

# Texas Access to Justice Foundation

## QUARTERLY EXPENDITURE REPORT

<b>Organization/Project:</b>			
<b>Grant # and Fund:</b>		<b>Award Amount:</b>	
<b>Report Prepared By:</b>			
<b>e-mail:</b>			
<b>Phone:</b>		<b>extension:</b>	

### A. Expenditure of funds

COST CATEGORY	PROGRAM	ADMINISTRATIVE	TOTAL
<b>Personnel:</b>			
Lawyers			\$ -
Paralegals			\$ -
Others			\$ -
<b>Salary Subtotal</b>	\$ -	\$ -	\$ -
Employee Benefits:			\$ -
<b>Total Personnel</b>	\$ -	\$ -	\$ -
<b>Non-Personnel:</b>			
Space			\$ -
Equipment Rental			\$ -
Supplies			\$ -
Telephone			\$ -
Travel			\$ -
Training			\$ -
Library			\$ -
Insurance			\$ -
Audit			\$ -
Litigation			\$ -
Capital Additions			\$ -
Contractual Serv. (specify)			\$ -
Contractual Serv. (specify)			\$ -
Contractual Serv. (specify)			\$ -
Contractual Serv. (specify)			\$ -
Other (specify)			\$ -
<b>Total Non-Personnel</b>	\$ -	\$ -	\$ -
<b>GRAND TOTAL</b>	\$ -	\$ -	\$ -

1. If you have overspent or underspent funds during the quarter, please provide a brief explanation below.

**B. Summary of Year-to-Date Expenditures as of : [Report quarter period]**

Organization/Project:

Grant # and Fund:

COST CATEGORY	PROGRAM		ADMINISTRATIVE		TOTAL	
	Approved Program Budget	Y-T-D Program Expenditures	Approved Administrative Budget*	Y-T-D Administrative Expenditures	Approved Annual Budget	Y-T-D Total Expenditures
<b>Personnel:</b>						
Lawyers					-	-
Paralegals					-	-
Others					-	-
<b>Salary Subtotal</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits:					-	-
<b>Total Personnel</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Non-Personnel:</b>						
Space					\$ -	\$ -
Equipment Rental					-	-
Supplies					-	-
Telephone					-	-
Travel					-	-
Training					-	-
Library					-	-
Insurance					-	-
Audit					-	-
Litigation					-	-
Capital Additions					-	-
Contractual Serv. (specify)					-	-
Contractual Serv. (specify)					-	-
Contractual Serv. (specify)					-	-
Contractual Serv. (specify)					-	-
Other (specify)					-	-
<b>Total Non-Personnel</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>GRAND TOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -