

October 25, 2022

CORRECTION of Grantee Update #35

NEW Year 2 Expenditure Report Template Available for Invoicing

The GSAN team has developed a new expenditure report template for Year 2. Once you receive full approval on your Year 2 afterschool budget amendment, you can begin submitting electronic invoices for expense reimbursement. For those of you using the expenditure report method, please ensure you have updated to this Year 2 invoice template. As you will see, it allows you to draw down simultaneously from the Year 1 ASP pot of money (your "rollover" or balance), your Year 1 SE pot of money and your Year 2 ASP new line items *all within the same invoice*. You continue to have access to Year 1 funds even though we are in Year 2, but for auditing purposes we must all continue to account carefully for these different allocations.

Please note that those grantees using individuals (one-for-one) receipts and other types of documentation for expenses may not need this new template. Also note that if you were not able to successfully pass cross-functional monitoring in Year 1 (applicable only to those selected for Year 1), you may not use the expenditure report method moving forward.

[Access Template](#)

[Visit BOOST Grantee Resource Hub](#)



Voices for Georgias Children
75 Marietta Street NW
Suite 401
Atlanta, GA 30303
United States

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