Buget Variance

Project Name

Reporting Period:

Expenditure / Payments

Budget Item/ Budget line	Total budgeted expenditure	Expenditure /payments						
		1. Reporting period	2. Reporting period	3. Reporting period	4. Reporting period	TOTAL - Expenditure Period 1 to 6	Buget Variance/Balance period 1 to 6	Notes/Explanation
IMPORTANT!! Please state ALL budget items and budget sub-items as indicated in your approved budget						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
						0.00	0.00	
TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

Comments (if necessary):

Expenditure Details

Reporting Period:

Date	Payment Voucher #	Name/Payee	Description	Amount(Ugx)

Project Name

Reporting Period:

Expenditure / Payments

Total				

Cash Balance

Balance of Project Funds and Cash Status

Reporting period:

1. Balance of Project Funds at start of reporting period				
2. **Add:**	Total income during the reporting period	+		
3. **Less:**	Total expenditure during the reporting period	-	0.00	
4. Balance of Project Funds at the end of the period			0.00	(A)
5. Cash Status:				
Cash at hand:				
Cash at bank:	+			
			0.00	**(B)**
Reconciliation of difference between (A) and (B), if any:			0.00	

Date

Name and Signature of authorised Signatory