



United Black Fund of Greater Cleveland, Inc. Quarterly Financial Report of UBF Grant

Agency Name: _____ Quarter: _____

Agency Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Contact Person: _____ Date: _____

Current Quarter From: _____ To: _____

	A	B	C
	UBF Grant Receipts or Expenses Prior Quarter	UBF Grant Receipts or Expenses Current Quarter	UBF Grant Receipts or Expenses Total to Date
(C) Prior Report			
UBF GRANT ALLOCATIONS RECEIVED			
Less Related Disbursements:			
<u>Salary Cost</u>			
1: Salaries & Wages			
2: Payroll Taxes (FICA & WKCOMP)			
3. Health & Life Insurance			
4. Consultants & Stipends			
<u>Other Cost</u>			
5. Rent Lease			
6. Utilities			
7. Telephone			
9. Equipment Cost or Depreciation			
9. Repairs			
10. Insurance (Liability etc)			
11. Contractual Services			
12. Office Supplies & Equipment			
13. Postage			
14. Travel Out of Town			
15. Travel & Entertainment - Local			
16. Conference Fees & Meeting Cost			
17. Promotion/ Advertising			
18. Food & Programs Expenses			
19. Bank & Services Charges			
20. Other			
Total Related Disbursements			
CASH AT END OF QUARTER			

Authorized Signature _____ Title _____

Print Name _____ Title _____