
Subtotal SECTION III.	\$0	\$0	\$0
TOTAL	\$16,472	\$7,301	\$23,772

Utah Commission on Service & Volunteerism Income Report



Program Name: X, Y, Z Organization

Grant #: 15-1234

Reporting Period: April 1 - April 30, 2015

Grant Year: 2014-15

*Grantee Match Source/Federal Agency	Source Type	Federal /Nonfederal	Federal Grant Number	CFDA#	\$ Amount	Cash or In-Kind	In-kind Description
Suzie Q Foundation	Foundation	Nonfederal			2000	Cash	
Fee for Service (tuition)	Other	Nonfederal			795	Cash	
Product Sales	Other	Nonfederal			1852	Cash	
Federal Fun Grant	Government	Federal	15-xx-xx-	12.345	1654	Cash	
Leasing Company X,Y,Z	Business/Corporat	Nonfederal			1000	In-Kind	Rent reduction
Total					7301		

* Be specific in reporting the name of the match source.

I certify that the information provided on this report is in accordance with the terms of the Contract, and that complete and accurate records are being kept to document income/revenue to the best of my knowledge. The income/revenue being claimed on this report is in compliance with AmeriCorps Provisions, Regulations, and OMB Circulars.

X,Y,Z Organization
Transaction Detail by Account
August 2011

	Type	Date	Num	Source Name	Memo	Amount	Balance	
65000 - Operations								
Supplies								
Office Supplies								
	Check	08/08/2011	9051	Drug Store	duct tape	6.98	6.98	
	Check	08/18/2011	9086	Office Supply Supply	toner	106.99	113.97	
Total Office Supplies						113.97	113.97	Sec 1E
Program Supplies								
Summer Camp								
	Check	08/08/2011	9051	Drug Store	materials for play	16.89	16.89	
	Check	08/08/2011	9052	True Value Hardware	summer camp play supplies	6.97	23.86	
	Check	08/18/2011	9088	Kroger	summer camp snacks, band-aids, activity	87.43	111.29	
Total Summer Camp						111.29	111.29	Sec 1E
Garden Supplies								
	Check	08/08/2011	9052	True Value Hardware	tape, tarp, pliers	91.50	91.50	
	Check	08/08/2011	9053	Landscapes Store	irrigation	102.00	193.50	
Total Garden Supplies						193.50	193.50	Sec 1E
Value Added								
	Check	08/18/2011	9088	Kroge	canning jars, ingredients, etc.	160.50	160.50	
	Check	08/29/2011	9090	SYSCO	chocolate chips	32.35	192.85	
Total Value Added						192.85	192.85	
Total Program Supplies						497.64	497.64	
Total Supplies						611.61	611.61	
Telephone, Telecommunications								
Total Telephone, Telecommunications	Check	08/17/2011	9078	Phone and website company x,y,z		343.52	343.52	Sec 1i
Utilities								
	Check	08/17/2011	9075	Rocky Mountain Power		260.82	260.82	
	Check	08/17/2011	9076	City of Paradise		31.92	292.74	
	Check	08/17/2011	9077	Water and Sewer Service Agency		22.66	315.40	
	Check	08/17/2011	9079	Questar Gas		51.72	367.12	
Total Utilities						367.12	367.12	Sec 1i
Total 65000 - Operations						1,322.25	1,322.25	
66000 - Payroll Expenses								
Executive Director								
	Paycheck	08/01/2011	9035	Jane Doe		726.26	726.26	
	Paycheck	08/16/2011	9061	Jane Doe		860.04	1,586.30	
Total Executive Director						1,586.30	1,586.30	Sec 1a
Associate Director								

X,Y,Z Organization
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August 2011

	Type	Date	Num	Source Name	Memo	Amount	Balance	
	Paycheck	08/01/2011	9032	Julie Smith		718.75	718.75	
	Paycheck	08/16/2011	9058	Julie Smith		671.87	1,390.62	
Total Associate Director						1,390.62	1,390.62	Sec 1a
Full-time AmeriCorps Members								
	Paycheck	08/01/2011	9038	Beth Jones		595.00	595.00	
	Paycheck	08/01/2011	9039	Janice Jumper		566.67	1,161.67	
	Paycheck	08/01/2011	9041	Kate Snooze		661.11	1,822.78	
	Paycheck	08/16/2011	9064	Beth Jones		595.00	2,417.78	
	Paycheck	08/16/2011	9065	Janice Jumper		566.67	2,984.45	
	Paycheck	08/16/2011	9067	Kate Snooze		661.11	3,645.56	
Total Full-time AmeriCorps Members						3,645.56	3,645.56	Sec 2a
Reduced P-T AmeriCorps Members								
	Paycheck	08/01/2011	9031	John Smith		675.00	675.00	
	Paycheck	08/01/2011	9043	Lisa Loops		590.63	1,265.63	
	Paycheck	08/16/2011	9057	John Smith		675.00	1,940.63	
	Paycheck	08/16/2011	9069	Lisa Loops		590.63	2,531.26	
Total Reduced P-T AmeriCorps Members						2,531.26	2,531.26	Sec 2a
Part time AC member host site								
	Paycheck	08/01/2011	9036	Anna AmeriCorps		562.50	562.50	
	Paycheck	08/01/2011	9037	Vincent Volunteer		519.23	1,081.73	
	Paycheck	08/16/2011	9062	Anna AmeriCorps		562.50	1,644.23	
	Paycheck	08/16/2011	9063	Vincent Volunteer		519.23	2,163.46	
Total Part time AC member host site						2,163.46	2,163.46	Sec 2a
Benefits								
Member Insurance								
	Check	08/17/2011	9074	Insurance Company		152.00	152.00	
Total Member Insurance						152.00	152.00	Sec 2d
Housing/Relocation Stipend								
	Check	08/01/2011	9048	XYZ Realty	Beth's housing stipend	100.00	100.00	
	Check	08/01/2011	9049	Real Estate Company	Kate's housing stipend	100.00	200.00	
Total Housing/Relocation Stipend						200.00	200.00	Sec 2e
Total Benefits						352.00	352.00	
Payroll Burden								
Medicare								
	Paycheck	08/01/2011	9029	Vincent Volunteer		6.52	6.52	Sec 2b
	Paycheck	08/01/2011	9030	Tim Tams		6.52	13.04	Sec 2b
	Paycheck	08/01/2011	9031	John Smith		9.79	22.83	Sec 2b
	Paycheck	08/01/2011	9032	Julie Smith		10.11	32.94	Sec 1b
	Paycheck	08/01/2011	9033	Billy Bob		7.83	40.77	Sec 2b
	Paycheck	08/01/2011	9034	Justin Time		6.52	47.29	Sec 2b

X,Y,Z Organization
Transaction Detail by Account
August 2011

Type	Date	Num	Source Name	Memo	Amount	Balance	
Paycheck	08/01/2011	9035	Jane Doe		10.24	57.53	Sec 1b
Paycheck	08/01/2011	9036	Anna AmeriCorps		8.16	65.69	Sec 2b
Paycheck	08/01/2011	9037	Vincent Volunteer		7.53	73.22	Sec 2b
Paycheck	08/01/2011	9038	Beth Jones		8.63	81.85	Sec 2b
Paycheck	08/01/2011	9039	Janice Jumper		8.22	90.07	Sec 2b
Paycheck	08/01/2011	9041	Kate Snooze		9.58	99.65	Sec 2b
Paycheck	08/01/2011	9042	Krispy Cremes		3.91	103.56	Sec 2b
Paycheck	08/01/2011	9043	Lisa Loops		8.56	112.12	Sec 2b
Paycheck	08/01/2011	9044	Linda Land		7.83	119.95	Sec 2b
Paycheck	08/01/2011	9045	Suzie Q		6.52	126.47	Sec 2b
Paycheck	08/01/2011	9047	Melinda Melon		7.83	134.30	Sec 2b
Paycheck	08/01/2011	9040	Karen A lot		4.35	138.65	Sec 2b
Paycheck	08/16/2011	9055	Vincent Volunteer		6.53	145.18	Sec 2b
Paycheck	08/16/2011	9056	Tim Tams		6.53	151.71	Sec 2b
Paycheck	08/16/2011	9057	John Smith		9.79	161.50	Sec 2b
Paycheck	08/16/2011	9058	Julie Smith		9.45	170.95	Sec 1b
Paycheck	08/16/2011	9059	Billy Bob		7.83	178.78	Sec 2b
Paycheck	08/16/2011	9060	Justin Time		6.53	185.31	Sec 2b
Paycheck	08/16/2011	9061	Jane Doe		12.13	197.44	Sec 1b
Paycheck	08/16/2011	9062	Anna AmeriCorps		8.16	205.60	Sec 2b
Paycheck	08/16/2011	9063	Vincent Volunteer		7.52	213.12	Sec 2b
Paycheck	08/16/2011	9064	Beth Jones		8.63	221.75	Sec 2b
Paycheck	08/16/2011	9065	Janice Jumper		8.21	229.96	Sec 2b
Paycheck	08/16/2011	9066	Karen Alot		4.35	234.31	Sec 2b
Paycheck	08/16/2011	9067	Kate Snooze		9.59	243.90	Sec 2b
Paycheck	08/16/2011	9068	Krispy Cremes		3.92	247.82	Sec 2b
Paycheck	08/16/2011	9069	Lisa Loops		8.57	256.39	Sec 2b
Paycheck	08/16/2011	9070	Linda Land		7.83	264.22	Sec 2b
Paycheck	08/16/2011	9071	Suzie Q		6.53	270.75	Sec 2b
Paycheck	08/16/2011	9073	Melinda Melon		7.83	278.58	Sec 2b
Total Medicare					278.58	278.58	
Social Security							
Paycheck	08/01/2011	9029	Vincent Volunteer		27.90	27.90	Sec 2b
Paycheck	08/01/2011	9030	Tim Tams		27.90	55.80	Sec 2b
Paycheck	08/01/2011	9031	John Smith		41.85	97.65	Sec 2b
Paycheck	08/01/2011	9032	Julie Smith		43.20	140.85	Sec 1b
Paycheck	08/01/2011	9033	Billy Bob		33.48	174.33	Sec 2b
Paycheck	08/01/2011	9034	Justin Time		27.90	202.23	Sec 2b
Paycheck	08/01/2011	9035	Jane Doe		43.81	246.04	Sec 1b
Paycheck	08/01/2011	9036	Anna AmeriCorps		34.88	280.92	Sec 2b
Paycheck	08/01/2011	9037	Vincent Volunteer		32.19	313.11	Sec 2b
Paycheck	08/01/2011	9038	Beth Jones		36.89	350.00	Sec 2b
Paycheck	08/01/2011	9039	Janice Jumper		35.14	385.14	Sec 2b
Paycheck	08/01/2011	9041	Kate Snooze		40.99	426.13	Sec 2b
Paycheck	08/01/2011	9042	Krispy Cremes		16.74	442.87	Sec 2b
Paycheck	08/01/2011	9043	Lisa Loops		36.61	479.48	Sec 2b

X,Y,Z Organization
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August 2011

Type	Date	Num	Source Name	Memo	Amount	Balance	
Paycheck	08/01/2011	9044	Linda Land		33.48	512.96	Sec 2b
Paycheck	08/01/2011	9045	Suzie Q		27.90	540.86	Sec 2b
Paycheck	08/01/2011	9047	Melinda Melon		33.48	574.34	Sec 2b
Paycheck	08/01/2011	9040	Karen Alot		18.60	592.94	Sec 2b
Paycheck	08/16/2011	9055	Vincent Volunteer		27.90	620.84	Sec 2b
Paycheck	08/16/2011	9056	Tim Tams		27.90	648.74	Sec 2b
Paycheck	08/16/2011	9057	John Smith		41.85	690.59	Sec 2b
Paycheck	08/16/2011	9058	Julie Smith		40.39	730.98	Sec 1b
Paycheck	08/16/2011	9059	Billy Bob		33.48	764.46	Sec 2b
Paycheck	08/16/2011	9060	Justin Time		27.90	792.36	Sec 2b
Paycheck	08/16/2011	9061	Jane Doe		51.87	844.23	Sec 1b
Paycheck	08/16/2011	9062	Anna AmeriCorps		34.87	879.10	Sec 2b
Paycheck	08/16/2011	9063	Vincent Volunteer		32.19	911.29	Sec 2b
Paycheck	08/16/2011	9064	Beth Jones		36.89	948.18	Sec 2b
Paycheck	08/16/2011	9065	Janice Jumper		35.13	983.31	Sec 2b
Paycheck	08/16/2011	9066	Karen Alot		18.60	1,001.91	Sec 2b
Paycheck	08/16/2011	9067	Kate Snooze		40.99	1,042.90	Sec 2b
Paycheck	08/16/2011	9068	Krispy Cremes		16.74	1,059.64	Sec 2b
Paycheck	08/16/2011	9069	Lisa Loops		36.62	1,096.26	Sec 2b
Paycheck	08/16/2011	9070	Linda Land		33.48	1,129.74	Sec 2b
Paycheck	08/16/2011	9071	Suzie Q		27.90	1,157.64	Sec 2b
Paycheck	08/16/2011	9073	Melinda Melon		33.48	1,191.12	Sec 2b
Total Social Security					1,191.12	1,191.12	
Utah Unemployment							
Paycheck	08/01/2011	9032	Julie Smith		2.79	2.79	
Paycheck	08/01/2011	9035	Jane Doe		2.83	5.62	
Paycheck	08/16/2011	9058	Julie Smith		2.61	8.23	
Paycheck	08/16/2011	9061	Jane Doe		3.35	11.58	
					574.00	558.00	
Total Utah Unemployment					585.58	586.22	
Workers Comp							
Check	08/12/2011	ETF	Workers Compensation Fund	1956762	709.04	709.04	
Total Workers Comp					709.04	709.04	30%=213--Sec 1b
Total Payroll Burden					2,764.32	2,764.96	70%=496--Sec 2c
66000 - Payroll Expenses - Other							
Paycheck	08/01/2011	9029	Vincent Volunteer		450.00	450.00	
Paycheck	08/01/2011	9030	Tim Tams		450.00	900.00	
Paycheck	08/01/2011	9033	Billy Bob		540.00	1,440.00	
Paycheck	08/01/2011	9034	Justin Time		450.00	1,890.00	
Paycheck	08/01/2011	9042	Krispy Cremes		270.00	2,160.00	
Paycheck	08/01/2011	9044	Linda Land		540.00	2,700.00	
Paycheck	08/01/2011	9045	Suzie Q		450.00	3,150.00	
Paycheck	08/01/2011	9047	Melinda Melon		540.00	3,690.00	

X,Y,Z Organization
Transaction Detail by Account
 August 2011

	Type	Date	Num	Source Name	Memo	Amount	Balance	
	Paycheck	08/01/2011	9040	Karen Alot		300.00	3,990.00	
	Paycheck	08/16/2011	9055	Vincent Volunteer		450.00	4,440.00	
	Paycheck	08/16/2011	9056	Tim Tams		450.00	4,890.00	
	Paycheck	08/16/2011	9059	Billy Bob		540.00	5,430.00	
	Paycheck	08/16/2011	9060	Justin Time		450.00	5,880.00	
	Paycheck	08/16/2011	9066	Karen Alot		300.00	6,180.00	
	Paycheck	08/16/2011	9068	Krispy Cremes		270.00	6,450.00	
	Paycheck	08/16/2011	9070	Linda Land		540.00	6,990.00	
	Paycheck	08/16/2011	9071	Suzie Q		450.00	7,440.00	
	Paycheck	08/16/2011	9073	Melinda Melon		540.00	7,980.00	
Total 66000 - Payroll Expenses - Other						<u>7,980.00</u>	<u>7,980.00</u>	Sec 2a
Total 66000 - Payroll Expenses						22,413.52	22,414.16	
68000 - Program Expenses								
Member Support Costs								
Background checks/MVR								
Check	08/17/2011	9081	Background Check Company	member background checks		36.00	36.00	
Total Background checks/MVR						<u>36.00</u>	<u>36.00</u>	Sec 2e
Total Member Support Costs						<u>36.00</u>	<u>36.00</u>	
Total 68000 - Program Expenses						<u>36.00</u>	<u>36.00</u>	
TOTAL						<u><u>23,771.77</u></u>	<u><u>23,772.41</u></u>	