

**SAMPLE Expenses of your Qlarant Foundation Funded Project for Quarterly Reports**

<b>Expenses</b>	<b>Budget</b>	<b>First Period</b>	<b>Second Period</b>	<b>Third Period</b>	<b>Yearly Total</b>
<b>Salary and Fringe</b>					
Nurse Educator	\$16,000	\$4,000			
<i>Total Salary and Fringe</i>		4,000			
<b>Travel</b>					
<b>Staff</b>	3,000	500			
<b>Patients (appointments)</b>	1,000	250			
<i>Total Travel</i>	4,000	750			
<b>Office Supplies and Equipment</b>					
Brochures	4,000	4,000			
<i>Total Office Supplies and Equip</i>		4,000			
<b>Patient Supplies</b>					
Glasses	1,000	250			
Over-the-counter drugs	1,000	200			
Prescriptions	2,000	500			
<i>Total Patient Supplies</i>	4,000	1,000			
<b>Total Expenses</b>	<b>\$28,000</b>	<b>\$9,750</b>			