

CAPITAL PURCHASE EXPENSES

- Proposed Expenses are taken verbatim from the Small Capital Grant you submitted to the CMAB.
- Actual Expenses are the real expenses you incurred completing the capital purchase.
- Do **NOT** leave any blanks. **If there is no corresponding amount put "NA" in the blank.**

(Proposed Expenses taken from your Capital Grant application form.)

Proposed Expenses

Actual Expenses

Materials (non-expendable items only):

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL CAPITAL PURCHASE EXPENSE:

(CHECK YOUR MATHEMATICAL CALCULATIONS)

PURCHASE REVENUE (Contributions, grants and revenues for this purchase only)

- Proposed Revenues are taken verbatim from the Small Capital Grant you submitted to the CMAB.
- Actual Revenues are the revenues actually collected for completing the purchase.
- In-Kind contributions **can never** total more than 50% of 5: Total Purchase Revenue.
- Do **NOT** leave any blanks. **If there is no corresponding amount put "NA" in the blank.**

Proposed Revenues

(Taken from your Capital Grant application form)

Actual Revenues

1. Cash Sources (cash on hand or **budgeted** for this project):

2. Other Grants (do not put the CMAB grant here):

3. Earned Income:

4. In-Kind Contributions* (Note: an organization cannot make an in-kind donation to itself):

*Total In-Kind cannot exceed 50% of #5 (the Total Purchase Revenue)

5. Total Purchase Revenue (1+2+3+4):

6. CMAB Amount Proposed/Actually Granted:

7. TOTAL SUPPORT FOR THE PURCHASE (5 + 6):

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

CHECK YOUR MATHEMATICAL CALCULATIONS

Note: If your actual revenue (**#7 TOTAL SUPPORT FOR THE PURCHASE**) is \$150 more than your actual expenses (**TOTAL PURCHASE EXPENSE**) you **need to contact** the CMAB office at (320) 968-4290.

** If your actual expenses (**TOTAL PURCHASE EXPENSE**) were more than your actual revenue (**TOTAL SUPPORT FOR THE PURCHASE**), how did you pay for your purchase?

Note: The information you provide in this final report will be shared with grant panels when applying for future CMAB funds. The CMAB reserves the right to audit all financial records should it decide to do so.

Certification. I certify that the financial information contained in this report is correct:

SIGNATURE

PRINT YOUR NAME