



Summary of Expenditures

Grant # _____

Period Covered by Report: From _____ to _____

Budget Items	HN Expenditures	Cash Match	In-Kind Match
1. Personnel			
Project Director			
Administrative Staff			
Fiscal Agent			
Publicity Director			
Humanities Scholars			
Others (specify)			
2. Travel and Per Diem			
Project Director and Staff			
Humanities Scholars			
3. Communications			
Telephone			
Printing			
Postage			
Other (specify)			
4. Supplies			
Office			
Equipment and Space Rental			
5. Other Costs (specify)			
Grand Total	\$	\$	\$

Total funds received to date from HN \$ _____

Instructions for filling out the expenditure summary

- This form is to be used to record and report all expenditures made from HN grant funds and matching funds.
- The column headed “HN Expenditures” is to record HN grant funds spent during the grant period.
- The columns headed “Cash Match” and “In-Kind Match” will show all in-kind and cash match accumulated during the grant period which have been documented by financial records or signed certificates of contribution.



HUMANITIES NEBRASKA

215 Centennial Mall South, Suite 330 | Lincoln, NE 68508
402.474.2131 | fax 402.474.4852 | info@humanitiesnebraska.org
www.humanitiesnebraska.org | [f](#) nebraskahumanities | [t](#) nehumanities