

**THE COMMUNITY PARTNERSHIP  
Form 326 - Budgeting and Invoicing Form**

ATTACH MACHINE TAPE HERE

Created 07/18/2005

Month

Year

**TCP Contract #** \_\_\_\_\_ **Vendor Invoice #** \_\_\_\_\_ **Billing Period** \_\_\_\_\_

**Project Name** \_\_\_\_\_ **Project Address** \_\_\_\_\_ **Phone #** \_\_\_\_\_

**Vendor Name & Headquarter Address**

	<b>A</b> Approved Budget	<b>B</b> Expenses This Period	<b>C</b> Expenses Year To Date	<b>D</b> Balance (A-C)
				\$0.00
<b>Supportive Services</b>				\$0.00
Salaries				\$0.00
Payroll Taxes				\$0.00
Fringe Benefits				\$0.00
Consultants				\$0.00
Supplies				\$0.00
Equipment/Furnishings				\$0.00
Client Costs				\$0.00
Other Costs				\$0.00
<b>Subtotal Supportive Services</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Operating</b>				
Salaries				\$0.00
Payroll Taxes				\$0.00
Fringe Benefits				\$0.00
Consultants				\$0.00
Supplies (including phone service)				\$0.00
Equipment/Furnishings				\$0.00
Occupancy				\$0.00
Utilities (gas, water, electric)				\$0.00
Repair/Maintenance				\$0.00
Insurance				\$0.00
Contracted Security				\$0.00
Other Costs				\$0.00
<b>Subtotal Operating</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Leasing</b>				
Rent Subsidies				\$0.00
<b>SUBTOTAL DIRECT COSTS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Indirect Costs (___%) (max 10%)</b>				
<b>Grand Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Report Prepared By \_\_\_\_\_ Signature \_\_\_\_\_

Approved By \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_