

VA's Supportive Services for Veterans Families Program
Attachment 3, Table 3: Current Quarterly Financial Report - Quarterly Variance Report

Name of Grantee: **INSERT APPLICANT NAME**
 SSVF Program Number: **SSVF**
 SSVF Grant Award: **SSVF**
 Grant Fiscal Year: **FY 2011**

| Program Expenses | % of Total | ACTUAL SSVF Grant Funds (Total Annual to Date) | BUDGETED SSVF Grant Funds (Total Annual to Date) | % VARIANCE (Total Annual to Date) | 1Q QUARTER | | | | 2Q QUARTER | | | | 3Q QUARTER | | | | 4Q QUARTER | | | |
|--|------------|--|--|-----------------------------------|-------------------------------|---------------------------|-------------------------------|-----------------------------|-------------------------------|---------------------------|-------------------------------|-----------------------------|-------------------------------|---------------------------|-------------------------------|-----------------------------|-------------------------------|---------------------------|-------------------------------|-----------------------------|
| | | | | | ACTUAL SSVF Grant Funds Spent | BUDGETED SSVF Grant Funds | % VARIANCE (SSVF Grant Funds) | Explanation of Any Variance | ACTUAL SSVF Grant Funds Spent | BUDGETED SSVF Grant Funds | % VARIANCE (SSVF Grant Funds) | Explanation of Any Variance | ACTUAL SSVF Grant Funds Spent | BUDGETED SSVF Grant Funds | % VARIANCE (SSVF Grant Funds) | Explanation of Any Variance | ACTUAL SSVF Grant Funds Spent | BUDGETED SSVF Grant Funds | % VARIANCE (SSVF Grant Funds) | Explanation of Any Variance |
| A. Personnel | | | | | | | | | | | | | | | | | | | | |
| # FTE % FTE Rate Annual Salary Range | | | | | | | | | | | | | | | | | | | | |
| Director | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Assistant Director | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Supervisor | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Staff | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Contract Services | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Travel | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Telephone | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Printing | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Postage | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Office Supplies | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Travel | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Telephone | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Printing | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Postage | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Office Supplies | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Travel | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Telephone | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Printing | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Postage | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Office Supplies | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Subtotal Personnel Expenses | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| B. Other Personnel Expenses and Contractual Services Expenses | | | | | | | | | | | | | | | | | | | | |
| Contractual Services | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Travel | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Telephone | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Printing | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Postage | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Office Supplies | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Subtotal Other Personnel Expenses | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| C. Subtotal Personnel and Contractual Services | | | | | | | | | | | | | | | | | | | | |
| | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| D. Administrative Expenses | | | | | | | | | | | | | | | | | | | | |
| Travel | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Telephone | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Printing | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Postage | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Office Supplies | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Subtotal Administrative Expenses | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |
| Grand Total | | \$000,000 | \$000,000 | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | | \$000,000 | \$000,000 | | |

VA's Supportive Services for Veteran Families Program

Attachment 1, Tab 4: Grantee Quarterly Financial Report - Quarterly Draw Downs

| | |
|-----------------------------|-----------------------|
| Name of Grantee: | INSERT APPLICANT NAME |
| SSVF Program Number: | 0 |
| SSVF Grant Amount: | \$0.00 |
| Grant Fiscal Year: | FY 2011 |

| | % of Total SSVF Grant | TOTAL | 1st QTR | 2nd QTR | 3rd QTR | 4th QTR |
|---------------------------------|-----------------------|---------|---------|---------|---------|---------|
| Grantee SSVF Draw Downs | #DIV/0! | \$ - | \$ - | \$ - | \$ - | \$ - |
| Grantee Spending to Date | #DIV/0! | \$ - | \$ - | \$ - | \$ - | \$ - |
| % Variance | | #DIV/0! | 0% | 0% | 0% | 0% |
| <u>Explain any variances:</u> | | | | | | |
| | | | | | | |

VA's Supportive Services for Veteran Families Program

Attachment 1, Tab 5: Grantee Quarterly Financial Report - Number of Participants Served

| | |
|-----------------------------|------------------------------|
| Name of Grantee: | INSERT APPLICANT NAME |
| SSVF Program Number: | 0 |
| SSVF Grant Amount: | \$0.00 |
| Grant Fiscal Year: | FY 2011 |

| Current Caseload* | End of 1st Quarter | End of 2nd Quarter | End of 3rd Quarter | End of 4th Quarter |
|--|---------------------------|---------------------------|---------------------------|---------------------------|
| Number of Participant Households Currently Receiving Assistance | 0 | 0 | 0 | 0 |
| # of Single Participant Households Currently Receiving Assistance | | | | |
| # of Participant Households w/ Dependents Currently Receiving Assistance | | | | |

*Note: Include only those households who received case management, assistance in obtaining VA benefits, assistance in obtaining and coordinating other public benefits, and/or other services (see Final Rule Sections 62.31-62.34). Exclude those households receiving only outreach services.

| New Participants Served* | TOTAL | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
|--|--------------|--------------------|--------------------|--------------------|--------------------|
| Number of New Unique Participant Households Who Received Assistance | 0 | 0 | 0 | 0 | 0 |
| # of New Unique Single Participant Households Who Received Assistance | 0 | | | | |
| # of New Unique Participant Households w/ Dependents Who Received Assistance | 0 | | | | |

*Note: Include only those households who received case management, assistance in obtaining VA benefits, assistance in obtaining and coordinating other public benefits, and/or other services (see Final Rule Sections 62.31-62.34). Exclude those households receiving only outreach services.

| New Participants Served Category of Occupying Permanent Housing* | TOTAL | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
|---|--------------|--------------------|--------------------|--------------------|--------------------|
| Number of New Unique Participant Households Who Received Assistance | 0 | 0 | 0 | 0 | 0 |
| i) are residing in permanent housing | 0 | | | | |
| ii) are very low-income Veteran families who are homeless and scheduled to become residents of permanent housing | 0 | | | | |
| iii) have exited permanent housing within the previous 90 days to seek other housing that is responsive to their needs and preferences are rapidly transitioned to stable housing | 0 | | | | |

*Note: Include only those households who received case management, assistance in obtaining VA benefits, assistance in obtaining and coordinating other public benefits, and/or other services (see Final Rule Sections 62.31-62.34). Exclude those households receiving only outreach services.

| New Participants Served Target Populations* | TOTAL | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
|--|--------------|--------------------|--------------------|--------------------|--------------------|
| Veteran families earning less than 30 percent of area median income as published annually by HUD (http://www.huduser.org) | 0 | | | | |
| Chronically homeless Veteran families | 0 | | | | |
| Formerly chronically homeless Veteran families | 0 | | | | |
| Households with one or more female Veterans | 0 | | | | |
| Returning Veterans from Afghanistan and/or Iraq | 0 | | | | |
| Participants Receiving VA Health Care and/or Other VA Benefits | 0 | | | | |

*Note: Include only those households who received case management, assistance in obtaining VA benefits, assistance in obtaining and coordinating other public benefits, and/or other services (see Final Rule Sections 62.31-62.34). Exclude those households receiving only outreach services.

By submitting this report, we are certifying that our program's data for 100% of participants has been exported from HMIS and uploaded to the SSVF Data Repository not less than on a monthly basis. If this is not the case, we have described why in the attached Quarterly Performance Report.

