TO: Rural Fire Districts & Departments

FROM: Mark R. Neely, Fire Management Officer

SUBJECT: Annual Rural Fire District Summary of Expenditures

Please send us a summary of your district expenditures from 10/01/17 to 09/30/18 on the attached form.

1. Only include expenditures that match the categories indicated.
2. Countywide districts shall compile expenditures for all units in the county and return **ONE** card for the county.
3. Once the form is completed mail or include with VFA grant application:
   Fire Management Officer
   Kansas Forest Service
   2610 Claflin Rd
   Manhattan KS 66547
4. Expenditure Card must be postmarked **NO LATER THAN APRIL 15, 2019**.

I certify that the expenditures listed below were incurred by the fire districts/departments as matching contributions for the Volunteer Assistance Grant and that those expenditures meet the following criteria:

A. Verifiable in our records,
B. Not committed as match for any other federally-assisted project,
C. Funds are not received from the Federal Government (including federal funds received from non-federal entities, and
D. Incurred during the period specified above.

_____ _____

Fire Chief Printed Name Fire Chief Signature Date

RURAL FIRE DISTRICT EXPENDITURES
October 1, 2017 to September 30, 2018

Please report all of your district or department expenditures for the period above.

I. Repair, maintenance and operating expenditures for all equipment & facilities $_____
II. New equipment, capitol, improvements, tools and supplies $_____
III. Insurance (Include Liability & Comprehensive) $_____
IV. Rent and Utilities $_____
V. Salaries (Include Contracts) $_____

FDID# _____ Total: $_____

Fire District Name _____

As Fire Chief, I certify that the expenditures:

A. Are necessary and reasonable for the proper and efficient accomplishment of the specified project, and
B. Are allowable under the applicable cost principles and other terms and conditions of the federal award or program.

_____ _____

Fire Chief Printed Name Fire Chief Signature Date

State Fire Management Officer Date

Note: Further documentation may be required prior to award close-out to certify the actual costs incurred.