

Subgrant Financial Report For Project Income

Virginia Department of Criminal Justice Services
 1100 Bank Street
 Richmond, Virginia 23219

This form is to be used only by subgrantees in reporting income from grant activities. See attached detailed instructions for completing this form.

Subgrantee	Grant Number
Grant Period	Prepared By Date
Type of Report	Project Activity During:
Quarterly Ending[<input type="checkbox"/>] Final[<input type="checkbox"/>]	1st qtr [<input type="checkbox"/>] 2nd qtr [<input type="checkbox"/>] 3rd qtr[<input type="checkbox"/>] 4th qtr [<input type="checkbox"/>]

1. CASH BALANCE Beginning of Quarter G. _____

2. RECEIPTS (INCOME) BY SOURCE

TOTAL RECEIPTS H. _____

3. EXPENDITURES (IF ANY)*

Personnel _____

Supplies & Operating _____

Travel _____

Equipment _____

Consultant/Professional Services _____

Other (Specify) _____

TOTAL EXPENDITURES I. _____

4. CASH BALANCE End of Quarter Balance (G+H-I) J. _____

* The above expenditures were made for criminal justice purposes. Yes No
 If any portion of these expenditures were for other activities, please attach a description of those activities.

Signature _____
 Project Director/Finance Director