

Version - 2021.07.15

Template Name: Sub-Award Expenditure Reporting-It-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- Do not publish the "Field ID" row (Treasury Internal Use Only)

Field ID	Project_Identification_Number____c
Label	Client Project Id
Required or Optional	Required
Help Text	Client Project ID that allows the Recipient to associate Expenditure records to Project records.

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Expenditure_Category__c	Sub_Award_Type__c
Expenditure Category	Sub-Award Type (Aggregates)
Required	Required
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"	The Sub-Award Type that had obligation or expenditure/payment activity during the reporting period. Valid responses: "Aggregate of Contracts Awarded for <\$30,000"; "Aggregate of Grants Awarded for <\$30,000"; "Aggregate of Loans Issued for <\$30,000"; "Aggregate of Transfers <\$30,000"; "Aggregate of Direct Payments <\$30,000"

Quarterly_Expenditure_Amt_Aggregates__c	Quarterly_Obligation_Amt_Aggregates__c
Total Quarterly Expenditure Amount (Aggregates)	Total Quarterly Obligation Amount (Aggregates)
Required	Required
Sum of Expenditures or Payments during the most recent quarter for this Sub-Award Type (Aggregates). DO NOT enter \$ sign when entering amount.	Sum of sub-award amounts/obligations during the most recent quarter for this Sub- Award Type (Aggregates). DO NOT enter \$ sign when entering amount.

Administrative_Expense_Explana tion__c
Administrative Expense Explanation
Optional
If Adminstrative Costs is selected as the expenditure category, a explanation of the expenses must be provided. 10,000 character max