

# NORCO COLLEGE

## Expenditure Justification Form (EJF)

**Grant Title Here**

**Award Number:**

Grant's Fiscal Year	
Date of Expenditure	
Expenditure Total	
Vendor	
Purchase Requisition/ PO Number	
RCCD expenditure object code and description	Example: 6485: Computer Equipment, New Additional-\$200-\$4,999
Federal Grant Budget Category	
Expenditure description and justification (To be completed by Project Director)	The project director will provide written justification about why this expenditure request is necessary.
Grant Objective and/or Activity	List specific objectives and/or activities described in your grant proposal that are associated with this expenditure. Also insert proposal page number where activity is described (if available).
Federal Regulation and/or Legislation	Insert the regulation number and description of the EDGAR or OMB Circular which states that this expenditure is allowable (see example below). <i>EDGAR- Part 606.10-b-(4): Purchase of library books, periodicals, and other educational materials, including telecommunications program material.</i>
Was this expenditure split with another funding source?	List the percentage and dollar total being charged to each funding source for this expenditure and provide justification.
Project Director Approval: I certify that this expenditure is allowable, allocable, and prudent per program federal regulations.	<div>_____</div> <div>Print Name                      Signature                      Date</div>
College Administrator's Approval	<div>_____</div> <div>Print Name                      Signature                      Date</div>