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I. NAME AND ADDRESS
Institute for Services to Education
2001 S St, NW
Wash DC 20009

CASH REQUEST AND FISCAL REPORT
NATIONAL ENDOWMENT FOR THE ARTS
WASHINGTON, D. C. 20506

II. GRANT NO. A72-0-934

III. TYPE OF REPORT ☐ INTERIM ☒ FINAL

IV. CASH REQUEST

A. FUNDS REQUESTED ARE TO COVER THE PERIOD STARTING ____ MONTH DAY YEAR ENDING ____ MONTH DAY YEAR

B. CASH REQUESTED FOR NEA SHARE OF COSTS $ ____

PLEASE ALLOW AT LEAST 20 WORKING DAYS FROM THE MAILING DATE OF THIS REQUEST BEFORE EXPECTING RECEIPT OF PAYMENT.

V. FISCAL REPORT

START 4 / 1 / '72 (MO DAY YR) END 9 / 4 / '72 (MO DAY YR)

A. CONTRIBUTIONS, GRANTS, AND REVENUES

1. CONTRIBUTIONS	$
2. GRANTS (NOT NEA)	
3. NEA GRANT	7,500.00
4. REVENUES	5,738.40
5. TOTAL	$ 13,738.40

B. EXPENSES

	Cash	In-Kind	
1. SALARIES & WAGES	$3232.00	+ $7,551.00	$ 10,783.00 (a)
2. FRINGE BENEFITS			
3. SUPPLIES & MATERIALS	$1976.83	+ $75.00	2,051.83 (b)
4. TRAVEL	$36.00	+ $86.00	122.00 (c)
5. SPECIAL	$400	+ -0-	400.00
6. OTHER	$3,954.18 + -0-; $1,000.00 UNCF		4,954.18
7. INDIRECT			—
8. TOTAL	$10,599.01	+ $7,712.00 =	$ 18,311.01

VI. REMARKS

(a) - Includes $7551.00 In Kind Services

(b) - Includes 75.00 " "

(c) - Includes 86.00 " "

Contrib [illegible]
$9,599.01 Cash
1,000.00 UNCF
7,712.00 INKIND
18,311.01
=

Control
$18,311.01 Exp
13,238.40 Inc
5,072.61
7,712.00 less In kind
2,639.39
=
per worksheet UNCF
$3,639.39
-1,000.00
2,639.39
=

VII. NARRATIVE PROGRESS REPORT (COMPLETE IN SPACE PROVIDED. DO NOT CONTINUE ON ADDITIONAL PAGES.)

AGREEMENT AND CERTIFICATION: I/WE CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT, AND THAT ALL EXPENDITURES WERE AND/OR SHALL BE INCURRED SOLELY FOR THE PURPOSES OF THE ABOVE-NUMBERED GRANT.

AUTHORIZING OFFICIAL:

SIGNATURE FAS DATE SIGNED ____ MONTH DAY YEAR TELEPHONE: AC 202 232 9000

PROJECT DIRECTOR:

SIGNATURE FAS DATE SIGNED ____ MONTH DAY YEAR TELEPHONE: AC 202 232 9000

GRANTEES — DO NOT WRITE BELOW THIS LINE

Date ____ PROGRAM DIRECTOR SIGNATURE ____ ☐ APP. ☐ REJ. ☐ OBL. ☐ PAY. ☐ FINAL ☐ DEOBL. $ ____

AMOUNT OBLIGATED	CUMULATIVE AMOUNT PAID BEFORE THIS ACTION	AMOUNT PAID THIS ACTION	CUMULATIVE AMOUNT PAID AFTER THIS ACTION	DATE
$	$	$	$	

GRANTS OFFICE COPY

PROJECT BUDGET
NATIONAL ENDOWMENT FOR THE ARTS

IMPORTANT INSTRUCTIONS

THE BUDGET SET OUT BELOW IS DERIVED FROM YOUR APPLICATION, REVISED BUDGET AND/OR OTHER CORRESPONDENCE. EXPENDITURES ON THIS PROJECT SHOULD BE IN GENERAL AGREEMENT WITH THE BUDGET. DEVIATION WITHOUT PRIOR NEA WRITTEN APPROVAL WILL BE LIMITED TO 20% IN ANY BUDGET LINE ITEM, OR $1,000, WHICHEVER IS THE GREATER. NEA'S OBLIGATION WILL NOT BE INCREASED BY ANY OF THE ABOVE UNLESS SPECIFICALLY AGREED TO IN WRITING.

THIS PROJECT BUDGET MUST BE SIGNED AND RETURNED ALONG WITH THE ACCEPTED GRANT LETTER AND THE SIGNED LABOR ASSURANCE FORM. RETAIN ONE COPY AS A GUIDE IN EXPENDITURES ON THE PROJECT IDENTIFIED IN GRANT NO. A72-0-934, STARTING 4 1 72 ENDING 9 4 72.

CONTRIBUTIONS, GRANTS & REVENUES

CONTRIBUTIONS		
CASH	$	
IN-KIND		
TOTAL CONTRIBUTIONS	$	
GRANTS		
NEA	$ 7,500	
OTHER		
TOTAL GRANTS	$ 7,500	
REVENUES	$ 11,200	
GRAND TOTAL (CONTRIBUTIONS, GRANTS & REVENUES)		$ 18,700

EXPENSES

DIRECT COSTS		
SALARIES & WAGES	$ 10,000	
FRINGE BENEFITS	------	
SUPPLIES & MATERIALS	2,700	
TRAVEL	------	
SPECIAL	500	
OTHER	5,500	
TOTAL DIRECT	$ 18,700	
INDIRECT COSTS	$	
TOTAL PROJECT COSTS		$ 18,700

ACCEPTANCE:

AUTHORIZING OFFICIAL ______________________ DATE ______________