

Version: 2021.07.15

Template Name: Sub-Award Expenditures-Reporting-gt-30000

Instructions to Reporter:

- Do not change the cell formatting
- Do not reformat the template
- All data should be as text
- Do not publish the "Field ID" row (Treasury Internal Use Only)

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|----------------------|--|--|---|
| Field ID | Project_Identification_Number__c | Sub_Award__c | Expenditure_Start__c |
| Label | Client Project Id | Expenditure Sub-Award Label | Expenditure Start Date |
| Required or Optional | Required | Required | Required |
| Help Text | Client Project ID that allows the Recipient to associate Expenditure records to Project records. | Sub-Award IDs that allows the Recipient to associate Expenditure records to Sub-Award records. Enter Sub-Adward ID | Start date for the range of time when the expenditure(s) occurred. Date Format MMDDYYYY |

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|---|---|---|
| Expenditure_End__c | Expenditure_Amount__c | Expenditure_Category__c |
| Expenditure End Date | Expenditure Amount | Expenditure Category |
| Required | Required | Required |
| End date for the range of time when the expenditure(s) occurred Date Format MMDDYYYY | Total amount of Emergency Rental Assistance dollars on the Sub-Award. Do not enter \$ Sign when entering amount. | The category to which the purpose of the expenditure most closely relates to when created. Valid responses "Financial Assistance: Rent" "Financial Assistance: Rental Arrears" "Financial Assistance: Utility/Home Energy Costs" "Financial Assistance: Utility/Home Energy Costs Arrears" "Financial Assistance: Other Housing Costs Incurred due to Covid-19" "Housing Stability Services (Including Eviction Prevention/Diversion)" "Administrative Costs" |

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| Complying_With_Terms_of_Grant__c | If_Non_Compliant_Provide_Explanation__c | Administrative_Expense_Explanation__c |
| Grant Compliance Check | Noncompliance Explanation | Admin Expense explanation |
| Required | Optional | Optional |
| Confirmation that the Sub-Recipient is in compliance with the sub-award as defined by the Recipient. Valid Response Yes/No | Written description of noncompliance identified in the Grant Compliance Check. Text 255 Max Characters | If Expenditure Category = Administrative Costs. A explanation up to 10,000 characters is required. |