

		Direct Expenses									
		Overhead									
		Subgrants Subtotal	\$ -	\$ -	\$ -			\$ -	\$ -		
		Partner Expenses Subtotal	\$ -	\$ -	\$ -			\$ -	\$ -		
		IV. Overhead									
		EXPENSE TOTAL	\$ -	\$ -	\$ -			\$ -	\$ -		

*Separate report form should be completed for each Sub-Grant and summarized here

					Reporting Period (X/X/20XX - X/X/20XX)				Amount Received to Date			
					Budget	Income	% Raised	Variance	Budget	Income	% Raised	Variance
Income					(\$)	(\$)	(%)	(%)	(\$)	(\$)	(%)	(%)
		WFF										
		Foundations (list each source)										
		Public Agencies (list each source)										
		Corporations (list each source)										
		Individuals										
		Other										
		INCOME TOTAL			\$ -	\$ -			\$ -	\$ -		

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Template for WFF Budget Variance Detail												
Organization:								Number:				
report, if required, please complete columns in sections A (spending in reporting period) and B (spending in prior period)												
For a final report, complete only section B.												
Instructions: Use the space below to to explain significant variances (greater than 10%) in actual expenditures versus budget												
				Total Approved Budget WFF funds	Amount Spent to Date of Total Project Walton Family Foundation funds only			Briefly explain budget variance				
Expense Budget Categories					Budget (\$)	Expense (\$)	Variance (%)					
I. Personnel												
	Salaries			\$ -								
	Benefits			\$ -								
	Other			\$ -								
Personnel subtotal				\$ -	\$ -	\$ -						
II. Direct Expenses												
	Travel			\$ -	\$ -	\$ -						
	Meetings/Events			\$ -	\$ -	\$ -						
	Printing/publications			\$ -	\$ -	\$ -						
	Postage			\$ -	\$ -	\$ -						
	Telephone			\$ -	\$ -	\$ -						
	Supplies			\$ -	\$ -	\$ -						
	Equipment			\$ -	\$ -	\$ -						
	Other			\$ -	\$ -	\$ -						
Direct Expenses Subtotal				\$ -	\$ -	\$ -						
III. Partner Expenses												
	Consultants											
		Consultant #1		\$ -	\$ -	\$ -						
		Consultant #2		\$ -	\$ -	\$ -						
Consultants Subtotal				\$ -	\$ -	\$ -						

	Sub Grants*																			
		Salaries/Benefits	\$	-	\$	-	\$	-												
		Direct Expenses	\$	-	\$	-	\$	-												
		Overhead	\$	-	\$	-	\$	-												
		Subgrants Subtotal	\$	-	\$	-	\$	-												
Partner Expenses Subtotal			\$	-	\$	-	\$	-												
IV. Overhead			\$	-	\$	-	\$	-												
EXPENSE TOTAL			\$	-	\$	-	\$	-												
*Separate report form should be completed for each Sub-Grant and summarized here																				
Modified July, 2011																				

Template for WFF Financial Reports											
Subgrantee Organization:								Grant Number:			
** For an interim report, if required, please complete columns in sections A (spending in reporting period) and B (spending to date).											
For a final report, complete only section B.											
				Reporting Period (X/X/20XX - X/X/20XX) Walton Family Foundation funds only				Amount Spent to Date of Total Project Walton Family Foundation funds only			
				Budget	Expense	% Spent	Variance	Budget	Expense	% Spent	Variance
Expense Budget Categories				(\$)	(\$)	(%)	(%)	(\$)	(\$)	(%)	(%)
I. Personnel											
	Salaries										
	Benefits										
	Other										
Personnel subtotal				\$ -	\$ -			\$ -	\$ -		
II. Direct Expenses											
	Travel										
	Meetings/Events										
	Printing/publications										
	Postage										
	Telephone										
	Supplies										
	Equipment										
	Other										
Direct Expenses Subtotal				\$ -	\$ -			\$ -	\$ -		
III. Partner Expenses											
	Consultants										
		Consultant #1									
		Consultant #2									
Partner Expenses Subtotal				\$ -	\$ -			\$ -	\$ -		
IV. Overhead											

[illegible]