

Agency Name: Utah Crime Victims Legal Clinic
 Date of Reimbursement Request: August 2018

EXPENDITURE SUMMARY

	Personnel	Fringe	Contracted	Equipment	Travel	Supplies	Other	Total
Federal:	\$21,937.60	\$3,855.73	\$96.00	\$0.00	\$1,100.19	\$3.68	\$1,367.37	\$28,360.57
Cash:	\$0.00	\$0.00						\$0.00
In-Kind:	\$8,655.75	\$0.00						\$8,655.75
Total Outlays:	\$30,593.35	\$3,855.73	\$96.00	\$0.00	\$1,100.19	\$3.68	\$1,367.37	\$37,016.32

Personnel

Employee Name	Wage	Project Hrs.	Total Salary	Benefits	Total Bene	Total S & B	Source
Alex Merrit	\$22.00	140.00	3080.00	16.29%	\$501.86	\$3,581.86	Federal
Lorie Hobbs	\$33.07	47.50	1570.83	8.05%	\$126.46	\$1,697.28	Federal
Heidi Nestel	\$41.17	106.50	4384.61	7.60%	\$333.37	\$4,717.98	Federal
Spencer Wyatt	\$30.45	184.00	5602.80	24.42%	\$1,368.22	\$6,971.02	Federal
Bethany Warr	\$31.97	41.00	1310.78	7.97%	\$104.52	\$1,415.30	Federal
Jade Fisher	\$23.10	28.25	652.58	8.05%	\$52.53	\$705.11	Federal
Laurel Hanks	\$29.00	184.00	5336.00	25.65%	\$1,368.77	\$6,704.77	Federal
intern volunteers	\$29.00	178.00	5162.00		\$0.00	\$5,162.00	Volunteer
(pro bono)	\$81.25	43.00	3493.75		\$0.00	\$3,493.75	Volunteer

Contracted Fees

Type of Consultant Services or Contracts	Hours	Rate	Total	Source
Book keeping: Payroll, taxes (Deb Dilley)		\$6.00	\$16.00	Federal
			\$0.00	Federal
			\$0.00	Federal
			\$0.00	Cash Match
			\$0.00	In-Kind Match

Equipment

Item and Description	Grant Usage %	Quantity	Rate	Total	Source
Les olsen (copier equip/maintenance)				\$0.00	Federal
				\$0.00	Federal
				\$0.00	Federal
				\$0.00	Cash Match
				\$0.00	In-Kind Match

Travel/Training

Name	Rate	Miles/per diem/registration/hotel	Source
Alex Merritt	\$0.54	32.14 (59.52 miles)	Federal
Lorie Hobbs	\$0.54	324 (600 miles)	Federal
Heidi Nestel	\$0.54	216 (400 miles)	Federal
Laurel Hanks	\$0.54	159.16 (294.80 miles)	Federal
Bethany Warr	\$0.54	(miles)	Federal
Spencer Wyatt	\$0.54	368.89 (683.2 miles)	Federal
			Federal

Supplies

Item and Description	Quantity	Unit Price	Total	Source
Postage	1	\$3.68	\$3.68	Federal
			\$0.00	Federal
			\$0.00	Federal
			\$0.00	In-Kind Match

Other

Item and Description	Quantity	Unit Price	Total	Source
Rent	1	\$450.00	\$450.00	Federal
Parking	1	\$10.00	\$10.00	Federal
telephone/fax/web services	1	\$325.66	\$325.66	Federal
Les Olsen (mainten. Copier)	1	\$581.71	\$581.71	Federal
				Federal

Ledger Prepared by: Heidi Nestel
Title: Executive Director
Date: 11/15/18
Telephone: (801) 746-1204

				Federal
				Federal

Email: heidi@utahvictimsclinic.org

Agency Name: Utah Crime Victims Legal Clinic
 Date of Reimbursement Request: September 2018

EXPENDITURE SUMMARY

	Personnel	Fringe	Contracted	Equipment	Travel	Supplies	Other	Total
Federal:	\$19,261.61	\$3,644.79	\$88.00	\$0.00	\$705.75	\$0.00	\$1,133.50	\$24,833.65
Cash:	\$0.00	\$0.00						\$0.00
In-Kind:	\$6,262.75	\$0.00						\$6,262.75
Total Outlays:	\$25,524.36	\$3,644.79	\$88.00	\$0.00	\$705.75	\$3.68	\$1,367.37	\$31,096.40

Personnel

Employee Name	Wage	Project Hrs.	Total Salary	Benefits	Total Bene	Total S & B	Source
Alex Merrit	\$22.00	118.00	2596.00	17.89%	\$464.40	\$3,060.40	Federal
Lorie Hobbs	\$33.07	31.50	1041.71	8.05%	\$83.85	\$1,125.56	Federal
Heidi Nestel	\$41.17	100.00	4117.00	7.66%	\$315.47	\$4,432.47	Federal
Spencer Wyatt	\$30.45	160.00	4872.00	26.94%	\$1,312.31	\$6,184.31	Federal
Bethany Warr	\$31.97	40.00	1278.80	7.69%	\$98.37	\$1,377.17	Federal
Jade Fisher	\$23.10	31.00	716.10	8.05%	\$57.64	\$773.74	Federal
Laurel Hanks	\$29.00	160.00	4640.00	28.29%	\$1,312.75	\$5,952.75	Federal
intern volunteers	\$29.00	123.50	3581.50		\$0.00	\$3,581.50	Volunteer
(pro bono)	\$81.25	33.00	81.25		\$0.00	\$2,681.25	Volunteer

Contracted Fees

Type of Consultant Services or Contracts	Hours	Rate	Total	Source
Book keeping: Payroll, taxes (Deb Dilley)		\$5.50	\$16.00	Federal
			\$0.00	Federal
			\$0.00	Federal
			\$0.00	Cash Match
			\$0.00	In-Kind Match

Equipment

Item and Description	Grant Usage %	Quantity	Rate	Total	Source
				\$0.00	Federal
				\$0.00	Federal
				\$0.00	Federal
				\$0.00	Cash Match
				\$0.00	In-Kind Match

Travel/Training

Name	Rate	Miles/per diem/registration/hotel	Source
Alex Merritt	\$0.54	26.73 (49.5 miles)	Federal
Lorie Hobbs	\$0.54	76.60 (140 miles)	Federal
Heidi Nestel	\$0.54	293.76 (544 miles)	Federal
Laurel Hanks	\$0.54	147.88 (274.2 miles)	Federal
Bethany Warr	\$0.54	15.12 (28 miles)	Federal
Spencer Wyatt	\$0.52	146.66 (282 miles)	Federal
			Federal

Supplies

Item and Description	Quantity	Unit Price	Total	Source
			\$0.00	Federal
			\$0.00	Federal
			\$0.00	Federal
			\$0.00	In-Kind Match

Other

Item and Description	Quantity	Unit Price	Total	Source
Rent	1	\$450.00	\$450.00	Federal
Parking	1	\$208.00	\$208.00	Federal
telephone/fax/web services	1	\$295.50	\$295.50	Federal
business license	1	\$180.00	\$180.00	Federal
				Federal

Ledger Prepared by: Heidi Nestel
Title: Executive Director
Date: 11/15/18
Telephone: (801) 746-1204

				Federal
				Federal

Email: heidi@utahvictimsclinic.org

VOCA NON-PROFIT LEDGER	
Agency Name: Utah Crime Victims Legal Clinic	
Date of Reimbursement Request: October 2018	

EXPENDITURE SUMMARY										
	Personnel	Fringe/Benefits	Contracted	Equipment	Travel	Training	Supplies	Other	Indirect	Total
VOCA Grant	\$21,830.81	\$3,771.09	\$80.00	\$0.00	\$893.19	\$0.00	\$0.00	\$589.09	\$0.00	\$27,164.18
Cash:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00
In-Kind:	\$13,549.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$13,549.25
Total Outlays:	\$35,380.06	\$3,771.09	\$80.00	\$0.00	\$893.19	\$0.00	\$0.00	\$589.09	\$0.00	\$40,713.43

Personnel							
Employee Name	Wage	VOCA Hours	Total Salary	Benefits %	Total Benefits	Total S & B	Source
Alexandra Merrit	\$22.00	100.00	\$2,200.00	16.18%	\$356.02	\$2,556.02	VOCA
Laurel Hanks	\$29.00	184.00	\$5,336.00	25.65%	\$1,368.77	\$6,704.77	VOCA
Heidi Nestel	\$41.17	90.00	\$3,705.30	7.61%	\$281.88	\$3,987.18	VOCA
Lorie Hobbs	\$33.07	102.50	\$3,389.68	8.05%	\$272.87	\$3,662.54	VOCA
Jade Fisher	\$23.10	29.00	\$669.90	8.05%	\$53.93	\$723.83	VOCA
Spencer Wyatt	\$30.45	184.00	\$5,602.80	24.42%	\$1,368.21	\$6,971.01	VOCA
Bethany Warr	\$31.97	29.00	\$927.13	7.49%	\$69.41	\$996.54	VOCA
			\$0.00		\$0.00	\$0.00	
Student/community volunteers	\$29.00	117.00	\$3,393.00		\$0.00	\$3,393.00	In-kind Match
pro bono attorneys	\$81.25	125.00	\$10,156.25		\$0.00	\$10,156.25	In-kind Match
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	

*Must Select Source
from drop down menu

Contracted Fees				
Type of Consultant Services or Contracts	Hours	Rate	Total	Source
Bookkeeper	5.00	\$16.00	\$80.00	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

*Must Select Source
from drop down menu

Equipment					
Item and Description	Total Cost	Grant Usage%	Quantity	Total	Source
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	

*Must Select Source
from drop down menu

Travel								
Employee Name	Purpose	Car Mileage	Gas Rate	Airfare	Rental Car	#Days	Total	Source
Alexandra Merritt	travel to court/meetings	22.40	\$0.54				\$12.10	VOCA
Laurel Hanks	travel to court/meetings	227.34	\$0.54				\$122.76	VOCA
Heidi Nestel	travel to court/meetings	316.00	\$0.54				\$170.64	VOCA
Lorie Hobbs	travel to court/meetings	895.00	\$0.54				\$483.30	VOCA
Jade Fisher	travel to court/meetings		\$0.54				\$0.00	VOCA
Spencer Wyatt	travel to court/meetings	200.75	\$0.52				\$104.39	VOCA
Bethany Warr	travel to court/meetings		\$0.54				\$0.00	VOCA

*Must select source
from drop down menu

Training							
Employee Name	Purpose	Registration	Per Diem	Hotel	#Days	Total	Source
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	

*Must Select Source
from drop down menu

Supplies				
Item and Description	Quantity	Unit Price	Total	Source
			\$0.00	

*Must Select Source
from drop down menu

			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

Other				
Item and Description	Quantity	Unit Price	Total	Source
Rent	1	\$450.00	\$450.00	VOCA
telephones/internet	1	\$139.09	\$139.09	VOCA
			\$0.00	
			\$0.00	
			\$0.00	

*Must Select Source
from drop down menu

Indirect Costs				
Item and Description	Budget Amount	Rate %	Total	Source
Indirect Costs	27,164.18		\$0.00	VOCA

*Must Select VOCA Source
from drop down menu
**Rate should match your budget application*

Comments/Notes

Ledger Prepared by:	Heidi Nestel
Title:	Utah Crime Victims Legal Clinic
Date:	12/18/2018
Telephone:	801-721-8321
Email:	heidi@utahvictimsclinic.org

VOCA NON-PROFIT LEDGER	
Agency Name: Utah Crime Victims Legal Clinic	
Date of Reimbursement Request: November 2018	

EXPENDITURE SUMMARY										
	Personnel	Fringe/Benefits	Contracted	Equipment	Travel	Training	Supplies	Other	Indirect	Total
VOCA Grant	\$19,393.89	\$3,663.10	\$96.00	\$2,157.46	\$844.83	\$0.00	\$12.08	\$648.78	\$0.00	\$26,816.14
Cash:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00
In-Kind:	\$9,343.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$9,343.75
Total Outlays:	\$28,737.64	\$3,663.10	\$96.00	\$2,157.46	\$844.83	\$0.00	\$12.08	\$648.78	\$0.00	\$36,159.89

Personnel							
Employee Name	Wage	VOCA Hours	Total Salary	Benefits %	Total Benefits	Total S & B	Source
Alexandra Merrit	\$22.00	97.00	\$2,134.00	21.39%	\$456.52	\$2,590.52	VOCA
Laurel Hanks	\$29.00	176.00	\$5,104.00	26.14%	\$1,334.19	\$6,438.19	VOCA
Heidi Nestel	\$41.17	85.00	\$3,499.45	7.68%	\$268.59	\$3,768.04	VOCA
Lorie Hobbs	\$33.07	51.50	\$1,703.11	8.05%	\$137.10	\$1,840.20	VOCA
Jade Fisher	\$23.10	48.25	\$1,114.58	8.05%	\$89.73	\$1,204.30	VOCA
Spencer Wyatt	\$30.45	176.00	\$5,359.20	25.01%	\$1,340.58	\$6,699.78	VOCA
Bethany Warr	\$31.97	15.00	\$479.55	7.59%	\$36.39	\$515.94	VOCA
			\$0.00		\$0.00	\$0.00	
Student/community volunteers	\$29.00		\$0.00		\$0.00	\$0.00	In-kind Match
pro bono attorneys	\$81.25	115.00	\$9,343.75		\$0.00	\$9,343.75	In-kind Match
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	

*Must Select Source
from drop down menu

Contracted Fees				
Type of Consultant Services or Contracts	Hours	Rate	Total	Source
Bookkeeper	6.00	\$16.00	\$96.00	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

*Must Select Source
from drop down menu

Equipment					
Item and Description	Total Cost	Grant Usage%	Quantity	Total	Source
Laptop Computer	\$1,449.98	100.00%	1.00	\$1,449.98	VOCA
Laptop Computer	\$1,449.98	48.79%	1.00	\$707.48	VOCA
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	

*Must Select Source
from drop down menu

Travel								
Employee Name	Purpose	Car Mileage	Gas Rate	Airfare	Rental Car	#Days	Total	Source
Alexandra Merritt	travel to court/meetings	44.00	\$0.54				\$23.76	VOCA
Laurel Hanks	travel to court/meetings	296.24	\$0.54				\$159.97	VOCA
Heidi Nestel	travel to court/meetings	300.00	\$0.54				\$162.00	VOCA
Lorie Hobbs	travel to court/meetings	290.00	\$0.54				\$156.60	VOCA
Jade Fisher	travel to court/meetings		\$0.54				\$0.00	VOCA
Spencer Wyatt	travel to court/meetings	658.65	\$0.52				\$342.50	VOCA
Bethany Warr	travel to court/meetings		\$0.54				\$0.00	VOCA

*Must select source
from drop down menu

Training							
Employee Name	Purpose	Registration	Per Diem	Hotel	#Days	Total	Source
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	

*Must Select Source
from drop down menu

Supplies				
Item and Description	Quantity	Unit Price	Total	Source
Office supplies - folders/highlighters	1.00	\$12.08	\$12.08	VOCA

*Must Select Source
from drop down menu

			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

Other				
Item and Description	Quantity	Unit Price	Total	Source
Rent	1	\$450.00	\$450.00	VOCA
telephones/internet	1	\$198.78	\$198.78	VOCA
			\$0.00	
			\$0.00	
			\$0.00	

*Must Select Source
from drop down menu

Indirect Costs				
Item and Description	Budget Amount	Rate %	Total	Source
Indirect Costs	24,658.68		\$0.00	VOCA

*Must Select VOCA Source
from drop down menu
**Rate should match your budget application*

Comments/Notes

Ledger Prepared by:	Heidi Nestel
Title:	Utah Crime Victims Legal Clinic
Date:	1/15/2018
Telephone:	801-721-8321
Email:	heidi@utahvictimsclinic.org

VOCA NON-PROFIT LEDGER	
Agency Name: Utah Crime Victims Legal Clinic	
Date of Reimbursement Request: December 2018	

EXPENDITURE SUMMARY										
	Personnel	Fringe/Benefits	Contracted	Equipment	Travel	Training	Supplies	Other	Indirect	Total
VOCA Grant	\$17,528.88	\$3,538.76	\$345.00	\$0.00	\$606.62	\$0.00	\$269.64	\$3,843.84	\$0.00	\$26,132.74
Cash:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00
In-Kind:	\$12,031.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$12,031.25
Total Outlays:	\$29,560.13	\$3,538.76	\$345.00	\$0.00	\$606.62	\$0.00	\$269.64	\$3,843.84	\$0.00	\$38,163.99

Personnel							
Employee Name	Wage	VOCA Hours	Total Salary	Benefits %	Total Benefits	Total S & B	Source
Alexandra Merrit	\$22.00	89.00	\$1,958.00	22.31%	\$436.88	\$2,394.88	VOCA
Laurel Hanks	\$29.00	168.00	\$4,872.00	27.14%	\$1,322.14	\$6,194.14	VOCA
Heidi Nestel	\$41.17	86.00	\$3,540.62	7.98%	\$282.64	\$3,823.26	VOCA
Lorie Hobbs	\$33.07	23.00	\$760.61	8.05%	\$61.23	\$821.84	VOCA
Jade Fisher	\$23.10	55.50	\$1,282.05	8.05%	\$103.20	\$1,385.25	VOCA
Spencer Wyatt	\$30.45	168.00	\$5,115.60	26.05%	\$1,332.67	\$6,448.27	VOCA
Bethany Warr	\$31.97		\$0.00		\$0.00	\$0.00	VOCA
			\$0.00		\$0.00	\$0.00	
Student/community volunteers	\$29.00		\$0.00		\$0.00	\$0.00	In-kind Match
pro bono attorneys			\$0.00		\$0.00	\$0.00	In-kind Match
Pro bono attorneys (oct/nov differ	\$68.75	175.00	\$12,031.25		\$0.00	\$12,031.25	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	

*Must Select Source
from drop down menu

Contracted Fees				
Type of Consultant Services or Contracts	Hours	Rate	Total	Source
Bookkeeper	21.56	\$16.00	\$345.00	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

*Must Select Source
from drop down menu

Equipment					
Item and Description	Total Cost	Grant Usage%	Quantity	Total	Source
				\$0.00	VOCA
				\$0.00	VOCA
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	

*Must Select Source
from drop down menu

Travel								
Employee Name	Purpose	Car Mileage	Gas Rate	Airfare	Rental Car	#Days	Total	Source
Alexandra Merritt	travel to court/meetings	107.00	\$0.54				\$57.78	VOCA
Laurel Hanks	travel to court/meetings	145.00	\$0.54				\$78.30	VOCA
Heidi Nestel	travel to court/meetings	348.00	\$0.54				\$187.92	VOCA
Lorie Hobbs	travel to court/meetings	140.00	\$0.54				\$75.60	VOCA
Jade Fisher	travel to court/meetings		\$0.54				\$0.00	VOCA
Spencer Wyatt	travel to court/meetings	344.00	\$0.54				\$185.76	VOCA
Bethany Warr	travel to court/meetings	39.37	\$0.54				\$21.26	VOCA

*Must select source
from drop down menu

Training							
Employee Name	Purpose	Registration	Per Diem	Hotel	#Days	Total	Source
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	

*Must Select Source
from drop down menu

Supplies				
Item and Description	Quantity	Unit Price	Total	Source
copier/printer toner (partial)	1.00	\$246.30	\$246.30	VOCA

*Must Select Source
from drop down menu

file boxes	1.00	\$23.34	\$23.34	VOCA
	1.00		\$0.00	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

Other				
Item and Description	Quantity	Unit Price	Total	Source
Rent	1	\$2,879.60	\$2,879.60	VOCA
telephones/internet	1	\$394.17	\$394.17	VOCA
Parking	1	\$10.00	\$10.00	VOCA
moving offices	1	\$560.07	\$560.07	VOCA
			\$0.00	VOCA

*Must Select Source
from drop down menu

Indirect Costs				
Item and Description	Budget Amount	Rate %	Total	Source
Indirect Costs	26,132.74		\$0.00	VOCA

*Must Select VOCA Source
from drop down menu
**Rate should match your budget application*

Comments/Notes

Ledger Prepared by: Heidi Nestel
Title: Utah Crime Victims Legal Clinic
Date: 1/22/2018
Telephone: 801-721-8321
Email: heidi@utahvictimsclinic.org

VOCA NON-PROFIT LEDGER	
Agency Name: Utah Crime Victims Legal Clinic	
Date of Reimbursement Request: January 2019	

EXPENDITURE SUMMARY										
	Personnel	Fringe/Benefits	Contracted	Equipment	Travel	Training	Supplies	Other	Indirect	Total
VOCA Grant	\$24,978.21	\$4,295.60	\$151.20	\$0.00	\$1,094.04	\$0.00	\$159.77	\$1,237.25	\$0.00	\$31,916.07
Cash:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00
In-Kind:	\$8,628.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$8,628.75
Total Outlays:	\$33,606.96	\$4,295.60	\$151.20	\$0.00	\$1,094.04	\$0.00	\$159.77	\$1,237.25	\$0.00	\$40,544.82

Personnel							
Employee Name	Wage	VOCA Hours	Total Salary	Benefits %	Total Benefits	Total S & B	Source
Alexandra Merrit	\$23.10	142.00	\$3,280.20	20.70%	\$679.06	\$3,959.26	VOCA
Laurel Hanks	\$31.97	184.00	\$5,882.48	24.02%	\$1,412.78	\$7,295.26	VOCA
Heidi Nestel	\$43.23	138.00	\$5,965.74	8.05%	\$480.24	\$6,445.98	VOCA
Lorie Hobbs	\$34.72	50.50	\$1,753.36	8.05%	\$141.15	\$1,894.51	VOCA
Jade Fisher	\$31.97	48.25	\$1,542.55	8.05%	\$124.18	\$1,666.73	VOCA
Spencer Wyatt	\$31.97	184.00	\$5,882.48	23.87%	\$1,404.14	\$7,286.62	VOCA
Bethany Warr	\$33.57	20.00	\$671.40	8.05%	\$54.05	\$725.45	VOCA
			\$0.00		\$0.00	\$0.00	
Student/community volunteers	\$29.00	40.00	\$1,160.00		\$0.00	\$1,160.00	In-kind Match
pro bono attorneys	\$150.00	20.00	\$3,000.00		\$0.00	\$3,000.00	In-kind Match
Pro bono attorneys (oct/nov differ	\$68.75	65.00	\$4,468.75		\$0.00	\$4,468.75	In-kind Match
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	

*Must Select Source
from drop down menu

Contracted Fees				
Type of Consultant Services or Contracts	Hours	Rate	Total	Source
Bookkeeper	9.00	\$16.80	\$151.20	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

*Must Select Source
from drop down menu

Equipment					
Item and Description	Total Cost	Grant Usage%	Quantity	Total	Source
				\$0.00	VOCA
				\$0.00	VOCA
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	

*Must Select Source
from drop down menu

Travel								
Employee Name	Purpose	Car Mileage	Gas Rate	Airfare	Rental Car	#Days	Total	Source
Alexandra Merritt	travel to court/meetings	124.00	\$0.54				\$66.96	VOCA
Laurel Hanks	travel to court/meetings	260.00	\$0.54				\$140.40	VOCA
Heidi Nestel	travel to court/meetings	522.00	\$0.54				\$281.88	VOCA
Lorie Hobbs	travel to court/meetings	360.00	\$0.54				\$194.40	VOCA
Jade Fisher	travel to court/meetings	0.00	\$0.54				\$0.00	VOCA
Spencer Wyatt	travel to court/meetings	760.00	\$0.54				\$410.40	VOCA
Bethany Warr	travel to court/meetings		\$0.54				\$0.00	VOCA

*Must select source
from drop down menu

Training							
Employee Name	Purpose	Registration	Per Diem	Hotel	#Days	Total	Source
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	

*Must Select Source
from drop down menu

Supplies				
Item and Description	Quantity	Unit Price	Total	Source
office max - dividers/folders	1.00	\$69.56	\$69.56	VOCA

*Must Select Source
from drop down menu

VOCA NON-PROFIT LEDGER	
Agency Name: Utah Crime Victims Legal Clinic	
Date of Reimbursement Request: February 2019	

EXPENDITURE SUMMARY										
	Personnel	Fringe/Benefits	Contracted	Equipment	Travel	Training	Supplies	Other	Indirect	Total
VOCA Grant	\$21,736.44	\$3,935.29	\$235.20	\$0.00	\$1,253.42	\$0.00	\$0.00	\$1,162.51	\$0.00	\$28,322.86
Cash:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00
In-Kind:	\$5,438.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$5,438.00
Total Outlays:	\$27,174.44	\$3,935.29	\$235.20	\$0.00	\$1,253.42	\$0.00	\$0.00	\$1,162.51	\$0.00	\$33,760.86

Personnel							
Employee Name	Wage	VOCA Hours	Total Salary	Benefits %	Total Benefits	Total S & B	Source
Alexandra Merrit	\$23.10	120.00	\$2,772.00	21.82%	\$604.74	\$3,376.74	VOCA
Laurel Hanks	\$31.97	160.00	\$5,115.20	25.78%	\$1,318.83	\$6,434.03	VOCA
Heidi Nestel	\$43.23	120.00	\$5,187.60	8.02%	\$415.93	\$5,603.53	VOCA
Lorie Hobbs	\$34.72	60.50	\$2,100.56	8.05%	\$169.09	\$2,269.65	VOCA
Jade Fisher	\$31.97	30.00	\$959.10	8.05%	\$77.20	\$1,036.30	VOCA
Spencer Wyatt	\$31.97	160.00	\$5,115.20	25.60%	\$1,309.28	\$6,424.48	VOCA
Bethany Warr	\$33.57	14.50	\$486.77	8.26%	\$40.22	\$526.98	VOCA
			\$0.00		\$0.00	\$0.00	
Student/community volunteers	\$29.00	22.00	\$638.00		\$0.00	\$638.00	In-kind Match
pro bono professionals	\$150.00	32.00	\$4,800.00		\$0.00	\$4,800.00	In-kind Match
			\$0.00		\$0.00	\$0.00	In-kind Match
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	

*Must Select Source from drop down menu

Contracted Fees				
Type of Consultant Services or Contracts	Hours	Rate	Total	Source
Bookkeeper	14.00	\$16.80	\$235.20	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

*Must Select Source from drop down menu

Equipment					
Item and Description	Total Cost	Grant Usage%	Quantity	Total	Source
				\$0.00	VOCA
				\$0.00	VOCA
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	

*Must Select Source from drop down menu

Travel								
Employee Name	Purpose	Car Mileage	Gas Rate	Airfare	Rental Car	#Days	Total	Source
Alexandra Merritt	travel to court/meetings	46.00	\$0.54				\$24.84	VOCA
Laurel Hanks	travel to court/meetings	261.00	\$0.54				\$140.94	VOCA
Heidi Nestel	travel to court/meetings	306.00	\$0.54				\$165.24	VOCA
Lorie Hobbs	travel to court/meetings	420.00	\$0.54				\$226.80	VOCA
Jade Fisher	travel to court/meetings	0.00	\$0.54				\$0.00	VOCA
Spencer Wyatt	travel to court/meetings	200.00	\$0.54				\$108.00	VOCA
Spencer Wyatt	travel to nat'l training		\$0.54	\$587.60			\$587.60	VOCA

*Must select source from drop down menu

Training							
Employee Name	Purpose	Registration	Per Diem	Hotel	#Days	Total	Source
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	

*Must Select Source from drop down menu

Supplies				
Item and Description	Quantity	Unit Price	Total	Source
			\$0.00	VOCA

*Must Select Source from drop down menu

			\$0.00	VOCA
			\$0.00	VOCA
			\$0.00	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

Other				
Item and Description	Quantity	Unit Price	Total	Source
Rent	1	\$825.00	\$825.00	VOCA
telephones/internet	1	\$327.51	\$327.51	VOCA
Parking	1	\$10.00	\$10.00	VOCA
			\$0.00	VOCA
			\$0.00	VOCA

*Must Select Source
from drop down menu

Indirect Costs				
Item and Description	Budget Amount	Rate %	Total	Source
Indirect Costs	28,322.86		\$0.00	VOCA

*Must Select VOCA Source
from drop down menu
**Rate should match your budget application*

Comments/Notes

Ledger Prepared by:	Heidi Nestel
Title:	Utah Crime Victims Legal Clinic
Date:	4/22/2019
Telephone:	801-721-8321
Email:	heidi@utahvictimsclinic.org

VOCA NON-PROFIT LEDGER	
Agency Name: Utah Crime Victims Legal Clinic	
Date of Reimbursement Request: March 2019	

EXPENDITURE SUMMARY										
	Personnel	Fringe/Benefits	Contracted	Equipment	Travel	Training	Supplies	Other	Indirect	Total
VOCA Grant	\$23,480.09	\$4,060.16	\$117.60	\$0.00	\$1,357.02	\$275.02	\$110.36	\$1,173.17	\$0.00	\$30,573.42
Cash:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00
In-Kind:	\$4,073.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$4,073.00
Total Outlays:	\$27,553.09	\$4,060.16	\$117.60	\$0.00	\$1,357.02	\$275.02	\$110.36	\$1,173.17	\$0.00	\$34,646.42

Personnel							
Employee Name	Wage	VOCA Hours	Total Salary	Benefits %	Total Benefits	Total S & B	Source
Alexandra Merrit	\$23.10	120.00	\$2,772.00	21.08%	\$584.28	\$3,356.28	VOCA
Laurel Hanks	\$31.97	168.00	\$5,370.96	24.94%	\$1,339.42	\$6,710.38	VOCA
Heidi Nestel	\$43.23	120.00	\$5,187.60	8.11%	\$420.94	\$5,608.54	VOCA
Lorie Hobbs	\$34.72	64.75	\$2,248.12	8.05%	\$180.97	\$2,429.09	VOCA
Jade Fisher	\$31.97	60.25	\$1,926.19	8.05%	\$155.06	\$2,081.25	VOCA
Spencer Wyatt	\$31.97	168.00	\$5,370.96	24.76%	\$1,329.87	\$6,700.83	VOCA
Bethany Warr	\$33.57	18.00	\$604.26	8.21%	\$49.62	\$653.88	VOCA
			\$0.00		\$0.00	\$0.00	
Student/community volunteers	\$29.00	37.00	\$1,073.00		\$0.00	\$1,073.00	In-kind Match
pro bono professionals	\$150.00	20.00	\$3,000.00		\$0.00	\$3,000.00	In-kind Match
			\$0.00		\$0.00	\$0.00	In-kind Match
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	

*Must Select Source
from drop down menu

Contracted Fees				
Type of Consultant Services or Contracts	Hours	Rate	Total	Source
Bookkeeper	7.00	\$16.80	\$117.60	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

*Must Select Source
from drop down menu

Equipment					
Item and Description	Total Cost	Grant Usage%	Quantity	Total	Source
				\$0.00	VOCA
				\$0.00	VOCA
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	

*Must Select Source
from drop down menu

Travel								
Employee Name	Purpose	Car Mileage	Gas Rate	Airfare	Rental Car	#Days	Total	Source
Alexandra Merritt	travel to court/meetings	232.00	\$0.54				\$125.28	VOCA
Laurel Hanks	travel to court/meetings	171.00	\$0.54				\$92.34	VOCA
Heidi Nestel	travel to court/meetings	1082.00	\$0.54				\$584.28	VOCA
Lorie Hobbs	travel to court/meetings	660.00	\$0.54				\$356.40	VOCA
Jade Fisher	travel to court/meetings	0.00	\$0.54				\$0.00	VOCA
Spencer Wyatt	travel to court/meetings	368.00	\$0.54				\$198.72	VOCA
							\$0.00	VOCA

*Must select source
from drop down menu

Training							
Employee Name	Purpose	Registration	Per Diem	Hotel	#Days	Total	Source
Spencer Wyatt	national victim attorney tr			\$137.51	2	\$275.02	VOCA
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	

*Must Select Source
from drop down menu

Supplies				
Item and Description	Quantity	Unit Price	Total	Source
Postage	1.00	\$94.29	\$94.29	VOCA

*Must Select Source
from drop down menu

business cards (new office - Jade)	1.00	\$16.07	\$16.07	VOCA
			\$0.00	VOCA
			\$0.00	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

Other				
Item and Description	Quantity	Unit Price	Total	Source
Rent	1	\$825.00	\$825.00	VOCA
telephones/internet	1	\$333.67	\$333.67	VOCA
Parking	1	\$14.50	\$14.50	VOCA
			\$0.00	VOCA
			\$0.00	VOCA

*Must Select Source
from drop down menu

Indirect Costs				
Item and Description	Budget Amount	Rate %	Total	Source
Indirect Costs	30,573.42		\$0.00	VOCA

*Must Select VOCA Source
from drop down menu
**Rate should match your budget application*

Comments/Notes

Ledger Prepared by: Heidi Nestel
Title: Utah Crime Victims Legal Clinic
Date: 4/22/2019
Telephone: 801-721-8321
Email: heidi@utahvictimsclinic.org

VOCA NON-PROFIT LEDGER	
Agency Name: Utah Crime Victims Legal Clinic	
Date of Reimbursement Request: April 2019	

EXPENDITURE SUMMARY										
	Personnel	Fringe/Benefits	Contracted	Equipment	Travel	Training	Supplies	Other	Indirect	Total
VOCA Grant	\$23,336.95	\$4,059.07	\$134.40	\$0.00	\$1,196.10	\$887.46	\$356.53	\$1,162.96	\$0.00	\$31,133.47
Cash:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00
In-Kind:	\$16,846.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$16,846.50
Total Outlays:	\$40,183.45	\$4,059.07	\$134.40	\$0.00	\$1,196.10	\$887.46	\$356.53	\$1,162.96	\$0.00	\$47,979.97

Personnel							
Employee Name	Wage	VOCA Hours	Total Salary	Benefits %	Total Benefits	Total S & B	Source
Alexandra Merrit	\$23.10	130.00	\$3,003.00	20.65%	\$619.98	\$3,622.98	VOCA
Laurel Hanks	\$31.97	176.00	\$5,626.72	24.17%	\$1,360.02	\$6,986.74	VOCA
Heidi Nestel	\$43.23	130.00	\$5,619.90	7.99%	\$448.93	\$6,068.83	VOCA
Lorie Hobbs	\$34.72	29.00	\$1,006.88	8.05%	\$81.06	\$1,087.94	VOCA
Jade Fisher	\$31.97	55.75	\$1,782.33	8.05%	\$143.47	\$1,925.80	VOCA
Spencer Wyatt	\$31.97	176.00	\$5,626.72	24.00%	\$1,350.47	\$6,977.19	VOCA
Bethany Warr	\$33.57	20.00	\$671.40	8.21%	\$55.13	\$726.53	VOCA
			\$0.00		\$0.00	\$0.00	
Student/community volunteers	\$29.00	58.50	\$1,696.50		\$0.00	\$1,696.50	In-kind Match
pro bono professionals	\$150.00	101.00	\$15,150.00		\$0.00	\$15,150.00	In-kind Match
			\$0.00		\$0.00	\$0.00	In-kind Match
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	

*Must Select Source
from drop down menu

Contracted Fees				
Type of Consultant Services or Contracts	Hours	Rate	Total	Source
Bookkeeper	8.00	\$16.80	\$134.40	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

*Must Select Source
from drop down menu

Equipment					
Item and Description	Total Cost	Grant Usage%	Quantity	Total	Source
				\$0.00	VOCA
				\$0.00	VOCA
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	

*Must Select Source
from drop down menu

Travel								
Employee Name	Purpose	Car Mileage	Gas Rate	Airfare	Rental Car	#Days	Total	Source
Alexandra Merritt	travel to court/meetings	362.00	\$0.54				\$195.48	VOCA
Laurel Hanks	travel to court/meetings	410.00	\$0.54				\$221.40	VOCA
Heidi Nestel	travel to court/meetings	1175.00	\$0.54				\$634.50	VOCA
Lorie Hobbs	travel to court/meetings	60.00	\$0.54				\$32.40	VOCA
Jade Fisher	travel to court/meetings	0.00	\$0.54				\$0.00	VOCA
Spencer Wyatt	travel to court/meetings	208.00	\$0.54				\$112.32	VOCA
							\$0.00	VOCA

*Must select source
from drop down menu

Training							
Employee Name	Purpose	Registration	Per Diem	Hotel	#Days	Total	Source
H. Nestel, A. Merrit, J. Fisher	Annual Victims Conference	\$765.46			2	\$765.46	VOCA
S. Wyatt, B. Warr, L. Hanks						\$0.00	
H. Nestel	Annual Victims Conference		\$14.00		2	\$28.00	VOCA
A. Merrit	Annual Victims Conference		\$19.00		1	\$19.00	VOCA
H. Nestel	CLE - local UPC Spring Con	\$75.00				\$75.00	VOCA
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	

*Must Select Source
from drop down menu

Supplies				
Item and Description	Quantity	Unit Price	Total	Source
phones	1.00	\$191.79	\$191.79	VOCA

*Must Select Source
from drop down menu

Parking validations	1.00	\$135.00	\$135.00	VOCA
Postage	1.00	\$9.74	\$9.74	VOCA
Audio cd	1.00	\$20.00	\$20.00	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

Other				
Item and Description	Quantity	Unit Price	Total	Source
Rent	1	\$825.00	\$825.00	VOCA
telephones/internet	1	\$304.46	\$304.46	VOCA
Parking	1	\$33.50	\$33.50	VOCA
			\$0.00	VOCA
			\$0.00	VOCA

*Must Select Source
from drop down menu

Indirect Costs				
Item and Description	Budget Amount	Rate %	Total	Source
Indirect Costs	31,133.47		\$0.00	VOCA

*Must Select VOCA Source
from drop down menu
**Rate should match your budget application*

Comments/Notes

Ledger Prepared by:	Heidi Nestel
Title:	Utah Crime Victims Legal Clinic
Date:	7/12/2019
Telephone:	801-721-8321
Email:	heidi@utahvictimsclinic.org

VOCA NON-PROFIT LEDGER	
Agency Name: Utah Crime Victims Legal Clinic	
Date of Reimbursement Request: May 2019	

EXPENDITURE SUMMARY										
	Personnel	Fringe/Benefits	Contracted	Equipment	Travel	Training	Supplies	Other	Indirect	Total
VOCA Grant	\$26,834.44	\$4,328.56	\$92.40	\$0.00	\$1,353.78	\$0.00	\$41.25	\$1,266.62	\$0.00	\$33,917.05
Cash:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00
In-Kind:	\$3,175.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$3,175.50
Total Outlays:	\$30,009.94	\$4,328.56	\$92.40	\$0.00	\$1,353.78	\$0.00	\$41.25	\$1,266.62	\$0.00	\$37,092.55

Personnel							
Employee Name	Wage	VOCA Hours	Total Salary	Benefits %	Total Benefits	Total S & B	Source
Alexandra Merrit	\$23.10	140.00	\$3,234.00	20.04%	\$648.04	\$3,882.04	VOCA
Laurel Hanks	\$31.97	184.00	\$5,882.48	23.47%	\$1,380.59	\$7,263.07	VOCA
Heidi Nestel	\$43.23	140.00	\$6,052.20	7.64%	\$462.45	\$6,514.65	VOCA
Lorie Hobbs	\$34.72	64.75	\$2,248.12	8.05%	\$180.97	\$2,429.09	VOCA
Jade Fisher	\$31.97	61.75	\$1,974.15	8.05%	\$158.92	\$2,133.07	VOCA
Spencer Wyatt	\$31.97	184.00	\$5,882.48	23.31%	\$1,371.04	\$7,253.52	VOCA
Bethany Warr	\$33.57	46.50	\$1,561.01	8.11%	\$126.55	\$1,687.55	VOCA
			\$0.00		\$0.00	\$0.00	
Student/community volunteers	\$29.00	109.50	\$3,175.50		\$0.00	\$3,175.50	In-kind Match
pro bono professionals			\$0.00		\$0.00	\$0.00	In-kind Match
			\$0.00		\$0.00	\$0.00	In-kind Match
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	

*Must Select Source
from drop down menu

Contracted Fees				
Type of Consultant Services or Contracts	Hours	Rate	Total	Source
Bookkeeper	5.50	\$16.80	\$92.40	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

*Must Select Source
from drop down menu

Equipment					
Item and Description	Total Cost	Grant Usage%	Quantity	Total	Source
				\$0.00	VOCA
				\$0.00	VOCA
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	

*Must Select Source
from drop down menu

Travel								
Employee Name	Purpose	Car Mileage	Gas Rate	Airfare	Rental Car	#Days	Total	Source
Alexandra Merritt	travel to court/meetings	48.00	\$0.54				\$25.92	VOCA
Laurel Hanks	travel to court/meetings	187.00	\$0.54				\$100.98	VOCA
Heidi Nestel	travel to court/meetings	1302.00	\$0.54				\$703.08	VOCA
Lorie Hobbs	travel to court/meetings	662.00	\$0.54				\$357.48	VOCA
Jade Fisher	travel to court/meetings	0.00	\$0.54				\$0.00	VOCA
Spencer Wyatt	travel to court/meetings	240.00	\$0.54				\$129.60	VOCA
Bethany Warr	travel to court/meetings	68.00	\$0.54				\$36.72	VOCA

*Must select source
from drop down menu

Training							
Employee Name	Purpose	Registration	Per Diem	Hotel	#Days	Total	Source
						\$0.00	VOCA
						\$0.00	
						\$0.00	VOCA
						\$0.00	VOCA
						\$0.00	VOCA
						\$0.00	
						\$0.00	
						\$0.00	

*Must Select Source
from drop down menu

Supplies				
Item and Description	Quantity	Unit Price	Total	Source
Office supplies: pens	1.00	\$11.25	\$11.25	VOCA

*Must Select Source
from drop down menu

parking	1.00		\$0.00	VOCA
postage	1.00		\$0.00	VOCA
Audio cds	1.00	\$30.00	\$30.00	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

Other				
Item and Description	Quantity	Unit Price	Total	Source
Rent	1	\$850.00	\$850.00	VOCA
telephones/internet	1	\$402.12	\$402.12	VOCA
Parking	1	\$14.50	\$14.50	VOCA
			\$0.00	VOCA
			\$0.00	VOCA

*Must Select Source
from drop down menu

Indirect Costs				
Item and Description	Budget Amount	Rate %	Total	Source
Indirect Costs	33,917.05		\$0.00	VOCA

*Must Select VOCA Source
from drop down menu
**Rate should match your budget application*

Comments/Notes

Ledger Prepared by: Heidi Nestel
Title: Utah Crime Victims Legal Clinic
Date: 7/12/2019
Telephone: 801-721-8321
Email: heidi@utahvictimsclinic.org

VOCA NON-PROFIT LEDGER	
Agency Name: Utah Crime Victims Legal Clinic	
Date of Reimbursement Request: June 2019	

EXPENDITURE SUMMARY										
	Personnel	Fringe/Benefits	Contracted	Equipment	Travel	Training	Supplies	Other	Indirect	Total
VOCA Grant	\$23,714.72	\$4,074.77	\$439.60	\$2,342.45	\$1,095.66	\$143.20	\$9,421.00	\$5,699.40	\$0.00	\$46,930.80
Cash:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00
In-Kind:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00
Total Outlays:	\$23,714.72	\$4,074.77	\$439.60	\$2,342.45	\$1,095.66	\$143.20	\$9,421.00	\$5,699.40	\$0.00	\$46,930.80

Personnel							
Employee Name	Wage	VOCA Hours	Total Salary	Benefits %	Total Benefits	Total S & B	Source
Alexandra Merrit	\$23.10	120.00	\$2,772.00	21.91%	\$607.44	\$3,379.44	VOCA
Laurel Hanks	\$31.97	160.00	\$5,115.20	25.76%	\$1,317.85	\$6,433.05	VOCA
Heidi Nestel	\$43.23	120.00	\$5,187.60	7.65%	\$396.87	\$5,584.47	VOCA
Lorie Hobbs	\$34.72	24.50	\$850.64	8.05%	\$68.47	\$919.11	VOCA
Jade Fisher	\$31.97	100.00	\$3,197.00	8.05%	\$257.36	\$3,454.36	VOCA
Spencer Wyatt	\$31.97	160.00	\$5,115.20	25.57%	\$1,307.79	\$6,422.99	VOCA
Bethany Warr	\$33.57	44.00	\$1,477.08	8.06%	\$118.99	\$1,596.07	VOCA
			\$0.00		\$0.00	\$0.00	
Student/community volunteers	\$29.00		\$0.00		\$0.00	\$0.00	In-kind Match
pro bono professionals			\$0.00		\$0.00	\$0.00	In-kind Match
			\$0.00		\$0.00	\$0.00	In-kind Match
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	
			\$0.00		\$0.00	\$0.00	

Contracted Fees				
Type of Consultant Services or Contracts	Hours	Rate	Total	Source
Bookkeeper - monthly payroll	9.50	\$16.80	\$159.60	VOCA
Bookkeeper - taxes	16.67	\$16.80	\$280.00	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

Equipment					
Item and Description	Total Cost	Grant Usage%	Quantity	Total	Source
Desktop docking station (monitor, docking station,po	\$752.94	100.00%	1.00	\$752.94	VOCA
laptop	\$1,199.96	100.00%	1.00	\$1,199.96	VOCA
smart phone	\$389.55	100.00%	1.00	\$389.55	VOCA
				\$0.00	
				\$0.00	
				\$0.00	

Travel								
Employee Name	Purpose	Car Mileage	Gas Rate	Airfare	Rental Car	#Days	Total	Source
Alexandra Merritt	travel to court/meetings	332.00	\$0.54				\$179.28	VOCA
Laurel Hanks	travel to court/meetings	313.00	\$0.54				\$169.02	VOCA
Heidi Nestel	travel to court/meetings	1034.00	\$0.54				\$558.36	VOCA
Lorie Hobbs	travel to court/meetings	186.00	\$0.54				\$100.44	VOCA
Jade Fisher	travel to court/meetings	0.00	\$0.54				\$0.00	VOCA
Spencer Wyatt	travel to court/meetings	132.00	\$0.54				\$71.28	VOCA
Bethany Warr	travel to court/meetings	32.00	\$0.54				\$17.28	VOCA

Training							
Employee Name	Purpose	Registration	Per Diem	Hotel	#Days	Total	Source
Heidi Nestel	CLE	\$35.00				\$35.00	VOCA
A. Merrit, L. Hanks, J. Fisher, S. Wya	SWAVO		\$69.78		1	\$69.78	VOCA
Bethany Warr	National training (3 days)		\$12.81		3	\$38.42	VOCA
						\$0.00	VOCA
						\$0.00	VOCA
						\$0.00	
						\$0.00	
						\$0.00	
						\$0.00	

Supplies					
Item and Description	Quantity	Unit Price	Total	Source	
Office supplies - Intern office keys	1.00	\$16.00	\$16.00	VOCA	
			\$0.00	VOCA	

Office supplies -paper	1.00	\$32.22	\$32.22	VOCA
Office supplies - paper, pens, highlighter, staples, notepads, bi	1.00	\$544.78	\$544.78	VOCA
Office furniture (6 offices - desks, power, attach light, file cabi	1.00	\$8,828.00	\$8,828.00	VOCA
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	

Other				
Item and Description	Quantity	Unit Price	Total	Source
Rent	1	\$850.00	\$850.00	VOCA
telephones/internet	1	\$304.74	\$304.74	VOCA
Parking	1	\$187.00	\$187.00	VOCA
Malpractice Insurance (prorated)	1	\$1,817.46	\$1,817.46	VOCA
Les Olsen Copier Maintenance (prorated)	1	\$350.00	\$350.00	VOCA
Bar Atty's dues (Warr \$222.30, Nestel \$333.50; Hobbs \$433.50 Wyatt \$255, Hanks \$433.50, Fisher 509.40)	1	\$2,190.20	\$2,190.20	VOCA
			\$0.00	VOCA

*Must Select Source
from drop down menu

Indirect Costs				
Item and Description	Budget Amount	Rate %	Total	Source
Indirect Costs	44,588.35		\$0.00	VOCA

*Must Select VOCA Source
from drop down menu
**Rate should match your budget application*

Comments/Notes

Ledger Prepared by:	Heidi Nestel
Title:	Utah Crime Victims Legal Clinic
Date:	7/12/2019
Telephone:	801-721-8321
Email:	heidi@utahvictimsclinic.org