

Data Element
Reporting Period

Definition
This is the period of time covered for this report. Each grantee will submit an Annual Performance Report and an Ad Hoc Report each year.

<u>Federally approved funds - Amount received through FSCS grant to date</u>	This is the amount of funding that has been approved by the federal government to date. It is also amount the grantee has received up to the end of the reporting period from the federal FSCS grant.
<u>Available funds during reporting period including carryover</u>	This is the amount of funding from the FSCS grant available to the grantee during the reporting period, which includes funds carried over from previous reporting periods.
<u>Expended funds during reporting period</u>	This is the amount of funding the grantee has expended from the FSCS grant during the reporting period.
<u>Remaining obligated funds during reporting period</u>	This is the amount of funding that has been obligated but not expended from the FSCS grant during the reporting period.
<u>Total amount of funds expended and obligated during reporting period</u>	This is the amount of FSCS funds expended during the reporting period.
<u>Carryover funds - Unobligated funds carried into next reporting period</u>	This is the amount of available funding that has not been expended or obligated from the FSCS grant that will be carried into the next reporting period. Note: This does not include any additional FSCS funding that has yet to be approved.

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Example

Annual Performance Reports (APRs) will represent a reporting period between January 1 - April 30 each year. Ad Hoc reports (Ad Hocs) will represent a reporting period between June 1st and December 31st each year. Grantees will submit a Budget Review for each of these periods annually.

If a grantee received 100,000 in year 1, then this amount will be 100,000. If a grantee is approved for a 100,000 continuation award in year 2, this amount will be 200,000.

If a grantee received 100,000 in year 1, and carries over 50,000 into year 2, then the amount will be 150,000.

If a grantee is approved for 100,000 in year 1 and spends \$75,000, then this amount will be \$75,000.

If a grantee has obligated or encumbered funds for a particular purpose (e.g., upcoming trainings, student services, or salaries), then they will report them here. For example, if a grantee expended \$75,000 on salaries and has obligated another \$15,000 for salaries before the end of the reporting period, then the grantee will put \$15,000 as their remaining obligated funds.

Using the above examples for expended funds and obligated funds, the grantee will add those together. For example, $\$75,000 + \$15,000 = \$90,000$.

Continuing with the above examples if a grantee has been approved for \$200,000 to date and expended or obligated \$50,000 in year 1 and \$90,000 so far in year 2, then their carryover funds = $\$200,000 - (\$50,000 + \$90,000) = \$60,000$

Full-Service Community Schools Grant Budget Report - [Grantee Name for Reporting Period (Month/Day - Month/Day)]

F. CONSTRUCTION (Not Applicable)									
G. OTHER									
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL OTHER		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
H. TOTAL DIRECT		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
I. INDIRECT COSTS									
X% of direct costs		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL INDIRECT COSTS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
J. TRAINING STIPENDS									
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TRAINING STIPENDS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
K. TOTAL COSTS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Updated [Date]

BUDGET CATEGORIES

A. PERSONNEL

Project Director - \$X @ Y%(First Year=Z Mos)

Project Director - [Description of Costs/Responsibilities]

Community School Coordinators (#) - \$X @ Y% (First Year=Z Mos)

Community School Coordinators - [Description of Costs/ Responsibilities]

Personnel Name: \$X @ Y% (First Year=Z Mos)

Additional Personnel Name - [Description of Costs/ Responsibilities]

TOTAL PERSONNEL

B. FRINGE BENEFITS

Fringe benefits to include, but not limited to: [ex. Social Security at #%. Medicare at #%. Unemployment Insurance at #%. Workers Compensation at #%. Retirement Plan at #%. Health Insurance at #%. Benefits total of #%.

TOTAL FRINGE BENEFITS

C. TRAVEL for Program Staff

Travel for [Insert positions] to the annual Full-Service Grant Conference in Washington, DC. Cost includes airfare (\$X), two night lodging(\$X), and per diem for two nights and 3 days (\$X)Total Cost for FSCS per year \$X

Travel for Partners and Evaluation team

Travel for [Insert positions] to the annual Full-Service Grant Conference in Washington, DC. Cost includes airfare (\$X), two night lodging(\$X), and per diem for two nights and 3 days (\$X)Total Cost for FSCS per year \$X

TOTAL TRAVEL

D. EQUIPMENT

TOTAL EQUIPMENT

E. SUPPLIES

TOTAL SUPPLIES

E. CONTRACTUAL

[Partner/ Contractor Organization Name] - [Purpose of Contract]

Program Evaluation
<i>[Evaluator Name]</i> - [Description of Costs]
[Description of Evaluation Costs]
TOTAL CONTRACTUAL
F. CONSTRUCTION (Not Applicable)
G. OTHER
TOTAL OTHER
H. TOTAL DIRECT
I. INDIRECT COSTS
X% of direct costs
TOTAL INDIRECT COSTS
J. TRAINING STIPENDS
TOTAL TRAINING STIPENDS
K. TOTAL COSTS

Updated [Date]

Grant Budget Report - [Grantee Name for Reporting Period (Month/Day - Month/Day)]

	U.S. Department of Education Funds			
Federally approved funds - Amount received through FCS grant to date	Available funds during reporting period including carryover	Expended funds during reporting period	Remaining obligated funds during reporting period	Total amount of funds expended and obligated during reporting period
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Non Federal Funds

Carryover funds - Unobligated funds carried into next reporting period	Available funds during reporting period including carryover	Expended funds during reporting period
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Total Expended Funds for Entire Performance Period	Approved Budget for Reporting Period	Expended Funds for Reporting Period
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