

QER

Display a read-only detailed table showing totals by function/object codes.



	100 Salaries	200 Benefits	300 Purchased Professional and Technical Services	400 Purchased Property Services	500 Other Purchased Services	600 Supplies 800 Dues and Fees	700 Property	Totals
1691 Instructional Services	\$49,755.90	\$14,404.09	\$0.00	\$1,900.00	\$1,435.00	\$2,657.63	\$0.00	\$70,152.62
2122 Counseling Services	\$5,747.80	\$1,648.97	\$0.00	\$500.00	\$100.00	\$0.00	\$0.00	\$7,996.77
2160 * SOCIAL WORK SERVICES	\$5,747.80	\$1,648.97	\$0.00	\$500.00	\$100.00	\$0.00	\$0.00	\$7,996.77
2300 SUPPORT SERVICES – ADMINISTRATION	\$4,984.80	\$1,451.50	\$5,298.40	\$20.00	\$110.00	\$0.00	\$0.00	\$11,864.70
2600 Operation and Maintenance	\$0.00	\$28.00	\$0.00	\$11,920.00	\$2,200.00	\$0.00	\$0.00	\$14,148.00
2900 Other Support Services	\$8,729.00	\$2,753.14	\$0.00	\$250.00	\$775.00	\$0.00	\$0.00	\$12,507.14
	\$74,965.30	\$21,934.67	\$5,298.40	\$15,090.00	\$4,720.00	\$2,657.63	\$0.00	\$124,666.00
Approved Indirect Cost/Operational Rate: 0.0800								\$0.00
Final								\$124,666.00








Object Code	100	200	300	400	500	600	700	Total
Local Match	\$5,508.80	\$0.00	\$0.00	\$20,858.00	\$1,076.70	\$3,723.00	\$0.00	\$31,166.50

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Agency Name		Direct Services 064										
2	Quarterly Expenditure Report Federal 1st quarter	100	200	300	400	500	600	700	800				
3		Salaries	Benefits	Purchased Professional and Technical Services	Purchased Property Services	Other Purchased Services	Supplies	Property (Equipment)	Dues and Fees	Indirect Costs (enter total only)	Totals	Local Match (enter total only)	
4	1691 Instructional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
5	2122 Counseling Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
6	2160 Social Work Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
7	2300 Support Services: Administration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
8	2600 Operation and Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
9	2900 Other Support Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
10	Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
11													
12	Quarterly Expenditure Report State 1st quarter	100	200	300	400	500	600	700	800				
13		Salaries	Benefits	Purchased Professional and Technical Services	Purchased Property Services	Other Purchased Services	Supplies	Property (Equipment)	Dues and Fees	Indirect Costs (enter total only)	Totals		
14	1691 Instructional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
15	1692 Tutor Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
16	2122 Counseling Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
17	2160 Social Work Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
18	2200 Staff Support Services (IHPDS)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
19	2270 Professional Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
20	2300 Support Services: Administration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
21	2600 Operation and Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
22	2900 Other Support Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
23	Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Instructions
1st quarter
2nd quarter
3rd quarter
4th quarter
Cumulative (formu

QER for every grant

-  PY 2024-25 QER Adult Basic Education Direct Services 064.xlsx
-  PY 2024-25 QER Family Literacy 054 .xlsx
-  PY 2024-25 QER Section IELCE 061.xlsx
-  PY 2024-25 QER State Leadership 099.xlsx
-  PY 2024-25 QER Tutoring Program for Adults 259.xlsx

Instructions:

Programs must submit quarterly expenditure reports for each 054, 061, 064, 259, and 099 grant, using the corresponding report. Each report has tabs: an instruction tab, the four quarterly timeframes, a cumulative tab, and budget revision worksheet(s). The cumulative worksheet automatically calculates totals. Submit the quarterly reports by the tenth business day of October, January, April, and July. Discuss with your advisor before making any changes to previously submitted reports.

On the Budget Revision Worksheet Tab, enter approved grant budget as soon as the grant has been approved.

First Quarterly Report

- Enter the agency name in the highlighted area and save the report with **your "Agency Name" Program Year and Q1**.
- Enter actual first quarter expenses into the first quarter tab and save the report.
- Submit the report to your advisor by the due date.

